

Index Page

Replies to initial written questions raised by Finance Committee Members in examining the Estimates of Expenditure 2018-19

Director of Bureau : Secretary for the Civil Service

Session No. : 1

File Name : CSB-2-e1.docx

| Reply Serial No. | Question Serial No. | Name of Member | Head | Programme |
|-----------------------------|--------------------------------|------------------------------------|-------------|---|
| CSB001 | 1582 | CHAN Chi-chuen | 143 | (4) Civil Service Training and Development |
| CSB002 | 3202 | CHAN Chi-chuen | 143 | (2) Human Resource Management |
| CSB003 | 1530 | CHEUNG Chiu-hung, Fernando | 143 | — |
| CSB004 | 1650 | CHEUNG Wah-fung, Christopher | 143 | (4) Civil Service Training and Development |
| CSB005 | 1509 | CHIANG Lai-wan | 143 | (2) Human Resource Management |
| CSB006 | 0247 | HO Kai-ming | 143 | — |
| CSB007 | 0248 | HO Kai-ming | 143 | (2) Human Resource Management |
| CSB008 | 2859 | HO Kai-ming | 143 | (2) Human Resource Management |
| CSB009 | 2875 | HO Kai-ming | 143 | (2) Human Resource Management |
| CSB010 | 0365 | IP LAU Suk-yea, Regina | 143 | (2) Human Resource Management |
| CSB011 | 0366 | IP LAU Suk-yea, Regina | 143 | (2) Human Resource Management |
| CSB012 | 0367 | IP LAU Suk-yea, Regina | 143 | (4) Civil Service Training and Development |
| CSB013 | 0368 | IP LAU Suk-yea, Regina | 143 | (2) Human Resource Management |
| CSB014 | 0369 | IP LAU Suk-yea, Regina | 143 | (2) Human Resource Management |
| CSB015 | 0370 | IP LAU Suk-yea, Regina | 143 | (2) Human Resource Management |
| CSB016 | 0318 | KWOK Wai-keung | 143 | (2) Human Resource Management |
| CSB017 | 0319 | KWOK Wai-keung | 143 | (2) Human Resource Management |
| CSB018 | 0321 | KWOK Wai-keung | 143 | (4) Civil Service Training and Development |
| CSB019 | 0384 | KWOK Wai-keung | 143 | (2) Human Resource Management |

| Reply Serial No. | Question Serial No. | Name of Member | Head | Programme |
|-------------------------|----------------------------|--------------------------|-------------|---|
| CSB020 | 1009 | LAM Cheuk-ting | 143 | (2) Human Resource Management |
| CSB021 | 1010 | LAM Cheuk-ting | 143 | (3) Translation and Interpretation Services and Use of Official Languages |
| CSB022 | 1011 | LAM Cheuk-ting | 143 | (4) Civil Service Training and Development |
| CSB023 | 1012 | LAM Cheuk-ting | 143 | (4) Civil Service Training and Development |
| CSB024 | 1013 | LAM Cheuk-ting | 143 | (4) Civil Service Training and Development |
| CSB025 | 1014 | LAM Cheuk-ting | 143 | (4) Civil Service Training and Development |
| CSB026 | 1015 | LAM Cheuk-ting | 143 | (4) Civil Service Training and Development |
| CSB027 | 0918 | LAM Kin-fung, Jeffrey | 143 | — |
| CSB028 | 1864 | LEE Wai-king, Starry | 143 | — |
| CSB029 | 1887 | LEE Wai-king, Starry | 143 | — |
| CSB030 | 2881 | LEUNG Yiu-chung | 143 | (1) Director of Bureau's Office (2) Human Resource Management (3) Translation and Interpretation Services and Use of Official Languages (4) Civil Service Training and Development |
| CSB031 | 2547 | LIAO Cheung-kong, Martin | 143 | (2) Human Resource Management |
| CSB032 | 0155 | LO Wai-kwok | 143 | (2) Human Resource Management |
| CSB033 | 2686 | MO Claudia | 143 | — |
| CSB034 | 2321 | MOK Charles Peter | 143 | (4) Civil Service Training and Development |
| CSB035 | 1204 | NG Wing-ka, Jimmy | 143 | (2) Human Resource Management |
| CSB036 | 3227 | NG Wing-ka, Jimmy | 143 | (2) Human Resource Management |
| CSB037 | 0477 | POON Siu-ping | 143 | (2) Human Resource Management |
| CSB038 | 0478 | POON Siu-ping | 143 | (2) Human Resource Management |

| Reply Serial No. | Question Serial No. | Name of Member | Head | Programme |
|-------------------------|----------------------------|--------------------------|-------------|--|
| CSB039 | 0479 | POON Siu-ping | 143 | (2) Human Resource Management |
| CSB040 | 0480 | POON Siu-ping | 143 | (2) Human Resource Management |
| CSB041 | 0489 | POON Siu-ping | 143 | (2) Human Resource Management |
| CSB042 | 1094 | TIEN Puk-sun, Michael | 143 | — |
| CSB043 | 2777 | WAN Siu-kin, Andrew | 143 | (2) Human Resource Management |
| CSB044 | 1486 | CHIANG Lai-wan | 46 | General Expenses of the Civil Service |
| CSB045 | 0895 | LAM Kin-fung, Jeffrey | 46 | General Expenses of the Civil Service |
| CSB046 | 0896 | LAM Kin-fung, Jeffrey | 46 | — |
| CSB047 | 3260 | LAM Kin-fung, Jeffrey | 46 | General Expenses of the Civil Service |
| CSB048 | 0888 | LAM Kin-fung, Jeffrey | 120 | (1) Public and Judicial Service Pension Benefits |
| CSB049 | 3168 | NG Wing-ka, Jimmy | 120 | (1) Public and Judicial Service Pension Benefits |
| CSB050 | 0121 | WU Chi-wai | 120 | (1) Public and Judicial Service Pension Benefits |
| CSB051 | 1008 | LAM Cheuk-ting | 136 | Secretariat services for the Public Service Commission |
| CSB052 | 3274 | CHAN Chi-chuen | 37 | (7) Medical and Dental Treatment for Civil Servants |
| CSB053 | 2860 | HO Kai-ming | 37 | (7) Medical and Dental Treatment for Civil Servants |
| CSB054 | 3028 | KWOK Ka-ki | 37 | (7) Medical and Dental Treatment for Civil Servants |
| CSB055 | 0320 | KWOK Wai-keung | 37 | (7) Medical and Dental Treatment for Civil Servants |
| CSB056 | 1710 | KWONG Chun-yu | 37 | (7) Medical and Dental Treatment for Civil Servants |
| CSB057 | 1205 | NG Wing-ka, Jimmy | 37 | (7) Medical and Dental Treatment for Civil Servants |
| CSB058 | 0471 | POON Siu-ping | 37 | (7) Medical and Dental Treatment for Civil Servants |

| Reply Serial No. | Question Serial No. | Name of Member | Head | Programme |
|-------------------------|----------------------------|----------------------------|-------------|---|
| CSB059 | 0483 | POON Siu-ping | 37 | (7) Medical and Dental Treatment for Civil Servants |
| CSB060 | 0931 | YUNG Hoi-yan | 37 | (7) Medical and Dental Treatment for Civil Servants |
| CSB061 | 2770 | YUNG Hoi-yan | 37 | (7) Medical and Dental Treatment for Civil Servants |
| CSB062 | 3715 | CHAN Chi-chuen | 143 | (4) Civil Service Training and Development |
| CSB063 | 4506 | CHEUNG Chiu-hung, Fernando | 143 | (1) Director of Bureau's Office |
| CSB064 | 4903 | CHEUNG Chiu-hung, Fernando | 143 | (2) Human Resource Management |
| CSB065 | 5326 | IP Kin-yuen | 143 | (2) Human Resource Management |
| CSB066 | 4297 | KWOK Ka-ki | 143 | — |
| CSB067 | 4018 | SHIU Ka-chun | 143 | (2) Human Resource Management |
| CSB068 | 4475 | SHIU Ka-chun | 143 | (2) Human Resource Management |
| CSB069 | 5235 | TAM Man-ho, Jeremy | 143 | (4) Civil Service Training and Development |
| CSB070 | 5445 | TAM Man-ho, Jeremy | 143 | (4) Civil Service Training and Development |
| CSB071 | 5446 | TAM Man-ho, Jeremy | 143 | (4) Civil Service Training and Development |
| CSB072 | 5447 | TAM Man-ho, Jeremy | 143 | (3) Translation and Interpretation Services and Use of Official Languages |
| CSB073 | 5448 | TAM Man-ho, Jeremy | 143 | (4) Civil Service Training and Development |
| CSB074 | 5449 | TAM Man-ho, Jeremy | 143 | (2) Human Resource Management |
| CSB075 | 5458 | TAM Man-ho, Jeremy | 143 | (2) Human Resource Management |
| CSB076 | 5439 | MA Fung-kwok | 46 | — |
| CSB077 | 5451 | TAM Man-ho, Jeremy | 46 | General Expenses of the Civil Service |
| CSB078 | 5452 | TAM Man-ho, Jeremy | 46 | General Expenses of the Civil Service |
| CSB079 | 5453 | TAM Man-ho, Jeremy | 46 | General Expenses of the Civil Service |

| Reply Serial No. | Question Serial No. | Name of Member | Head | Programme |
|-----------------------------|--------------------------------|----------------------------------|-------------|---|
| CSB080 | 4490 | CHEUNG Chiu-hung, Fernando | 120 | (1) Public and Judicial Service Pension Benefits |
| CSB081 | 4698 | CHEUNG Chiu-hung, Fernando | 120 | (1) Public and Judicial Service Pension Benefits |
| CSB082 | 5511 | TAM Man-ho, Jeremy | 120 | — |
| CSB083 | 5512 | TAM Man-ho, Jeremy | 120 | (1) Public and Judicial Service Pension Benefits |
| CSB084 | 5619 | CHAN Tanya | 136 | Secretariat services for the Public Service Commission |
| CSB085 | 4142 | LEUNG Yiu-chung | 136 | Secretariat services for the Public Service Commission |
| CSB086 | 4165 | LEUNG Yiu-chung | 174 | — |
| CSB087 | 4257 | KWOK Ka-ki | 37 | (7) Medical and Dental Treatment for Civil Servants |

CONTROLLING OFFICER'S REPLY

CSB001

(Question Serial No. 1582)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned under Matters Requiring Special Attention in 2018-19 of Programme (4) that national studies training programmes will be provided for civil servants at different levels and that national studies will be made part and parcel of the development plans for senior civil servants. In this connection, will the Government inform this Committee of the following:

1. the operating expenses, staff establishment and full year payroll costs involved in the above-mentioned training programmes in 2018-19; and
2. the operating expenses, staff establishment and full year payroll costs for organising the above-mentioned training programmes in 2018-19.

Asked by: Hon CHAN Chi-chuen (Member Question No. (LegCo use): 5)

Reply:

The estimated expenditure on national studies training programmes in 2018-19 is \$23.7 million. There are 26 Training Officers responsible for organising related training programmes. As the officers are not responsible for only one single area of work, it would be difficult to break down the expenses related to national studies training programmes.

- End -

CONTROLLING OFFICER'S REPLY

CSB002

(Question Serial No. 3202)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Earlier on, the court ruled in favour of a male Senior Immigration Officer who had requested the Civil Service Bureau (CSB) to grant him the benefits for married civil servants upon registration of his marriage with a same-sex partner. In this regard, what is the progress of the CSB's revision of the relevant benefits policies; and when will married same-sex partners be expected to be able to enjoy their entitled benefits on the basis of their marital status?

Asked by: Hon CHAN Chi-chuen (Member Question No. (LegCo use): 54)

Reply:

The Civil Service Bureau has appealed against the judgment of the Court of First Instance of the High Court in the judicial review lodged by the Senior Immigration Officer concerned. The appeal was heard last December, but the Court of Appeal has not made any ruling yet. As the legal proceedings have not been concluded, it is not appropriate for us to comment on the case as well as the policy issues relating to civil service benefits at this stage.

- End -

CONTROLLING OFFICER'S REPLY**CSB003****(Question Serial No. 1530)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): Not Specified

Programme: Not Specified

Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the support for the employment of people with disabilities, please inform this Committee of the following:

1. the number of newly recruited civil servants in each of the past 5 years;
2. the number of serving civil servants with disabilities, broken down by type of disability, in government departments in each of the past 5 years;
3. the number of newly recruited civil servants with disabilities and civil servants with disabilities leaving the service, broken down by type of disability, in government departments in each of the past 5 years;
4. the number of serving civil servants who became disabled, broken down by type of disability, in government departments in each of the past 5 years.

Asked by: Hon CHEUNG Chiu-hung, Fernando (Member Question No. (LegCo use): 638)

Reply:

1. According to the statistics compiled by the Government as at 31 March each year, the numbers of newly recruited civil servants in the past 5 years are as follows:

| Year | Number of persons |
|-------------|--------------------------|
| 2012-13 | 7 316 |
| 2013-14 | 8 460 |
| 2014-15 | 7 717 |
| 2015-16 | 9 854 |
| 2016-17 | 8 947 |

2. & 3. There is no requirement for applicants for government jobs and serving officers to declare their disabilities, if any. The situation on persons with disabilities employed in the civil service is known to us on the basis of information available to bureaux/departments (e.g. through requests of applicants during the recruitment process for special arrangements for selection interview/test having regard to their disabilities, or applications from serving officers with disabilities for financial assistance to purchase technical aids to assist in their performance of duties). According to the relevant information, the numbers of civil servants who declared their disabilities to the Government, newly recruited civil servants who declared their disabilities to the Government during the recruitment process and civil servants with disabilities leaving the civil service in the past 5 years with breakdown by types of disability^{Note} and bureaux/departments, are set out in Tables 1-6 below:

Table 1 Number of civil servants who declared their disabilities in 2012-13 to 2016-17 (by types of disability)

| Type of Disability | Year | | | | |
|--|--------------|--------------|--------------|--------------|--------------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Visual impairment | 456 | 439 | 412 | 389 | 374 |
| Hearing impairment | 320 | 335 | 352 | 378 | 375 |
| Physical disability | 1 729 | 1 696 | 1 626 | 1 530 | 1 418 |
| Intellectual disability | 19 | 17 | 15 | 15 | 15 |
| Ex-mentally ill persons | 348 | 366 | 352 | 356 | 347 |
| Visceral disability | 511 | 546 | 544 | 544 | 537 |
| Others, e.g. autism, speech impairment, specific learning difficulties, etc. | 18 | 16 | 18 | 18 | 21 |
| Total | 3 401 | 3 415 | 3 319 | 3 230 | 3 087 |

Table 2 Number of civil servants who declared their disabilities in 2012-13 to 2016-17 (by bureaux/departments)

| Bureau/Department | Year | | | | |
|--|---------|---------|---------|---------|---------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Agriculture, Fisheries and Conservation Department | 256 | 238 | 219 | 195 | 170 |
| Architectural Services Department | 26 | 26 | 23 | 22 | 20 |
| Audit Commission | 2 | 2 | 1 | 1 | 1 |
| Auxiliary Medical Service | 1 | 1 | 1 | 1 | 1 |
| Buildings Department | 9 | 9 | 13 | 12 | 12 |

| Bureau/Department | Year | | | | |
|--|----------------|----------------|----------------|----------------|----------------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Census and Statistics Department | 18 | 18 | 18 | 17 | 17 |
| Civil Aid Service | 5 | 4 | 3 | 2 | 2 |
| Civil Aviation Department | 7 | 7 | 7 | 5 | 5 |
| Civil Engineering and Development Department | 33 | 39 | 39 | 36 | 41 |
| Companies Registry | 17 | 19 | 19 | 21 | 21 |
| Correctional Services Department | 240 | 249 | 234 | 224 | 209 |
| Customs and Excise Department | 55 | 50 | 47 | 36 | 50 |
| Department of Health | 77 | 79 | 74 | 77 | 73 |
| Department of Justice | 13 | 13 | 13 | 11 | 11 |
| Drainage Services Department | 103 | 99 | 95 | 96 | 95 |
| Electrical and Mechanical Services Department | 72 | 71 | 67 | 65 | 62 |
| Environmental Protection Department | 5 | 5 | 5 | 6 | 6 |
| Fire Services Department | 28 | 34 | 30 | 40 | 34 |
| Food and Environmental Hygiene Department | 193 | 185 | 188 | 186 | 172 |
| Government Laboratory | 3 | 4 | 4 | 3 | 2 |
| Government Logistics Department | 24 | 20 | 20 | 23 | 23 |
| Government Property Agency | 2 | 2 | 2 | 2 | 2 |
| G.S. : Offices of the Chief Secretary for Administration and the Financial Secretary | 8 | 8 | 7 | 8 | 7 |
| G.S. : Civil Service Bureau | 10 | 12 | 14 | 13 | 15 |
| G.S. : Commerce and Economic Development Bureau | 13 | 13 | 12 | 2 | 2 |
| G.S. : Constitutional and Mainland Affairs Bureau | 1 | 1 | 2 | 2 | 1 |
| G.S. : Development Bureau | 0 | 2 | 1 | 1 | 2 |
| G.S. : Education Bureau | 65 | 59 | 52 | 56 | 51 |
| G.S. : Environment Bureau | 1 | 1 | 1 | 1 | 1 |
| G.S. : Financial Services and the Treasury Bureau | 1 | 1 | 1 | 1 | 1 |
| G.S. : Home Affairs Bureau | 1 | 2 | 2 | 3 | 2 |

| Bureau/Department | Year | | | | |
|---|---------|---------|---------|---------|---------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| G.S. : Innovation and Technology Bureau | - | - | - | 12 | 15 |
| G.S. : Labour and Welfare Bureau | 1 | 2 | 3 | 3 | 4 |
| G.S. : Security Bureau | 2 | 2 | 2 | 1 | 2 |
| G.S. : Transport and Housing Bureau | 1 | 1 | 1 | 1 | 1 |
| Highways Department | 77 | 74 | 70 | 71 | 63 |
| Home Affairs Department | 51 | 54 | 53 | 56 | 58 |
| Hong Kong Observatory | 1 | 1 | 1 | 1 | 2 |
| Hong Kong Police Force | 685 | 700 | 676 | 628 | 565 |
| Hospital Authority (On Secondment) | 37 | 34 | 30 | 27 | 21 |
| Housing Department | 89 | 96 | 100 | 105 | 103 |
| Immigration Department | 215 | 214 | 221 | 212 | 200 |
| Information Services Department | 1 | 1 | 1 | 2 | 2 |
| Inland Revenue Department | 100 | 98 | 99 | 102 | 102 |
| Intellectual Property Department | 2 | 2 | 2 | 2 | 2 |
| Invest Hong Kong | 1 | 1 | 1 | 1 | 1 |
| Judiciary | 32 | 34 | 32 | 33 | 31 |
| Labour Department | 51 | 59 | 60 | 65 | 69 |
| Land Registry | 21 | 21 | 20 | 21 | 21 |
| Lands Department | 47 | 55 | 57 | 56 | 55 |
| Legal Aid Department | 8 | 7 | 7 | 8 | 7 |
| Leisure and Cultural Services Department | 265 | 268 | 267 | 255 | 247 |
| Marine Department | 34 | 31 | 27 | 24 | 23 |
| Office of the Communications Authority | 9 | 10 | 7 | 10 | 10 |
| Official Receiver's Office | 6 | 5 | 5 | 5 | 4 |
| Planning Department | 4 | 3 | 2 | 2 | 3 |
| Post Office | 101 | 100 | 100 | 100 | 95 |
| Public Service Commission | 1 | 1 | 1 | 0 | 0 |
| Radio Television Hong Kong | 4 | 3 | 3 | 2 | 1 |
| Rating and Valuation Department | 22 | 23 | 20 | 18 | 21 |

| Bureau/Department | Year | | | | |
|---|----------------|----------------|----------------|----------------|----------------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Registration and Electoral Office | 1 | 2 | 2 | 4 | 4 |
| Social Welfare Department | 132 | 129 | 126 | 123 | 131 |
| Trade and Industry Department | 9 | 9 | 10 | 9 | 10 |
| Transport Department | 23 | 22 | 25 | 28 | 27 |
| Treasury | 9 | 10 | 8 | 9 | 9 |
| University Grants Committee | 0 | 0 | 0 | 1 | 1 |
| Water Supplies Department | 64 | 63 | 58 | 54 | 51 |
| Working Family and Student Financial Assistance Agency (formerly Student Financial Assistance Agency) | 6 | 7 | 8 | 11 | 15 |
| Total | 3 401 | 3 415 | 3 319 | 3 230 | 3 087 |

Table 3 Number of newly recruited civil servants who declared their disabilities during the recruitment process in 2012-13 to 2016-17 (by types of disability)

| Type of Disability | Year | | | | |
|--|----------------|----------------|----------------|----------------|----------------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Visual impairment | 7 | 7 | 11 | 10 | 6 |
| Hearing impairment | 8 | 28 | 20 | 37 | 14 |
| Physical disability | 5 | 14 | 7 | 11 | 8 |
| Intellectual disability | 0 | 1 | 1 | 0 | 1 |
| Ex-mentally ill persons | 3 | 7 | 2 | 11 | 4 |
| Visceral disability | 5 | 21 | 15 | 13 | 14 |
| Others, e.g. autism, speech impairment, specific learning difficulties, etc. | 2 | 2 | 2 | 1 | 2 |
| Total | 30 | 80 | 58 | 83 | 49 |

Table 4 Number of newly recruited civil servants who declared their disabilities during the recruitment process in 2012-13 to 2016-17 (by bureaux/departments)

| Bureau/Department | Year | | | | |
|--------------------------|----------------|----------------|----------------|----------------|----------------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Buildings Department | 0 | 0 | 6 | 1 | 0 |

| Bureau/Department | Year | | | | |
|--|---------|---------|---------|---------|---------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Census and Statistics Department | 0 | 1 | 1 | 0 | 0 |
| Civil Aviation Department | 0 | 0 | 1 | 0 | 0 |
| Civil Engineering and Development Department | 3 | 2 | 1 | 1 | 2 |
| Department of Health | 8 | 8 | 3 | 9 | 2 |
| Department of Justice | 0 | 0 | 0 | 1 | 1 |
| Drainage Services Department | 2 | 2 | 0 | 1 | 0 |
| Electrical and Mechanical Services Department | 0 | 1 | 2 | 1 | 0 |
| Environmental Protection Department | 0 | 0 | 0 | 1 | 0 |
| Fire Services Department | 0 | 4 | 0 | 0 | 1 |
| Food and Environmental Hygiene Department | 1 | 5 | 11 | 4 | 5 |
| Government Logistics Department | 2 | 0 | 1 | 1 | 1 |
| G.S. : Offices of the Chief Secretary for Administration and the Financial Secretary | 0 | 0 | 2 | 0 | 0 |
| G.S. : Civil Service Bureau | 0 | 2 | 0 | 0 | 1 |
| G.S. : Education Bureau | 0 | 3 | 1 | 11 | 1 |
| G.S. : Environment Bureau | 0 | 0 | 0 | 0 | 1 |
| G.S. : Innovation and Technology Bureau | - | - | - | 0 | 1 |
| G.S. : Labour and Welfare Bureau | 0 | 1 | 0 | 0 | 1 |
| G.S. : Security Bureau | 0 | 0 | 0 | 0 | 1 |
| Highways Department | 1 | 0 | 0 | 0 | 0 |
| Home Affairs Department | 0 | 4 | 1 | 1 | 2 |
| Hong Kong Observatory | 0 | 0 | 1 | 0 | 1 |
| Hong Kong Police Force | 0 | 3 | 0 | 0 | 0 |
| Housing Department | 3 | 8 | 3 | 4 | 2 |
| Immigration Department | 0 | 0 | 0 | 3 | 0 |
| Inland Revenue Department | 1 | 1 | 3 | 8 | 2 |
| Judiciary | 0 | 2 | 0 | 2 | 3 |
| Labour Department | 0 | 3 | 0 | 1 | 2 |

| Bureau/Department | Year | | | | |
|---|-----------|-----------|-----------|-----------|-----------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Land Registry | 0 | 1 | 0 | 1 | 0 |
| Lands Department | 0 | 6 | 1 | 1 | 0 |
| Legal Aid Department | 0 | 0 | 1 | 1 | 0 |
| Leisure and Cultural Services Department | 6 | 10 | 12 | 19 | 4 |
| Marine Department | 0 | 0 | 0 | 1 | 0 |
| Post Office | 2 | 2 | 3 | 5 | 4 |
| Radio Television Hong Kong | 1 | 0 | 0 | 0 | 0 |
| Rating and Valuation Department | 0 | 2 | 0 | 0 | 0 |
| Registration and Electoral Office | 0 | 2 | 0 | 1 | 0 |
| Social Welfare Department | 0 | 4 | 3 | 3 | 10 |
| Trade and Industry Department | 0 | 0 | 1 | 0 | 0 |
| Transport Department | 0 | 0 | 0 | 0 | 1 |
| Treasury | 0 | 1 | 0 | 0 | 0 |
| Working Family and Student Financial Assistance Agency (formerly Student Financial Assistance Agency) | 0 | 2 | 0 | 1 | 0 |
| Total | 30 | 80 | 58 | 83 | 49 |

Table 5 Number of civil servants with disabilities leaving the civil service in 2012-13 to 2016-17 (by types of disability)

| Type of Disability | Year | | | | |
|--|------------|------------|------------|------------|------------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Visual impairment | 24 | 32 | 43 | 38 | 27 |
| Hearing impairment | 14 | 18 | 13 | 19 | 22 |
| Physical disability | 98 | 103 | 122 | 136 | 141 |
| Intellectual disability | 0 | 1 | 3 | 0 | 1 |
| Ex-mentally ill persons | 21 | 23 | 26 | 26 | 31 |
| Visceral disability | 52 | 37 | 52 | 62 | 61 |
| Others, e.g. autism, speech impairment, specific learning difficulties, etc. | 1 | 2 | 0 | 1 | 0 |
| Total | 210 | 216 | 259 | 282 | 283 |

Table 6 Number of civil servants with disabilities leaving the civil service in 2012-13 to 2016-17 (by bureaux/departments)

| Bureau/Department | Year | | | | |
|--|---------|---------|---------|---------|---------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Agriculture, Fisheries and Conservation Department | 29 | 19 | 21 | 25 | 28 |
| Architectural Services Department | 0 | 0 | 2 | 0 | 1 |
| Audit Commission | 0 | 0 | 1 | 0 | 0 |
| Buildings Department | 0 | 0 | 2 | 1 | 0 |
| Census and Statistics Department | 0 | 0 | 1 | 1 | 0 |
| Civil Aid Service | 1 | 1 | 1 | 1 | 0 |
| Civil Aviation Department | 0 | 0 | 1 | 2 | 0 |
| Civil Engineering and Development Department | 1 | 0 | 1 | 2 | 1 |
| Companies Registry | 1 | 0 | 0 | 0 | 2 |
| Correctional Services Department | 38 | 11 | 22 | 33 | 26 |
| Customs and Excise Department | 3 | 4 | 3 | 10 | 3 |
| Department of Health | 1 | 4 | 6 | 5 | 5 |
| Department of Justice | 1 | 0 | 1 | 2 | 2 |
| Drainage Services Department | 5 | 10 | 9 | 10 | 6 |
| Electrical and Mechanical Services Department | 7 | 3 | 5 | 3 | 4 |
| Environmental Protection Department | 0 | 1 | 0 | 1 | 0 |
| Fire Services Department | 0 | 1 | 5 | 2 | 7 |
| Food and Environmental Hygiene Department | 11 | 20 | 22 | 19 | 31 |
| Government Flying Service | 1 | 0 | 0 | 0 | 0 |
| Government Laboratory | 0 | 0 | 0 | 1 | 1 |
| Government Logistics Department | 0 | 2 | 1 | 0 | 1 |
| G.S. : Offices of the Chief Secretary for Administration and the Financial Secretary | 0 | 0 | 1 | 0 | 1 |
| G.S. : Civil Service Bureau | 1 | 2 | 0 | 1 | 0 |
| G.S. : Commerce and Economic Development Bureau | 1 | 1 | 1 | 0 | 0 |

| Bureau/Department | Year | | | | |
|--|---------|---------|---------|---------|---------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| G.S. : Development Bureau | 0 | 0 | 1 | 0 | 0 |
| G.S. : Education Bureau | 6 | 9 | 7 | 6 | 6 |
| G.S. : Environment Bureau | 0 | 0 | 0 | 0 | 1 |
| G.S. : Innovation and Technology Bureau | - | - | - | 0 | 1 |
| Highways Department | 7 | 5 | 7 | 8 | 10 |
| Home Affairs Department | 1 | 3 | 2 | 3 | 3 |
| Hong Kong Observatory | 0 | 0 | 1 | 1 | 0 |
| Hong Kong Police Force | 29 | 53 | 51 | 63 | 55 |
| Hospital Authority (On Secondment) | 5 | 3 | 4 | 3 | 6 |
| Housing Department | 7 | 2 | 7 | 5 | 5 |
| Immigration Department | 11 | 6 | 8 | 12 | 15 |
| Information Services Department | 1 | 0 | 0 | 0 | 0 |
| Inland Revenue Department | 3 | 3 | 4 | 4 | 1 |
| Judiciary | 0 | 0 | 0 | 2 | 6 |
| Labour Department | 2 | 3 | 3 | 0 | 3 |
| Land Registry | 0 | 0 | 2 | 1 | 1 |
| Lands Department | 1 | 2 | 1 | 1 | 1 |
| Legal Aid Department | 1 | 0 | 1 | 0 | 1 |
| Leisure and Cultural Services Department | 20 | 25 | 22 | 31 | 24 |
| Marine Department | 1 | 3 | 4 | 3 | 2 |
| Office of the Communications Authority | 0 | 0 | 3 | 0 | 1 |
| Official Receiver's Office | 1 | 1 | 0 | 0 | 1 |
| Planning Department | 0 | 1 | 1 | 1 | 0 |
| Post Office | 3 | 3 | 3 | 4 | 9 |
| Public Service Commission | 0 | 0 | 0 | 1 | 0 |
| Radio Television Hong Kong | 1 | 1 | 0 | 1 | 1 |
| Rating and Valuation Department | 3 | 3 | 3 | 1 | 1 |
| Social Welfare Department | 2 | 7 | 8 | 7 | 4 |
| Trade and Industry Department | 1 | 0 | 0 | 1 | 0 |
| Transport Department | 1 | 0 | 1 | 0 | 3 |

| Bureau/Department | Year | | | | |
|---|----------------|----------------|----------------|----------------|----------------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| Treasury | 0 | 1 | 2 | 0 | 0 |
| Water Supplies Department | 2 | 3 | 6 | 4 | 3 |
| Working Family and Student Financial Assistance Agency (formerly Student Financial Assistance Agency) | 0 | 0 | 1 | 0 | 0 |
| Total | 210 | 216 | 259 | 282 | 283 |

Note :

Persons with colour blindness or defective colour perception are excluded.

- The Government does not record information on serving civil servants who became disabled.

- End -

CONTROLLING OFFICER'S REPLY**CSB004****(Question Serial No. 1650)**

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

One of the items under Matters Requiring Special Attention in 2018–19 in the Civil Service Bureau is to continue to provide national studies training programmes to civil servants at different levels and make national studies part and parcel of the development plans for senior civil servants. In this regard, please advise on the expenditure involved in providing national studies training programmes for civil servants in each of the past three financial years as well as the estimated expenditure in 2018-19? What is the main content of such national studies training programmes?

Asked by: Hon CHEUNG Wah-fung, Christopher (Member Question No. (LegCo use): 9)

Reply:

Expenditure on national studies training programmes in the past 3 financial years and the estimated expenditure in 2018-19 are as follows:

| 2015-16 Actual Expenditure | 2016-17 Actual Expenditure | 2017-18 Revised Estimate | 2018-19 Estimated Expenditure |
|---------------------------------------|---------------------------------------|-------------------------------------|--|
| 18.3 million | 18.3 million | 18.3 million | 23.7 million |

National studies training programmes mainly cover the Basic Law and the political, economic, social and cultural policies and developments of the Mainland, including the latest national policies such as the “Belt and Road Initiative” and Guangdong-Hong Kong-Macao Bay Area Development, etc.

- End -

CONTROLLING OFFICER'S REPLY**CSB005****(Question Serial No. 1509)**

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding medical benefits for the civil service, would the Government set out in table form the quotas for general out-patient consultation provided for the civil service in the past 3 years, broken down by hospital cluster of the Hospital Authority?

Asked by: Hon CHIANG Lai-wan (Member Question No. (LegCo use): 26)

Reply:

The Hospital Authority (HA) currently manages 73 General Outpatient Clinics (GOPCs) and 65 of them provide priority discs for serving civil servants during normal day sessions from Monday to Saturday to enable civil servants to return to work as early as possible after receiving appropriate treatment. At present, the daily priority disc quota is around 2 000 but civil servants can attend GOPCs of HA even if they do not use priority discs.

The overall attendances of serving civil servants attending GOPCs of HA in the capacity of civil servants (irrespective of using priority discs or not) from 2015-16 to 2017-18 are set out in the table below –

| Year | Overall attendances |
|----------------------------------|----------------------------|
| 2015-16 | 344 000 |
| 2016-17 | 350 000 |
| 2017-18 (as at 31 December 2017) | 264 000 |

Note: The overall attendances are rounded to the nearest thousand.

- End -

CONTROLLING OFFICER'S REPLY

CSB006

(Question Serial No. 0247)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): Not specified
Programme: Not specified
Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in the Budget speech that in 2018-19, the civil service establishment is expected to expand by 6 700 posts. Will the Government inform this Committee of the distribution of the additional posts among government departments, and the number of those which are to be converted from non-civil service contract (NCSC) staff positions? Please provide the information with a breakdown by department.

Asked by: Hon HO Kai-ming (Member Question No. (LegCo use): 19)

Reply:

The 2018-19 Draft Estimates of Expenditure provide for 6 700 additional civil service posts in various bureaux and departments (B/Ds). The additional civil service posts are for supporting the implementation of the policies, initiatives and new measures of the new-term Government, and easing the work pressure on civil servants.

The estimated changes in civil service establishment of B/Ds in 2018-19 are set out at **Annex A**. Among the additional civil service posts, 278 are approved for replacing non-civil service contract positions of which the long term service need has been established. Detailed breakdown of these posts by B/Ds is at **Annex B**.

**Change in Civil Service Establishment
by Bureaux/Departments in 2018-19**

| Bureau / Department / Organisation | Change in Establishment |
|---|--------------------------------|
| Agriculture, Fisheries and Conservation Department | + 102 |
| Architectural Services Department | + 47 |
| Audit Commission | + 5 |
| Auxiliary Medical Service | - |
| Buildings Department | + 125 |
| Census and Statistics Department | + 7 |
| Chief Executive's Office | - |
| Chief Secretary and Financial Secretary's Offices | - 45 |
| Civil Aid Service | + 2 |
| Civil Aviation Department | + 82 |
| Civil Engineering and Development Department | + 91 |
| Civil Service Bureau | + 13 |
| Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch) | + 26 |
| Commerce and Economic Development Bureau (Communications and Creative Industries Branch) | - |
| Companies Registry | + 28 |
| Constitutional and Mainland Affairs Bureau | + 7 |
| Correctional Services Department | + 66 |
| Customs and Excise Department | + 766 |
| Department of Health | + 183 |
| Department of Justice | + 79 |
| Development Bureau (Planning and Lands Branch) | + 18 |
| Development Bureau (Works Branch) | + 10 |
| Drainage Services Department | + 58 |
| Education Bureau | + 117 |
| Electrical and Mechanical Services Department | + 104 |
| Environment Bureau | - |
| Environmental Protection Department | + 211 |

| Bureau / Department / Organisation | Change in Establishment |
|---|--------------------------------|
| Financial Services and the Treasury Bureau (Financial Services Branch) | + 10 |
| Financial Services and the Treasury Bureau (The Treasury Branch) | + 3 |
| Fire Services Department | + 383 |
| Food and Environmental Hygiene Department | + 107 |
| Food and Health Bureau (Food Branch) | + 4 |
| Food and Health Bureau (Health Branch) | + 43 |
| Government Flying Service | + 11 |
| Government Laboratory | - |
| Government Logistics Department | + 3 |
| Government Property Agency | - |
| Highways Department | + 153 |
| Home Affairs Bureau | + 20 |
| Home Affairs Department | + 125 |
| Hong Kong Monetary Authority | - 3 |
| Hong Kong Observatory | + 17 |
| Hong Kong Police Force | + 1 057 |
| Hospital Authority | - 146 |
| Housing Authority | + 251 |
| Immigration Department | + 824 |
| Independent Commission Against Corruption | + 6 |
| Information Services Department | + 5 |
| Inland Revenue Department | + 37 |
| Innovation and Technology Bureau | + 120 |
| Innovation and Technology Commission | + 50 |
| Intellectual Property Department | + 3 |
| Invest Hong Kong | + 1 |
| Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service | + 3 |
| Judiciary | + 37 |
| Labour and Welfare Bureau | + 7 |
| Labour Department | + 139 |
| Land Registry | + 5 |

| Bureau / Department / Organisation | Change in Establishment |
|--|--------------------------------|
| Lands Department | + 378 |
| Legal Aid Department | + 3 |
| Legal Aid Services Council | - |
| Leisure and Cultural Services Department | + 242 |
| Marine Department | + 9 |
| Office for Film, Newspaper and Article Administration | + 1 |
| Office of the Communications Authority | + 12 |
| Office of the Government Chief Information Officer | + 16 |
| Official Receiver's Office | + 31 |
| Overseas Economic and Trade Offices | + 7 |
| Planning Department | + 50 |
| Post Office | - |
| Public Service Commission Secretariat | - |
| Radio Television Hong Kong | + 7 |
| Rating and Valuation Department | + 18 |
| Registration and Electoral Office | + 3 |
| Secretariat, Commissioner on Interception of Communications and Surveillance | - |
| Security Bureau | + 33 |
| Social Welfare Department | + 292 |
| Trade and Industry Department | + 6 |
| Transport and Housing Bureau (Transport Branch) | + 2 |
| Transport Department | + 122 |
| Treasury | + 2 |
| University Grants Committee | + 9 |
| Vocational Training Council | - 1 |
| Water Supplies Department | + 83 |
| Working Family and Student Financial Assistance Agency | - 2 |
| Total | + 6 700 |

**Breakdown by Bureaux / Departments of the civil service posts
to be created for replacing non-civil service contract positions**

| Bureau / Department / Organisation | Number of posts |
|---|------------------------|
| Agriculture, Fisheries and Conservation Department | 26 |
| Census and Statistics Department | 5 |
| Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch) | 1 |
| Civil Engineering and Development Department | 11 |
| Chief Secretary and Financial Secretary's Offices | 1 |
| Development Bureau (Works Branch) | 6 |
| Department of Health | 8 |
| Department of Justice | 4 |
| Drainage Services Department | 7 |
| Education Bureau | 12 |
| Environmental Protection Department | 2 |
| Food and Environmental Hygiene Department | 14 |
| Food and Health Bureau (Health Branch) | 1 |
| Government Logistics Department | 4 |
| Home Affairs Bureau | 5 |
| Home Affairs Department | 8 |
| Hong Kong Police Force | 5 |
| Highways Department | 4 |
| Intellectual Property Department | 1 |
| Judiciary | 1 |
| Lands Department | 26 |
| Leisure and Cultural Services Department | 51 |
| Labour Department | 3 |
| Labour and Welfare Bureau | 2 |
| Office of the Communications Authority | 8 |
| Official Receiver's Office | 12 |
| Registration and Electoral Office | 4 |
| Radio Television Hong Kong | 4 |
| Rating and Valuation Department | 1 |

| Bureau / Department / Organisation | Number of posts |
|---|------------------------|
| Social Welfare Department | 8 |
| Transport Department | 2 |
| Trade and Industry Department | 5 |
| Treasury | 2 |
| University Grants Committee Secretariat | 6 |
| Water Supplies Department | 18 |
| Total | 278 |

- End -

CONTROLLING OFFICER'S REPLY

CSB007

(Question Serial No. 0248)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

With regard to “the initiative to allow serving civil servants joining the Government between 1 June 2000 and 31 May 2015 to choose to retire at 65 (for civilian grades) or 60 (for disciplined services grades)” mentioned in Matters Requiring Special Attention in 2018-19, would the Government inform this Committee of the following:

- a. the expected manpower and expenditure involved for the implementation of the above initiative to allow civil servants to choose their retirement age;
- b. whether the Government has any timetable for the implementation of the above initiative; if yes, the details; and
- c. whether the Government has any plan to extend the coverage of the above initiative to include serving civil servants joining the Government on or before 31 May 2000 to choose their retirement age; if yes, the details; if not, the reasons?

Asked by: Hon HO Kai-ming (Member Question No. (LegCo use): 21)

Reply:

- a. The Government would deploy existing manpower resources to implement the initiative of allowing serving civil servants who joined the Government between 1 June 2000 and 31 May 2015 to choose to retire at 65 (for civilian grades) or 60 (for disciplined services grades). No additional manpower would be entailed. As regards the financial implications of the initiative, it would mainly involve the Government's additional contribution to the Civil Service Provident Fund Scheme. The actual impact would depend on the finalised details of the proposal and the number of civil servants who would take the option.
- b. The Civil Service Bureau has drawn up a proposed implementation framework for the initiative and launched a consultation on 20 February 2018 to seek views from staff and grade/departmental management. The consultation period will end on 30 April 2018. Taking into account the feedback received through the consultation, the Government will finalise the implementation details with a view to launching the initiative as soon as possible.

- c. The majority of civil servants who joined the Government before 1 June 2000 would reach their current retirement age in the next decade or so, while the labour force would only start to decline in 2022. Therefore, it is not fully justifiable from the population policy angle to allow these officers to choose to retire later as well. This notwithstanding, departments may continue to adopt a package of measures for the extension of service of civil servants (including the Post-retirement Service Contract Scheme, final extension of service and the adjusted further employment mechanism) to flexibly retain experienced civil servants who have reached the retirement age to meet their manpower requirement and operational needs. Such measures also provide different avenues for civil servants to serve beyond the retirement age.

- End -

CONTROLLING OFFICER'S REPLY

CSB008

(Question Serial No. 2859)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the recruitment of staff, please inform this Committee of the following:

- a. With regard to recruitment of non-ethnic Chinese (NEC), has the Government resumed the voluntary and anonymous survey for assessing the racial profile of the civil service? If yes, what are the details; if no, what are the reasons?
- b. The Government has engaged employment assistants proficient in NEC languages on a pilot basis since 2017 to strengthen employment support for NEC job seekers. In this regard, when will the Government review the effectiveness of the pilot scheme, and will the pilot employment support service be extended?

Asked by: Hon HO Kai-ming (Member Question No. (LegCo use): 20)

Reply:

- a. The Government all along has not required serving civil servants or applicants for civil service jobs to declare their ethnic origins. To gain an appreciation of the composition of the civil service by racial groups, Civil Service Bureau (CSB) conducted surveys in 2011 and 2013 on an anonymous and voluntary basis on the racial profile of the civil service. Given that the surveys were conducted on an anonymous and voluntary basis, the practical value of statistics collected face certain limitations. Hence, conducting those surveys are not the most effective means to gauge the employment profile of non-ethnic Chinese in the civil service.

Given that CSB has just completed the comprehensive review of the language proficiency requirements (LPRs) of civil service posts and the grades which have lowered LPRs after review will subsequently conduct recruitment exercises when vacancies arise, we will keep in view the recruitment situation of the relevant grades for a period of time before assessing the way forward.

- b. Since May 2017, Labour Department has engaged two employment assistants who are proficient in ethnic minority languages at Kowloon West Job Centre in Sham Shui Po and Employment in One-stop in Tin Shui Wai on a pilot basis to strengthen

employment support for ethnic minority job seekers (especially those of South Asian origins). Labour Department plans to evaluate the effectiveness of this pilot initiative and study its future development in the third year of its implementation.

- End -

CONTROLLING OFFICER'S REPLY**CSB009****(Question Serial No. 2875)**

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding staff recruitment, will the Government inform this Committee of the following:

- a. The information on the civil service new recruits aged 60 to 64 in the last 3 years, broken down by department, job category, rank (directorate/non-directorate) and employment mode (full-time/part-time).
- b. The pay (broken down by salary point (lowest, median, highest)), benefits and perquisites for these new recruits, broken down by department, job category, rank (directorate/non-directorate) and employment mode (full-time/part-time).

Asked by: Hon HO Kai-ming (Member Question No. (LegCo use): 22)

Reply:

The number of civil service new recruits aged 60 to 64 in 2015-2017 is appended below. All of the posts concerned belong to the civilian grades and are full-time. These officers would draw their salaries and enjoy the relevant benefits as specified in the terms of appointment according to the pay scale of their respective ranks. Since the lowest, median and highest salaries of these civil servants may change from time to time because of promotion, earning of salary increment of officers etc., the Civil Service Bureau has not compiled the relevant statistics.

| Bureau/Department | Number of officers |
|--|---------------------------|
| Agriculture, Fisheries and Conservation Department | 4 |
| Civil Aviation Department | 1 |
| Correctional Services Department | 4 |
| Customs and Excise Department | 1 |
| Department of Health | 11 |

| Bureau/Department | Number of officers |
|---|---------------------------|
| Education Bureau | 4 |
| Food and Environmental Hygiene Department | 118 |
| Government Logistics Department | 8 |
| Housing Department | 4 |
| Lands Department | 1 |
| Leisure and Cultural Services Department | 136 |
| Marine Department | 8 |
| Office of the Communications Authority | 1 |
| Radio Television Hong Kong | 1 |
| Social Welfare Department | 5 |
| Transport Department | 2 |
| Water Supplies Department | 8 |

- End -

CONTROLLING OFFICER'S REPLY

CSB010

(Question Serial No. 0365)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

During 2018-19, the Civil Service Bureau (CSB) will continue to keep the size of the civil service establishment under control, while maintaining effectiveness and expanding the manpower of civil servants as necessary, in order to support the implementation of various new government policies and alleviate the work pressure on civil servants. Will the Government provide the following information:

1. the estimated increase in the size of the civil service in terms of percentage for 2018-19;
2. the latest figures relating to the current number of non-civil service contract (NCSC) staff, with a breakdown by department and length of service; and
3. the estimated number of additional civil servants who are to be converted from NCSC staff in 2018-19 and the related financial commitment?

Asked by: Hon IP LAU Suk-ye, Regina (Member Question No. (LegCo use): 38)

Reply:

1. According to the 2017-18 Budget, the civil service establishment of bureaux/departments (B/Ds) was estimated to increase by 3 378 posts in the year, representing an increase of about 1.9% over the Revised Estimate of the previous year. The civil service establishment of B/Ds is estimated to increase by 6 700 posts in 2018-19. This represents an increase of about 3.7% over the 2017-18 Revised Estimate. The additional civil service posts are for supporting the implementation of the policies, initiatives and new measures of the new-term Government, and easing the work pressure on civil servants.
2. A breakdown of the number of full-time^(Note 1) non-civil service contract (NCSC) staff by B/Ds and length of continuous service^(Note 2) as at 30 June 2017 is set out at **Annex**.
3. It is the Government's policy to select the most suitable persons to fill civil service vacancies through an open, fair and competitive process. Serving NCSC staff may apply for civil service posts through an open recruitment process if they are interested in such

posts. Since relevant working experience is in general one of the factors considered in the recruitment of civil servants, NCSC staff who meet the basic entry requirements of civil service ranks should generally enjoy a competitive edge over other applicants in the recruitment process because of their working experience in the Government. We did not collect information on all NCSC staff successfully appointed to civil service posts through the open recruitment process in the past. Since application for a civil service post is a personal decision, and whether appointment is offered depends on the performance of individual applicants, we do not have the estimated number of serving NCSC staff who will be successfully appointed to civil service posts in the coming year.

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 NCSC position, as well as employment in different NCSC positions of the same department without a break in service.

**Breakdown of full-time non-civil service contract (NCSC) staff
by length of continuous service
(position as at 30 June 2017)**

| Bureau / Department / Office | No. of NCSC staff | | Total |
|--|--|--|--------------|
| | with less than five years of continuous service | with five years or more of continuous service | |
| Agriculture, Fisheries and Conservation Department | 169 | 33 | 202 |
| Architectural Services Department | 39 | - | 39 |
| Buildings Department | 80 | 67 | 147 |
| Census and Statistics Department | 160 | - | 160 |
| Chief Executive's Office | 5 | 2 | 7 |
| Chief Secretary and Financial Secretary's Offices | 27 | 8 | 35 |
| Civil Aviation Department | 8 | 6 | 14 |
| Civil Engineering and Development Department | 47 | 15 | 62 |
| Civil Service Bureau | 1 | - | 1 |
| Commerce and Economic Development Bureau | 19 | 15 | 34 |
| Companies Registry | 83 | 4 | 87 |
| Constitutional and Mainland Affairs Bureau | 1 | - | 1 |
| Correctional Services Department | 6 | - | 6 |
| Customs and Excise Department | 7 | - | 7 |
| Department of Health | 85 | 350 | 435 |
| Department of Justice | 55 | 6 | 61 |
| Development Bureau | 37 | 13 | 50 |
| Drainage Services Department | 74 | 16 | 90 |
| Education Bureau | 996 | 205 | 1 201 |
| Efficiency Unit | 325 | 136 | 461 |
| Electrical and Mechanical Services Department | 185 | 525 | 710 |

| Bureau / Department / Office | No. of NCSC staff | | Total |
|--|--|--|--------------|
| | with less than five years of continuous service | with five years or more of continuous service | |
| Environment Bureau | 2 | 1 | 3 |
| Environmental Protection Department | 70 | 7 | 77 |
| Financial Services and the Treasury Bureau | 4 | - | 4 |
| Fire Services Department | 10 | 6 | 16 |
| Food and Environmental Hygiene Department | 153 | 47 | 200 |
| Food and Health Bureau | 9 | 2 | 11 |
| Government Flying Service | 5 | 4 | 9 |
| Government Laboratory | 4 | 8 | 12 |
| Government Logistics Department | 22 | 11 | 33 |
| Government Property Agency | 3 | - | 3 |
| Highways Department | 57 | 4 | 61 |
| Home Affairs Bureau | 45 | 8 | 53 |
| Home Affairs Department | 368 | 75 | 443 |
| Hong Kong Observatory | 18 | 1 | 19 |
| Hong Kong Police Force | 43 | 4 | 47 |
| Hongkong Post | 717 | 1 101 | 1 818 |
| Immigration Department | 11 | 26 | 37 |
| Information Services Department | 18 | 8 | 26 |
| Inland Revenue Department | 180 | 14 | 194 |
| Innovation and Technology Commission | 27 | 13 | 40 |
| Intellectual Property Department | 8 | 3 | 11 |
| Invest Hong Kong | 17 | 43 | 60 |
| Judiciary | 53 | 30 | 83 |
| Labour and Welfare Bureau | 19 | 5 | 24 |
| Labour Department | 32 | 56 | 88 |
| Land Registry | 41 | 53 | 94 |

| Bureau / Department / Office | No. of NCSC staff | | Total |
|--|--|--|---------------|
| | with less than five years of continuous service | with five years or more of continuous service | |
| Lands Department | 174 | 4 | 178 |
| Legal Aid Department | 3 | - | 3 |
| Leisure and Cultural Services Department | 968 | 325 | 1 293 |
| Marine Department | 11 | 1 | 12 |
| Office of the Communications Authority | 74 | 53 | 127 |
| Office of the Government Chief Information Officer | 8 | 2 | 10 |
| Official Receiver's Office | 31 | 7 | 38 |
| Planning Department | 34 | 6 | 40 |
| Radio Television Hong Kong | 147 | 63 | 210 |
| Rating and Valuation Department | 21 | 9 | 30 |
| Registration and Electoral Office | 344 | 16 | 360 |
| Security Bureau | 28 | 6 | 34 |
| Social Welfare Department | 60 | 22 | 82 |
| Trade and Industry Department | 31 | 26 | 57 |
| Transport and Housing Bureau | 7 | - | 7 |
| Transport Department | 45 | 17 | 62 |
| Treasury | 7 | 3 | 10 |
| University Grants Committee Secretariat | 11 | 7 | 18 |
| Water Supplies Department | 25 | 46 | 71 |
| Working Family and Student Financial Assistance Agency | 333 | 129 | 462 |
| Total | 6 707 | 3 673 | 10 380 |

- End -

CONTROLLING OFFICER'S REPLY

CSB011

(Question Serial No. 0366)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

During 2018-19, the Civil Service Bureau will continue with its efforts in facilitating the effective use of Chinese and English in official business by providing a wide range of support services. Will the Government advise this Committee on the following:

1. the current number of civil servants from ethnic minorities, with a breakdown by department;
2. the support services provided to civil servants from ethnic minorities;
3. whether the Government has made corresponding arrangements for assessing language proficiency in the employment of ethnic minorities in the civil service? Please provide details.

Asked by: Hon IP LAU Suk-ye, Regina (Member Question No. (LegCo use): 39)

Reply:

The Government has continued to implement suitable measures to ensure that ethnic minorities, like other applicants, have equal access to job opportunities in the Government.

On the one hand, we note that Chinese language proficiency is a major hurdle for ethnic minorities in applying for government jobs. It is the Government's policy to ensure the Chinese language proficiency requirements (LPRs) set for all the grades of the civil service are no more than necessary for performance of the job, so that ethnic minorities, like other applicants, have equal access to government job opportunities. In the Policy Address delivered last year, the Chief Executive mentioned that with a view to increasing government job opportunities for ethnic minorities, Civil Service Bureau would coordinate with departments to conduct a comprehensive review on the entry requirements relating to Chinese proficiency for all the grades of the civil service. The comprehensive review has been completed. After review, 22 new grades will lower their Chinese LPRs, bringing the number of grades that have lowered/will lower their Chinese LPRs since 2010 to 53.

On the other hand, departments employ ethnic minorities, where appropriate, to meet specific operational needs. For example, in respect of services with interface with ethnic

minority communities, departments may engage people proficient in ethnic minority languages for the relevant jobs.

In the civil service recruitment process, bureaux/departments will continue to select suitable candidates on an objective basis by taking into account their ability, performance, character, and requisites set according to the job requirements. Race is not a relevant consideration. Given that neither job applicants nor serving civil servants are required to declare their ethnic origins, we do not possess the relevant statistical information.

In addition, the Civil Service Training and Development Institute provides different types of Chinese language training for civil servants, including courses at introductory and advanced levels, thematic seminars and e-learning resources. Ethnic minority civil servants may also participate in these training programmes and use the e-learning resources according to their needs.

- End -

CONTROLLING OFFICER'S REPLY

CSB012

(Question Serial No. 0367)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

In Matters Requiring Special Attention in 2018-19, it is mentioned that the Civil service Bureau will embark on the initial planning work for the establishment of a new civil service college. Would the Government advise on the following:

1. the timetable for establishing the civil service college;
2. the proposed mode of operation of the civil service college and the training courses to be provided;
3. whether the courses of the civil service college will be recognised under the Qualifications Framework or accredited by professional bodies?

Asked by: Hon IP LAU Suk-ye, Regina (Member Question No. (LegCo use): 40)

Reply:

The Civil Service Bureau is actively studying and planning for the establishment of a new civil service college with a view to enhancing the training for civil servants and upgrading the related facilities. When a more specific plan has been worked out, we will report to the Legislative Council Panel on Public Service. Regarding the schedule for the construction of the civil service college, we will conduct related studies and submit funding proposal in accordance with the established procedures for public works. We do not have a definite timetable at this stage.

- End -

CONTROLLING OFFICER'S REPLY

CSB013

(Question Serial No. 0368)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

In 2018-19, the Civil Service Bureau will continue to monitor the implementation of various flexible measures for the extension of service of civil servants which have been fully implemented. In this regard, please advise on the following:

- 1 Since the implementation of the above flexible measures, how many applications have been received by the departments? What are the respective numbers of applications approved and rejected?
- 2 What are the general reasons for rejecting the applications?

Asked by: Hon IP LAU Suk-ye, Regina (Member Question No. (LegCo use): 41)

Reply:

The Government has fully implemented all the measures for extending the service of civil servants as announced in 2015. The Civil Service Bureau has been closely monitoring the implementation of the measures.

The revised arrangements for processing applications for final extension of service, including raising the maximum period from 90 days to 120 days and suitably relaxing the approval criteria, have taken effect since 25 February 2016. In considering an application, approval criteria include satisfactory performance, conduct and physical fitness of the officer concerned, and no undue promotion blockage. There should also be genuine and operational needs, need to retain valuable experience/expertise or to facilitate succession planning. As at 24 February 2018, i.e. two years after implementation of the revised arrangements, 6 153 applications were received by bureaux/departments (B/Ds), of which 5 576 applications (91%) had been processed. Among the processed applications, 4 206 applications were approved (approval rate of 75%). A breakdown of the number by B/Ds is set out at **Annex A**.

As regards further employment for a longer duration (FE) than final extension of service, the adjusted mechanism was implemented on 1 June 2017. Under the adjusted FE mechanism, the relevant Head of Department/Head of Grade should determine whether there is a need for FE in a rank under his purview and the number of FE vacancies by taking into account relevant factors (including overall manpower situation, genuine and operational needs, need to retain valuable experience/expertise and to facilitate succession planning) and other objective data. If there is a need for FE, applications would be invited from officers in the rank concerned who will reach retirement age within the specified period. In considering whether to approve the applications, the department/grade concerned should assess the applications received having regard to the number of FE vacancies, the applicants' relevant qualification and experience, and factors like their performance, conduct and physical fitness. As at February 2018, FE selection exercises for 23 ranks were launched and completed, involving 827 applications, of which 516 applications were approved. A breakdown of the number by B/Ds is set out at **Annex B**.

Under the Post-retirement Service Contract (PRSC) Scheme, the appointment of contract staff by 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. B/Ds will employ suitable candidates taking into account the number of PRSC positions as well as candidates' relevant qualification and experience. As at 30 June 2017, B/Ds employed a total of 1 210 full-time PRSC staff with 4 126 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 C**.

Applications for final extension of service

| Bureau / Department / Office | Number of applications (25 February 2016 – 24 February 2018) | |
|--|---|-----------------------------------|
| | Received | Processed and Approved |
| Agriculture, Fisheries and Conservation Department | 89 | 80 |
| Architectural Services Department | 28 | 4 |
| Audit Commission | 3 | 2 |
| Auxiliary Medical Service | 2 | 2 |
| Buildings Department | 51 | 51 |
| Census and Statistics Department | 13 | 3 |
| Chief Secretary for Administration's Office and Financial Secretary's Office | 1 | 0 |
| Civil Aid Service | 6 | 4 |
| Civil Aviation Department | 7 | 5 |
| Civil Engineering and Development Department | 99 | 78 |
| Civil Service Bureau | 792 | 655 |
| Commerce and Economic Development Bureau | 2 | 2 |
| Correctional Services Department | 95 | 29 |
| Customs and Excise Department | 188 | 24 |
| Department of Health | 137 | 96 |
| Department of Justice | 6 | 6 |
| Development Bureau | 6 | 6 |
| Drainage Services Department | 43 | 32 |
| Education Bureau | 108 | 89 |
| Efficiency Unit | 1 | 1 |
| Electrical and Mechanical Services Department | 44 | 2 |

| Bureau / Department / Office | Number of applications (25 February 2016 – 24 February 2018) | |
|--|---|-----------------------------------|
| | Received | Processed and Approved |
| Environmental Protection Department | 55 | 47 |
| Financial Services and the Treasury Bureau | 1 | 1 |
| Fire Services Department | 320 | 284 |
| Food and Environmental Hygiene Department | 779 | 507 |
| Government Flying Service | 9 | 9 |
| Government Laboratory | 3 | 2 |
| Government Logistics Department | 234 | 166 |
| Highways Department | 77 | 51 |
| Home Affairs Department | 7 | 5 |
| Hong Kong Monetary Authority | 2 | 2 |
| Hong Kong Observatory | 2 | 2 |
| Hong Kong Police Force | 1 141 | 721 |
| Hongkong Post | 218 | 155 |
| Housing Department | 354 | 276 |
| Immigration Department | 297 | 235 |
| Information Services Department | 3 | 3 |
| Inland Revenue Department | 10 | 8 |
| Innovation and Technology Commission | 5 | 5 |
| Invest Hong Kong | 1 | 1 |
| Judiciary | 27 | 24 |
| Labour Department | 3 | 0 |
| Land Registry | 3 | 1 |
| Lands Department | 107 | 63 |
| Legal Aid Department | 3 | 2 |
| Leisure and Cultural Services Department | 342 | 222 |

| Bureau / Department / Office | Number of applications (25 February 2016 – 24 February 2018) | |
|---|---|-----------------------------------|
| | Received | Processed and Approved |
| Marine Department | 81 | 53 |
| Office of the Communications Authority | 1 | 1 |
| Office of the Government Chief Information Officer | 16 | 11 |
| Planning Department | 9 | 5 |
| Radio Television Hong Kong | 2 | 2 |
| Rating and Valuation Department | 8 | 3 |
| Security Bureau | 1 | 1 |
| Social Welfare Department | 82 | 29 |
| Transport and Housing Bureau | 1 | 1 |
| Transport Department | 9 | 1 |
| Treasury | 13 | 13 |
| Water Supplies Department | 206 | 123 |
| Total | 6 153 | 4 206 |

**Completed further employment selection exercises
(as at February 2018)**

| Bureau / Department | Number of applications | Number of applications approved |
|---|-------------------------------|--|
| Civil Aviation Department | 1 | 1 |
| Department of Health | 3 | 3 |
| Education Bureau | 27 | 26 |
| Fire Services Department | 19 | 18 |
| Food and Environmental Hygiene Department | 3 | 3 |
| General Grades Office | 58 | 54 |
| Government Logistics Department | 253 | 135 |
| Hong Kong Police Force | 396 | 214 |
| Hongkong Post | 1 | 1 |
| Immigration Department | 2 | 1 |
| Water Supplies Department | 64 | 60 |
| Total | 827 | 516 |

**Breakdown of full-time Post-retirement Service Contract (PRSC) staff
and applications involved by Bureaux/Departments/Offices
(position as at 30 June 2017)**

| Bureau / Department / Office | Number of full-time PRSC staff | Number of applications involved |
|--|---|--|
| Agriculture, Fisheries and Conservation Department | 40 | 130 |
| Architectural Services Department | 12 | 24 |
| Auxiliary Medical Service | 1 | 3 |
| Chief Secretary for Administration's Office and Financial Secretary's Office | 1 | 1 |
| Civil Aid Service | 1 | 1 |
| Civil Aviation Department | 20 | 177 |
| Civil Engineering and Development Department | 17 | 53 |
| Civil Service Bureau | 9 | 88 |
| Commerce and Economic Development Bureau | 8 | 70 |
| Companies Registry | 2 | 2 |
| Constitutional and Mainland Affairs Bureau | 1 | 2 |
| Correctional Services Department | 121 | 231 |
| Customs and Excise Department | 142 | 241 |
| Department of Health | 7 | 55 |
| Department of Justice | 9 | 9 |
| Development Bureau | 8 | 23 |
| Drainage Services Department | 16 | 59 |
| Education Bureau | 11 | 26 |
| Electrical and Mechanical Services Department | 100 | 158 |
| Environment Bureau/ Environmental Protection Department | 18 | 84 |
| Fire Services Department | 42 | 231 |
| Food and Environmental Hygiene Department | 61 | 134 |

| Bureau / Department / Office | Number of full-time PRSC staff | Number of applications involved |
|--|---------------------------------------|--|
| Food and Health Bureau | 1 | 4 |
| Government Flying Service | 11 | 17 |
| Government Logistics Department | 1 | 4 |
| Government Property Agency | 1 | 2 |
| Highways Department | 26 | 117 |
| Home Affairs Bureau | 2 | 2 |
| Home Affairs Department | 5 | 11 |
| Hong Kong Observatory | 1 | 4 |
| Hong Kong Police Force | 16 | 50 |
| Hongkong Post | 9 | 11 |
| Immigration Department | 68 | 285 |
| Information Services Department | 1 | 2 |
| Innovation and Technology Bureau | 2 | 4 |
| Invest Hong Kong | 2 | 6 |
| Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service | 1 | 2 |
| Judiciary | 12 | 14 |
| Labour Department | 15 | 76 |
| Land Registry | 5 | 10 |
| Lands Department | 53 | 154 |
| Legal Aid Department | 2 | 3 |
| Leisure and Cultural Services Department | 92 | 373 |
| Marine Department | 23 | 45 |
| Office of the Government Chief Information Officer | 3 | 7 |
| Official Receiver's Office | 4 | 4 |
| Planning Department | 9 | 50 |
| Security Bureau | 6 | 10 |

| Bureau / Department / Office | Number of full-time PRSC staff | Number of applications involved |
|--|---------------------------------------|--|
| Social Welfare Department | 18 | 277 |
| Transport and Housing Bureau | 5 | 20 |
| Transport Department | 27 | 44 |
| Treasury | 5 | 5 |
| Water Supplies Department | 111 | 194 |
| Working Family and Student Financial Assistance Agency | 26 | 517 |
| Total | 1 210 | 4 126 |

- End -

CONTROLLING OFFICER'S REPLY

CSB014

(Question Serial No. 0369)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

In 2018-19, the Civil Service Bureau will continue to keep the size of the civil service establishment under control, while maintaining effectiveness and augmenting the civil service establishment as needed to support the Government in taking forward new initiatives and ease the work pressure on civil servants. In this regard, please advise on the following:

1. What is the estimated wastage rate of civil servants in 2018-19? Among those leaving the civil service, how many will be retirees?
2. Apart from increasing the establishment, what are the Government's specific measures to meet the civil service manpower needs? What is the estimated financial commitment involved?

Asked by: Hon IP LAU Suk-ye, Regina (Member Question No. (LegCo use): 42)

Reply:

1. Retirement has always been the primary reason for departure of civil servants from the Civil Service. The estimated number of officers reaching normal retirement age in 2018-19 is around 6 390, representing a wastage rate of about 3.7% of the strength as at end January 2018.
2. Apart from creation of new civil service posts, bureaux/departments (B/Ds) will continue to provide suitable training and support to staff to enhance efficiency. To ensure timely availability of the required manpower, the Civil Service Bureau (CSB) has issued relevant guidelines to remind departments to take early actions to formulate manpower plans (including the projection of new posts to be created) with a view to conducting recruitment exercises in a timely manner.

In parallel, B/Ds may, in the light of actual circumstances, make use of various flexible measures (including the Post-retirement Service Contract Scheme, final extension of service and further employment for a longer duration than final extension

of service) for employing serving civil servants who have reached retirement age or retired civil servants to meet operational needs. The expenditure involved in implementing the above flexible measures will be met by the existing resources of B/Ds.

- End -

CONTROLLING OFFICER'S REPLY

CSB015

(Question Serial No. 0370)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

In this financial year, the Civil Service Bureau will follow up the recommendations of the Standing Commission on Civil Service Salaries and Conditions of Service (the Standing Commission) upon completion of the review on the Pay Level Survey and the Starting Salaries Survey. In this regard, please advise on the following:

- 1 What are the specific measures recommended by the Standing Commission?
- 2 Does the Government have any plan to conduct grade structure reviews for the disciplined services, having regard to the increasing complexity and risks involved in their jobs? If yes, when will the reviews be conducted? If no, what are the reasons? What is the financial commitment involved?

Asked by: Hon IP LAU Suk-ye, Regina (Member Question No. (LegCo use): 43)

Reply:

- 1 The Standing Commission is conducting a review on the Pay Level Survey and the Starting Salaries Survey. The scope of the review includes the survey methodology, application issues and the frequency at which the surveys should be conducted. The review is still underway. The Standing Commission will submit its recommendations to the Government upon completion of the review.
- 2 The Civil Service Bureau has been actively considering the grade structure review proposals, which involve rather complex issues, put forth by the disciplined services grades. We will continue to communicate and liaise with the relevant policy bureau, the management and the staff side of the disciplined services departments for candid exchange of views and exploration of feasible options. We are unable to provide an estimate of the possible financial implications involved at this stage.

- End -

CONTROLLING OFFICER'S REPLY

CSB016

(Question Serial No. 0318)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the “Post-retirement Service Contract Scheme” (“the Scheme”), will the Government inform this Committee of the number of such staff employed by the Government since the launch of the Scheme, broken down by department, job category, rank (directorate/non-directorate) and employment mode (full-time/part-time)?

Asked by: Hon KWOK Wai-keung (Member Question No. (LegCo use): 25)

Reply:

As at 30 June 2017, there were 1 210 full-time^(Note1) and 210 part-time^(Note2) Post-retirement Service Contract (PRSC) staff employed by bureaux/departments (B/Ds) under the PRSC Scheme. All positions under the scheme are at non-directorate level. Breakdowns of the full-time and part-time PRSC staff by B/Ds and by work types are set out at **Annexes A and B** respectively.

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 is less than those under a “continuous contract” as defined by the EO. The above-mentioned number of PRSC staff refers to those with employment contractual relations with the user B/Ds as at 30 June 2017.

**Breakdown of full-time Post-retirement Service Contract (PRSC) staff
by work types
(position as at 30 June 2017)**

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|--|-----------------------------------|------------------------------------|
| Agriculture, Fisheries and Conservation Department | Artisan | 13 |
| | Field/Agricultural services staff | 11 |
| | Workman | 8 |
| | Secretary | 4 |
| | Clerical staff | 3 |
| | Technical staff | 1 |
| Architectural Services Department | Secretary | 4 |
| | Technical staff | 3 |
| | Clerical staff | 2 |
| | Engineer | 1 |
| | Architect | 1 |
| | Administration staff | 1 |
| Auxiliary Medical Service | Operations and training staff | 1 |
| Chief Secretary and Financial Secretary's Offices | Administration staff | 1 |
| Civil Aid Service | Operations and training staff | 1 |
| Civil Aviation Department | Aviation services staff | 11 |
| | Clerical staff | 6 |
| | Engineer | 1 |
| | Helicopter Operations Inspector | 1 |
| | Administration staff | 1 |
| Civil Engineering and Development Department | Engineer | 15 |
| | Town Planner | 1 |
| | Landscape Architect | 1 |
| Civil Service Bureau | Clerical staff | 8 |
| | Administration staff | 1 |

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|---|--|------------------------------------|
| Commerce and Economic Development Bureau | Clerical staff | 4 |
| | Secretary | 2 |
| | Engineer | 1 |
| | Administration staff | 1 |
| Companies Registry | Lawyer | 2 |
| Constitutional and Mainland Affairs Bureau | Trade services staff | 1 |
| Correctional Services Department | Correctional services supporting staff | 121 |
| Customs and Excise Department | Customs services supporting staff | 142 |
| Department of Health | Clerical staff | 3 |
| | Administration staff | 2 |
| | Nurse | 1 |
| | Secretary | 1 |
| Department of Justice | Law translation staff | 4 |
| | Lawyer | 3 |
| | Law Clerk | 2 |
| Development Bureau | Engineer | 3 |
| | Secretary | 3 |
| | Lawyer | 2 |
| Drainage Services Department | Engineer | 4 |
| | Technical staff | 4 |
| | Works Supervisor | 4 |
| | Clerical staff | 2 |
| | Artisan | 1 |
| | Driver | 1 |
| Education Bureau | Clerical staff | 4 |
| | Administration staff | 3 |
| | Educational services staff | 2 |
| | Inspectorate staff | 2 |
| Electrical and Mechanical Services Department | Artisan | 51 |
| | Works Supervisor | 45 |
| | Technical staff | 3 |
| | Engineer | 1 |
| Environment Bureau | Secretary | 1 |

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|---|--------------------------------|------------------------------------|
| Environmental Protection Department | Environmental protection staff | 10 |
| | Secretary | 2 |
| | Engineer | 1 |
| | Administration staff | 1 |
| | Clerical staff | 1 |
| | Driver | 1 |
| | Office Assistant | 1 |
| Fire Services Department | Fire services staff | 41 |
| | Clerical staff | 1 |
| Food and Environmental Hygiene Department | Health Inspector | 29 |
| | Driver | 22 |
| | Pest control staff | 4 |
| | Administration staff | 2 |
| | Secretary | 2 |
| | Information technology staff | 2 |
| Food and Health Bureau | Secretary | 1 |
| Government Flying Service | Clerical staff | 4 |
| | Engineer | 3 |
| | Technical staff | 2 |
| | Supplies staff | 2 |
| Government Logistics Department | Clerical staff | 1 |
| Government Property Agency | Administration staff | 1 |
| Highways Department | Engineer | 24 |
| | Clerical staff | 1 |
| | Landscape Architect | 1 |
| Home Affairs Bureau | Administration staff | 1 |
| | Leisure services staff | 1 |
| Home Affairs Department | Liaison staff | 2 |
| | Clerical staff | 2 |
| | Administration staff | 1 |
| Hong Kong Observatory | Secretary | 1 |
| Hong Kong Police Force | Police supporting staff | 15 |
| | Cook | 1 |
| Hongkong Post | Postal services staff | 9 |

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|--|---------------------------------------|------------------------------------|
| Immigration Department | Clerical staff | 43 |
| | Immigration services supporting staff | 25 |
| Information Services Department | Information services staff | 1 |
| Innovation and Technology Bureau | Engineer | 1 |
| | Information technology staff | 1 |
| Invest Hong Kong | Information technology staff | 1 |
| | Clerical staff | 1 |
| Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service | Administration staff | 1 |
| Judiciary | Clerical staff | 8 |
| | Judicial Clerk | 2 |
| | Legal services staff | 1 |
| | Technical staff | 1 |
| Labour Department | Clerical staff | 14 |
| | Labour services staff | 1 |
| Land Registry | Clerical staff | 4 |
| | Secretary | 1 |
| Lands Department | Land administration staff | 33 |
| | Clearance staff | 11 |
| | Survey staff | 4 |
| | Clerical staff | 3 |
| | Administration staff | 1 |
| | Technical staff | 1 |
| Legal Aid Department | Lawyer | 1 |
| | Clerical staff | 1 |
| Leisure and Cultural Services Department | Clerical staff | 50 |
| | Filtration Plant Room Operator | 20 |
| | Lifeguard | 15 |
| | Leisure services staff | 3 |
| | Artisan | 2 |
| | Supplies staff | 1 |
| | Secretary | 1 |

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|--|-----------------------------------|------------------------------------|
| Marine Department | Marine staff | 13 |
| | Ship inspector | 10 |
| Office of the Government Chief Information Officer | Engineer | 2 |
| | Information technology staff | 1 |
| Official Receiver's Office | Insolvency staff | 2 |
| | Lawyer | 1 |
| | Clerical staff | 1 |
| Planning Department | Clerical staff | 4 |
| | Translator | 2 |
| | Town Planner | 1 |
| | Supplies staff | 1 |
| | Secretary | 1 |
| Security Bureau | Administration staff | 3 |
| | Lawyer | 1 |
| | Contingency exercise staff | 1 |
| | Clerical staff | 1 |
| Social Welfare Department | Inspector of Institutions | 8 |
| | Secretary | 5 |
| | Social Work Assistant | 2 |
| | Information technology staff | 1 |
| | Supplies staff | 1 |
| | Clerical staff | 1 |
| Transport and Housing Bureau | Secretary | 2 |
| | Engineer | 1 |
| | Accountant | 1 |
| | Administration staff | 1 |
| Transport Department | Engineer | 10 |
| | Clerical staff | 6 |
| | Driving Examiner | 5 |
| | Vehicle examination/testing staff | 5 |
| | Transport services staff | 1 |

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|--|----------------------|------------------------------------|
| Treasury | Clerical staff | 5 |
| Water Supplies Department | Artisan | 74 |
| | Water services staff | 19 |
| | Engineer | 4 |
| | Clerical staff | 4 |
| | Works Supervisor | 3 |
| | Waterworks Chemist | 2 |
| | Workman | 2 |
| | Accounting staff | 1 |
| | Technical staff | 1 |
| | Laboratory staff | 1 |
| Working Family and Student Financial Assistance Agency | Clerical staff | 25 |
| | Administration staff | 1 |
| Total | | 1 210 |

**Breakdown of part-time Post-retirement Service Contract (PRSC) staff
by work types
(position as at 30 June 2017)**

| Bureau / Department / Office | Work type | No. of part-time PRSC staff |
|--|-----------------------------------|------------------------------------|
| Agriculture, Fisheries and Conservation Department | Field/Agricultural services staff | 1 |
| Architectural Services Department | Architect | 1 |
| Audit Commission | Clerical staff | 1 |
| Civil Aviation Department | Aviation services staff | 3 |
| Civil Service Bureau | Translator | 2 |
| Customs and Excise Department | Customs services supporting staff | 22 |
| Department of Justice | Clerical staff | 1 |
| Drainage Services Department | Engineer | 2 |
| Education Bureau | Educational services staff | 5 |
| | Administration staff | 2 |
| | Clerical staff | 2 |
| Environmental Protection Department | Environmental protection staff | 47 |
| | Clerical staff | 3 |
| Fire Services Department | Ambulance/Fire services staff | 94 |
| | Supplies staff | 4 |
| | Translator | 2 |
| | Administration staff | 1 |
| Government Flying Service | Engineer | 1 |
| Government Logistics Department | Supplies staff | 1 |
| Hong Kong Police Force | Police supporting staff | 4 |
| Intellectual Property Department | Lawyer | 1 |
| Marine Department | Supplies staff | 2 |
| Trade and Industry Department | Clerical staff | 1 |
| Transport and Housing Bureau | Administration staff | 1 |
| Transport Department | Driving examiner | 5 |
| Treasury | Clerical staff | 1 |
| Total | | 210 |

- End -

CONTROLLING OFFICER'S REPLY

CSB017

(Question Serial No. 0319)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

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

- a. the number of persons with disabilities employed by the Government in the past 3 years, broken down by disability types; lower, middle and higher ranks (i.e. the banding used in salary adjustment); and the percentage they accounted for in the strength of the civil service;
- b. the number of persons with disabilities newly recruited by the Government in the past 3 years, broken down by disability types; lower, middle and higher ranks (i.e. the banding used in salary adjustment); and the percentage they accounted for in the strength of the civil service;
- c. the number of persons with disabilities who declared their disabilities only after being recruited by the Government in the past 3 years, broken down by disability types; lower, middle and higher ranks (i.e. the banding used in salary adjustment); and the percentage they accounted for in the strength of the civil service;
- d. the resources that the Government allocated in the past 3 years to improve workplace facilities for easy use by employees with disabilities; and
- e. whether resources have been earmarked for examining the feasibility of setting a specific target percentage of employees with disabilities, say, at a level of 2% of the overall strength of the civil service?

Asked by: Hon KWOK Wai-keung (Member Question No. (LegCo use): 24)

Reply:

- a. & b. There is no requirement for applicants for government jobs and serving officers to declare their disabilities, if any. The situation on persons with disabilities employed in the civil service is known to us as at 31 March each year on the basis of information available to bureaux/departments (e.g. through requests of applicants during the recruitment process for special arrangements for selection interview/test

having regard to their disabilities, or applications from serving officers with disabilities for financial assistance to purchase technical aids to assist in their performance of duties). As such, the relevant information should be regarded as the lowest estimate of number of persons with disabilities among serving civil servants as at 31 March each year.

According to the relevant information, the figures^{Note 1} available to Civil Service Bureau in the past 3 years with breakdown by types of disability and groups of rank^{Note 2}, as well as the percentages they accounted for in the strength of the civil service, are set out in Tables 1-4 below.

Table 1 2014-15 to 2016-17 (by types of disability)

| Type of Disability | Year | | |
|--|---------|---------|---------|
| | 2014-15 | 2015-16 | 2016-17 |
| Visual impairment | 412 | 389 | 374 |
| Hearing impairment | 352 | 378 | 375 |
| Physical disability | 1 626 | 1 530 | 1 418 |
| Intellectual disability | 15 | 15 | 15 |
| Ex-mentally ill persons | 352 | 356 | 347 |
| Visceral disability | 544 | 544 | 537 |
| Others, e.g. autism, speech impairment, specific learning difficulties, etc. | 18 | 18 | 21 |
| No. of civil servants with disabilities | 3 319 | 3 230 | 3 087 |
| Strength of civil service | 163 645 | 166 150 | 167 671 |
| Percentage | 2.0% | 1.9% | 1.8% |

Table 2 2014-15 to 2016-17 (by groups of rank)

| | Year and Group | | | | | |
|--|------------------------|-------------|------------------------|-------------|------------------------|-------------|
| | 2014-15 | | 2015-16 | | 2016-17 | |
| | Lower and Middle ranks | Upper ranks | Lower and Middle ranks | Upper ranks | Lower and Middle ranks | Upper ranks |
| No. of civil servants with disabilities | 3 152 | 167 | 3 072 | 158 | 2 922 | 165 |

Table 3 Number of newly recruited civil servants who declared their disabilities during the recruitment process in 2014-15 to 2016-17 (by types of disability)

| Type of disability | Year | | |
|--|---------|---------|---------|
| | 2014-15 | 2015-16 | 2016-17 |
| Visual impairment | 11 | 10 | 6 |
| Hearing impairment | 20 | 37 | 14 |
| Physical disability | 7 | 11 | 8 |
| Intellectual disability | 1 | 0 | 1 |
| Ex-mentally ill persons | 2 | 11 | 4 |
| Visceral disability | 15 | 13 | 14 |
| Others, e.g. autism, speech impairment, specific learning difficulties, etc. | 2 | 1 | 2 |
| No. of persons with disabilities newly recruited to the civil service | 58 | 83 | 49 |
| No. of newly recruited civil servants | 7 717 | 9 854 | 8 947 |
| Percentage | 0.8% | 0.8% | 0.5% |

Table 4 Number of newly recruited civil servants who declared their disabilities during the recruitment process in 2014-15 to 2016-17 (by groups of rank)

| | Year and Group | | | | | |
|--|------------------------|-------------|------------------------|-------------|------------------------|-------------|
| | 2014-15 | | 2015-16 | | 2016-17 | |
| | Lower and Middle ranks | Upper ranks | Lower and Middle ranks | Upper ranks | Lower and Middle ranks | Upper ranks |
| No. of persons with disabilities newly recruited to the civil service | 51 | 7 | 82 | 1 | 47 | 2 |

Note :

1. Persons with colour blindness or defective colour perception are excluded.
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 respectively.

- c. The Government does not record information on civil servants who declared their disabilities only after being recruited by the Government.
- d. In the past 3 years, Civil Service Bureau has provided \$316,000 to bureaux/departments for purchase or replacement of technical aids for 12 officers with disabilities to facilitate their performance of duties. The relevant details are set out in Table 5 below.

Table 5 Amount of fund provided to bureaux/departments from 2015-16 to 2017-18 (as at 28 February 2018)

| Year | Amount of fund provided (\$'000) |
|-------------------------------------|-------------------------------------|
| 2015-16 | 69 |
| 2016-17 | 187 |
| 2017-18 (as at 28 February 2018) | 60 |

- e. The Government's policy objectives are to provide skill training and support services for persons with disabilities to enable them to take up productive and gainful employment in the open market on the basis of their abilities rather than disabilities; provide assistance for employers; and strive to promote an inclusive society. At present, we have no plan to set an upper or lower limit for employing persons with disabilities in the Government.

- End -

CONTROLLING OFFICER'S REPLY

CSB018

(Question Serial No. 0321)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

As regards the establishment of a civil service college, would the Government advise this Committee on the following:

- a. As regards the establishment of a civil service college, what are the estimated staff establishment and expenditure involved?
- b. With the establishment of a civil service college, does the Government have any plan to consolidate the manpower and resources of other training departments accordingly in order to reduce cost?
- c. As regards the training activities to be run by the civil service college, will the Government balance their contents so as to enhance training on national affairs as well as international perspectives?

Asked by: Hon KWOK Wai-keung (Member Question No. (LegCo use): 22)

Reply:

The Civil Service Bureau (CSB) is actively studying and planning for the establishment of a new civil service college with a view to enhancing training for civil servants and upgrading the related facilities. When a more specific plan has been worked out, we will report to the Legislative Council Panel on Public Service.

The new college will enhance training for different levels of civil servants in the areas of leadership development, public administration, interaction and communication with the public, innovation, use of technology, etc. It will also deepen civil servants' understanding of our country's development, enhance their awareness of international affairs, and promote exchanges with civil servants in other places on the latest trends in public service and sharing of management experience.

- End -

CONTROLLING OFFICER'S REPLY

CSB019

(Question Serial No. 0384)

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 (Thomas Chow)
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:

- a. the numbers of full-time and part-time NCSC staff employed by various government departments in the past year;
- b. the respective numbers of full-time NCSC staff employed by various government departments with a length of 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 the total to which they add up; and
- c. among the aforementioned full-time NCSC staff, the number of those who have all along been serving in the same position, broken down by length of continuous service?

Asked by: Hon KWOK Wai-keung (Member Question No. (LegCo use): 23)

Reply:

- a. The number of full-time^(Note 1) and part-time^(Note 2) non-civil service contract (NCSC) staff employed by bureaux/departments (B/Ds) as at 30 June 2017 is set out at **Annex A**.
- b. The breakdown of the number of full-time NCSC staff by B/Ds and by length of continuous service^(Note 3) as at 30 June 2017 is set out at **Annex B**.
- c. For NCSC staff with continuous service of less than five years, the Civil Service Bureau does not collect information on whether they had been in the same or different positions. A breakdown of the number of full-time NCSC staff with continuous service of five years or more in the same position, by B/Ds and by length of continuous service, as at 30 June 2017 is set out at **Annex C**.

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 the annex refers to those with employment contractual relations with the user B/Ds as at 30 June 2017 and only some of them were called upon to perform duty on that day.

Note 3 : “Continuous service” refers to employment in the same NCSC position, as well as employment in different NCSC positions of the same department without a break in service.

**Employment of full-time and part-time non-civil service contract (NCSC) staff
in Bureaux/Departments/Offices
(as at 30 June 2017)**

| Bureau / Department / Office | No. of full-time NCSC staff | No. of part-time NCSC staff |
|--|------------------------------------|------------------------------------|
| Agriculture, Fisheries and Conservation Department | 202 | 111 |
| Architectural Services Department | 39 | 19 |
| Buildings Department | 147 | - |
| Census and Statistics Department | 160 | - |
| Chief Executive's Office | 7 | - |
| Chief Secretary and Financial Secretary's Offices | 35 | 3 |
| Civil Aviation Department | 14 | 49 |
| Civil Engineering and Development Department | 62 | - |
| Civil Service Bureau | 1 | 6 |
| Commerce and Economic Development Bureau | 34 | 7 |
| Companies Registry | 87 | - |
| Constitutional and Mainland Affairs Bureau | 1 | - |
| Correctional Services Department | 6 | 13 |
| Customs and Excise Department | 7 | - |
| Department of Health | 435 | 253 |
| Department of Justice | 61 | 2 |
| Development Bureau | 50 | - |
| Drainage Services Department | 90 | - |
| Education Bureau | 1 201 | 74 |
| Efficiency Unit | 461 | 54 |
| Electrical and Mechanical Services Department | 710 | - |
| Environment Bureau | 3 | - |
| Environmental Protection Department | 77 | 119 |

| Bureau / Department / Office | No. of full-time NCSC staff | No. of part-time NCSC staff |
|--|------------------------------------|------------------------------------|
| Financial Services and the Treasury Bureau | 4 | 1 |
| Fire Services Department | 16 | 222 |
| Food and Environmental Hygiene Department | 200 | - |
| Food and Health Bureau | 11 | - |
| Government Flying Service | 9 | 4 |
| Government Laboratory | 12 | 1 |
| Government Logistics Department | 33 | - |
| Government Property Agency | 3 | - |
| Highways Department | 61 | - |
| Home Affairs Bureau | 53 | 1 |
| Home Affairs Department | 443 | 375 |
| Hong Kong Observatory | 19 | - |
| Hong Kong Police Force | 47 | 7 |
| Hongkong Post | 1 818 | - |
| Immigration Department | 37 | - |
| Information Services Department | 26 | 1 |
| Inland Revenue Department | 194 | 8 |
| Innovation and Technology Commission | 40 | 1 |
| Intellectual Property Department | 11 | 5 |
| Invest Hong Kong | 60 | - |
| Judiciary | 83 | 6 |
| Labour and Welfare Bureau | 24 | 1 |
| Labour Department | 88 | 4 |
| Land Registry | 94 | - |
| Lands Department | 178 | - |
| Legal Aid Department | 3 | - |

| Bureau / Department / Office | No. of full-time NCSC staff | No. of part-time NCSC staff |
|--|------------------------------------|------------------------------------|
| Leisure and Cultural Services Department | 1 293 | 5 407 |
| Marine Department | 12 | 17 |
| Office of the Communications Authority | 127 | - |
| Office of the Government Chief Information Officer | 10 | - |
| Official Receiver's Office | 38 | - |
| Planning Department | 40 | - |
| Radio Television Hong Kong | 210 | 453 |
| Rating and Valuation Department | 30 | - |
| Registration and Electoral Office | 360 | - |
| Security Bureau | 34 | - |
| Social Welfare Department | 82 | 172 |
| Trade and Industry Department | 57 | - |
| Transport and Housing Bureau | 7 | - |
| Transport Department | 62 | 40 |
| Treasury | 10 | - |
| University Grants Committee Secretariat | 18 | - |
| Water Supplies Department | 71 | - |
| Working Family and Student Financial Assistance Agency | 462 | - |
| Total | 10 380 | 7 436 |

**Breakdown of full-time non-civil service contract (NCSC) staff
by years of continuous service
(position as at 30 June 2017)**

| Bureau / Department / Office | No. of NCSC staff | | | | Total |
|--|---|---|---|---|--------------|
| | with less than three years of continuous service | with three years to less than five years of continuous service | with five years to less than ten years of continuous service | with ten years or more of continuous service | |
| Agriculture, Fisheries and Conservation Department | 136 | 33 | 17 | 16 | 202 |
| Architectural Services Department | 36 | 3 | - | - | 39 |
| Buildings Department | 55 | 25 | 38 | 29 | 147 |
| Census and Statistics Department | 147 | 13 | - | - | 160 |
| Chief Executive's Office | 4 | 1 | - | 2 | 7 |
| Chief Secretary and Financial Secretary's Offices | 16 | 11 | 8 | - | 35 |
| Civil Aviation Department | 8 | - | 6 | - | 14 |
| Civil Engineering and Development Department | 44 | 3 | 9 | 6 | 62 |
| Civil Service Bureau | 1 | - | - | - | 1 |
| Commerce and Economic Development Bureau | 13 | 6 | 14 | 1 | 34 |
| Companies Registry | 69 | 14 | 3 | 1 | 87 |
| Constitutional and Mainland Affairs Bureau | - | 1 | - | - | 1 |
| Correctional Services Department | 6 | - | - | - | 6 |
| Customs and Excise Department | 4 | 3 | - | - | 7 |

| Bureau / Department / Office | No. of NCSC staff | | | | Total |
|---|---|---|---|---|--------------|
| | with less than three years of continuous service | with three years to less than five years of continuous service | with five years to less than ten years of continuous service | with ten years or more of continuous service | |
| Department of Health | 66 | 19 | 189 | 161 | 435 |
| Department of Justice | 43 | 12 | 6 | - | 61 |
| Development Bureau | 28 | 9 | 13 | - | 50 |
| Drainage Services Department | 63 | 11 | 11 | 5 | 90 |
| Education Bureau | 864 | 132 | 131 | 74 | 1 201 |
| Efficiency Unit | 255 | 70 | 81 | 55 | 461 |
| Electrical and Mechanical Services Department | 42 | 143 | 267 | 258 | 710 |
| Environment Bureau | 1 | 1 | 1 | - | 3 |
| Environmental Protection Department | 49 | 21 | 7 | - | 77 |
| Financial Services and the Treasury Bureau | 4 | - | - | - | 4 |
| Fire Services Department | 9 | 1 | - | 6 | 16 |
| Food and Environmental Hygiene Department | 135 | 18 | 24 | 23 | 200 |
| Food and Health Bureau | 5 | 4 | 2 | - | 11 |
| Government Flying Service | 5 | - | 3 | 1 | 9 |
| Government Laboratory | 4 | - | 5 | 3 | 12 |
| Government Logistics Department | 13 | 9 | 4 | 7 | 33 |
| Government Property Agency | 3 | - | - | - | 3 |
| Highways Department | 45 | 12 | 2 | 2 | 61 |
| Home Affairs Bureau | 37 | 8 | 6 | 2 | 53 |

| Bureau / Department / Office | No. of NCSC staff | | | | Total |
|--|---|---|---|---|--------------|
| | with less than three years of continuous service | with three years to less than five years of continuous service | with five years to less than ten years of continuous service | with ten years or more of continuous service | |
| Home Affairs Department | 313 | 55 | 66 | 9 | 443 |
| Hong Kong Observatory | 14 | 4 | 1 | - | 19 |
| Hong Kong Police Force | 25 | 18 | 3 | 1 | 47 |
| Hongkong Post | 510 | 207 | 351 | 750 | 1 818 |
| Immigration Department | 11 | - | 10 | 16 | 37 |
| Information Services Department | 13 | 5 | 3 | 5 | 26 |
| Inland Revenue Department | 174 | 6 | 5 | 9 | 194 |
| Innovation and Technology Commission | 25 | 2 | 6 | 7 | 40 |
| Intellectual Property Department | 6 | 2 | 1 | 2 | 11 |
| Invest Hong Kong | 12 | 5 | 10 | 33 | 60 |
| Judiciary | 50 | 3 | 19 | 11 | 83 |
| Labour and Welfare Bureau | 12 | 7 | 5 | - | 24 |
| Labour Department | 15 | 17 | 26 | 30 | 88 |
| Land Registry | 31 | 10 | 25 | 28 | 94 |
| Lands Department | 133 | 41 | 4 | - | 178 |
| Legal Aid Department | 2 | 1 | - | - | 3 |
| Leisure and Cultural Services Department | 910 | 58 | 107 | 218 | 1 293 |
| Marine Department | 10 | 1 | 1 | - | 12 |
| Office of the Communications Authority | 57 | 17 | 31 | 22 | 127 |

| Bureau / Department / Office | No. of NCSC staff | | | | Total |
|--|---|---|---|---|---------------|
| | with less than three years of continuous service | with three years to less than five years of continuous service | with five years to less than ten years of continuous service | with ten years or more of continuous service | |
| Office of the Government Chief Information Officer | 4 | 4 | 1 | 1 | 10 |
| Official Receiver's Office | 28 | 3 | 4 | 3 | 38 |
| Planning Department | 27 | 7 | 5 | 1 | 40 |
| Radio Television Hong Kong | 105 | 42 | 28 | 35 | 210 |
| Rating and Valuation Department | 20 | 1 | 6 | 3 | 30 |
| Registration and Electoral Office | 322 | 22 | 6 | 10 | 360 |
| Security Bureau | 26 | 2 | 6 | - | 34 |
| Social Welfare Department | 49 | 11 | 15 | 7 | 82 |
| Trade and Industry Department | 14 | 17 | 23 | 3 | 57 |
| Transport and Housing Bureau | 7 | - | - | - | 7 |
| Transport Department | 37 | 8 | 13 | 4 | 62 |
| Treasury | 5 | 2 | 3 | - | 10 |
| University Grants Committee Secretariat | 8 | 3 | 6 | 1 | 18 |
| Water Supplies Department | 9 | 16 | 17 | 29 | 71 |
| Working Family and Student Financial Assistance Agency | 329 | 4 | 63 | 66 | 462 |
| Total | 5 523 | 1 184 | 1 717 | 1 956 | 10 380 |

**Breakdown of full-time non-civil service contract (NCSC) staff
with continuous service of five years or more in the same position
(position as at 30 June 2017)**

| Bureau / Department / Office | No. of full-time NCSC staff in the same position | |
|--|---|---|
| | with five years to less than ten years of continuous service | with ten years or more of continuous service |
| Agriculture, Fisheries and Conservation Department | 17 | 15 |
| Buildings Department | 35 | 22 |
| Chief Executive's Office | - | 2 |
| Chief Secretary and Financial Secretary's Offices | 7 | - |
| Civil Aviation Department | 6 | - |
| Civil Engineering and Development Department | 9 | 6 |
| Commerce and Economic Development Bureau | 14 | 1 |
| Companies Registry | 3 | 1 |
| Department of Health | 177 | 156 |
| Department of Justice | 6 | - |
| Development Bureau | 11 | - |
| Drainage Services Department | 10 | 3 |
| Education Bureau | 90 | 34 |
| Efficiency Unit | 40 | 11 |
| Electrical and Mechanical Services Department | 124 | 34 |
| Environment Bureau | 1 | - |
| Environmental Protection Department | 4 | - |
| Fire Services Department | - | 6 |
| Food and Environmental Hygiene Department | 21 | 22 |

| Bureau / Department / Office | No. of full-time NCSC staff in the same position | |
|--|---|---|
| | with five years to less than ten years of continuous service | with ten years or more of continuous service |
| Food and Health Bureau | 2 | - |
| Government Flying Service | 3 | - |
| Government Laboratory | 5 | 3 |
| Government Logistics Department | 4 | 7 |
| Highways Department | 2 | 2 |
| Home Affairs Bureau | 6 | 1 |
| Home Affairs Department | 60 | 7 |
| Hong Kong Police Force | 3 | 1 |
| Hongkong Post | 321 | 684 |
| Immigration Department | 5 | - |
| Information Services Department | 3 | 4 |
| Inland Revenue Department | 2 | - |
| Innovation and Technology Commission | 6 | 4 |
| Intellectual Property Department | 1 | - |
| Invest Hong Kong | 9 | 27 |
| Judiciary | 1 | 1 |
| Labour and Welfare Bureau | 5 | - |
| Labour Department | 20 | 6 |
| Land Registry | 25 | 28 |
| Lands Department | 4 | - |
| Leisure and Cultural Services Department | 78 | 96 |
| Office of the Communications Authority | 22 | 13 |
| Office of the Government Chief Information Officer | 1 | 1 |
| Official Receiver's Office | 4 | 3 |

| Bureau / Department / Office | No. of full-time NCSC staff in the same position | |
|--|---|---|
| | with five years to less than ten years of continuous service | with ten years or more of continuous service |
| Planning Department | 5 | 1 |
| Radio Television Hong Kong | 21 | 28 |
| Rating and Valuation Department | 3 | 3 |
| Registration and Electoral Office | 6 | 10 |
| Security Bureau | 3 | - |
| Social Welfare Department | 15 | 7 |
| Trade and Industry Department | 21 | 2 |
| Transport Department | 8 | 2 |
| Treasury | 2 | - |
| University Grants Committee Secretariat | 6 | 1 |
| Water Supplies Department | 16 | 26 |
| Working Family and Student Financial Assistance Agency | 48 | 41 |
| Total | 1 321 | 1 322 |

- End -

CONTROLLING OFFICER'S REPLY

CSB020

(Question Serial No. 1009)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

1. Regarding the flexible measures for extending the service of civil servants that have been fully implemented, please provide the numbers of civil servants who extended their service through various measures in 2016 and 2017.
2. How many civil servants were recognised for their exemplary performance in 2016 and 2017? What are the rewards for this recognition?

Asked by: Hon LAM Cheuk-ting (Member Question No. (LegCo use): 13)

Reply:

1. The revised arrangements for processing applications for final extension of service of civil servants beyond retirement age have taken effect since February 2016. As at February 2018, i.e. two years after implementation of the revised arrangements, a total of 4 206 applications were approved. As regards further employment for a longer duration, the adjusted mechanism was implemented in June 2017. As at February 2018, a total of 516 applications were approved.
2. 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

Through this service-wide Scheme, the Secretary for the Civil Service, on behalf of the Government, each year gives recognition to selected civil servants with consistently exemplary performance. To qualify for an award under the Scheme, a civil servant should have had outstanding performance for at least 5 consecutive years. In 2016-17 and 2017-18, 100 civil servants were awarded under the Scheme respectively. Each award recipient receives a certificate of recognition and a gold pin. For those award recipients who have 20 or more years of service and have not enjoyed government sponsored travel outside Hong Kong before, they will also receive a travel award, which is granted in the form

of an accountable travel allowance on one-off basis. According to the prevailing arrangement, if the award recipient is married and will be travelling with his/her spouse, the same travel allowance will be provided to the spouse.

(ii) Long and Meritorious Service Travel Award Scheme

The objective of this Scheme is to recognise long and meritorious service of civil servants. All local non-directorate officers with a continuous service of 20 years or more, and who have a track record of consistently very good performance and have not received any Government travel award before, are eligible for consideration for the grant of an award. The award is granted in the form of an accountable travel allowance on one-off basis. According to the prevailing arrangement, if the selected officer is married and will be travelling with his/her spouse, the same travel allowance will be provided to the spouse. The number of awards for each year is determined based on a quota ratio. To enhance the Scheme, the quota ratio has since 2014-15 been improved from one award for every 30 officers meeting the service requirement (1:30) to 1:27. The number of awards for 2016-17 and 2017-18 were 2 500 and 2 511 respectively.

(iii) Civil Service Outstanding Service Award Scheme

The Scheme is organised on a biennial basis. Its objective is to encourage the pursuit of excellence in service delivery and to give recognition to departments and teams of civil servants for their outstanding achievements in providing quality service to the public. Awards are presented at the departmental level (including the Inter-departmental Partnership Award, the Departmental Service Enhancement Award and the Best Public Image Award) and at the team level (including the General Public Service Award, the Specialised Service Award, the Regulatory/Enforcement Service Award, the Crisis/Incident Support Service Award and the Internal Support Service Award). The awards cover different departments engaging in different service areas in order to encourage wider participation among civil servants. The 2017 Award Scheme received 138 entries from 35 participating B/Ds, of which 39 entries from 19 departments won 54 awards in total. Winning departments received trophies and funding for staff welfare purposes. Apart from trophies, winning teams also received letters of appreciation and gift coupons as a token of encouragement.

In addition, Permanent Secretaries and Heads of Departments may issue commendation letters under the Commendation Letter Scheme to public officers who have provided consistently outstanding service for at least 3 years; made a substantial contribution towards enhancing the efficiency or the image of the B/D; or performed an exceptionally meritorious or brave act warranting special recognition. In 2016 and 2017, commendation letters were issued to about 3 000 and 2 600 officers respectively. B/Ds are also encouraged to organise their own award schemes to recognise the contributions of their staff.

- End -

CONTROLLING OFFICER'S REPLY

CSB021

(Question Serial No. 1010)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): Not specified

Programme: (3) Translation and Interpretation Services and Use of Official Languages

Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

About facilitating the effective use of Chinese and English in official business within the civil service by providing a wide range of support services, what are those services?

Asked by: Hon LAM Cheuk-ting (Member Question No. (LegCo use): 14)

Reply:

To facilitate the effective use of Chinese and English in official business within the civil service, the Civil Service Bureau provides translation, interpretation, draft-vetting and drafting services for government bureaux and departments. We also provide other forms of support, including telephone hotlines on the use of both official languages, reference materials on official writing and language use, and Putonghua coaching and Pinyin services.

- End -

CONTROLLING OFFICER'S REPLY

CSB022

(Question Serial No. 1011)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

1. With regard to civil servants participating in national studies training programmes, please provide the actual and estimated numbers of participants under different pay scales in various Mainland universities (including Tsinghua, Peking, Jinan, Nanjing, Zhejiang and China Foreign Affairs Universities) in 2016, 2017 and 2018 respectively.
2. Please provide the actual, revised and estimated expenditures for studies programmes co-organised by the Civil Service Bureau and the above universities in 2016-17, 2017-18 and 2018-19 respectively.

Asked by: Hon LAM Cheuk-ting (Member Question No. (LegCo use): 15)

Reply:

The Civil Service Bureau arranges civil servants at various levels to attend training programmes at different institutions in the Mainland (including the Chinese Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University). About 630 civil servants participated in related training programmes in 2016 and 2017 respectively. It is estimated that there will be about 830 participants in 2018.

The actual expenditure for organising related training programmes in 2016-17 was \$15.5 million. The revised estimate in 2017-18 is \$15.1 million. The estimated expenditure in 2018-19 is \$19.8 million.

- End -

CONTROLLING OFFICER'S REPLY

CSB023

(Question Serial No. 1012)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding collaboration with institutions in Hong Kong and the Mainland in organising local seminars, what are the actual and estimated numbers of such seminars and participants as well as the actual, revised and estimated expenditure involved in 2016, 2017 and 2018?

Asked by: Hon LAM Cheuk-ting (Member Question No. (LegCo use): 16)

Reply:

The Civil Service Bureau collaborates with local, Mainland and overseas institutions to organise different seminars, talks and workshops on leadership development, national studies, management and language training for civil servants in Hong Kong. About 49 000 and 50 000 civil servants participated in these training programmes in 2016 and 2017 respectively, and we estimate that there will be about 52 000 participants in 2018. The actual expenditure for organising these training programmes in 2016-17 was \$27 million. The revised estimates in 2017-18 is \$30 million. The estimated expenditure in 2018-19 is about \$30 million.

- End -

CONTROLLING OFFICER'S REPLY

CSB024

(Question Serial No. 1013)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

1. Every year, the Government organises 2 thematic visits for officers at MPS Point 34 and above. Please state the destinations, purposes, numbers of participants and expenditure involved in respect of the thematic visits in 2016 and 2017.
2. What are the destinations and purposes of the thematic visits in 2018? What are the estimated numbers of participants and expenditure involved?
3. After the participants have returned from the visits, what are the objective criteria for assessing whether such visits have achieved their intended purposes?

Asked by: Hon LAM Cheuk-ting (Member Question No. (LegCo use): 17)

Reply:

The Civil Service Bureau organises Mainland thematic study programmes every year. These programmes aim at enhancing civil servants understanding of the latest development of different Mainland regions. A total of 69 and 63 civil servants joined the programmes in 2016 and 2017 respectively. About 60 civil servants are expected to join the programmes to be held in Fujian and Sichuan in 2018. The actual expenditure of organising these programmes in 2016-17 was \$0.75 million. The revised estimate in 2017-18 is \$0.88 million and the estimated expenditure in 2018-19 is \$0.9 million.

We evaluate the programme effectiveness through various means, including organising review sessions before the end of the programme, asking individual participants to complete evaluation questionnaires, and conducting post-programme reviews, etc.

- End -

CONTROLLING OFFICER'S REPLY**CSB025****(Question Serial No. 1014)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): Not specifiedProgramme: (4) Civil Service Training and DevelopmentControlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)Director of Bureau: Secretary for the Civil ServiceQuestion:

Please provide the post titles and scope of duties regarding the net increase of 10 permanent posts in 2018-19.

Asked by: Hon LAM Cheuk-ting (Member Question No. (LegCo use): 18)Reply:

Details of the anticipated net increase of 10 permanent posts in 2018-19 are as follows:

| Grade | Rank | Number |
|---------------------|----------------------------|---------------|
| Training Officer | Chief Training Officer | 1 |
| | Senior Training Officer | 1 |
| | Training Officer I | 2 |
| Executive Officer | Chief Executive Officer | 1 |
| | Executive Officer I | 1 |
| | Executive Officer II | -1 |
| Clerical | Clerical Officer | 1 |
| | Assistant Clerical Officer | 3 |
| | Clerical Assistant | 1 |
| Net increase | | 10 |

The additional posts are mainly for enhancing the provision of training services for civil servants, in particular national studies training for middle-ranking officers and Basic Law training for serving civil servants, and for strengthening the administration support in the Civil Service Training and Development Institute.

- End -

CONTROLLING OFFICER'S REPLY

CSB026

(Question Serial No. 1015)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

1. As pointed out by the Government, it will embark on the initial planning work for the establishment of a new civil service college. What is the estimated overall expenditure for the construction of the college? What is the estimated expenditure for 2018-19?
2. As mentioned by the Chief Executive, a suitable site has been identified for the college. Where is the site?

Asked by: Hon LAM Cheuk-ting (Member Question No. (LegCo use): 19)

Reply:

The Civil Service Bureau is actively studying and planning for the establishment of a new civil service college with a view to enhancing training for civil servants and upgrading the related facilities. When a more specific plan and budget estimate has been worked out, we will report to the Legislative Council Panel on Public Service. Regarding the location, we have been looking for a site for the construction of the civil service college. We have now identified a site which is largely suitable for the purpose, and are conducting further study to follow-up.

- End -

CONTROLLING OFFICER'S REPLY

CSB027

(Question Serial No. 0918)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): Not specified
Programme: Not specified
Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in the Estimates that the civil service establishment is expected to expand by 6 700 posts to 188 451 in 2018-19. Which grades and departments will need to recruit additional staff? What are the respective target numbers of recruitment in each department? Does the Government plan to convert, as a matter of priority, existing contract staff to civil servants on permanent terms? Have estimates been prepared for the related expenses?

Asked by: Hon LAM Kin-fung, Jeffrey (Member Question No. (LegCo use): 10)

Reply:

The 2018-19 Draft Estimates of Expenditure provide for 6 700 additional civil service posts in various bureaux and departments (B/Ds). The additional civil service posts are for supporting the implementation of the policies, initiatives and new measures of the new-term Government, and easing the work pressure on civil servants. The estimated changes in civil service establishment of B/Ds in 2018-19 are set out at **Annex**. Among the additional civil service posts, 278 posts are approved for replacing non-civil service contract (NCSC) positions of which the long term service need has been established. To allow flexibility in meeting their staffing needs, B/Ds may create or delete posts in existing non-directorate ranks provided that their respective establishment ceiling is not exceeded. They may also, having regard to the operational need and relevant considerations, decide on their own the grades which would require recruitment of civil servants and the number of civil servants required. Hence, CSB does not have information on the grades in respect of the civil servants to be recruited by individual B/Ds in 2018-19 and the related expenditure.

It is the Government's policy to select the most suitable persons to fill civil service vacancies through an open, fair and competitive process. In this regard, B/Ds will not accord priority to employing NCSC staff as civil servants. That said, we welcome serving NCSC staff to apply for civil service posts through an open recruitment process if they are interested in such posts. Since relevant working 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 relevant civil service ranks should generally enjoy a competitive edge over other applicants because of their working experience in the Government.

**Change in Civil Service Establishment
by Bureaux/Departments in 2018-19**

| Bureau / Department / Organisation | Change in Establishment |
|---|--------------------------------|
| Agriculture, Fisheries and Conservation Department | + 102 |
| Architectural Services Department | + 47 |
| Audit Commission | + 5 |
| Auxiliary Medical Service | - |
| Buildings Department | + 125 |
| Census and Statistics Department | + 7 |
| Chief Executive's Office | - |
| Chief Secretary and Financial Secretary's Offices | - 45 |
| Civil Aid Service | + 2 |
| Civil Aviation Department | + 82 |
| Civil Engineering and Development Department | + 91 |
| Civil Service Bureau | + 13 |
| Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch) | + 26 |
| Commerce and Economic Development Bureau (Communications and Creative Industries Branch) | - |
| Companies Registry | + 28 |
| Constitutional and Mainland Affairs Bureau | + 7 |
| Correctional Services Department | + 66 |
| Customs and Excise Department | + 766 |
| Department of Health | + 183 |
| Department of Justice | + 79 |
| Development Bureau (Planning and Lands Branch) | + 18 |
| Development Bureau (Works Branch) | + 10 |
| Drainage Services Department | + 58 |
| Education Bureau | + 117 |
| Electrical and Mechanical Services Department | + 104 |
| Environment Bureau | - |
| Environmental Protection Department | + 211 |

| Bureau / Department / Organisation | Change in Establishment |
|---|--------------------------------|
| Financial Services and the Treasury Bureau (Financial Services Branch) | + 10 |
| Financial Services and the Treasury Bureau (The Treasury Branch) | + 3 |
| Fire Services Department | + 383 |
| Food and Environmental Hygiene Department | + 107 |
| Food and Health Bureau (Food Branch) | + 4 |
| Food and Health Bureau (Health Branch) | + 43 |
| Government Flying Service | + 11 |
| Government Laboratory | - |
| Government Logistics Department | + 3 |
| Government Property Agency | - |
| Highways Department | + 153 |
| Home Affairs Bureau | + 20 |
| Home Affairs Department | + 125 |
| Hong Kong Monetary Authority | - 3 |
| Hong Kong Observatory | + 17 |
| Hong Kong Police Force | + 1 057 |
| Hospital Authority | - 146 |
| Housing Authority | + 251 |
| Immigration Department | + 824 |
| Independent Commission Against Corruption | + 6 |
| Information Services Department | + 5 |
| Inland Revenue Department | + 37 |
| Innovation and Technology Bureau | + 120 |
| Innovation and Technology Commission | + 50 |
| Intellectual Property Department | + 3 |
| Invest Hong Kong | + 1 |
| Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service | + 3 |
| Judiciary | + 37 |
| Labour and Welfare Bureau | + 7 |
| Labour Department | + 139 |
| Land Registry | + 5 |

| Bureau / Department / Organisation | Change in Establishment |
|--|--------------------------------|
| Lands Department | + 378 |
| Legal Aid Department | + 3 |
| Legal Aid Services Council | - |
| Leisure and Cultural Services Department | + 242 |
| Marine Department | + 9 |
| Office for Film, Newspaper and Article Administration | + 1 |
| Office of the Communications Authority | + 12 |
| Office of the Government Chief Information Officer | + 16 |
| Official Receiver's Office | + 31 |
| Overseas Economic and Trade Offices | + 7 |
| Planning Department | + 50 |
| Post Office | - |
| Public Service Commission Secretariat | - |
| Radio Television Hong Kong | + 7 |
| Rating and Valuation Department | + 18 |
| Registration and Electoral Office | + 3 |
| Secretariat, Commissioner on Interception of Communications and Surveillance | - |
| Security Bureau | + 33 |
| Social Welfare Department | + 292 |
| Trade and Industry Department | + 6 |
| Transport and Housing Bureau (Transport Branch) | + 2 |
| Transport Department | + 122 |
| Treasury | + 2 |
| University Grants Committee | + 9 |
| Vocational Training Council | - 1 |
| Water Supplies Department | + 83 |
| Working Family and Student Financial Assistance Agency | - 2 |
| Total | + 6 700 |

- End -

CONTROLLING OFFICER'S REPLY

CSB028

(Question Serial No. 1864)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): Not specified

Programme: Not specified

Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Please provide the numbers of ethnic minority civil servants, broken down by departments, and the percentages they accounted for in the strength of the respective departments.

Asked by: Hon LEE Wai-king, Starry (Member Question No. (LegCo use): 51)

Reply:

Given that neither job applicants nor serving civil servants are required to declare their ethnic origins, we do not possess the relevant statistical information.

- End -

CONTROLLING OFFICER'S REPLY

CSB029

(Question Serial No. 1887)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): Not specified
Programme: Not specified
Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

What are the number of ethnic minority civil servants newly-recruited, the total number of ethnic minority civil servants, and the percentage they accounted for in the strength of the civil service in each of the past 3 years? What measures will be implemented by the Government to increase the number of ethnic minority civil servants and what will be the manpower and expenditure involved in these measures?

Asked by: Hon LEE Wai-king, Starry (Member Question No. (LegCo use): 22)

Reply:

The Government has continued to implement suitable measures to ensure that ethnic minorities, like other applicants, have equal access to job opportunities in the Government.

On the one hand, we note that Chinese language proficiency is a major hurdle for ethnic minorities in applying for government jobs. It is the Government's policy to ensure the Chinese language proficiency requirements (LPRs) set for all the grades of the civil service are no more than necessary for performance of the job, so that ethnic minorities, like other applicants, have equal access to government job opportunities. In the Policy Address delivered last year, the Chief Executive mentioned that with a view to increasing government job opportunities for ethnic minorities, Civil Service Bureau would coordinate with departments to conduct a comprehensive review on the entry requirements relating to Chinese proficiency for all the grades of the civil service. The comprehensive review has been completed. After review, 22 new grades will lower their Chinese LPRs, bringing the number of grades that have lowered/will lower their Chinese LPRs since 2010 to 53. On the other hand, departments employ ethnic minorities, where appropriate, to meet specific operational needs. For example, in respect of services with interface with ethnic minority communities, departments may engage people proficient in ethnic minority languages for the relevant jobs. Civil Service Bureau and the departments concerned have deployed their own resources to review Chinese LPRs and implement relevant measures.

In the civil service recruitment process, bureaux/departments will continue to select suitable candidates on an objective basis by taking into account their ability, performance, character, and requisites set according to the job requirements. Race is not a relevant consideration. Given that neither job applicants nor serving civil servants are required to declare their ethnic origins, we do not possess the relevant statistical information.

- End -

CONTROLLING OFFICER'S REPLY

CSB030

(Question Serial No. 2881)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): Not specified

Programme: (1) Director of Bureau's Office, (2) Human Resource Management, (3) Translation and Interpretation Services and Use of Official Languages, (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the provision of sign language interpretation services in the past 5 years, will the Government inform this Committee of the following:

1. The frequency, occasions and causes for providing sign language interpretation services in each year;
2. The number of sign language interpreters involved in each year, their pay and the organisations to which they belong;
3. The total expenditure involved in each year;
4. Whether the Government will consider allocating more resources to improve the services for communicating with the deaf and/or persons with hearing impairment in future. If yes, what are the details (including measures, manpower and expenditure involved and timetable, etc.)? If no, what are the reasons?

Asked by: Hon LEUNG Yiu-chung (Member Question No. (LegCo use): 49)

Reply:

Similar to other bureaux and departments, the Civil Service Bureau (CSB) would arrange sign language interpretation services for persons with hearing impairment taking into account actual operational circumstances. The actual expenditure incurred by CSB on such services in the past 5 financial years and the estimated expenditure in 2018-19, together with other relevant information, are set out in the table below:

| Financial year | Occasion/cause | Frequency | Attendance of sign language interpreters | Name of service contractor | Expenditure (\$) |
|--------------------|--|-----------|--|--|------------------|
| 2013-14 | <ul style="list-style-type: none"> For trainee(s) requiring such services in training course | 1 | 1 | Hong Kong Association of the Deaf | 3,405 |
| 2014-15 | <ul style="list-style-type: none"> For trainee(s) requiring such services in training course For attendee(s) requiring such services in pre-retirement seminar for civil servants | 2 | 3 | Hong Kong Society for the Deaf; and Y's Men's Centre for the Deaf (Chinese YMCA of Hong Kong) | 9,370 |
| 2015-16 | <ul style="list-style-type: none"> For trainee(s) requiring such services in training course Facilitating communication between the presiding invigilator and the candidate(s) requiring such services during the skills test in the open recruitment exercise for clerical grades* | 18 | 34 | Hong Kong Association of the Deaf; and Hong Kong Society for the Deaf | 18,700 |
| 2016-17 | <ul style="list-style-type: none"> For trainee(s) requiring such services in training course For attendee(s) requiring such services in pre-retirement seminar for civil servants | 3 | 6 | Hong Kong Society for the Deaf | 12,341 |
| 2017-18 | <ul style="list-style-type: none"> For trainee(s) requiring such services in training course Facilitating communication between the presiding invigilator and the candidate(s) requiring such services during the skills test in the open recruitment exercise for clerical grades* For attendee(s) requiring such services in pre-retirement seminar for civil servants | 16 | 19 | Hong Kong Association of the Deaf; and Hong Kong Society for the Deaf | 14,120 |
| 2018-19 (estimate) | <ul style="list-style-type: none"> For trainee(s) requiring such services in training course Facilitating communication between the presiding invigilator and the candidate(s) requiring such services during the skills test in the open recruitment exercise for the post of Personal SecretaryII* For attendee(s) requiring such services in pre-retirement seminar for civil servants | 6** | 9 | — | about 15,805 |

Note

* The expenditure of providing sign language interpretation services for this occasion is calculated on the basis of service hours and not number of days. As the service hours are not long in each of the occasions, the total expenditure of different years may not be directly proportional to the frequency in the respective years.

** The frequency of providing sign language interpretation services may be adjusted in light of actual circumstances.

- End -

CONTROLLING OFFICER'S REPLY

CSB031

(Question Serial No. 2547)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

The disciplined forces, accounting for about one-third of the civil servants in Hong Kong, have made distinguished contribution to society. However, the Correctional Services Department has seen problems such as alleged inmate abuse and excessive claiming of allowances in recent years. The matters requiring special attention of the Civil Service Bureau in 2018-19 include refining the arrangements concerning defence representatives in the subsidiary regulations on discipline to the Disciplined Services Legislation (DSL) and other improvements to the disciplinary proceedings under DSL. What are the specific work arrangements for these two matters? And is there any specific timetable for improving disciplinary proceedings?

Asked by: Hon LIAO Cheung-kong, Martin (Member Question No. (LegCo use): 49)

Reply:

Regarding defence representatives and disciplinary proceedings under the Disciplined Services Legislation, disciplined services departments (DSDs) have put in place administrative arrangements to allow accused officers to apply for legal or other forms of representations at disciplinary hearings, and to process such applications based on fairness requirements to ensure that the officers are given fair hearings. With a view to further enhancing transparency to the disciplinary mechanism in DSDs, we propose to commence the six amendment regulations/rules passed by the Legislative Council in 2012 without further amendments, to be complemented by the implementation of enhanced administrative arrangements as standing measures. We are now consulting the staff sides on this proposal.

- End -

CONTROLLING OFFICER'S REPLY

CSB032

(Question Serial No. 0155)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

According to the Financial Secretary, the civil service establishment will expand by 6 700 posts, or 3.7%, over the past year in order to support the implementation of various new policies and initiatives and ease the work pressure on civil servants. In this regard, please advise on the following:

1. Among the additional civil service posts, what are the respective numbers and increases relating to construction and engineering professionals to be employed by the relevant government departments (including the Planning Department, Housing 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)?
2. Meanwhile, has the Government reviewed and strived to enhance the employment package and progression ladder for the professional grades in the government departments mentioned above to retain talents, with a view to enhancing the planning, implementation and monitoring standards of the various projects? If yes, what are the details? If no, what are the reasons?

Asked by: Hon LO Wai-kwok (Member Question No. (LegCo use): 14)

Reply:

1. Among the new civil service posts approved to be created in 2018-19 in the departments referred to in the question, there are 354 posts in the construction and relevant engineering professional grades (see Note for the relevant professional grades). Details are as follows:

| Department | Number of new posts approved | Percentage of the existing establishment of the relevant professional grades |
|---|-------------------------------------|---|
| Planning Department | 25 | 8.9% |
| Housing Department | 59 | 5.6% |
| Civil Engineering and Development Department | 45 | 6.7% |
| Drainage Services Department | 24 | 7.4% |
| Water Supplies Department | 11 | 3% |
| Electrical and Mechanical Services Department | 41 | 9.3% |
| Transport Department | 12 | 5.8% |
| Highways Department | 72 | 12.8% |
| Environmental Protection Department | 65 | 11.4% |
| Total | 354 | 7.9% |

Note: 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.

- As regards the remuneration packages for civil service posts, the Government will continue to implement the established civil service pay policies, offering sufficient remuneration to attract, retain and motivate staff of suitable calibre to provide the public with effective and efficient service; and to maintain broad comparability between the civil service and private sector pay. Heads of Department/Grade will also examine the situations of civil service grades with respect to recruitment, wastage, promotion and succession from time to time and take appropriate measures where necessary so as to ensure that the grades are effective in attracting and retaining quality staff in terms of the remuneration package and career development prospects. This arrangement is applicable to the relevant professional grades. Heads of Department/Grade are responsible for monitoring the situation.

- End -

CONTROLLING OFFICER'S REPLY

CSB033

(Question Serial No. 2686)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): Not specified
Programme: Not specified
Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

The Chief Executive stated in the Policy Address released in October 2017 that the Government will review the entry requirements relating to Chinese proficiency for all the grades of the civil service, with a view to increasing government job opportunities for ethnic minorities.

Will the government inform this Council of:

- (a) the detailed list of all (53) civil service grades or posts for which the Chinese language requirement has been adjusted since 2010, by department/bureau/office, title/rank, grades (e.g. degree/professional), when the requirement was adjusted and from which level of written and spoken Chinese to which level was it adjusted; and the changes in related expenses.
- (b) the number of non-ethnic Chinese or non-Chinese speaking applicants and the number of applicants employed for each of the posts in (a) since the Chinese language requirement was adjusted;
- (c) the detailed list of all civil service grades or posts for which CRE Chinese level 2 or CRE Chinese Level 1 is not required by department/bureau/office;
- (d) the number of civil service employees without CRE Chinese qualifications and those who are non-ethnic Chinese or non-Chinese speakers;
- (e) the detailed list of all civil service grades or posts for which alternative Chinese language qualifications (e.g. the GCSE (Chinese)) are accepted;
- (f) the detailed list of all civil service grades or posts for which Applied Learning Chinese (for non-Chinese speaking students) qualifications are accepted;
- (g) the number or applications for Government jobs by non-ethnic Chinese or non-Chinese speaking applicants received in each of the year from 2010 to 2017 with a breakdown by department/bureau, civil service grades or posts, job nature;

- (h) the number of non-ethnic Chinese or non-Chinese speaking civil servants recruited in each of the year from 2010 to 2017 disaggregated by ethnicity (if not available, why) and breakdown by department/bureau, civil service grades or posts, job nature;
- (i) the details of Chinese language training programmes and support services tailored made for non-ethnic Chinese including the type of programmes and services, frequency, the funds spent or allocated and the number of participants, held from 2010 to 2017;
- (j) the numbers of non-ethnic Chinese civil servants working at the Hong Kong Police Force, the Correctional Services Department, the Fire Services Department, the Immigration Department, the Customs and Excises Department and any other government bureau / departments / offices respectively, disaggregated by the period in which they are recruited (before 1st July, 1997, from 1st July, 1997 to 2003, from 2004 to 2006 and each of the years from 2007 to 2017);
- (k) the average salary of all Chinese civil servants working at each of the Departments mentioned in (j) and the average salary of all non-ethnic Chinese civil servants working at each of these Departments;
- (l) the numbers of non-ethnic Chinese non-civil service contract staff members working at the Hong Kong Police Force, the Correctional Services Department, the Fire Services Department, the Immigration Department, the Customs and Excises Department and any other government bureau / departments / office, disaggregated by the period in which they are recruited (before 1st July, 1997, from 1st July, 1997 to 2003, from 2004 to 2006 and each of the years from 2007 to 2017);
- (m) the average salary of all Chinese non-civil servants working at each of the Departments mentioned in (l) and the average salary of all non-Chinese non-civil service contract staff members working at each of these Departments; and
- (n) the total number of civil servants in Hong Kong.
- (o) If the Government is unable to disaggregate data by ethnicities because it does not require its staff to declare their ethnic origins, will the Government conduct a survey on the ethnic backgrounds and pay scale of its staff to be presented to this Council to ensure ethnic minorities are proportionately represented in all ranks and departments in the civil service body?

Asked by: Hon MO Claudia (Member Question No. (LegCo use): 12)

Reply:

(a)

The Government has continued to implement suitable measures to ensure that non-ethnic Chinese (NEC), like other applicants, have equal access to job opportunities in the Government.

On the one hand, we note that Chinese language proficiency is a major hurdle for NEC in applying for government jobs. It is the Government's policy to ensure the Chinese

language proficiency requirements (LPRs) set for all the grades of the civil service are no more than necessary for performance of the job, so that NEC, like other applicants, have equal access to government job opportunities. In the Policy Address delivered last year, the Chief Executive mentioned that with a view to increasing government job opportunities for NEC, Civil Service Bureau (CSB) would coordinate with departments to conduct a comprehensive review on the entry requirements relating to Chinese proficiency for all the grades of the civil service. The comprehensive review has been completed. After review, 22 new grades will lower their Chinese LPRs, bringing the number of grades that have lowered/will lower their Chinese LPRs since 2010 to 53. On the other hand, departments employ NEC, where appropriate, to meet specific operational needs. For example, in respect of services with interface with NEC communities, departments may engage people proficient in NEC languages for the relevant jobs.

The 53 grades that have lowered/will lower Chinese LPRs since 2010 can be summarised as follows –

- (i) 18 grades belong to degree/professional grades. For example, Analyst/Programmer and Treasury Accountant will lower the Chinese LPRs from Level 2 result of the Use of Chinese paper of the Common Recruitment Examination (CRE) to Level 1 result.
- (ii) For the other 35 grades, the Heads of Department/Grade concerned, after reviewing the prevailing job requirements, have lowered/will lower the Chinese LPRs of the grades concerned correspondingly. For example, some grades involve technical, operative or other duties, including Laboratory Attendant in Government Laboratory, Agriculture, Fisheries and Conservation Department and Food and Environmental Hygiene Department which will lower the Chinese LPRs from Secondary 3 level to Primary 6 level; Chainman in Civil Engineering and Development Department and Housing Department which will require written proficiency in simple Chinese in place of the previously adopted Primary 6 level; and Pilot in Government Flying Service which has removed the Chinese LPRs while maintaining only the English LPRs.

(c)

The LPRs of degree/professional grades are normally set at Level 2 or Level 1 result in the two language papers (viz. Use of Chinese and Use of English) in CRE, or equivalent. Apart from the aforesaid grades, other grades do not require CRE results as one of the entry requirements.

(e) and (f)

The Government accepts Chinese language results of specified non-local public examinations in addition to local qualifications as meeting LPRs for civil service recruitment. Specifically, Chinese language results in the United Kingdom International General Certificate of Secondary Education (IGCSE)/ General Certificate of Secondary Education (GCSE)/ General Certificate of Education (GCE) 'Ordinary' ('O') Level and GCE 'Advanced'/'Advanced Subsidiary' ('A'/'AS') Levels are accepted. With the introduction of the Applied Learning Chinese (for non-Chinese speaking students) subject by the Education Bureau in the 2014-15 school year, CSB has promulgated guidelines on the acceptance arrangement for this subject. All departments should follow the above acceptance arrangement.

(i)

Civil Service Training and Development Institute (CSTDI) organised two classes of the Introductory Course on Chinese Official Writing for NEC civil servants in 2014 and 2015. A total of 15 NEC attended these classes. Course contents included common Chinese expressions used by the Government and their departments, basic writing skills and format of Chinese official correspondence. CSTDI also provides different types of Chinese language training for civil servants, including courses at introductory and advanced levels, thematic seminars and e-learning resources. NEC may also participate in these programmes according to their needs. As the Chinese language training for NEC was provided through deployment of in-house resources, we do not have breakdown on the expenditure incurred.

Other parts of the question (i.e. (b), (d), (g), (h), (j), (k), (l), (m), (n) and (o))

The Government currently employs about 170 000 civil servants and 10 380 full-time Non-civil Service Contract staff ^(Note). Given that neither job applicants nor serving civil servants are required to declare their ethnic origins, we do not possess the relevant statistical information.

In the recruitment process, B/Ds will continue to select suitable candidates on an objective basis by taking into account their ability, performance, character, and requisites set according to the job requirements (including LPRs). Race is not a relevant consideration. The foregoing principle also applies in determining employees' salary levels and in considering promotion (if applicable).

(Note : The number of Non-civil Service Contract staff is the statistics as at 30 June 2017. "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.)

The Government all along has not required serving civil servants or applicants for civil service jobs to declare their ethnic origins. To gain an appreciation of the composition of the civil service by racial groups, CSB conducted surveys in 2011 and 2013 on an anonymous and voluntary basis on the racial profile of the civil service. Given that the surveys were conducted on an anonymous and voluntary basis, the practical value of statistics collected face certain limitations. Hence, conducting those surveys are not the most effective means to gauge the employment profile of NEC in the civil service.

Given that CSB has just completed the comprehensive review of the LPRs of civil service posts and the grades which have lowered LPRs after review will subsequently conduct recruitment exercises when vacancies arise, we will keep in view the recruitment situation of the relevant grades for a period of time before assessing the way forward.

- End -

CONTROLLING OFFICER'S REPLY

CSB034

(Question Serial No. 2321)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in the Budget that preliminary planning will be commenced to establish a new civil service college with upgraded training facilities so as to further enhance training for civil servants in the areas of leadership development, interaction and communication with the public, innovation, use of technology, etc. Please inform this Committee of the following:

- (a) the details of the training facilities and scope of training that the new civil service college plans to upgrade and enhance, in particular in innovation and use of technology, the proposed course speakers, the proposed ranks of participants, the number of participants, the number of hours required for such courses, etc;
- (b) the details of the work, timetable, manpower and expenditure involved in 2018-19;
- (c) the estimated date of full operation of the college.

Asked by: Hon MOK Charles Peter (Member Question No. (LegCo use): 74)

Reply:

The Civil Service Bureau is actively studying and planning for the establishment of a new civil service college. The new college will enhance training for different levels of civil servants in leadership development, public administration, interaction and communication with the public, innovation, use of technology, etc. It will also deepen civil servants' understanding of our country's development, enhance their awareness of international affairs, and promote exchanges with civil servants in other places on the latest trends in public service and sharing of management experience. When a more specific plan has been worked out, we will report to the Legislative Council Panel on Public Service. Regarding the schedule for the construction of the civil service college, we will conduct related studies and submit funding proposals in accordance with the established procedures for public works. We do not have a definite timetable at this stage.

- End -

CONTROLLING OFFICER'S REPLY

CSB035

(Question Serial No. 1204)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

In 2018-19, the civil service establishment is expected to expand by 6 700 posts to 188 451. This represents a year-on-year increase of about 3.7%, the highest since reunification. Will the Government inform this Committee of:

- (1) the distribution of the additional posts among government departments;
- (2) the number of such posts which are to be converted from non-civil service contract (NCSC) staff positions, broken down by department; as well as the estimated number of staff who will be converted from their NCSC positions to posts in the civil service establishment next year?

Asked by: Hon NG Wing-ka, Jimmy (Member Question No. (LegCo use): 49)

Reply:

- (1) The 2018-19 Draft Estimates of Expenditure provide for 6 700 additional civil service posts in various bureaux and departments (B/Ds). The additional civil service posts are for supporting the implementation of the policies, initiatives and new measures of the new-term Government, and easing the work pressure on civil servants. The estimated changes in civil service establishment of B/Ds in 2018-19 are set out at **Annex A**.
- (2) Among the additional civil service posts, 278 are approved for replacing non-civil service contract positions of which the long term service need has been established. Detailed breakdown of these posts by B/Ds is at **Annex B**. It is the Government's policy to select the most suitable persons to fill civil service vacancies through an open, fair and competitive process. Serving NCSC staff may apply for civil service posts through an open recruitment process if they are interested in such posts. Since relevant working experience is in general one of the factors considered in the recruitment of civil servants, NCSC staff who meet the basic entry requirements of civil service ranks should generally enjoy a competitive edge over other applicants in the recruitment process because of their working experience in the Government. We

did not collect information on all NCSC staff successfully appointed to civil service posts through the open recruitment process in the past. Since application for a civil service post is a personal decision, and whether appointment is offered depends on the performance of individual applicants, we do not have the estimated number of serving NCSC staff who will be successfully appointed to civil service posts in the coming year.

**Change in Civil Service Establishment
by Bureaux/Departments in 2018-19**

| Bureau / Department / Organisation | Change in Establishment |
|---|--------------------------------|
| Agriculture, Fisheries and Conservation Department | + 102 |
| Architectural Services Department | + 47 |
| Audit Commission | + 5 |
| Auxiliary Medical Service | - |
| Buildings Department | + 125 |
| Census and Statistics Department | + 7 |
| Chief Executive's Office | - |
| Chief Secretary and Financial Secretary's Offices | - 45 |
| Civil Aid Service | + 2 |
| Civil Aviation Department | + 82 |
| Civil Engineering and Development Department | + 91 |
| Civil Service Bureau | + 13 |
| Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch) | + 26 |
| Commerce and Economic Development Bureau (Communications and Creative Industries Branch) | - |
| Companies Registry | + 28 |
| Constitutional and Mainland Affairs Bureau | + 7 |
| Correctional Services Department | + 66 |
| Customs and Excise Department | + 766 |
| Department of Health | + 183 |
| Department of Justice | + 79 |
| Development Bureau (Planning and Lands Branch) | + 18 |
| Development Bureau (Works Branch) | + 10 |
| Drainage Services Department | + 58 |
| Education Bureau | + 117 |
| Electrical and Mechanical Services Department | + 104 |
| Environment Bureau | - |
| Environmental Protection Department | + 211 |

| Bureau / Department / Organisation | Change in Establishment |
|--|--------------------------------|
| Financial Services and the Treasury Bureau (Financial Services Branch) | + 10 |
| Financial Services and the Treasury Bureau (The Treasury Branch) | + 3 |
| Fire Services Department | + 383 |
| Food and Environmental Hygiene Department | + 107 |
| Food and Health Bureau (Food Branch) | + 4 |
| Food and Health Bureau (Health Branch) | + 43 |
| Government Flying Service | + 11 |
| Government Laboratory | - |
| Government Logistics Department | + 3 |
| Government Property Agency | - |
| Highways Department | + 153 |
| Home Affairs Bureau | + 20 |
| Home Affairs Department | + 125 |
| Hong Kong Monetary Authority | - 3 |
| Hong Kong Observatory | + 17 |
| Hong Kong Police Force | + 1 057 |
| Hospital Authority | - 146 |
| Housing Authority | + 251 |
| Immigration Department | + 824 |
| Independent Commission Against Corruption | + 6 |
| Information Services Department | + 5 |
| Inland Revenue Department | + 37 |
| Innovation and Technology Bureau | + 120 |
| Innovation and Technology Commission | + 50 |
| Intellectual Property Department | + 3 |
| Invest Hong Kong | + 1 |
| Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service | + 3 |
| Judiciary | + 37 |
| Labour and Welfare Bureau | + 7 |
| Labour Department | + 139 |
| Land Registry | + 5 |

| Bureau / Department / Organisation | Change in Establishment |
|--|--------------------------------|
| Lands Department | + 378 |
| Legal Aid Department | + 3 |
| Legal Aid Services Council | - |
| Leisure and Cultural Services Department | + 242 |
| Marine Department | + 9 |
| Office for Film, Newspaper and Article Administration | + 1 |
| Office of the Communications Authority | + 12 |
| Office of the Government Chief Information Officer | + 16 |
| Official Receiver's Office | + 31 |
| Overseas Economic and Trade Offices | + 7 |
| Planning Department | + 50 |
| Post Office | - |
| Public Service Commission Secretariat | - |
| Radio Television Hong Kong | + 7 |
| Rating and Valuation Department | + 18 |
| Registration and Electoral Office | + 3 |
| Secretariat, Commissioner on Interception of Communications and Surveillance | - |
| Security Bureau | + 33 |
| Social Welfare Department | + 292 |
| Trade and Industry Department | + 6 |
| Transport and Housing Bureau (Transport Branch) | + 2 |
| Transport Department | + 122 |
| Treasury | + 2 |
| University Grants Committee | + 9 |
| Vocational Training Council | - 1 |
| Water Supplies Department | + 83 |
| Working Family and Student Financial Assistance Agency | - 2 |
| Total | + 6 700 |

**Breakdown by Bureaux / Departments of the civil service posts
to be created for replacing non-civil service contract positions**

| Bureau / Department / Organisation | Number of posts |
|---|------------------------|
| Agriculture, Fisheries and Conservation Department | 26 |
| Census and Statistics Department | 5 |
| Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch) | 1 |
| Civil Engineering and Development Department | 11 |
| Chief Secretary and Financial Secretary's Offices | 1 |
| Development Bureau (Works Branch) | 6 |
| Department of Health | 8 |
| Department of Justice | 4 |
| Drainage Services Department | 7 |
| Education Bureau | 12 |
| Environmental Protection Department | 2 |
| Food and Environmental Hygiene Department | 14 |
| Food and Health Bureau (Health Branch) | 1 |
| Government Logistics Department | 4 |
| Home Affairs Bureau | 5 |
| Home Affairs Department | 8 |
| Hong Kong Police Force | 5 |
| Highways Department | 4 |
| Intellectual Property Department | 1 |
| Judiciary | 1 |
| Lands Department | 26 |
| Leisure and Cultural Services Department | 51 |
| Labour Department | 3 |
| Labour and Welfare Bureau | 2 |
| Office of the Communications Authority | 8 |
| Official Receiver's Office | 12 |
| Registration and Electoral Office | 4 |
| Radio Television Hong Kong | 4 |
| Rating and Valuation Department | 1 |

| Bureau / Department / Organisation | Number of posts |
|---|------------------------|
| Social Welfare Department | 8 |
| Transport Department | 2 |
| Trade and Industry Department | 5 |
| Treasury | 2 |
| University Grants Committee Secretariat | 6 |
| Water Supplies Department | 18 |
| Total | 278 |

- End -

CONTROLLING OFFICER'S REPLY

CSB036

(Question Serial No. 3227)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the implementation of flexible measures for extending the service of civil servants, the Government has introduced measures including the Post-retirement Service Contract (PRSC) Scheme and the revised arrangements for final extension of service, but it has also mentioned under a programme of the 2018-19 Budget that it will recruit and retain persons of integrity and of a high calibre. In this regard, will the Government inform this Committee of the following:

- (1) the number of applications for extension of services received since the implementation of the adjusted further employment mechanism of serving civil servants beyond retirement age, as well as the bureaux/departments and posts/ranks involved;
- (2) the number of full-time PRSC staff, broken down by bureau/department and work type?

Asked by: Hon NG Wing-ka, Jimmy (Member Question No. (LegCo use): 48)

Reply:

To provide bureaux/departments (B/Ds) with greater flexibility to meet their manpower need, the Government has implemented a package of flexible measures for extending the service of civil servants, including introducing the Post-retirement Service Contract (PRSC) Scheme, revising the arrangements for processing applications for final extension of service, and adjusting the mechanism for further employment for a longer duration (FE) than final extension of service. These measures provide B/Ds with scalable solutions to deal with genuine and operational need of individual departments/grades, as well as to facilitate succession planning, so as to upkeep the quality of public service.

- (1) The adjusted mechanism for FE was implemented on 1 June 2017. As at February 2018, 11 B/Ds had launched and completed FE selection exercises, involving 827 applications. A breakdown of the number by B/Ds and grades is set out at Annex A.

- (2) As at 30 June 2017, there were 1 210 full-time^(Note) PRSC staff employed by B/Ds under the PRSC Scheme. A breakdown of the full-time PRSC staff by B/Ds and work types 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.

**Completed further employment selection exercises
(as at February 2018)**

| Bureau / Department | Grade | Number of applications |
|---|--|-------------------------------|
| General Grades Office | Personal Secretary | 58 |
| Immigration Department | Immigration Officer | 2 |
| Water Supplies Department | Artisan | 64 |
| Civil Aviation Department | Assistant Director-General of Civil Aviation | 1 |
| Government Logistics Department | Special Driver | 40 |
| | Motor Driver | 213 |
| Food and Environmental Hygiene Department | Health Inspector | 3 |
| Hongkong Post | Controller of Posts | 1 |
| Hong Kong Police Force | Police Inspector/Superintendent | 27 |
| | Junior Police Officer | 369 |
| Fire Services Department | Station Officer/Divisional Officer | 19 |
| Education Bureau | Education Officer | 16 |
| | Primary School Master/Mistress | 3 |
| | Certificated Master/Mistress | 8 |
| Department of Health | Medical and Health Officer | 3 |
| Total | | 827 |

**Breakdown of full-time Post-retirement Service Contract (PRSC) staff
by work types
(position as at 30 June 2017)**

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|--|-----------------------------------|------------------------------------|
| Agriculture, Fisheries and Conservation Department | Artisan | 13 |
| | Field/Agricultural services staff | 11 |
| | Workman | 8 |
| | Secretary | 4 |
| | Clerical staff | 3 |
| | Technical staff | 1 |
| Architectural Services Department | Secretary | 4 |
| | Technical staff | 3 |
| | Clerical staff | 2 |
| | Engineer | 1 |
| | Architect | 1 |
| | Administration staff | 1 |
| Auxiliary Medical Service | Operations and training staff | 1 |
| Chief Secretary and Financial Secretary's Offices | Administration staff | 1 |
| Civil Aid Service | Operations and training staff | 1 |
| Civil Aviation Department | Aviation services staff | 11 |
| | Clerical staff | 6 |
| | Engineer | 1 |
| | Helicopter Operations Inspector | 1 |
| | Administration staff | 1 |
| Civil Engineering and Development Department | Engineer | 15 |
| | Town Planner | 1 |
| | Landscape Architect | 1 |
| Civil Service Bureau | Clerical staff | 8 |
| | Administration staff | 1 |

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|---|--|------------------------------------|
| Commerce and Economic Development Bureau | Clerical staff | 4 |
| | Secretary | 2 |
| | Engineer | 1 |
| | Administration staff | 1 |
| Companies Registry | Lawyer | 2 |
| Constitutional and Mainland Affairs Bureau | Trade services staff | 1 |
| Correctional Services Department | Correctional services supporting staff | 121 |
| Customs and Excise Department | Customs services supporting staff | 142 |
| Department of Health | Clerical staff | 3 |
| | Administration staff | 2 |
| | Nurse | 1 |
| | Secretary | 1 |
| Department of Justice | Law translation staff | 4 |
| | Lawyer | 3 |
| | Law Clerk | 2 |
| Development Bureau | Engineer | 3 |
| | Secretary | 3 |
| | Lawyer | 2 |
| Drainage Services Department | Engineer | 4 |
| | Technical staff | 4 |
| | Works Supervisor | 4 |
| | Clerical staff | 2 |
| | Artisan | 1 |
| | Driver | 1 |
| Education Bureau | Clerical staff | 4 |
| | Administration staff | 3 |
| | Educational services staff | 2 |
| | Inspectorate staff | 2 |
| Electrical and Mechanical Services Department | Artisan | 51 |
| | Works Supervisor | 45 |
| | Technical staff | 3 |
| | Engineer | 1 |
| Environment Bureau | Secretary | 1 |

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|---|--------------------------------|------------------------------------|
| Environmental Protection Department | Environmental protection staff | 10 |
| | Secretary | 2 |
| | Engineer | 1 |
| | Administration staff | 1 |
| | Clerical staff | 1 |
| | Driver | 1 |
| | Office Assistant | 1 |
| Fire Services Department | Fire services staff | 41 |
| | Clerical staff | 1 |
| Food and Environmental Hygiene Department | Health Inspector | 29 |
| | Driver | 22 |
| | Pest control staff | 4 |
| | Administration staff | 2 |
| | Secretary | 2 |
| | Information technology staff | 2 |
| Food and Health Bureau | Secretary | 1 |
| Government Flying Service | Clerical staff | 4 |
| | Engineer | 3 |
| | Technical staff | 2 |
| | Supplies staff | 2 |
| Government Logistics Department | Clerical staff | 1 |
| Government Property Agency | Administration staff | 1 |
| Highways Department | Engineer | 24 |
| | Clerical staff | 1 |
| | Landscape Architect | 1 |
| Home Affairs Bureau | Administration staff | 1 |
| | Leisure services staff | 1 |
| Home Affairs Department | Liaison staff | 2 |
| | Clerical staff | 2 |
| | Administration staff | 1 |
| Hong Kong Observatory | Secretary | 1 |
| Hong Kong Police Force | Police supporting staff | 15 |
| | Cook | 1 |
| Hongkong Post | Postal services staff | 9 |

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|--|---------------------------------------|------------------------------------|
| Immigration Department | Clerical staff | 43 |
| | Immigration services supporting staff | 25 |
| Information Services Department | Information services staff | 1 |
| Innovation and Technology Bureau | Engineer | 1 |
| | Information technology staff | 1 |
| Invest Hong Kong | Information technology staff | 1 |
| | Clerical staff | 1 |
| Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service | Administration staff | 1 |
| Judiciary | Clerical staff | 8 |
| | Judicial Clerk | 2 |
| | Legal services staff | 1 |
| | Technical staff | 1 |
| Labour Department | Clerical staff | 14 |
| | Labour services staff | 1 |
| Land Registry | Clerical staff | 4 |
| | Secretary | 1 |
| Lands Department | Land administration staff | 33 |
| | Clearance staff | 11 |
| | Survey staff | 4 |
| | Clerical staff | 3 |
| | Administration staff | 1 |
| | Technical staff | 1 |
| Legal Aid Department | Lawyer | 1 |
| | Clerical staff | 1 |
| Leisure and Cultural Services Department | Clerical staff | 50 |
| | Filtration Plant Room Operator | 20 |
| | Lifeguard | 15 |
| | Leisure services staff | 3 |
| | Artisan | 2 |
| | Supplies staff | 1 |
| | Secretary | 1 |

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|--|-----------------------------------|------------------------------------|
| Marine Department | Marine staff | 13 |
| | Ship inspector | 10 |
| Office of the Government Chief Information Officer | Engineer | 2 |
| | Information technology staff | 1 |
| Official Receiver's Office | Insolvency staff | 2 |
| | Lawyer | 1 |
| | Clerical staff | 1 |
| Planning Department | Clerical staff | 4 |
| | Translator | 2 |
| | Town Planner | 1 |
| | Supplies staff | 1 |
| | Secretary | 1 |
| Security Bureau | Administration staff | 3 |
| | Lawyer | 1 |
| | Contingency exercise staff | 1 |
| | Clerical staff | 1 |
| Social Welfare Department | Inspector of Institutions | 8 |
| | Secretary | 5 |
| | Social Work Assistant | 2 |
| | Information technology staff | 1 |
| | Supplies staff | 1 |
| | Clerical staff | 1 |
| Transport and Housing Bureau | Secretary | 2 |
| | Engineer | 1 |
| | Accountant | 1 |
| | Administration staff | 1 |
| Transport Department | Engineer | 10 |
| | Clerical staff | 6 |
| | Driving Examiner | 5 |
| | Vehicle examination/testing staff | 5 |
| | Transport services staff | 1 |

| Bureau / Department / Office | Work type | No. of full-time PRSC staff |
|--|----------------------|------------------------------------|
| Treasury | Clerical staff | 5 |
| Water Supplies Department | Artisan | 74 |
| | Water services staff | 19 |
| | Engineer | 4 |
| | Clerical staff | 4 |
| | Works Supervisor | 3 |
| | Waterworks Chemist | 2 |
| | Workman | 2 |
| | Accounting staff | 1 |
| | Technical staff | 1 |
| | Laboratory staff | 1 |
| Working Family and Student Financial Assistance Agency | Clerical staff | 25 |
| | Administration staff | 1 |
| Total | | 1 210 |

- End -

CONTROLLING OFFICER'S REPLY

CSB037

(Question Serial No. 0477)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the number of civil service retirees and the various flexible measures for extending the service of civil servants, please advise on the following:

1. the projected numbers of retirees in various government departments in the coming 5 years and, among which, the numbers of those under the Old Pension Scheme, broken down by rank (high, middle and low);
2. figures relating to the flexible measures for extending the service of civil servants in various government departments in 2017-18 (broken down by department and rank (high, middle and low)), including:
 - 2(a). the actual numbers of contract staff employed under the Post-retirement Service Contract Scheme, their contract period or time limit;
 - 2(b). the numbers of applicants for final extension of service for 120 days and the application results; and
 - 2(c). the actual numbers of applicants under the mechanism for further employment beyond retirement age since 2017 and, among which, the numbers of cases where selection process has commenced.

Asked by: Hon POON Siu-ping (Member Question No. (LegCo use): 16)

Reply:

1. Based on the information available to the Civil Service Bureau (CSB) and on the assumption that all civil servants will only retire upon reaching their applicable normal retirement age, it is estimated that the annual average number of retirees will be around 6 400 for the five-year period from 2017-18 to 2021-22, and out of these retirees, on average about 400 are under the Old Pension Scheme. CSB does not have a breakdown of the detailed information by rank and department.

2(a). As at 30 June 2017, there were 1 210 full-time^(Note) staff employed by bureaux/departments (B/Ds) under the Post-retirement Service Contract (PRSC) Scheme. A breakdown of the number by B/Ds is set out at Annex A. All positions under the scheme are at non-directorate level and we do not collect detailed information on the rank of these positions. Under the scheme, the contract duration would not exceed three years at the maximum and, for more than 97% of the PRSC staff, the contract duration is of one year or less.

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(b). The revised arrangements for processing applications for final extension of service have taken effect since 25 February 2016. As at 24 February 2018, i.e. two years after implementation of the revised arrangements, 6 153 applications were received by B/Ds, of which 5 576 applications (91%) had been processed. Among the processed applications, 4 206 applications were approved (approval rate of 75%). A breakdown of the number by B/Ds is set out at Annex B. A breakdown of the number by salary group is as follows –

| Salary Group | Number of applications received | Number of applications processed and approved |
|---|--|--|
| Ranks with maximum pay point above Master Pay Scale Point (MPS Pt.) 33, or equivalent | 985 | 755 |
| Ranks with maximum pay point at or below MPS Pt. 33, or equivalent | 5 168 | 3 451 |
| Total | 6 153 | 4 206 |

2(c). As regards further employment for a longer duration (FE) than final extension of service, the adjusted mechanism was implemented on 1 June 2017. As at February 2018, FE selection exercises for 23 ranks were launched and completed, involving 827 applications. A breakdown of the number by B/Ds is set out at Annex C. A breakdown of the number by salary group is as follows –

| Salary Group | Number of ranks with selection exercises launched and completed | Number of applications |
|--|--|-------------------------------|
| Ranks with maximum pay point above MPS Pt. 33, or equivalent | 12 | 71 |
| Ranks with maximum pay point at or below MPS Pt. 33, or equivalent | 11 | 756 |
| Total | 23 | 827 |

**Employment of full-time Post-retirement Service Contract (PRSC) staff
in Bureaux/Departments/Offices
(position as at 30 June 2017)**

| Bureau / Department / Office | Number of full-time PRSC staff |
|--|---|
| Agriculture, Fisheries and Conservation Department | 40 |
| Architectural Services Department | 12 |
| Auxiliary Medical Service | 1 |
| Chief Secretary for Administration's Office and Financial Secretary's Office | 1 |
| Civil Aid Service | 1 |
| Civil Aviation Department | 20 |
| Civil Engineering and Development Department | 17 |
| Civil Service Bureau | 9 |
| Commerce and Economic Development Bureau | 8 |
| Companies Registry | 2 |
| Constitutional and Mainland Affairs Bureau | 1 |
| Correctional Services Department | 121 |
| Customs and Excise Department | 142 |
| Department of Health | 7 |
| Department of Justice | 9 |
| Development Bureau | 8 |
| Drainage Services Department | 16 |
| Education Bureau | 11 |
| Electrical and Mechanical Services Department | 100 |
| Environment Bureau | 1 |
| Environmental Protection Department | 17 |
| Fire Services Department | 42 |
| Food and Environmental Hygiene Department | 61 |

| Bureau / Department / Office | Number of full-time PRSC staff |
|--|---------------------------------------|
| Food and Health Bureau | 1 |
| Government Flying Service | 11 |
| Government Logistics Department | 1 |
| Government Property Agency | 1 |
| Highways Department | 26 |
| Home Affairs Bureau | 2 |
| Home Affairs Department | 5 |
| Hong Kong Observatory | 1 |
| Hong Kong Police Force | 16 |
| Hongkong Post | 9 |
| Immigration Department | 68 |
| Information Services Department | 1 |
| Innovation and Technology Bureau | 2 |
| Invest Hong Kong | 2 |
| Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service | 1 |
| Judiciary | 12 |
| Labour Department | 15 |
| Land Registry | 5 |
| Lands Department | 53 |
| Legal Aid Department | 2 |
| Leisure and Cultural Services Department | 92 |
| Marine Department | 23 |
| Office of the Government Chief Information Officer | 3 |
| Official Receiver's Office | 4 |
| Planning Department | 9 |
| Security Bureau | 6 |

| Bureau / Department / Office | Number of full-time PRSC staff |
|--|---------------------------------------|
| Social Welfare Department | 18 |
| Transport and Housing Bureau | 5 |
| Transport Department | 27 |
| Treasury | 5 |
| Water Supplies Department | 111 |
| Working Family and Student Financial Assistance Agency | 26 |
| Total | 1 210 |

Applications for final extension of service

| Bureau / Department / Office | Number of applications (25 February 2016 – 24 February 2018) | |
|--|---|-----------------------------------|
| | Received | Processed and Approved |
| Agriculture, Fisheries and Conservation Department | 89 | 80 |
| Architectural Services Department | 28 | 4 |
| Audit Commission | 3 | 2 |
| Auxiliary Medical Service | 2 | 2 |
| Buildings Department | 51 | 51 |
| Census and Statistics Department | 13 | 3 |
| Chief Secretary for Administration's Office and Financial Secretary's Office | 1 | 0 |
| Civil Aid Service | 6 | 4 |
| Civil Aviation Department | 7 | 5 |
| Civil Engineering and Development Department | 99 | 78 |
| Civil Service Bureau | 792 | 655 |
| Commerce and Economic Development Bureau | 2 | 2 |
| Correctional Services Department | 95 | 29 |
| Customs and Excise Department | 188 | 24 |
| Department of Health | 137 | 96 |
| Department of Justice | 6 | 6 |
| Development Bureau | 6 | 6 |
| Drainage Services Department | 43 | 32 |
| Education Bureau | 108 | 89 |
| Efficiency Unit | 1 | 1 |
| Electrical and Mechanical Services Department | 44 | 2 |

| Bureau / Department / Office | Number of applications (25 February 2016 – 24 February 2018) | |
|--|---|-----------------------------------|
| | Received | Processed and Approved |
| Environmental Protection Department | 55 | 47 |
| Financial Services and the Treasury Bureau | 1 | 1 |
| Fire Services Department | 320 | 284 |
| Food and Environmental Hygiene Department | 779 | 507 |
| Government Flying Service | 9 | 9 |
| Government Laboratory | 3 | 2 |
| Government Logistics Department | 234 | 166 |
| Highways Department | 77 | 51 |
| Home Affairs Department | 7 | 5 |
| Hong Kong Monetary Authority | 2 | 2 |
| Hong Kong Observatory | 2 | 2 |
| Hong Kong Police Force | 1 141 | 721 |
| Hongkong Post | 218 | 155 |
| Housing Department | 354 | 276 |
| Immigration Department | 297 | 235 |
| Information Services Department | 3 | 3 |
| Inland Revenue Department | 10 | 8 |
| Innovation and Technology Commission | 5 | 5 |
| Invest Hong Kong | 1 | 1 |
| Judiciary | 27 | 24 |
| Labour Department | 3 | 0 |
| Land Registry | 3 | 1 |
| Lands Department | 107 | 63 |
| Legal Aid Department | 3 | 2 |
| Leisure and Cultural Services Department | 342 | 222 |

| Bureau / Department / Office | Number of applications (25 February 2016 – 24 February 2018) | |
|---|---|-----------------------------------|
| | Received | Processed and Approved |
| Marine Department | 81 | 53 |
| Office of the Communications Authority | 1 | 1 |
| Office of the Government Chief Information Officer | 16 | 11 |
| Planning Department | 9 | 5 |
| Radio Television Hong Kong | 2 | 2 |
| Rating and Valuation Department | 8 | 3 |
| Security Bureau | 1 | 1 |
| Social Welfare Department | 82 | 29 |
| Transport and Housing Bureau | 1 | 1 |
| Transport Department | 9 | 1 |
| Treasury | 13 | 13 |
| Water Supplies Department | 206 | 123 |
| Total | 6 153 | 4 206 |

**Completed further employment selection exercises
(as at February 2018)**

| Bureau / Department | Number of ranks with selection exercises launched and completed | Number of applications |
|---|--|-------------------------------|
| Civil Aviation Department | 1 | 1 |
| Department of Health | 1 | 3 |
| Education Bureau | 10 | 27 |
| Fire Services Department | 1 | 19 |
| Food and Environmental Hygiene Department | 1 | 3 |
| General Grades Office | 1 | 58 |
| Government Logistics Department | 2 | 253 |
| Hong Kong Police Force | 2 | 396 |
| Hongkong Post | 1 | 1 |
| Immigration Department | 1 | 2 |
| Water Supplies Department | 2 | 64 |
| Total | 23 | 827 |

- End -

CONTROLLING OFFICER'S REPLY

CSB038

(Question Serial No. 0478)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding non-civil service contract (NCSC) staff, please advise this Committee on the following:

- (a) the latest figure of NCSC staff employed by various 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; and
- (b) the percentage of NCSC staff successfully converted to civil servants in 2015-16, 2016-17 and 2017-18, broken down by rank (high, middle and low).

Asked by: Hon POON Siu-ping (Member Question No. (LegCo use): 17)

Reply:

- (a)&(b) As at 30 June 2017, there were 10 380 full-time^(Note 1) NCSC staff employed by bureaux/departments (B/Ds). We do not collect information on the breakdown by rank of the relevant positions as mentioned in the question. Nevertheless, according to the statistical information provided by B/Ds on the salary range, 51% of NCSC staff received monthly pay between \$8,000 and \$15,999, 28% received monthly pay between \$16,000 and \$29,999, and 17% received monthly pay of \$30,000 or above. Details are set out at **Annex A**. The breakdown of the number of full-time NCSC staff by B/Ds and length of continuous service^(Note 2) as at 30 June 2017 is set out at **Annex B**.

It is the Government's policy to select the most suitable persons to fill civil service vacancies through an open, fair and competitive process. Serving NCSC staff may apply for civil service posts through an open recruitment process if they are interested in such posts. Since relevant working experience is in general one of the factors considered in the recruitment of civil servants, NCSC staff who meet the basic entry requirements of civil service ranks should generally enjoy a competitive edge over other applicants in the recruitment

process because of their working experience in the Government. In the open recruitment exercises launched and completed between January 2007 and August 2015, 2016 and 2017, for those qualified serving NCSC applicants performing comparable duties to the rank under recruitment, the percentage of successful appointment as civil servants in relevant recruitment exercises were 15%, 16% and 14% respectively, which were higher than the corresponding success rates of other applicants (2% for each of the three years) during the same periods.

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 NCSC position, as well as employment in different NCSC positions of the same department without a break in service.

**Breakdown of full-time non-civil service contract (NCSC) staff
by salary range
(position as at 30 June 2017)**

| Monthly salary | No. of NCSC staff (and percentage to total) | |
|-----------------------|--|---------------|
| \$30,000 or above | 1 706 | (16.5%) |
| \$16,000 – \$29,999 | 2 889 | (27.8%) |
| \$8,000 – \$15,999 | 5 262 | (50.7%) |
| Below \$8,000 | 523 | (5%) |
| Total | 10 380 | (100%) |

**Breakdown of full-time non-civil service contract (NCSC) staff
by length of continuous service
(position as at 30 June 2017)**

| Bureau / Department / Office | No. of NCSC staff | | Total |
|--|--|--|--------------|
| | with less than five years of continuous service | with five years or more of continuous service | |
| Agriculture, Fisheries and Conservation Department | 169 | 33 | 202 |
| Architectural Services Department | 39 | - | 39 |
| Buildings Department | 80 | 67 | 147 |
| Census and Statistics Department | 160 | - | 160 |
| Chief Executive's Office | 5 | 2 | 7 |
| Chief Secretary and Financial Secretary's Offices | 27 | 8 | 35 |
| Civil Aviation Department | 8 | 6 | 14 |
| Civil Engineering and Development Department | 47 | 15 | 62 |
| Civil Service Bureau | 1 | - | 1 |
| Commerce and Economic Development Bureau | 19 | 15 | 34 |
| Companies Registry | 83 | 4 | 87 |
| Constitutional and Mainland Affairs Bureau | 1 | - | 1 |
| Correctional Services Department | 6 | - | 6 |
| Customs and Excise Department | 7 | - | 7 |
| Department of Health | 85 | 350 | 435 |
| Department of Justice | 55 | 6 | 61 |
| Development Bureau | 37 | 13 | 50 |
| Drainage Services Department | 74 | 16 | 90 |
| Education Bureau | 996 | 205 | 1 201 |
| Efficiency Unit | 325 | 136 | 461 |
| Electrical and Mechanical Services Department | 185 | 525 | 710 |

| Bureau / Department / Office | No. of NCSC staff | | Total |
|--|--|--|--------------|
| | with less than five years of continuous service | with five years or more of continuous service | |
| Environment Bureau | 2 | 1 | 3 |
| Environmental Protection Department | 70 | 7 | 77 |
| Financial Services and the Treasury Bureau | 4 | - | 4 |
| Fire Services Department | 10 | 6 | 16 |
| Food and Environmental Hygiene Department | 153 | 47 | 200 |
| Food and Health Bureau | 9 | 2 | 11 |
| Government Flying Service | 5 | 4 | 9 |
| Government Laboratory | 4 | 8 | 12 |
| Government Logistics Department | 22 | 11 | 33 |
| Government Property Agency | 3 | - | 3 |
| Highways Department | 57 | 4 | 61 |
| Home Affairs Bureau | 45 | 8 | 53 |
| Home Affairs Department | 368 | 75 | 443 |
| Hong Kong Observatory | 18 | 1 | 19 |
| Hong Kong Police Force | 43 | 4 | 47 |
| Hongkong Post | 717 | 1 101 | 1 818 |
| Immigration Department | 11 | 26 | 37 |
| Information Services Department | 18 | 8 | 26 |
| Inland Revenue Department | 180 | 14 | 194 |
| Innovation and Technology Commission | 27 | 13 | 40 |
| Intellectual Property Department | 8 | 3 | 11 |
| Invest Hong Kong | 17 | 43 | 60 |
| Judiciary | 53 | 30 | 83 |
| Labour and Welfare Bureau | 19 | 5 | 24 |
| Labour Department | 32 | 56 | 88 |
| Land Registry | 41 | 53 | 94 |

| Bureau / Department / Office | No. of NCSC staff | | Total |
|--|--|--|---------------|
| | with less than five years of continuous service | with five years or more of continuous service | |
| Lands Department | 174 | 4 | 178 |
| Legal Aid Department | 3 | - | 3 |
| Leisure and Cultural Services Department | 968 | 325 | 1 293 |
| Marine Department | 11 | 1 | 12 |
| Office of the Communications Authority | 74 | 53 | 127 |
| Office of the Government Chief Information Officer | 8 | 2 | 10 |
| Official Receiver's Office | 31 | 7 | 38 |
| Planning Department | 34 | 6 | 40 |
| Radio Television Hong Kong | 147 | 63 | 210 |
| Rating and Valuation Department | 21 | 9 | 30 |
| Registration and Electoral Office | 344 | 16 | 360 |
| Security Bureau | 28 | 6 | 34 |
| Social Welfare Department | 60 | 22 | 82 |
| Trade and Industry Department | 31 | 26 | 57 |
| Transport and Housing Bureau | 7 | - | 7 |
| Transport Department | 45 | 17 | 62 |
| Treasury | 7 | 3 | 10 |
| University Grants Committee Secretariat | 11 | 7 | 18 |
| Water Supplies Department | 25 | 46 | 71 |
| Working Family and Student Financial Assistance Agency | 333 | 129 | 462 |
| Total | 6 707 | 3 673 | 10 380 |

- End -

CONTROLLING OFFICER'S REPLY**CSB039****(Question Serial No. 0479)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): Not specifiedProgramme: (2) Human Resource ManagementControlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)Director of Bureau: Secretary for the Civil ServiceQuestion:

1. Please list the respective numbers of civil servants in the upper, middle and lower salary bands in various departments who have reached the maximum pay points of their ranks in 2017-18 and 2018-19, with actual figures for the former and estimates for the latter.
2. Regarding civil servants who have reached their maximum pay point in 2017-18, please provide breakdown figures of those who have stayed at the same pay point for 3 years, 5 years and 10 years respectively.

Asked by: Hon POON Siu-ping (Member Question No. (LegCo use): 18)Reply:

(1) and (2)

The numbers of civil servants who have reached the maximum pay points of their respective ranks as at 1 March 2018 and, among them, those who have stayed at the same pay point for 3 years, 5 years and 10 years respectively are set out in the table below -

| Salary band ^{Note} | (1) | (2) | | |
|-----------------------------|---|--|---|---|
| | No. of civil servants who have reached the maximum pay points of their ranks as at 1 March 2018 | No. of civil servants who have stayed at the maximum pay points of their ranks for 3 years but less than 5 years | No. of civil servants who have stayed at the maximum pay points of their ranks for 5 years but less than 10 years | No. of civil servants who have stayed at the maximum pay points of their ranks for 10 years or more |
| Upper salary band | 8 643 | 1 140 | 2 224 | 2 107 |
| Middle salary band | 60 965 | 8 761 | 10 264 | 21 669 |
| Lower salary band | 7 467 | 768 | 848 | 4 355 |

Since the numbers of civil servants reaching the maximum points of their respective ranks change from time to time with the retirement, promotion, leaving of service or earning of increments of officers throughout the year, we cannot provide the numbers of officers who will reach their respective maximum pay points in 2018-19.

Note:

The pay ranges of the three salary bands in accordance with the pay scales effective from 1 April 2017 are –

- (a) Upper: Above Master Pay Scale (MPS) 33 to General Disciplined Services (Officer) Pay Scale (GDS(O)) 39 or equivalent, viz. \$67,066 to \$135,075;
- (b) Middle: From MPS 10 to 33 or equivalent, viz. \$21,880 to \$67,065; and
- (c) Lower: Below MPS 10 or equivalent, viz. below \$21,880.

- End -

CONTROLLING OFFICER'S REPLY

CSB040

(Question Serial No. 0480)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Please provide the following information with regard to the overtime (OT) work undertaken by staff of various government departments in 2017:

- (a). the monthly average number of OT hours worked by civil servants of each department;
- (b). the mode, median and mean of the monthly OT hours worked by staff of each department; and
- (c). the monthly expenditure on the OT allowance paid to civil servants of each department.

Asked by: Hon POON Siu-ping (Member Question No. (LegCo use): 19)

Reply:

- (a). & (b). According to the Civil Service Regulations (CSR), overtime (OT) work is work undertaken over and beyond an officer's hours. OT work is subject to operational needs and generally does not have a regular pattern. Only some staff in a department are required to engage in OT work and not every case of OT work will be recorded, especially for staff who are not eligible for Overtime Allowance (OTA). Hence, the monthly average number of OT hours derived from the total number of civil servants in a department may not accurately reflect the state of OT work in that department. On the same consideration, the calculation of the mode, median and mean of the monthly OT hours of individual departments will have the same limitation.
- (c). According to CSR, OT work should normally be compensated by time off in lieu (TOIL). Where this is, or is likely to be, impracticable within one month of the date on which the OT is worked, OTA may be paid to eligible officers (for example, civilian officers in ranks whose scale maxima are on or below Point 25 and whose scale minima are on or below Point 19 of the Master Pay Scale). Based on the reasons explained in the reply to parts (a) and (b), and

the fact that whether OT work will be compensated by TOIL or OTA depends on the circumstances of individual officers or their posts, setting out monthly OTA expenses of departments may also not accurately reflect the actual situation of OT work.

- End -

CONTROLLING OFFICER'S REPLY

CSB041

(Question Serial No. 0489)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

With regard to the five-day work week (FDWW) implemented since 2006, would the Bureau provide the following information, broken down by department:

- (a) the number and percentage of civil servants working on the FDWW pattern in various government departments as in 2017, broken down by grade; and
- (b) what plan the Bureau has to enable more staff members to work on the FDWW pattern in the coming year?

Asked by: Hon POON Siu-ping (Member Question No. (LegCo use): 29)

Reply:

- (a) The five-day week initiative has been implemented in the Government in phases since July 2006. The overall position of its implementation has remained steady. The Civil Service Bureau (CSB) conducts biennial surveys on the implementation of five-day week in bureaux and departments. According to the results of the last survey, as at 30 September 2016, there were around 115 500 civil servants working on five-day week pattern, representing about 73% of the total number of civil servants at that time.

The overall position of the implementation of five-day week varies across bureaux/departments. Whether individual civil servants of different grades could work on a five-day week pattern depends on the operational and service needs of their respective departments and positions. CSB has not compiled statistics on the implementation of five-day week for individual grades.

- (b) Whether individual bureaux/departments could implement five-day week depends on whether they could comply with the four basic principles of no additional staff resources, no reduction in the conditioned hours of service of individual staff, no reduction in emergency services and continued provision of some essential counter services on Saturdays/Sundays. CSB will continue to encourage departments that are not yet able to fully migrate to a five-day week pattern to explore possible ways to

enable more staff to work five-day week in compliance with the aforementioned principles, and to allow staff to rotate to five-day week posts where appropriate. CSB also welcomes the staff side to maintain dialogue with the departmental management and put forth proposals for further migration to five-day week.

- End -

CONTROLLING OFFICER'S REPLY

CSB042

(Question Serial No. 1094)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): Not specified

Programme: Not specified

Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Please set out the following information in table form:

- (1) the expenditure incurred by the Civil Service Bureau on publicity on the Internet/social media in 2017-18, the manpower involved and the percentage this item accounts for in the total expenditure. Please provide a breakdown by publicity channel;
- (2) the means to be adopted by the Bureau to assess the effectiveness and value for money of the above initiatives;
- (3) the estimated expenditure to be incurred by the Bureau on the above initiatives in 2018-19 and the manpower to be involved.

Asked by: Hon TIEN Puk-sun, Michael (Member Question No. (LegCo use): 13)

Reply:

- (1), (2) & (3) The expenditure incurred by the Civil Service Bureau on publicity on the Internet/social media in 2017-18 and the manpower involved, and the corresponding estimates in 2018-19, together with the related information, are at **Annex**.

Annex

| Name | Publicity channel | (1) Expenditure in 2017-18 and (2) estimated expenditure in 2018-19 | Percentage in the total expenditure of 2017-18 (Note 1) | Manpower in 2017-18 and estimated manpower in 2018-19 | Means to assess effectiveness and value for money |
|---|-------------------|--|--|--|--|
| Civil Service Bureau | Facebook | (1) \$17,600 (2) \$36,000 (Note 2) | less than 0.01% | 1 Non-Civil Service Contract Researcher (The officer concerned is not only responsible for this area of work) | The Bureau reviews the effectiveness based on the number of reaches of each post as appropriate. |
| Administrative Service Internship Programme | Facebook | Nil | N/A | 1 Executive Officer I (The officer concerned is not only responsible for this area of work) | The Bureau reviews the effectiveness of the Facebook Page as appropriate. |
| Public Service Excellence@Gov | YouTube | Nil | N/A | 1 Training Officer I (The officer concerned is not only responsible for this area of work) | The Bureau reviews the effectiveness based on the number of views as appropriate. |

Note 1: The revised estimated total expenditure in 2017-18 was \$596.5 million under Head 143 Subhead 000. The expenses are for salaries, allowances and other operational expenses of the Civil Service Bureau.

Note 2: We have added graphics in some Facebook posts to enhance publicity in 2017-18. The expenditure is the cost of graphic design.

- End -

CONTROLLING OFFICER'S REPLY

CSB043

(Question Serial No. 2777)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

What are the expenditures incurred by the Civil Service Bureau on employing non-civil service contract (NCSC) staff over the past 5 years? What is the number of staff involved? Please provide a breakdown by department, age, gender, education level, position, salary and length of contract. How many of these NCSC staff have got their contracts renewed? What is the aggregate length of the renewed contracts? Please provide a breakdown by department and position.

Asked by: Hon WAN Siu-kin, Andrew (Member Question No. (LegCo use): 309)

Reply:

In the past 5 years, the Civil Service Bureau had employed a total of 2 full-time^{Note} non-civil service contract staff, 1 male and 1 female, who were aged between 30 and 50 and responsible for research and analysis work. The academic qualification of the entry requirements of these 2 positions was bachelor's degree or equivalent, and the monthly salary was about \$42,000. The length of their employment was 5 years (2009 to 2014 with contract renewed within the period) and 2 year respectively. In the past 5 financial years, their respective durations of employment was 14 months and about 2 years; and the total expenditure incurred on their employment was about \$1.53 million.

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 -

CONTROLLING OFFICER'S REPLY**CSB044****(Question Serial No. 1486)**

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (040) Non-accountable cash allowance

Programme: General Expenses of the Civil Service

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding Subhead 040 Non-accountable cash allowance ("NCA"), please inform this Committee of:

1. the statistics on the number of eligible officers over the past 3 years, broken down by rank;
2. the range of amount of NCA payable every month, broken down by rank.

Asked by: Hon CHIANG Lai-wan (Member Question No. (LegCo use): 2)

Reply:

The number of Non-accountable Cash Allowance (NCA) recipients and the range of amount of NCA payable every month in 2015-16, 2016-17 and 2017-18 broken down by salary band are as follows –

| Salary band | 2015-16 | | 2016-17 | | 2017-18 | |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------------------|-------------------|
| | No. of recipients | Range of NCA (\$) | No. of recipients | Range of NCA (\$) | No. of recipients (Estimated) | Range of NCA (\$) |
| Master Pay Scale Point 34 and above | 3 475 | 8,870 to 47,390 | 4 229 | 9,150 to 48,850 | 5 025 | 9,360 to 49,990 |
| Below Master Pay Scale Point 34 | 568 | 2,100 to 8,290 | 868 | 2,160 to 8,550 | 1 090 | 2,210 to 8,750 |

Eligible officers of NCA Scheme are not required to join the scheme immediately upon attaining eligibility. They may join the scheme at any time of their choice according to individual's preference. We do not have information on the total number of eligible officers as only applications of those eligible officers who will join NCA Scheme are forwarded by bureaux/departments to the Treasury for processing.

- End -

CONTROLLING OFFICER'S REPLY

CSB045

(Question Serial No. 0895)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (013) Personal allowances

Programme: General Expenses of the Civil Service

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

Please inform this Committee of:

- (a) the details of the local and overseas education allowance programme of the civil service.
- (b) the number of students receiving local education allowance, their class levels and the average amount of the allowance per student in 2015-2017.
- (c) the number of students receiving overseas education allowance, their countries of studies and the average amount of the allowance per student in 2015-2017.

Asked by: Hon LAM Kin-fung, Jeffrey (Member Question No. (LegCo use): 41)

Reply:

- (a) Local education allowance is payable towards the cost of primary and secondary education of an officer's eligible child studying in Hong Kong up to the age of 19. Generally speaking, all officers on permanent terms and officers whose agreements of employment so specify, regardless of rank, are eligible to claim this allowance but this allowance is not applicable to officers offered appointment on or after 1 June 2000.

Overseas education allowance is payable in respect of an officer's eligible child, within the age limit from 9 to 19, undergoing full-time education in an approved school in the United Kingdom (for officers on local terms) or in schools in the officer's country of origin (for officers on overseas terms), irrespective of the level of education undertaken. This allowance is not applicable to Model Scale 1 staff or officers on temporary terms of employment or officers offered appointment on or after 1 August 1996.

- (b) The number of students receiving local education allowance for studying in primary and secondary schools and the average amount of allowance per student for the years from 2015 to 2017 are as follows –

| | 2015 | 2016 | 2017 |
|-------------------------------------|-------------|-------------|-------------|
| Number of secondary school students | 8 550 | 8 261 | 7 918 |
| Number of primary school students | 8 121 | 7 623 | 7 064 |
| Total number of students | 16 671 | 15 884 | 14 982 |
| Average amount of allowance | \$25,400 | \$25,900 | \$26,300 |

- (c) The number of students receiving overseas education allowance, their countries of studies and the average amount of allowance per student for the years from 2015 to 2017 are as follows –

| | 2015 | 2016 | 2017 |
|-----------------------------|--|----------------|----------------|
| Number of students | 2 127 | 1 801 | 1 662 |
| Countries of studies | United Kingdom and the Republic of Ireland | United Kingdom | United Kingdom |
| Average amount of allowance | \$90,700 | \$83,700 | \$75,300 |

- End -

CONTROLLING OFFICER'S REPLY**CSB046****(Question Serial No. 0896)**Head: (46) General Expenses of the Civil ServiceSubhead (No. & title): (011) Civil service examinationsProgramme: Not specifiedControlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)Director of Bureau: Secretary for the Civil ServiceQuestion:

- (a) Please advise on the respective numbers of candidates taking the common recruitment examinations and other examinations conducted by the Civil Service Bureau overseas and locally in the past 5 years.
- (b) What are the expenditures for conducting civil service recruitment examinations locally and overseas in the past 5 years?
- (c) Has the Government considered conducting civil service recruitment examinations in more overseas places like Singapore and Washington DC in the next 3 years? If yes, what are the details? If no, what are the reasons?

Asked by: Hon LAM Kin-fung, Jeffrey (Member Question No. (LegCo use): 42)Reply:

- (a) A breakdown of the number of candidates taking the Common Recruitment Examinations and other examinations conducted by the Civil Service Bureau in Hong Kong and cities outside Hong Kong in the past 5 years is provided below:

| Year | Number of candidates taking the examinations in Hong Kong | Number of candidates taking the examinations in cities outside Hong Kong |
|-------------|--|---|
| 2013 | 75 238 | 1 812 |
| 2014 | 65 138 | 1 201 |
| 2015 | 55 903 | 1 285 |
| 2016 | 79 647 | 1 872 |
| 2017 | 79 461 | 1 670 |

- (b) The actual expenditures of the Civil Service Bureau in the examinations mentioned in (a) above in the years from 2012-13 to 2016-17 are set out below:

| Financial Year | Actual total expenditure on the examinations held in Hong Kong (\$'000) | Actual total expenditure on the examinations held in cities outside Hong Kong (\$'000) |
|-----------------------|--|---|
| 2012-13 | 7,658.3 | 919.7 |
| 2013-14 | 7,595.4 | 935.6 |
| 2014-15 | 7,489.2 | 817.8 |
| 2015-16 | 6,548.2 | 885.8 |
| 2016-17 | 8,611.4 | 773.6 |

- (c) In recent years, the Civil Service Bureau has conducted the Common Recruitment Examinations and other examinations normally in 7 cities outside Hong Kong (namely Beijing, London, San Francisco, New York, Toronto, Vancouver and Sydney) for the convenience of applicants outside Hong Kong. This Bureau will consider whether there is a need of having more or fewer examination venues outside Hong Kong as appropriate, having regard to the latest circumstances such as the expected number of candidates, arrangement of venue, manpower and logistics support. At present, there is no plan to have more examination venues outside Hong Kong.

- End -

CONTROLLING OFFICER'S REPLY**CSB047****(Question Serial No. 3260)**Head: (46) General Expenses of the Civil ServiceSubhead (No. & title): Not specifiedProgramme: General Expenses of the Civil ServiceControlling Officer: Director of Accounting Services (Charlix Wong)Director of Bureau: Secretary for the Civil ServiceQuestion:

Will the Government provide details of each of the allowances under the Home Purchase, Home Financing, Private Tenancy Allowance, Accommodation Allowance, Rent Allowance and Non-accountable Cash Allowance Schemes, including the salary points covered, eligibility criteria, number of eligible officers, number of recipients and the expenditure involved?

Asked by: Hon LAM Kin-fung, Jeffrey (Member Question No. (LegCo use): 45)Reply:

Details of the allowance schemes raised in the question and the estimated number of recipients and expenditure in 2018-19 are as follows –

| Scheme | Salary points covered and eligibility criteria | 2018-19 Estimate | |
|----------------------|--|-------------------|----------------------|
| | | No. of recipients | Expenditure (\$'000) |
| Home Purchase | <p>The allowance is payable to officers who were offered appointment before 1.6.2000, and –</p> <p>(a) with salary between Master Pay Scale (MPS) Point 22 and 33 (or equivalent) and who have been confirmed to the permanent establishment or have completed one agreement; or</p> <p>(b) with salary not exceeding MPS Point 33 (or equivalent) with 20 years' continuous service.</p> <p>The allowance is given out upon application according to a quota system to eligible officers in the order of their priority on a priority list.</p> | 12 345 | 761,000 |

| Scheme | Salary points covered and eligibility criteria | 2018-19 Estimate | |
|---------------------------------------|---|-------------------|----------------------|
| | | No. of recipients | Expenditure (\$'000) |
| Home Financing | The allowance is payable to officers who were offered appointment before 1.6.2000 (excluding officers offered appointment on overseas terms on or after 1.10.1990) and with salary on or above MPS Point 34 (or equivalent). | 1 635 | 453,000 |
| Private Tenancy Allowance | The allowance is payable to officers who were offered appointment on local terms before 1.10.1990 and with salary on or above MPS Point 34 (or equivalent), or officers who were offered appointment on overseas terms before 1.10.1990. | 350 | 129,000 |
| Accommodation Allowance | The allowance is payable to officers who were offered appointment on overseas terms between 1.10.1990 and 31.12.1998. | 23 | 12,100 |
| Rent Allowance | The allowance is payable to agreement officers who were offered appointment on common terms between 1.1.1999 and 31.5.2000 and with salary on or above MPS Point 34 (or equivalent). | 4 | 990 |
| Non-accountable Cash Allowance | <p>The allowance is payable to officers who were offered appointment on new terms on or after 1.6.2000. For officers –</p> <p>(a) on or above MPS Point 34 (or equivalent), they are eligible for the allowance as a condition of service; or</p> <p>(b) below MPS Point 34 (or equivalent), they are eligible for the allowance subject to the same quota system under the Home Purchase Scheme upon meeting the specified service requirements i.e. officers with salary between MPS Point 22 and 33 (or equivalent) meeting the three-year continuous service requirement and officers below MPS Point 22 (or equivalent) with 20 years' continuous service.</p> <p>Officers who were offered appointment before 1.6.2000 and eligible for the Accommodation Allowance may opt to switch to receive the allowance subject to the specified conditions.</p> | 7 295 | 1,511,000 |

Eligible officers who join the schemes will receive a monthly allowance at specified rates appropriate to their salary points. For Home Purchase, Home Financing, Rent Allowance and Non-accountable Cash Allowance Schemes, the maximum entitlement period is 120 months.

Officers are not required to join these schemes immediately upon attaining the eligibility. They may join the schemes at any time of their choice according to individual's preference. We do not have information on the total number of eligible officers for each scheme as only applications of those eligible officers who will join the schemes are forwarded by bureaux/departments to the Treasury for processing.

- End -

CONTROLLING OFFICER'S REPLY

CSB048

(Question Serial No. 0888)

Head: (120) Pensions

Subhead (No. & title): (015) Public and judicial service pension benefits and compensation

Programme: (1) Public and Judicial Service Pension Benefits

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

Please provide information regarding pension payment to public and judicial officers in 2017-18:

(a) the number of retired public and judicial officers and the amount of pension involved

| Amount of monthly pension | Number of pensioners | Average amount of pension per pensioner | Total expenditure |
|---------------------------|----------------------|---|-------------------|
| 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 | Number of pensioners | | | | |
|--|--------------------------------|---|---|--|---------------------------------|
| | Monthly pension below \$10,000 | Monthly pension from \$10,001 to \$30,000 | Monthly pension from \$30,001 to \$50,000 | Monthly pension from \$50,001 to \$100,000 | Monthly pension above \$100,000 |
| 60-64 | | | | | |
| 65-69 | | | | | |
| 70-74 | | | | | |
| 75-79 | | | | | |
| 80-84 | | | | | |
| 85-89 | | | | | |
| 90-94 | | | | | |
| 95 or above | | | | | |

Asked by: Hon LAM Kin-fung, Jeffrey (Member Question No. (LegCo use): 30)

Reply:

- (a) The number of public and judicial service pensioners and the amount of pension payment in 2017-18 (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 | 39 559 | 34,717 | 1,373.4 |
| \$5,000–\$10,000 | 27 644 | 85,666 | 2,368.1 |
| \$10,001–\$30,000 | 52 708 | 200,259 | 10,555.2 |
| \$30,001–\$50,000 | 9 644 | 442,742 | 4,269.8 |
| \$50,001–\$100,000 | 3 181 | 736,851 | 2,343.9 |
| Above \$100,000 | 114 | 1,390,024 | 158.5 |

- (b) The number of public and judicial service pensioners receiving monthly pension in 2017-18 (revised estimate) by age groups is provided below:

| Age of retired public and judicial officers at present | Number of pensioners | | | | |
|---|---------------------------------------|--|--|---|--|
| | Monthly pension below \$10,000 | Monthly pension from \$10,001 to \$30,000 | Monthly pension from \$30,001 to \$50,000 | Monthly pension from \$50,001 to \$100,000 | Monthly pension above \$100,000 |
| 60-64 | 17 243 | 15 775 | 2 731 | 810 | 36 |
| 65-69 | 15 624 | 11 184 | 2 166 | 867 | 33 |
| 70-74 | 9 048 | 5 719 | 1 677 | 668 | 24 |
| 75-79 | 5 957 | 3 213 | 814 | 258 | 9 |
| 80-84 | 5 239 | 2 715 | 485 | 125 | - |
| 85-89 | 3 015 | 1 134 | 238 | 75 | - |
| 90-94 | 1 298 | 354 | 54 | 13 | 1 |
| 95 or above | 289 | 75 | 8 | 2 | - |

- End -

CONTROLLING OFFICER'S REPLY**CSB049****(Question Serial No. 3168)**

Head: (120) Pensions

Subhead (No. & title): (015) Public and judicial service pension benefits and compensation

Programme: (1) Public and Judicial Service Pension Benefits

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

Please provide the numbers of retired civil servants and judicial officers in the past 5 years and the expenditure on pension payments to them. In 2018-19, what are the estimated number of retired civil servants and judicial officers receiving pension and the estimated expenditure on pension payments to them?

Asked by: Hon NG Wing-ka, Jimmy (Member Question No. (LegCo use): 46)

Reply:

The total number of retired civil servants and judicial officers and the expenditure on pension payments to them for the past 5 financial years and 2018-19 are set out below –

| Financial Year | Total number of civil servants and judicial officers retiring and receiving pension in the respective financial year | Total number of retired civil servants and judicial officers receiving pension in the respective financial year | Total expenditure on civil and judicial service pension in the respective financial year |
|----------------------------|---|--|---|
| | | | \$ Million |
| 2013-14 | 5 439 | 112 229 | 22,992.6 |
| 2014-15 | 5 937 | 117 103 | 25,455.0 |
| 2015-16 | 6 265 | 122 153 | 28,318.1 |
| 2016-17 | 6 263 | 127 258 | 30,843.4 |
| 2017-18 (revised estimate) | 6 883 | 132 850 | 33,650.9 |
| 2018-19 (estimate) | 7 560 | 139 050 | 36,653.4 |

- End -

CONTROLLING OFFICER'S REPLY

CSB050

(Question Serial No. 0121)

Head: (120) Pensions

Subhead (No. & title): Not specified

Programme: (1) Public and Judicial Service Pension Benefits

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

The Report of the Working Group on Long-Term Fiscal Planning (the Report) released in 2014 stated that Hong Kong's statutory pension liabilities amounted to about \$700 billion and the projected expenditure on pension benefits would reach the peak at \$50.9 billion in 2032-33. According to the accrual-based consolidated financial statements of the Government compiled by the Treasury, the provision for pensions for 2016-17 was about \$920 billion:

1. What were the respective annual numbers of serving pensionable officers, officers retiring and receiving pension, and public and judicial service pensioners for the years starting from 2014?
2. What are the annual estimated figures of the above 3 items for the coming 5 years?
3. Has the Government reviewed the projected figures in the Report? For example, will there be any changes to the peak year of expenditure on pensions and the amount involved?

Asked by: Hon WU Chi-wai (Member Question No. (LegCo use): 7)

Reply:

1. The respective annual numbers of serving pensionable civil servants and judicial officers, civil servants and judicial officers retiring and receiving pension, and civil and judicial service pensioners for the years starting from 2014 are set out below –

| Year | Total number of serving pensionable civil servants and judicial officers in the respective year (as at 31 December) | Total number of officers retiring and receiving civil and judicial service pension benefits in the respective year | Total number of civil and judicial service pensioners in the respective year (as at 31 December) |
|-----------------|--|---|---|
| 2014 | 105 327 | 5 873 | 116 497 |
| 2015 | 99 088 | 6 135 | 121 341 |
| 2016 | 92 584 | 6 390 | 126 560 |
| 2017 | 85 896 | 6 662 | 131 885 |
| 2018 (Estimate) | 78 526 | 7 370 | 138 110 |

2. For the future retirement situation of civil servants, please refer to paragraph 10 of the paper on “An Overview of the Civil Service: Establishment, Strength, Retirement, Resignation, Age Profile and Gender Profile” submitted by Civil Service Bureau in 2017 to the Legislative Council Panel on Public Service (<https://www.legco.gov.hk/yr16-17/english/panels/ps/papers/ps20170515cb4-991-3-e.pdf>).
3. Actuarial assessments are conducted regularly to update the projections on pension payments. The Government has no plan to review other projected figures in the Report at this stage.

- End -

CONTROLLING OFFICER'S REPLY

CSB051

(Question Serial No. 1008)

Head: (136) Public Service Commission Secretariat

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

Programme: Secretariat services for the Public Service Commission

Controlling Officer: Secretary, Public Service Commission (Phyllis LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

1. Regarding the remuneration for special appointments, please list the post titles of these appointments and the respective amounts of remuneration in 2018-19.

Asked by: Hon LAM Cheuk-ting (Member Question No. (LegCo use): 7)

Reply:

The special appointment under the Head is the Chairman of the Public Service Commission. The remuneration for the post is estimated at \$3.482 million in 2018-19.

- End -

CONTROLLING OFFICER'S REPLY

CSB052

(Question Serial No. 3274)

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. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Provision for 2018-19 is \$298.2 million (19.2%) higher than the revised estimate for 2017-18. This is mainly due to additional provision for meeting the increasing demand for payment and reimbursement of medical fees and hospital charges in respect of civil service eligible persons (CSEPs), enhancing the medical and dental services for CSEPs, increased cash flow requirement for procurement of equipment and an increase of 45 posts in 2018-19 to meet operational needs. Will the Government inform this Committee of the estimated expenditures on enhancing the dental and medical services for civil servants and other eligible persons respectively, out of the increase of \$298.2 million in the estimate for 2018-19?

Asked by: Hon CHAN Chi-chuen (Member Question No. (LegCo use): 56)

Reply:

Civil service eligible persons (CSEPs) consist of: (a) monthly paid civil servants and their eligible dependants; (b) retired civil servants living in Hong Kong and in receipt of a pension or an annual allowance and their eligible dependants living in Hong Kong; (c) eligible dependants of civil servants killed on duty and living in Hong Kong; (d) eligible dependants living in Hong Kong and in receipt of a pension under the Widows and Orphans Pension Scheme or the Surviving Spouses' and Children's Pension Scheme following the death of civil servants while in service or after retirement; and (e) other persons who are eligible for civil service medical benefits by way of their terms of appointment. The medical and dental benefits provided by the Department of Health (DH) to CSEPs apply to all types of persons mentioned above. DH does not have separate estimates of expenditures for civil servants and other eligible persons.

- End -

CONTROLLING OFFICER'S REPLY**CSB053****(Question Serial No. 2860)**Head: (37) Department of HealthSubhead (No. & title): Not specifiedProgramme: (7) Medical and Dental Treatment for Civil ServantsControlling Officer: Director of Health (Dr. Constance CHAN)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the dental treatment for civil service eligible persons (CSEPs), will the Government inform this Committee of:

- a. the average waiting time of CSEPs in the past 3 years, broken down by dental follow-up treatment and specialised dental service;
- b. the initiatives implemented to improve the waiting time of CSEPs for dental treatment in the past 3 years (please provide details);
- c. the initiatives to be implemented in the coming year to shorten the waiting time of CSEPs; and
- d. the number of civil service posts in relation to dental services to be created in the coming year, broken down by function / rank, and the expenditure involved?

Asked by: Hon HO Kai-ming (Member Question No. (LegCo use): 23)Reply:

- a. The waiting times of civil service eligible persons (CSEPs) for an appointment to receive dental follow-up treatment and specialised dental service in the past 3 years are as follows:

| As at | Dental Follow-up Treatment | Specialised Dental Service |
|------------------|-----------------------------------|-----------------------------------|
| 31 December 2015 | 2 to 19 months | 5 to 41 months |
| 31 December 2016 | 1 to 16 months | 5 to 40 months |
| 31 December 2017 | 1 to 16 months | 4 to 33 months |

- b. In the past 3 years, the Department of Health (DH) had secured additional resources to enhance the provision of general and specialised dental services by setting up 23 general dental surgeries, 4 prosthodontic surgeries and 1 periodontal surgery.

DH also reviews the demand of CSEPs for dental services from time to time and formulates appropriate measures, such as pairing up dental clinics with longer waiting times and those with shorter waiting times and encouraging CSEPs attending the former to switch to the latter with a view to shortening the waiting times.

- c. DH has secured additional resources for 2018-19 to enhance the provision of specialised dental service by setting up 1 orthodontic surgery, 1 periodontal surgery and 2 prosthodontic surgeries.
- d. In 2018-19, there will be an increase of 15 civil service posts in DH to enhance the provision of dental services. The details are as follows:

| <u>Function/Rank</u> | <u>No. of post to be created</u> | <u>Annual recurrent expenditure in respect of the post (\$)</u> |
|---|----------------------------------|---|
| Dental / Para-dental support | | |
| Senior Dental Officer | 2 | 2,779,080 |
| Dental Officer | 2 | 1,890,600 |
| Senior Dental Surgery Assistant | 1 | 464,100 |
| Dental Surgery Assistant | 4 | 1,184,400 |
| Technical support | | |
| Laboratory Attendant | 1 | 218,460 |
| Administrative and general support | | |
| Assistant Clerical Officer | 1 | 262,560 |
| Clerical Assistant | 3 | 614,880 |
| Workman II | 1 | 162,960 |
| | <u>15</u> | <u>7,577,040</u> |

- End -

CONTROLLING OFFICER'S REPLY**CSB054****(Question Serial No. 3028)**Head: (37) Department of HealthSubhead (No. & title): Not specifiedProgramme: (7) Medical and Dental Treatment for Civil ServantsControlling Officer: Director of Health (Dr. Constance CHAN)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding public dental services, will the Government advise on:

- a. the maximum daily service capacities, actual numbers of appointments and attendances as well as utilisation rates in respect of the provision of dental services to eligible persons by public dental clinics in the past 3 years;
- b. the types of dental examinations and treatment provided by public dental clinics and the costs per case for such services in the past 3 years;
- c. the numbers, length of service, vacancy rates, wastage rates and average working hours per week of all ranks of healthcare staff (including dentists and dental surgery assistants) in dental clinics in the past 3 years; and
- d. a breakdown of the improvements made in response to the problems with public dental services as pointed out in Report No. 68 of the Director of Audit, including long waiting time, delay in operation of dental surgeries, etc; as well as the manpower and resources required for implementing the improvement measures.

Asked by: Hon KWOK Ka-ki (Member Question No. (LegCo use): 30)Reply:

- a. At present, the utilisation rates of all service sessions available at government dental clinics providing dental services to civil service eligible persons (CSEPs) are close to 100%.

The attendances of CSEPs at the dental clinics (including Oral Maxillofacial Surgery and Dental Units in hospitals) in the past 3 years are as follows –

| Year | Attendance |
|-------------|-------------------|
| 2015 | 719 700 |
| 2016 | 739 800 |
| 2017 | 766 400 |

- b. There is a wide variety of services on dental examination and treatment and the Department of Health (DH) does not keep statistics on the costs of such services by type.
- c. The establishment and vacancy rate of Dental Officers (DOs) and Dental Surgery Assistants (DSAs) at the dental clinics under DH in the past 3 years are as follows –

| | 2015-16 (as at 31 March 2016) | | 2016-17 (as at 31 March 2017) | | 2017-18 (as at 1 March 2018) | |
|--------------|--|---------------------|--|---------------------|---|---------------------|
| Grade | Establishment | Vacancy rate | Establishment | Vacancy rate | Establishment | Vacancy rate |
| DO | 247 | 2.0% | 254 | 2.0% | 259 | 1.2% |
| DSA | 268 | 0.4% | 270 | 0.0% | 271 | 0.0% |

The wastage rates of the DO grade in DH for 2015-16, 2016-17 and 2017-18 (as at 1 March 2018) were 3.2%, 2.5% and 3.4% respectively, and those of the DSA grade were 1.2%, 3.1% and 4% respectively. The length of service for both DOs and DSAs working in DH ranges from over 30 years to less than 1 year, and their conditioned hours of work are 44 hours gross per week.

- d. DH is actively following up the recommendations on the provision of dental services to CSEPs made in Report No. 68 of the Director of Audit, including the redeployment of resources for specialised and general dental services in the light of the service demands of the dental clinics, with a view to shortening the waiting times of CSEPs at clinics with higher service demands. As for the 7 new dental surgeries which have not commenced operation yet, DH has taken over the premises concerned in July 2017 and proceeded with the fitting out works shortly thereafter. It is expected that these new dental surgeries will commence operation from 2019.

As the above work involves only internal redeployment of resources and implementation of earlier plans, no additional manpower and resources are required.

- End -

CONTROLLING OFFICER'S REPLY

CSB055

(Question Serial No. 0320)

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. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the provision of clinical psychology services to civil servants and eligible persons (CSEPs), will the Government inform this Committee of:

- a. the average waiting time and the attendances of CSEPs in each of the past 3 years; and
- b. the number of civil service posts relating to the provision of clinical psychology services to be created in the coming year, by function/rank and the expenditure involved.

Asked by: Hon KWOK Wai-keung (Member Question No. (LegCo use): 26)

Reply:

- a. 1 Clinical Psychologist post was created for the families clinics under the Department of Health (DH) in March 2016 to provide clinical psychology services to CSEPs. 2 additional clinical psychologists were appointed in 2017-18, who started providing the services in November 2017 and January 2018 respectively. The attendances for the services in 2016 and 2017 were around 600 and 1 300 respectively.

The doctors of families clinics will refer CSEPs in need to receive clinical psychology services. In general, the shortest appointment time for a new case is around 4 weeks.

- b. DH will create 1 additional Clinical Psychologist post in 2018-19. The estimated annual recurrent expenditure involved is about \$904,000.

- End -

CONTROLLING OFFICER'S REPLY

CSB056

(Question Serial No. 1710)

Head: (37) Department of Health

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

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the provision of dental services for serving and retired civil servants and other eligible persons, please inform this Committee of:

- (a) the utilisation rates of such services in various districts;
- (b) the number of people waiting for such services and the average waiting time in various districts ; and
- (c) the average unit cost of such services.

Asked by: Hon KWONG Chun-yu (Member Question No. (LegCo use): 64)

Reply:

- (a) At present, the utilisation rates of all service sessions available at government dental clinics providing dental services to civil service eligible persons (CSEPs) are close to 100%.
- (b) The Department of Health (DH) does not keep statistics on the number of patients waiting for dental services by type. In overall terms, as at 31 December 2017, the waiting times for CSEPs to receive dental follow-up treatment and specialised dental services at the dental clinics (including oral maxillofacial surgery and dental units in hospitals) were 1 to 16 months and 4 to 33 months respectively.
- (c) DH does not keep statistics on the average unit cost of dental services.

- End -

CONTROLLING OFFICER'S REPLY

CSB057

(Question Serial No. 1205)

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. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the medical and dental treatment for civil servants under Programme (7), the provision for 2018-19 is \$298.2 million (19.2%) higher than the revised estimate for 2017-18. Will the Government advise on whether the increase in the estimated expenditure will cover the Chinese medicine services provided by the Department of Health or the Hospital Authority? If so, what is the estimated expenditure? If not, why? Will Chinese medicine services be included in the medical benefits for civil servants and eligible persons in the short run? What are the expected expenditure and manpower required for taking forward the plan?

Asked by: Hon NG Wing-ka, Jimmy (Member Question No. (LegCo use): 47)

Reply:

In accordance with the Civil Service Regulations, civil service medical benefits are only provided by the Government or Hospital Authority (HA) medical services. Neither the Department of Health (DH) nor HA provides Chinese medicine services as their standard services at present. Hence, Chinese medicine services are currently not covered as the medical benefits provided to civil service eligible persons, and the additional provision for 2018-19 will not cover Chinese medicine services. The Government will continue to keep in view closely the development of Chinese medicine and changes to the roles of DH and HA in providing Chinese medicine services in future to assess the possible implications on civil service medical benefits.

- End -

CONTROLLING OFFICER'S REPLY**CSB058****(Question Serial No. 0471)**Head: (37) Department of HealthSubhead (No. & title): Not specifiedProgramme: (7) Medical and Dental Treatment for Civil ServantsControlling Officer: Director of Health (Dr. Constance CHAN)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the utilisation rates of medical and dental services for civil servants and the manpower so required in 2015-16, 2016-17 and 2017-18, will the Government advise on:

- (a). the attendances at the 5 families clinics and the expenditure involved;
- (b). the actual attendances of dental procedures, the average waiting time of such cases and the percentage of cases failing to receive dental procedures within 1 year from the date of making the appointment;
- (c). the actual attendances at periodontal surgeries, the average waiting time of such cases and the number of patients waiting for periodontal procedures by the end of January 2018; and
- (d). the staff working in various services (including but not limited to families clinics, dental clinics, etc.) for the provision of medical and dental services for civil servants by grade, establishment and actual number (including staff appointed on civil service and contract terms).

Asked by: Hon POON Siu-ping (Member Question No. (LegCo use): 10)Reply:

- (a). The attendances at the 5 families clinics in the past 3 years are as follows –

| Year | Attendance |
|-------------|-------------------|
| 2015 | 253 000 |
| 2016 | 273 000 |
| 2017 | 297 000 |

Note: Figures for attendances have been rounded to the nearest 1 000.

The actual expenditures of the families clinics for 2015-16 and 2016-17 were \$125.7 million and \$148.2 million respectively, and the revised estimate for 2017-18 is \$164.3 million.

- (b). Dental procedures vary in types and complexities, which include general and specialised dental treatment. Civil service eligible persons (CSEPs) can receive general dental follow-up treatment by appointment or specialised dental services by referral from general dental clinics under the Department of Health (DH). Appointments are arranged according to the urgency and nature of the medical conditions of patients, and patients with urgent conditions will be arranged to receive treatment as early as possible.

The waiting times of CSEPs for appointments for dental follow-up treatment and specialised dental services in the past 3 years are as follows –

| As at | Dental Follow-up Treatment | Specialised Dental Service |
|------------------|-----------------------------------|-----------------------------------|
| 31 December 2015 | 2 to 19 months | 5 to 41 months |
| 31 December 2016 | 1 to 16 months | 5 to 40 months |
| 31 December 2017 | 1 to 16 months | 4 to 33 months |

DH does not keep statistics on the attendances and the number of patients waiting for dental procedures/treatment by type. The attendances of CSEPs at the dental clinics (including Oral Maxillofacial Surgery & Dental Units in hospitals) in the past 3 years are as follows –

| Year | Attendance at Dental Clinics |
|-------------|-------------------------------------|
| 2015 | 719 700 |
| 2016 | 739 800 |
| 2017 | 766 400 |

- (c). The attendances and the waiting times of CSEPs for periodontal services in the past 3 years are as follows –

| Year | Attendance for Periodontal Services[#] |
|-------------|--|
| 2015 | 680 |
| 2016 | 720 |
| 2017 | 720 |

[#] New attendances only

| As at | Waiting Time for Periodontal Services |
|------------------|--|
| 31 December 2015 | 16 to 17 months |
| 31 December 2016 | 14 to 23 months |
| 31 December 2017 | 13 to 26 months |

DH does not keep statistics on the number of patients waiting for periodontal procedures.

- (d). The grade, establishment and strength of staff working in various services responsible for the provision of medical and dental services for civil servants in the past 3 years are at **Annex**.

As for contract staff, including full-time and part-time staff, there were 1 Contract Doctor and 6 Contract Nurses working in the families clinics as well as 8 Contract Dentists and 1 Project Assistant working in the dental clinics as at 1 March 2018.

Annex

| Grade | Families Clinics | | | | | | Dental Clinics | | | | | | Reimbursement of Medical Expenses | | | | | |
|----------------------------|---------------------------|------------|---------------------------|------------|---------------------------|------------|---------------------------|------------|---------------------------|------------|---------------------------|------------|-----------------------------------|----------------|---------------------------|----------------|---------------------------|----------------|
| | 2015-16 ^{Note 1} | | 2016-17 ^{Note 2} | | 2017-18 ^{Note 3} | | 2015-16 ^{Note 1} | | 2016-17 ^{Note 2} | | 2017-18 ^{Note 3} | | 2015-16 ^{Note 1} | | 2016-17 ^{Note 2} | | 2017-18 ^{Note 3} | |
| | Est. | Strength | Est. | Strength | Est. | Strength | Est. | Strength | Est. | Strength | Est. | Strength | Est. | Strength | Est. | Strength | Est. | Strength |
| Medical and Health Officer | 35 | 34 | 36 | 36 | 37 | 36 | - | - | - | - | - | - | 1 [#] | 1 [#] | 1 [#] | 1 [#] | 1 [#] | 1 [#] |
| Registered Nurse | 58 | 49 | 60 | 55 | 60 | 53 | - | - | - | - | - | - | - | - | - | - | - | - |
| Dental Officer | - | - | - | - | - | - | 247 | 242 | 254 | 249 | 259 | 256 | - | - | - | - | - | - |
| Dental Hygienist | - | - | - | - | - | - | 13 | 12 | 13 | 12 | 13 | 13 | - | - | - | - | - | - |
| Dental Surgery Assistant | - | - | - | - | - | - | 268 | 267 | 270 | 271* | 271 | 271 | - | - | - | - | - | - |
| Dental Technician | - | - | - | - | - | - | 40 | 41* | 40 | 39 | 40 | 39 | - | - | - | - | - | - |
| Dispenser | 18 | 18 | 18 | 18 | 21 | 21 | - | - | - | - | - | - | - | - | - | - | - | - |
| Clinical Psychologist | 1 | 1 | 1 | 1 | 3 | 3 | - | - | - | - | - | - | - | - | - | - | - | - |
| Dietitian | 1 | 1 | 1 | 0 | 1 | 1 | - | - | - | - | - | - | - | - | - | - | - | - |
| Accounting Officer | - | - | - | - | - | - | - | - | - | - | - | - | 4 | 4 | 4 | 4 | 4 | 4 |
| Supplies Officer | - | - | - | - | - | - | - | - | 1 | 1 | 1 | 1 | - | - | - | - | - | - |
| Assistant Supplies Officer | - | - | - | - | - | - | 1 | 1 | 1 | 1 | 1 | 1 | - | - | - | - | - | - |
| Clerical Officer | 7 | 5 | 7 | 5 | 7 | 5 | 39 | 37 | 40 | 38 | 42 | 39 | 11 | 11 | 11 | 11 | 11 | 11 |
| Clerical Assistant | 22 | 22 | 22 | 22 | 27 | 26 | 78 | 75 | 78 | 68 | 81 | 75 | 3 | 3 | 3 | 3 | 3 | 3 |
| Office Assistant | 1 | 1 | 1 | 1 | 1 | 1 | 3 | 1 | 3 | 1 | 3 | 1 | - | - | - | - | - | - |
| Laboratory Attendant | - | - | - | - | - | - | 14 | 13 | 14 | 13 | 14 | 14 | - | - | - | - | - | - |
| Workman II | 19 | 19 | 19 | 19 | 19 | 19 | 63 | 56 | 64 | 56 | 65 | 58 | - | - | - | - | - | - |
| Total: | 162 | 150 | 165 | 157 | 176 | 165 | 766 | 745 | 778 | 749 | 790 | 768 | 19 | 19 | 19 | 19 | 19 | 19 |

“Est.” means “Establishment”.

Note 1: Figures as at 31 March 2016

Note 2: Figures as at 31 March 2017

Note 3: Figures as at 1 March 2018

* Includes 1 staff member on pre-retirement leave

Also supports the administrative work in relation to medical services for civil servants

- End -

CONTROLLING OFFICER'S REPLY**CSB059****(Question Serial No. 0483)**Head: (37) Department of HealthSubhead (No. & title): Not specifiedProgramme: (7) Medical and Dental Treatment for Civil ServantsControlling Officer: Director of Health (Dr. Constance CHAN)Director of Bureau: Secretary for the Civil ServiceQuestion:

- 1(a). The Government, as an employer, fulfils its contractual obligation to provide medical and dental benefits for civil servants, as employees, through facilities of the Hospital Authority (HA) and Department of Health (DH). What was the expenditure incurred by the Government in providing civil service medical and dental benefits through HA and DH in each of the past 5 financial years?
- 1(b). The expenditure for providing civil service medical and dental benefits is not covered by the provisions allocated to HA, a public healthcare institution. Will the Government earmark a separate annual provision for HA to cover the civil service medical benefits?

Asked by: Hon POON Siu-ping (Member Question No. (LegCo use): 23)Reply:

1(a).

The expenditures incurred by the Department of Health on the provision of medical and dental services for civil service eligible persons (CSEPs) in the past 5 financial years are tabulated as follows –

| | 2013-14 (\$ million) | 2014-15 (\$ million) | 2015-16 (\$ million) | 2016-17 (\$ million) | 2017-18 (revised estimate) (\$ million) |
|--|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--|
| medical services | 99.5 | 103.1 | 125.7 | 148.2 | 164.3 |
| dental services | 484.7 | 547.5 | 597.5 | 643.3 | 694.4 |
| reimbursement of medical expenses and hospital charges | 351.8 | 400.3 | 410.0 | 576.1 | 692.0 |

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 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 –

| 2013-14 (\$ billion) | 2014-15 (\$ billion) | 2015-16 (\$ billion) | 2016-17 (\$ billion) | 2017-18 (estimate) (\$ billion) |
|---------------------------------|---------------------------------|---------------------------------|---------------------------------|--|
| 3.568 | 3.881 | 4.191 | 4.505 | 4.809 |

1(b).

Apart from the annual lump sum provision, the Government also provides dedicated funding to HA to enhance the provision of diagnostic and specialist out-patient services for CSEPs. In 2018-19, the dedicated funding amounts to around \$87 million.

- End -

CONTROLLING OFFICER'S REPLY

CSB060

(Question Serial No. 0931)

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. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding medical and dental treatment for civil servants, will the Government inform this Committee of the following:

- (1) Please set out the average waiting time and longest waiting time for appointment in respect of check-up and diagnosis, specialised outpatient treatment, emergency dental treatment, elective consultation for specialised dental service and dental follow-up treatment provided for civil service eligible persons in the past year. Does the Government have any specific measures, including the extension of service hours of clinics, to shorten the waiting time?
- (2) Provision for 2018-19 is \$298.2 million (19.2%) higher than the revised estimate for 2017-18, part of which is allocated for an increase of 45 posts to meet operational needs. Please set out the professional grades and ranks involved in these new posts and their terms of appointment.
- (3) It is proposed in this year's Budget that a tax deduction be provided for people who purchase eligible health insurance products for themselves or their dependants under the Voluntary Health Insurance Scheme. Does the Government have any plans to procure private health insurance or provide additional tax deduction for civil servants to ensure that they receive more timely medical services and to relieve the burden on the public healthcare system on the other hand?

Asked by: Hon YUNG Hoi-yan (Member Question No. (LegCo use): 24)

Reply:

(1)

Services provided by families clinics (including check-up and diagnosis)

Families clinics provide general outpatient services for civil service eligible persons (CSEPs). Subsequent to treatment in these clinics, blood tests or other examinations will

be arranged for patients or referral to the Hospital Authority (HA) will be made for further follow-up and treatment subject to the needs of individual patients. Families clinics do not keep statistics on the waiting times for such check-up and diagnosis.

Specialised outpatient (SOP) treatment

Dedicated SOP treatments 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 to CSEPs. The median waiting times for new cases in major specialties in 2017 are listed as follows –

9H Specialist Clinic in Prince of Wales Hospital

| Specialty | Median Waiting Time (week) |
|-----------------------------|-------------------------------|
| Ear, Nose & Throat | 6 |
| Gynaecology | 6 |
| Medicine | 12 |
| Orthopaedics & Traumatology | 17 |
| Paediatrics | <1 |
| Surgery | 5 |

L Block of Queen Elizabeth Hospital

| Specialty | Median Waiting Time (week) |
|-----------------------------|-------------------------------|
| Medicine | 96 |
| Surgery | 46 |
| Gynaecology | 42 |
| Paediatrics | 3 |
| Orthopaedics & Traumatology | 50 |

Saturday SOP Clinic in Queen Mary Hospital

| Specialty | Median Waiting Time (week) |
|-----------|-------------------------------|
| Medicine | 8 |
| Surgery | 7 |

Dental services

CSEPs with urgent conditions may attend any government dental clinic dedicated to the provision of dental services to CSEPs for emergency dental treatment during clinic operating hours. Generally speaking, they will be seen within the same session of attendance.

As at 31 December 2017, the waiting times for CSEPs to receive dental follow-up treatment and elective specialised dental service at the dental clinics (including oral maxillofacial surgery and dental units in hospitals) were 1 to 16 months and 4 to 33 months respectively.

The Civil Service Bureau (CSB) will keep a close watch on CSEPs' needs for medical and dental treatment and continue to work closely with the Department of Health (DH) and HA with a view to further enhancing the provision of medical benefits to CSEPs. Such measures include setting up new families clinics, strengthening the dedicated SOP services for CSEPs, setting up new dental surgeries as well as pairing up dental clinics with longer waiting times and those with shorter waiting times.

(2)

In 2018-19, there will be an increase of 45 civil service posts in DH to meet operational needs and the details of these posts are at Annex. For candidates appointed to civil service posts, their entry pay, terms of appointment and conditions of service are subject to the provisions prevailing at the time when the offers of appointment are made.

(3)

According to the Civil Service Regulations, medical advice and treatment, X-ray examinations and medicines are available free of charge to CSEPs only when those benefits are provided by the Government or HA medical services. Procuring private health insurance for civil servants or providing additional tax deduction to civil servants who have purchased private health insurance products constitutes changes to the existing policy as well as creates significant financial burden. Hence, the Government has difficulty to consider such proposals at this stage.

**Posts proposed to be created in 2018-19 under
Programme (7) : Medical and Dental Treatment for Civil Servants**

| <u>Function/Rank</u> | <u>No. of post to be created</u> |
|---|--------------------------------------|
| Dental / Para-dental support | |
| Senior Dental Officer | 2 |
| Dental Officer | 2 |
| Senior Dental Surgery Assistant | 1 |
| Dental Surgery Assistant | 4 |
| Medical support | |
| Consultant | 1 |
| Medical and Health Officer | 1 |
| Nursing support | |
| Senior Nursing Officer | 1 |
| Nursing Officer | 1 |
| Registered Nurse | 6 |
| Professional support | |
| Clinical Psychologist | 1 |
| Dietitian | 1 |
| Physiotherapist I | 1 |
| Optometrist | 1 |
| Technical support | |
| Dispenser / Student Dispenser | 5 |
| Laboratory Attendant | 1 |
| Administrative and general support | |
| Senior Hospital Administrator | 1 |
| Hospital Administrator I | 1 |
| Clerical Officer | 1 |
| Assistant Clerical Officer | 2 |
| Clerical Assistant | 6 |
| Personal Secretary I | 1 |
| Workman II | 4 |
| | <u>45</u> |

- End -

CONTROLLING OFFICER'S REPLY

CSB061

(Question Serial No. 2770)

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. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding civil service medical and dental benefits, civil servants from various grades and disciplined services have been calling for the enhancement of such benefits, so that they can receive a wider variety of medical and dental services of better quality. In this connection,

1. will the Government allocate additional resources in 2018-19 to enhance civil service medical and dental benefits? If so, what are the specific measures as well as the manpower and expenditure involved?
2. will the Government, in view of the Voluntary Health Insurance Scheme to be launched soon, study and consider the feasibility of rolling out a health insurance scheme in the civil service or particular departments, so as to relieve the financial burden of the Government in this regard and reduce the demand for medical services of the Hospital Authority? If so, what are the specific work and timetable?

Asked by: Hon YUNG Hoi-yan (Member Question No. (LegCo use): 67)

Reply:

1. In 2018-19, the Department of Health (DH) will continue to enhance the services of families clinics by setting up the Sai Kung Families Clinic, as well as a multi-disciplinary medical team to deliver a systemic health care programme to civil service eligible persons (CSEPs) with diabetes mellitus. Such measures involve the creation of 30 posts and an expenditure of about \$20.9 million.

As for dental services, DH will set up additional dental surgeries for CSEPs in 2018-19, with a view to strengthening specialised services in orthodontics, periodontology and prosthodontics. Such measures involve the creation of 15 posts and an expenditure of about \$15.7 million.

2. According to the Civil Service Regulations, medical advice and treatment, X-ray examinations and medicines are available free of charge to CSEPs only when those

benefits are provided by the Government or Hospital Authority medical services. Procuring private health insurance for civil servants constitutes changes to the existing policy as well as creates significant financial burden. Hence, the Government has difficulty to consider such a proposal at this stage.

- End -

CONTROLLING OFFICER'S REPLY

CSB062

(Question Serial No. 3715)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

According to the Policy Address, the Government is actively exploring the feasibility of setting up a new civil service college to upgrade the training facilities for civil servants, with a view to further enhancing training in the areas of leadership development, interaction and communication with the public, innovation, use of technology, etc. In this connection, will the Government advise this Committee on the manpower and expenditure involved in related work in the coming year? Where will the proposed new civil service college be located? How many places has the Civil Service Bureau arranged duty visits to in order to learn from their experience and how many meetings have been conducted in this regard? What is the progress of preparation so far and when is the college expected to commence operation?

Asked by: Hon CHAN Chi-chuen (Member Question No. (LegCo use): 213)

Reply:

The Civil Service Bureau is actively studying and planning for the establishment of a civil service college with a view to enhancing training for civil servants and upgrading the related facilities. When a specific plan and budget estimate has been worked out, we will report to the Legislative Council Panel on Public Service. We have visited the Mainland, Singapore, Australia and Europe to learn more about the relevant training and management experience of the civil service colleges there. Regarding the location, we have been looking for a site for the construction of the civil service college. We have now identified a site which is largely suitable for the purpose, and are conducting further study to follow-up. As for the schedule for the construction of the college, we will conduct related studies and submit funding proposal in accordance with the established procedures for public works. We do not have a definite timetable at this stage.

- End -

CONTROLLING OFFICER'S REPLY

CSB063

(Question Serial No. 4506)

Head: (143) Government Secretariat: Civil Service Bureau

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

Programme: (1) Director of Bureau's Office

Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Please provide in tabular form the following details of each of the duty visits made by the Secretary and Under Secretary in the past year in chronological order: (a) purpose and destination, (b) post titles of the officials met, (c) number and post titles of Hong Kong officials in entourage, (d) number of days of the visit, and (e) total expenditure incurred, including expenses on (i) transportation (air tickets and local transportation), (ii) accommodation, (iii) meals, (iv) banquets or entertainment and (v) gifts.

Asked by: Hon CHEUNG Chiu-hung, Fernando (Member Question No. (LegCo use): 636)

Reply:

Details of the duty visits made by the Secretary for the Civil Service in 2017-18 are provided below –

| Date of duty visit | Destination | Number of entourage members | Purpose | Air ticket expenses | Accommodation expenses | Other expenses (including in-town transportation, subsistence allowance and other reimbursable expenses) | Total expenses |
|--|-----------------------|------------------------------------|---|----------------------------|--|---|-----------------------|
| | | | | (a) | (b) | (c) | (a)+(b)+(c) |
| October 2017 (2 days in total) | Singapore | 4 | To visit government authorities and the Civil Service College to discuss civil service management and training matters. | about \$42,000 | Settled by subsistence allowance received by individual officers | about \$19,000 | about \$61,000 |
| November 2017 (3 days in total) | Beijing | 4 | To visit institutions in the Mainland to discuss civil service training matters. | about \$29,500 | about \$16,000 | about \$17,700 | about \$63,200 |
| January – February 2018 (3 days in total) | Australia (Melbourne) | 3 | To visit government authorities and public service institutions to discuss civil service management and training matters. | about \$171,000 | Settled by subsistence allowance received by individual officers | about \$31,500 | about \$202,500 |

| Date of duty visit | Destination | Number of entourage members | Purpose | Air ticket expenses | Accommodation expenses | Other expenses (including in-town transportation, subsistence allowance and other reimbursable expenses) | Total expenses |
|---------------------------------|--|------------------------------------|----------------|----------------------------|-------------------------------|---|-----------------------|
| | | | | (a) | (b) | (c) | (a)+(b)+(c) |
| March 2018 (5 days in total) | Europe (Helsinki in Finland, Paris and Strasbourg in France, Oxford and London in the United Kingdom) | 3 | (ditto) | about \$313,800 | about \$48,000 | about \$68,000 | about \$429,800 |

As a general rule, all politically appointed officials and civil servants should observe the same principles and act in accordance with the relevant regulations and administrative guidelines when providing official entertainment in the form of meals. Government officers are required to exercise prudent judgement and economy when entertaining guest(s) for official purposes in order to avoid any public perception of extravagance. According to the existing general guidelines, the expenditure limits on official meals should not exceed \$450 per person for lunch or \$600 per person for dinner, inclusive of all expenses incurred on food and beverages consumed on the occasion, service charges and tips.

In line with the Government's green policy, public officers should as far as possible refrain from bestowing gifts/souvenirs to others during the conduct of official activities. According to the existing guidelines, where bestowal of gifts/souvenirs is necessary or unavoidable due to operational, protocol or other reasons, the gift/souvenir items should not be lavish or extravagant and the number should be kept to a minimum. Also, the exchange of gifts/souvenirs should only be made from organisation to organisation. The Civil Service Bureau did not have related expenses in 2017-18.

- End -

CONTROLLING OFFICER'S REPLY

CSB064

(Question Serial No. 4903)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

1. For civil servants with disabilities, please provide the numbers of those newly recruited, leaving the service and becoming disabled after joining the service over the past 3 years, broken down by disability type and government department.
2. For all civil servants, please provide the numbers of those newly recruited and leaving the service, as well as the total strength over the past 3 years, broken down by government department.

Asked by: Hon CHEUNG Chiu-hung, Fernando (Member Question No. (LegCo use): 7211)

Reply:

1. There is no requirement for applicants for government jobs and serving officers to declare their disabilities, if any. The situation on persons with disabilities employed in the civil service is known to us on the basis of information available to bureaux/departments (e.g. through requests of applicants during the recruitment process for special arrangements for selection interview/test having regard to their disabilities, or applications from serving officers with disabilities for financial assistance to purchase technical aids to assist in their performance of duties). According to the relevant information, the numbers of newly recruited civil servants who declared their disabilities to the Government during the recruitment process and civil servants with disabilities leaving the civil service in the past 3 years with breakdown by types of disability^{Note 1} and bureaux/departments, are set out at **Annex I**. The Government does not record information on civil servants who became disabled after joining the civil service.
2. The figures on new recruits, wastage and strength of the civil service from 2014-15 to 2016-17 are at **Annex II**.

Table 1: Number of newly recruited civil servants who declared their disabilities during the recruitment process in 2014-15 to 2016-17 (by types of disability)

| Type of Disability | Year | | |
|--|-----------|-----------|-----------|
| | 2014-15 | 2015-16 | 2016-17 |
| Visual impairment | 11 | 10 | 6 |
| Hearing impairment | 20 | 37 | 14 |
| Physical disability | 7 | 11 | 8 |
| Intellectual disability | 1 | 0 | 1 |
| Ex-mentally ill persons | 2 | 11 | 4 |
| Visceral disability | 15 | 13 | 14 |
| Others, e.g. autism, speech impairment, specific learning difficulties, etc. | 2 | 1 | 2 |
| Total | 58 | 83 | 49 |

Table 2: Number of newly recruited civil servants who declared their disabilities during the recruitment process in 2014-15 to 2016-17 (by Bureau/Department)

| Bureau / Department | Year | | |
|---|---------|---------|---------|
| | 2014-15 | 2015-16 | 2016-17 |
| Buildings Department | 6 | 1 | 0 |
| Census and Statistics Department | 1 | 0 | 0 |
| Civil Aviation Department | 1 | 0 | 0 |
| Civil Engineering and Development Department | 1 | 1 | 2 |
| Department of Health | 3 | 9 | 2 |
| Department of Justice | 0 | 1 | 1 |
| Drainage Services Department | 0 | 1 | 0 |
| Electrical and Mechanical Services Department | 2 | 1 | 0 |
| Environmental Protection Department | 0 | 1 | 0 |

| Bureau / Department | Year | | |
|--|---------|---------|---------|
| | 2014-15 | 2015-16 | 2016-17 |
| Fire Services Department | 0 | 0 | 1 |
| Food and Environmental Hygiene Department | 11 | 4 | 5 |
| Government Logistics Department | 1 | 1 | 1 |
| Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary | 2 | 0 | 0 |
| Government Secretariat : Civil Service Bureau | 0 | 0 | 1 |
| Government Secretariat : Education Bureau | 1 | 11 | 1 |
| Government Secretariat : Environment Bureau | 0 | 0 | 1 |
| Government Secretariat : Innovation and Technology Bureau | - | 0 | 1 |
| Government Secretariat : Labour and Welfare Bureau | 0 | 0 | 1 |
| Government Secretariat : Security Bureau | 0 | 0 | 1 |
| Home Affairs Department | 1 | 1 | 2 |
| Hong Kong Observatory | 1 | 0 | 1 |
| Housing Department | 3 | 4 | 2 |
| Immigration Department | 0 | 3 | 0 |
| Inland Revenue Department | 3 | 8 | 2 |
| Judiciary | 0 | 2 | 3 |
| Labour Department | 0 | 1 | 2 |
| Land Registry | 0 | 1 | 0 |
| Lands Department | 1 | 1 | 0 |
| Legal Aid Department | 1 | 1 | 0 |
| Leisure and Cultural Services Department | 12 | 19 | 4 |
| Marine Department | 0 | 1 | 0 |
| Post Office | 3 | 5 | 4 |

| Bureau / Department | Year | | |
|--|-----------|-----------|-----------|
| | 2014-15 | 2015-16 | 2016-17 |
| Registration and Electoral Office | 0 | 1 | 0 |
| Social Welfare Department | 3 | 3 | 10 |
| Trade and Industry Department | 1 | 0 | 0 |
| Transport Department | 0 | 0 | 1 |
| Working Family and Student Financial Assistance Agency | 0 | 1 | 0 |
| Total | 58 | 83 | 49 |

Table 3: Number of civil servants who had declared their disabilities to the Government leaving the civil service in 2014-15 to 2016-17 (by types of disability)

| Type of Disability | Year | | |
|--|------------|------------|------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Visual impairment | 43 | 38 | 27 |
| Hearing impairment | 13 | 19 | 22 |
| Physical disability | 122 | 136 | 141 |
| Intellectual disability | 3 | 0 | 1 |
| Ex-mentally ill persons | 26 | 26 | 31 |
| Visceral disability | 52 | 62 | 61 |
| Others, e.g. autism, speech impairment, specific learning difficulties, etc. | 0 | 1 | 0 |
| Total | 259 | 282 | 283 |

Table 4: Number of civil servants who had declared their disabilities to the Government leaving the civil service in 2014-15 to 2016-17 (by Bureau/Department)

| Bureau / Department | Year | | |
|--|---------|---------|---------|
| | 2014-15 | 2015-16 | 2016-17 |
| Agriculture, Fisheries and Conservation Department | 21 | 25 | 28 |

| Bureau / Department | Year | | |
|--|---------|---------|---------|
| | 2014-15 | 2015-16 | 2016-17 |
| Architectural Services Department | 2 | 0 | 1 |
| Audit Commission | 1 | 0 | 0 |
| Buildings Department | 2 | 1 | 0 |
| Census and Statistics Department | 1 | 1 | 0 |
| Civil Aid Service | 1 | 1 | 0 |
| Civil Aviation Department | 1 | 2 | 0 |
| Civil Engineering and Development Department | 1 | 2 | 1 |
| Companies Registry | 0 | 0 | 2 |
| Correctional Services Department | 22 | 33 | 26 |
| Customs and Excise Department | 3 | 10 | 3 |
| Department of Health | 6 | 5 | 5 |
| Department of Justice | 1 | 2 | 2 |
| Drainage Services Department | 9 | 10 | 6 |
| Electrical and Mechanical Services Department | 5 | 3 | 4 |
| Environmental Protection Department | 0 | 1 | 0 |
| Fire Services Department | 5 | 2 | 7 |
| Food and Environmental Hygiene Department | 22 | 19 | 31 |
| Government Laboratory | 0 | 1 | 1 |
| Government Logistics Department | 1 | 0 | 1 |
| Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary | 1 | 0 | 1 |
| Government Secretariat : Civil Service Bureau | 0 | 1 | 0 |
| Government Secretariat : Commerce and Economic Development Bureau | 1 | 0 | 0 |

| Bureau / Department | Year | | |
|---|---------|---------|---------|
| | 2014-15 | 2015-16 | 2016-17 |
| Government Secretariat : Development Bureau | 1 | 0 | 0 |
| Government Secretariat : Education Bureau | 7 | 6 | 6 |
| Government Secretariat : Environment Bureau | 0 | 0 | 1 |
| Government Secretariat : Innovation and Technology Bureau | - | 0 | 1 |
| Highways Department | 7 | 8 | 10 |
| Home Affairs Department | 2 | 3 | 3 |
| Hong Kong Observatory | 1 | 1 | 0 |
| Hong Kong Police Force | 51 | 63 | 55 |
| Hospital Authority (On Secondment) | 4 | 3 | 6 |
| Housing Department | 7 | 5 | 5 |
| Immigration Department | 8 | 12 | 15 |
| Inland Revenue Department | 4 | 4 | 1 |
| Judiciary | 0 | 2 | 6 |
| Labour Department | 3 | 0 | 3 |
| Land Registry | 2 | 1 | 1 |
| Lands Department | 1 | 1 | 1 |
| Legal Aid Department | 1 | 0 | 1 |
| Leisure and Cultural Services Department | 22 | 31 | 24 |
| Marine Department | 4 | 3 | 2 |
| Office of the Communications Authority | 3 | 0 | 1 |
| Official Receiver's Office | 0 | 0 | 1 |
| Planning Department | 1 | 1 | 0 |
| Post Office | 3 | 4 | 9 |
| Public Service Commission | 0 | 1 | 0 |
| Radio Television Hong Kong | 0 | 1 | 1 |
| Rating and Valuation Department | 3 | 1 | 1 |

| Bureau / Department | Year | | |
|---|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Social Welfare Department | 8 | 7 | 4 |
| Trade and Industry Department | 0 | 1 | 0 |
| Transport Department | 1 | 0 | 3 |
| Treasury | 2 | 0 | 0 |
| Water Supplies Department | 6 | 4 | 3 |
| Working Family and Student Financial Assistance Agency | 1 | 0 | 0 |
| Total | 259 | 282 | 283 |

Note 1: Persons with colour blindness or defective colour perception are excluded.

Table 1: New recruits to the civil service in 2014-15 to 2016-17 (by Bureau/Department)

| Bureau / Department | Year | | |
|--|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Agriculture, Fisheries and Conservation Department | 62 | 69 | 129 |
| Architectural Services Department | 61 | 78 | 102 |
| Audit Commission | 10 | 7 | 8 |
| Auxiliary Medical Service | 1 | 0 | 9 |
| Buildings Department | 203 | 53 | 107 |
| Census and Statistics Department | 53 | 31 | 47 |
| Chief Executive's Office | 7 | 3 | 5 |
| Civil Aid Service | 0 | 2 | 3 |
| Civil Aviation Department | 31 | 6 | 24 |
| Civil Engineering and Development Department | 166 | 112 | 72 |
| Companies Registry | 1 | 4 | 8 |
| Correctional Services Department | 380 | 257 | 373 |
| Customs and Excise Department | 339 | 285 | 284 |
| Department of Health | 249 | 315 | 211 |
| Department of Justice | 31 | 42 | 55 |
| Drainage Services Department | 4 | 13 | 37 |
| Electrical and Mechanical Services Department | 250 | 174 | 162 |
| Environmental Protection Department | 88 | 34 | 72 |
| Fire Services Department | 420 | 500 | 582 |

| Bureau / Department | Year | | |
|--|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Food and Environmental Hygiene Department | 810 | 696 | 549 |
| Government Flying Service | 8 | 12 | 22 |
| Government Laboratory | 21 | 16 | 31 |
| Government Logistics Department | 241 | 277 | 239 |
| Government Property Agency | 0 | 1 | 1 |
| Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary | 12 | 17 | 15 |
| Government Secretariat : Civil Service Bureau | 680 | 2 556 | 1 041 |
| Government Secretariat : Commerce and Economic Development Bureau | 93 | 13 | 11 |
| Government Secretariat : Development Bureau | 4 | 7 | 3 |
| Government Secretariat : Education Bureau | 164 | 201 | 216 |
| Government Secretariat : Innovation and Technology Bureau | - | 70 | 103 |
| Highways Department | 101 | 109 | 95 |
| Home Affairs Department | 19 | 46 | 34 |
| Hong Kong Observatory | 9 | 8 | 15 |
| Hong Kong Police Force | 1 322 | 1 488 | 1 515 |
| Housing Department | 306 | 388 | 435 |
| Immigration Department | 182 | 346 | 425 |
| Information Services Department | 9 | 28 | 23 |
| Inland Revenue Department | 82 | 134 | 96 |
| Intellectual Property Department | 8 | 3 | 10 |
| Invest Hong Kong | 0 | 2 | 0 |

| Bureau / Department | Year | | |
|--|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Judiciary | 11 | 18 | 26 |
| Labour Department | 41 | 80 | 77 |
| Land Registry | 2 | 7 | 6 |
| Lands Department | 163 | 129 | 130 |
| Legal Aid Department | 12 | 15 | 17 |
| Leisure and Cultural Services Department | 246 | 483 | 530 |
| Marine Department | 84 | 44 | 106 |
| Office of the Communications Authority | 2 | 31 | 10 |
| Official Receiver's Office | 9 | 4 | 15 |
| Planning Department | 27 | 14 | 20 |
| Post Office | 152 | 216 | 304 |
| Radio Television Hong Kong | 78 | 59 | 33 |
| Rating and Valuation Department | 14 | 34 | 36 |
| Social Welfare Department | 169 | 104 | 219 |
| Trade and Industry Department | 0 | 5 | 0 |
| Transport Department | 48 | 24 | 32 |
| Treasury | 33 | 33 | 31 |
| Water Supplies Department | 199 | 151 | 186 |
| Total | 7 717 | 9 854 | 8 947 |

Table 2: Wastage of the civil service in 2014-15 to 2016-17 (by Bureau/Department)

| Bureau / Department | Year | | |
|--|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Agriculture, Fisheries and Conservation Department | 101 | 105 | 113 |
| Architectural Services Department | 64 | 68 | 76 |
| Audit Commission | 6 | 8 | 12 |
| Auxiliary Medical Service | 7 | 11 | 7 |
| Buildings Department | 38 | 58 | 49 |
| Census and Statistics Department | 36 | 43 | 52 |
| Chief Executive's Office | 6 | 8 | 6 |
| Civil Aid Service | 6 | 7 | 5 |
| Civil Aviation Department | 39 | 28 | 29 |
| Civil Engineering and Development Department | 71 | 80 | 77 |
| Companies Registry | 13 | 12 | 12 |
| Correctional Services Department | 301 | 341 | 353 |
| Customs and Excise Department | 200 | 269 | 279 |
| Department of Health | 240 | 255 | 250 |
| Department of Justice | 40 | 54 | 52 |
| Drainage Services Department | 62 | 70 | 99 |
| Electrical and Mechanical Services Department | 175 | 157 | 177 |
| Environmental Protection Department | 44 | 74 | 60 |
| Fire Services Department | 423 | 399 | 403 |
| Food and Environmental Hygiene Department | 720 | 734 | 687 |
| Government Flying Service | 12 | 13 | 12 |

| Bureau / Department | Year | | |
|---|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Government Laboratory | 12 | 10 | 12 |
| Government Logistics Department | 34 | 47 | 35 |
| Government Property Agency | 13 | 7 | 9 |
| Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary | 22 | 18 | 29 |
| Government Secretariat : Civil Service Bureau | 26 | 26 | 34 |
| Government Secretariat : Commerce and Economic Development Bureau | 32 | 9 | 10 |
| Government Secretariat : Constitutional and Mainland Affairs Bureau | 7 | 2 | 2 |
| Government Secretariat : Development Bureau | 6 | 10 | 8 |
| Government Secretariat : Education Bureau | 216 | 230 | 234 |
| Government Secretariat : Environment Bureau | 0 | 0 | 2 |
| Government Secretariat : Financial Services and the Treasury Bureau | 11 | 8 | 11 |
| Government Secretariat : Food and Health Bureau | 3 | 5 | 7 |
| Government Secretariat : Home Affairs Bureau | 5 | 6 | 12 |
| Government Secretariat : Innovation and Technology Bureau | - | 25 | 30 |
| Government Secretariat : Labour and Welfare Bureau | 2 | 4 | 2 |
| Government Secretariat : Security Bureau | 4 | 2 | 5 |
| Government Secretariat : Transport and Housing Bureau | 7 | 8 | 3 |
| Highways Department | 81 | 81 | 96 |
| Home Affairs Department | 53 | 77 | 66 |
| Hong Kong Monetary Authority (On Secondment) | 2 | 5 | 4 |

| Bureau / Department | Year | | |
|--|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Hong Kong Observatory | 7 | 11 | 14 |
| Hong Kong Police Force | 1 675 | 1 734 | 1 663 |
| Hospital Authority (On Secondment) | 180 | 175 | 172 |
| Housing Department | 367 | 407 | 354 |
| Immigration Department | 196 | 232 | 249 |
| Information Services Department | 18 | 14 | 12 |
| Inland Revenue Department | 119 | 107 | 132 |
| Intellectual Property Department | 8 | 3 | 2 |
| Invest Hong Kong | 1 | 3 | 1 |
| Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service | 0 | 1 | 1 |
| Judiciary | 64 | 67 | 53 |
| Labour Department | 59 | 68 | 79 |
| Land Registry | 12 | 20 | 13 |
| Lands Department | 166 | 176 | 179 |
| Legal Aid Department | 28 | 23 | 25 |
| Leisure and Cultural Services Department | 361 | 399 | 380 |
| Marine Department | 81 | 79 | 84 |
| Office of the Communications Authority | 11 | 13 | 15 |
| Official Receiver's Office | 6 | 10 | 13 |
| Planning Department | 33 | 33 | 19 |
| Post Office | 207 | 212 | 262 |
| Public Service Commission | 2 | 1 | 3 |

| Bureau / Department | Year | | |
|--|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Radio Television Hong Kong | 23 | 41 | 31 |
| Rating and Valuation Department | 27 | 44 | 51 |
| Registration and Electoral Office | 4 | 4 | 7 |
| Secretariat, Commissioner on Interception of Communications and Surveillance | 0 | 1 | 0 |
| Social Welfare Department | 167 | 160 | 181 |
| Trade and Industry Department | 26 | 27 | 22 |
| Transport Department | 48 | 64 | 60 |
| Treasury | 19 | 22 | 25 |
| University Grants Committee Secretariat | 0 | 0 | 5 |
| Water Supplies Department | 224 | 212 | 237 |
| Working Family and Student Financial Assistance Agency | 21 | 29 | 28 |
| Total | 7 300 | 7 766 | 7 793 |

Table 3: Strength of the civil service in 2014-15 to 2016-17 (by Bureau/Department)^{Note 2}

| Bureau / Department | Year | | |
|--|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Agriculture, Fisheries and Conservation Department | 1 786 | 1 739 | 1 779 |
| Architectural Services Department | 1 756 | 1 785 | 1 811 |
| Audit Commission | 190 | 196 | 193 |
| Auxiliary Medical Service | 98 | 93 | 100 |
| Buildings Department | 1 513 | 1 665 | 1 751 |
| Census and Statistics Department | 1 237 | 1 247 | 1 222 |
| Chief Executive's Office | 101 | 96 | 95 |
| Civil Aid Service | 98 | 97 | 96 |
| Civil Aviation Department | 701 | 683 | 680 |
| Civil Engineering and Development Department | 1 752 | 1 752 | 1 773 |
| Companies Registry | 295 | 311 | 313 |
| Correctional Services Department | 6 759 | 6 673 | 6 647 |
| Customs and Excise Department | 5 884 | 5 913 | 5 907 |
| Department of Health | 5 836 | 6 004 | 6 013 |
| Department of Justice | 1 171 | 1 186 | 1 212 |
| Drainage Services Department | 1 735 | 1 761 | 1 729 |
| Electrical and Mechanical Services Department | 3 792 | 3 819 | 3 770 |
| Environmental Protection Department | 1 787 | 1 791 | 1 851 |
| Fire Services Department | 9 929 | 10 084 | 10 322 |
| Food and Environmental Hygiene Department | 10 014 | 10 035 | 9 956 |
| Government Flying Service | 218 | 220 | 236 |

| Bureau / Department | Year | | |
|--|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Government Laboratory | 456 | 465 | 481 |
| Government Logistics Department | 680 | 689 | 679 |
| Government Property Agency | 202 | 209 | 205 |
| Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary | 499 | 507 | 527 |
| Government Secretariat : Civil Service Bureau | 908 | 876 | 928 |
| Government Secretariat : Commerce and Economic Development Bureau | 1 132 | 350 | 381 |
| Government Secretariat : Constitutional and Mainland Affairs Bureau | 171 | 171 | 183 |
| Government Secretariat : Development Bureau | 367 | 372 | 396 |
| Government Secretariat : Education Bureau | 4 925 | 5 006 | 5 041 |
| Government Secretariat : Environment Bureau | 49 | 49 | 48 |
| Government Secretariat : Financial Services and the Treasury Bureau | 341 | 351 | 348 |
| Government Secretariat : Food and Health Bureau | 157 | 165 | 168 |
| Government Secretariat : Home Affairs Bureau | 241 | 266 | 308 |
| Government Secretariat : Innovation and Technology Bureau | - | 832 | 876 |
| Government Secretariat : Labour and Welfare Bureau | 114 | 119 | 124 |
| Government Secretariat : Security Bureau | 191 | 194 | 212 |
| Government Secretariat : Transport and Housing Bureau | 173 | 186 | 194 |
| Highways Department | 2 074 | 2 125 | 2 084 |
| Home Affairs Department | 1 909 | 1 960 | 2 006 |
| Hong Kong Monetary Authority (On Secondment) | 17 | 12 | 10 |

| Bureau / Department | Year | | |
|--|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Hong Kong Observatory | 302 | 303 | 310 |
| Hong Kong Police Force | 32 841 | 33 091 | 33 285 |
| Hospital Authority (On Secondment) | 1 715 | 1 533 | 1 354 |
| Housing Department | 8 209 | 8 444 | 8 611 |
| Immigration Department | 6 906 | 7 081 | 7 262 |
| Information Services Department | 412 | 420 | 430 |
| Inland Revenue Department | 2 804 | 2 854 | 2 830 |
| Intellectual Property Department | 132 | 134 | 146 |
| Invest Hong Kong | 34 | 35 | 34 |
| Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service | 34 | 33 | 31 |
| Judiciary | 1 483 | 1 541 | 1 599 |
| Labour Department | 2 175 | 2 298 | 2 300 |
| Land Registry | 462 | 468 | 476 |
| Lands Department | 3 871 | 3 930 | 3 919 |
| Legal Aid Department | 523 | 534 | 533 |
| Leisure and Cultural Services Department | 8 339 | 8 687 | 8 907 |
| Marine Department | 1 281 | 1 258 | 1 293 |
| Office of the Communications Authority | 358 | 395 | 395 |
| Official Receiver's Office | 237 | 236 | 236 |
| Planning Department | 821 | 825 | 841 |
| Post Office | 5 089 | 5 092 | 5 171 |
| Public Service Commission | 29 | 29 | 31 |

| Bureau / Department | Year | | |
|--|----------------|----------------|----------------|
| | 2014-15 | 2015-16 | 2016-17 |
| Radio Television Hong Kong | 609 | 641 | 649 |
| Rating and Valuation Department | 844 | 853 | 857 |
| Registration and Electoral Office | 197 | 238 | 231 |
| Secretariat, Commissioner on Interception of Communications and Surveillance | 20 | 20 | 22 |
| Social Welfare Department | 5 566 | 5 622 | 5 724 |
| Trade and Industry Department | 472 | 476 | 463 |
| Transport Department | 1 487 | 1 499 | 1 521 |
| Treasury | 462 | 463 | 459 |
| University Grants Committee Secretariat | 63 | 68 | 68 |
| Water Supplies Department | 3 963 | 3 945 | 3 924 |
| Working Family and Student Financial Assistance Agency | 647 | 1 050 | 1 104 |
| Total | 163 645 | 166 150 | 167 671 |

Note 2: Position as at the last day of the year concerned.

- End -

CONTROLLING OFFICER'S REPLY

CSB065

(Question Serial No. 5326)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

1. Please list the total numbers of civil servants who took sick leave and sick leave due to injuries on duty, and the total numbers of days of such leave taken from 2015/16 academic year to 2017-18.
2. Regarding the aforesaid cases of sick leave and sick leave due to injuries on duty, what are the highest, average and lowest numbers of days of leave taken and the related salary costs?
3. Please list the 10 departments with the highest percentages of staff taking sick leave and sick leave due to injuries on duty, specifying the numbers of civil servants involved and their percentages, the average numbers of days of sick leave taken and the salary costs involved.

Asked by: Hon IP Kin-yuen (Member Question No. (LegCo use): 73)

Reply:

In 2015 and 2016¹, the total number of days of sick leave (including sick leave due to injuries on duty) taken by civil servants each year remained largely the same, averaging around 990 000 days. It may be misleading to compute the average number of days of sick leave taken by each civil servant from the total number of sick leave days, as not all civil servants took sick leave during the period, and the duration of sick leave taken by individual civil servants varied.

In 2016, the 10 departments with the highest number of sick leave days included the Hong Kong Police Force, the Food and Environmental Hygiene Department, the Leisure and Cultural Services Department, the Hong Kong Post, the Fire Services Department, the

¹ The statistics of sick leave of civil servants in 2017 are still being processed and should be available in the third quarter of 2018.

Department of Health, the Housing Department, the Social Welfare Department, the Immigration Department and the Correctional Services Department. It should be noted that these 10 departments employed a total of approximately 100 000 civil servants, accounting for about 61% of the total strength of the civil service in 2016, and their total number of sick leave days was generally proportional to the total for all civil servants in that year. Due to the large number of civil servants involved, and that individual officers could be granted full-pay, half-pay or no-pay sick leave, it would require significant manpower resources and time to review each and every sick leave record to calculate the related salary costs. Therefore, we are unable to provide such information.

- End -

CONTROLLING OFFICER'S REPLY

CSB066

(Question Serial No. 4297)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): Not specified
Programme: Not specified
Controlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

The Government has established in Hospital Authority (HA) two Occupational Health Centres (OHCs) to provide dedicated medical services for Government employees suffering from injury on duty (IOD) or occupational diseases (OD). In this regard,

- (1) What is the number of civil servants suffering from IOD or OD who have used the relevant services in the past five years?
- (2) What are the breakdowns of expenditure and establishment of the OHCs in the past five years?
- (3) What are the percentages of civil servants using the relevant services who have recovered, broken down by the following categories, in the past five years?
 - (i) full reinstatement
 - (ii) transfer to other posts
 - (iii) reinstatement cannot be arranged
- (4) Are the OHCs currently using the resources of HA? If yes, please provide a breakdown of the resources involved.

Asked by: Hon KWOK Ka-ki (Member Question No. (LegCo use): 250)

Reply:

In 2011, the Government established under the Hospital Authority (HA) two Occupational Health Centres (OHCs) to provide dedicated medical services for Government employees suffering from injury on duty or occupational diseases.

- (1) The two OHCs' attendance (including medical consultation, physiotherapy and occupational therapy services) in the past 5 financial years is tabulated below:

| | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 (up to 31 December 2017) |
|--|----------------|----------------|----------------|----------------|---|
| Queen Elizabeth Hospital OHC | 5 802 | 5 924 | 5 406 | 7 806 | 5 668 |
| Pamela Youde Nethersole Eastern Hospital OHC | 4 813 | 4 406 | 4 150 | 5 731 | 4 425 |
| Total | 10 615 | 10 330 | 9 556 | 13 537 | 10 093 |

(2) The expenditure of the two OHCs in the past 5 financial years is tabulated below:

| | 2013-14 (\$ million) | 2014-15 (\$ million) | 2015-16 (\$ million) | 2016-17 (\$ million) | 2017-18 (up to 31 December 2017) (\$ million) |
|--|---------------------------------|---------------------------------|---------------------------------|---------------------------------|--|
| Queen Elizabeth Hospital OHC | 18.88 | 20.98 | 22.38 | 20.98 | 12.23 |
| Pamela Youde Nethersole Eastern Hospital OHC | 9.99 | 10.42 | 10.86 | 11.84 | 10.28 |
| Total | 28.87 | 31.40 | 33.24 | 32.82 | 22.51 |

The staff establishment by grades of the two OHCs in the past 5 financial years is tabulated below:

Queen Elizabeth Hospital OHC

| | 2013-14 | 2014-15 | 2015-16 | 2016-17^{Note} | 2017-18 (as at 31 December 2017) |
|-------------------------------------|----------------|----------------|----------------|-------------------------------|---|
| Medical Officers | 6 | 6 | 6 | 2.5 | 2.5 |
| Nursing Officers | 3 | 3 | 3 | 2 | 2 |
| Allied Health Professionals | 12.5 | 12.5 | 12.5 | 7.5 | 7.5 |
| Administrative and Supporting Staff | 11 | 11 | 11 | 6 | 6 |
| Total | 32.5 | 32.5 | 32.5 | 18 | 18 |

Note: The manpower deployment of the OHC has been adjusted since January 2017 in the light of service demand.

Pamela Youde Nethersole Eastern Hospital OHC

| | 2013-14 | 2014-15 | 2015-16 | 2016-17^{Note} | 2017-18 (as at 31 December 2017) |
|-------------------------------------|----------------|----------------|----------------|-------------------------------|---|
| Medical Officers | 1.63 | 1.63 | 1.63 | 1.63 | 1.63 |
| Nursing Officers | 2.5 | 2.5 | 2.28 | 2.28 | 2.28 |
| Allied Health Professionals | 3 | 3 | 3 | 5 | 5 |
| Administrative and Supporting Staff | 6.5 | 6.5 | 6.5 | 7.5 | 7.5 |
| Total | 13.63 | 13.63 | 13.41 | 16.41 | 16.41 |

Note: The manpower deployment of the OHC has been adjusted since January 2017 in the light of service demand.

- (3) The HA and Civil Service Bureau do not keep information in relation to the status of absence from duty, reinstatement or transfer to other posts in respect of Government employees using the OHC services.
- (4) The Government has provided the required additional resources to HA for the provision of the OHC services.

- End -

CONTROLLING OFFICER'S REPLY

CSB067

(Question Serial No. 4018)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the staff employed in various government departments, please advise on:

- (i) the number of full-time employees in the Government, and the highest and lowest salaries of these employees in the past 5 years;
- (ii) the numbers of full-time employees aged over 60 in the Government, and the highest, lowest, median and average salaries of these employees in the past 5 years; and
- (iii) the respective numbers of full-time and part-time employees with disabilities in the Government, and the highest, lowest, median and average salaries of these employees in the past 5 years.

Asked by: Hon SHIU Ka-chun (Member Question No. (LegCo use): 325)

Reply:

In 2012-13 to 2016-17, the total number of newly recruited full-time civil servants was 42 294. Among them, 86 were aged 60 or above and 300 declared their disabilities to the Government. Since the lowest, median and highest salaries of these civil servants may change from time to time because of promotion, earning of salary increment of officers etc., the Civil Service Bureau has not compiled the relevant statistics. There are no part-time posts in the civil service.

- End -

CONTROLLING OFFICER'S REPLY

CSB068

(Question Serial No. 4475)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

- 1) After conducting a comprehensive review on the Chinese language proficiency requirements for civil service recruitment, the Government will lower the requirements for 22 grades. Among these 22 grades, how many civil service ranks and posts will be involved?
- 2) 31 grades have already lowered their Chinese language proficiency requirements. Among these 31 grades, how many civil service ranks and posts, and ethnic minority employees have been involved?
- 3) How many ethnic minorities were employed by the Government in the past 3 years? Please set out their employing departments, ranks or posts, ethnic origins and ranges of salary.
- 4) A sum of \$500 million is earmarked in the Budget to strengthen support for ethnic minorities. Will the Civil Service Bureau encourage bureaux and departments to employ more ethnic minorities in the coming 3 years? If yes, what are the details? If no, what are the reasons?

Asked by: Hon SHIU Ka-chun (Member Question No. (LegCo use): 58)

Reply:

The Government has continued to implement suitable measures to ensure that ethnic minorities, like other applicants, have equal access to job opportunities in the Government.

On the one hand, we note that Chinese language proficiency is a major hurdle for ethnic minorities in applying for government jobs. It is the Government's policy to ensure the Chinese language proficiency requirements (LPRs) set for all the grades of the civil service are no more than necessary for performance of the job, so that ethnic minorities, like other applicants, have equal access to government job opportunities. In the Policy Address delivered last year, the Chief Executive mentioned that with a view to increasing government job opportunities for ethnic minorities, Civil Service Bureau would coordinate

with departments to conduct a comprehensive review on the entry requirements relating to Chinese proficiency for all the grades of the civil service. The comprehensive review has been completed. After review, 22 new grades will lower their Chinese LPRs, bringing the number of grades that have lowered/will lower their Chinese LPRs since 2010 to 53. On the other hand, departments employ ethnic minorities, where appropriate, to meet specific operational needs. For example, in respect of services with interface with ethnic minority communities, departments may engage people proficient in ethnic minority languages for the relevant jobs. We will continue to follow up on these two fronts.

Grades with LPRs lowered after review will conduct recruitment exercises subsequently when vacancies arise. The number of vacancies would depend on situations such as wastage and creation of new posts. We therefore do not have the relevant information.

In the civil service recruitment process, bureaux/departments will continue to select suitable candidates on an objective basis by taking into account their ability, performance, character, and requisites set according to the job requirements (including LPRs). Race is not a relevant consideration. Given that neither job applicants nor serving civil servants are required to declare their ethnic origins, we do not possess the relevant statistical information.

- End -

CONTROLLING OFFICER'S REPLY

CSB069

(Question Serial No. 5235)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding civil service training, the Government stated that preliminary planning for the establishment of a new civil service college would be carried out in 2018-19. In this connection, will the Government inform this Committee of the following:

- (a) whether the civil service college will replace the Civil Service Training and Development Institute (CSTDI), which provides training for civil servants;
- (b) the differences between the civil service college and the CSTDI in terms of training objectives and content?

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 629)

Reply:

The Civil Service Bureau (CSB) plans to upgrade the existing Civil Service Training and Development Institute (CSTDI) under CSB and establish a new civil service college. We are actively studying and planning for the new college with a view to enhancing training for civil servants and upgrading the related facilities. On the basis of the existing CSTDI, we will strengthen training for different levels of civil servants in leadership development, interaction and communication with the public, innovation and use of technology. The new civil service college will also place emphasis on deepening civil servant's understanding of our country's development and the relationship between the Central Authorities and the Hong Kong Special Administration Region, enhancing their awareness of international affairs, as well as promoting exchanges with civil servants in other places to share knowledge, experience and insights in Hong Kong public service management.

- End -

CONTROLLING OFFICER'S REPLY

CSB070

(Question Serial No. 5445)

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 (Thomas Chow)
Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned under Matters Requiring Special Attention in 2018-2019 that the Bureau will embark on the initial planning work for the establishment of a new civil service college. Will the Government inform this Committee of the following:

1. the necessity and rationality of establishing a new civil service college;
2. the details of the initial planning such as site selection, site area and expected date of completion;
3. a comparison of the college with the existing Civil Service Training and Development Institute in terms of facilities, hardware, cost, operating expenses and nature.

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 101)

Reply:

To ensure that the civil service is forward-looking, visionary and innovative to fulfil the roles of the Government and tackle different challenges, we need to establish a new civil service college to upgrade our training facilities so as to further enhance training for civil servants in the areas of leadership development, interaction and communication with the public, innovation, use of technology, etc. The new civil service college will also place emphasis on deepening civil servants' understanding of our country's development and the relationship between the Central Authorities and the Hong Kong Special Administrative Region, enhancing their awareness of international affairs, as well as promoting exchanges with civil servants in other places to share knowledge, experience and insights gained in Hong Kong public service management.

The Civil Service Bureau is actively studying and planning for the establishment of a new college. Regarding the location, we have been looking for a site for the construction of the civil service college. We have now identified a site which is largely suitable for the purpose, and are conducting further study to follow-up. Regarding the schedule for the construction of the civil service college, we will conduct related studies and submit funding proposal in accordance with the established procedures for public works. We do not have a definite timetable at this stage. When a more specific plan has been worked out, we will report to the Legislative Council Panel on Public Service.

- End -

CONTROLLING OFFICER'S REPLY

CSB071

(Question Serial No. 5446)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding “national studies” under civil service training and development, will the Government inform this Committee of the following:

the reasons for an increase of 15% in the estimated number of trainees from 15 300 in 2017-18 to 17 600 in 2018-2019;

the specific framework of the national studies training programmes for civil servants at all levels in the training plan of 2018-2019;

whether such training programmes require visits to the Mainland;

the proportion of such programmes in the overall training plan (in terms of content and expenditure involved).

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 102)

Reply:

In 2018-19, Civil Service Bureau (CSB) will continue to enhance the training for civil servants, including strengthening national studies training for middle-ranking officers and Basic Law training for serving civil servants. Hence, the estimated number of trainees will increase as compared with that of 2017-18. In 2018-19, CSB will organise national studies training for civil servants at various levels, which include programmes to be held locally and in the Mainland. We plan, for example, to organise a series of thematic seminars in Hong Kong, and continue to arrange civil servants to attend training programmes at different institutions in the Mainland and to participate in thematic visits.

National studies training programmes mainly cover the Basic Law and the political, economic, social and cultural policies and developments of the Mainland, including the latest national policies such as the Belt and Road Initiative and Guangdong-Hong Kong-Macao Bay Area Development, etc. Participants of the Mainland programmes will visit government authorities, meet with local officials, visit local enterprises and residents,

etc., in order to gain a more in-depth understanding of the social development and people's livelihood in different areas of the Mainland.

In 2018-19, the expenditure on national studies training programmes accounts for about 33% of the estimated total training expenditure of the Civil Service Bureau.

- End -

CONTROLLING OFFICER'S REPLY**CSB072****(Question Serial No. 5447)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): Not specifiedProgramme: (3) Translation and Interpretation Services and Use of Official LanguagesControlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the provision of translation and interpretation services to bureaux and departments, would the Government inform this committee of the following:

1. the percentage shares of the languages (including the two official languages) involved in the translation and interpretation services; and
2. whether sign language interpretation services are provided?

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 103)Reply:

1. The Civil Service Bureau is responsible for the provision of translation and interpretation (including consecutive and simultaneous interpretation) services involving the two official languages only. The percentage shares of translation and interpretation services provided in 2017 are tabulated below (Note: Percentages related to translation services are calculated by number of words, while those for interpretation services are calculated by number of meetings):

| OLO Grade | Translation | | Consecutive Interpretation | | |
|-----------|-----------------------------|--------------------|----------------------------|-------------------------------|----------------------|
| | English to Chinese | Chinese to English | Cantonese/ English | Putonghua/ English | Cantonese/ Putonghua |
| | 76% | 24% | 47% | 40% | 13% |
| SI Grade | Simultaneous Interpretation | | | | |
| | Cantonese/ English | Putonghua/ English | Cantonese/ Putonghua | Cantonese/ English/ Putonghua | |
| | 92.3% | 1.3% | 0.7% | 5.7% | |

2. This Bureau does not provide sign language interpretation services to bureaux and departments.

- End -

CONTROLLING OFFICER'S REPLY**CSB073****(Question Serial No. 5448)**

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the increase of 10 permanent posts under this programme, will the Government inform this Committee of the following:

1. the details about the major duties of each of the 10 posts under the programme of civil service training and development.

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 104)

Reply:

Details of the anticipated net increase of 10 permanent posts in 2018-19 are as follows:

| Grade | Rank | Number |
|---------------------|----------------------------|---------------|
| Training Officer | Chief Training Officer | 1 |
| | Senior Training Officer | 1 |
| | Training Officer I | 2 |
| Executive Officer | Chief Executive Officer | 1 |
| | Executive Officer I | 1 |
| | Executive Officer II | -1 |
| Clerical | Clerical Officer | 1 |
| | Assistant Clerical Officer | 3 |
| | Clerical Assistant | 1 |
| Net increase | | 10 |

The additional posts are mainly for enhancing the provision of training services for civil servants, in particular national studies training for middle-ranking officers and Basic Law training for serving civil servants, and for strengthening the administration support in the Civil Service Training and Development Institute.

- End -

CONTROLLING OFFICER'S REPLY

CSB074

(Question Serial No. 5449)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Concerning the review on the Pay Level Survey and Starting Salaries Survey, will the Government inform this Committee of:

1. The plans and schedules of the grade structure reviews for the various disciplined services, including those for the Fire Services Department and Government Flying Service?

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 105)

Reply:

The review conducted by the Standing Commission on Civil Service Salaries and Conditions of Service (Standing Commission) on the arrangements of the Pay Level Survey and the Starting Salaries Survey is still underway. The Standing Commission will submit its recommendations to the Government upon completion of the review.

The Civil Service Bureau has been actively considering the grade structure review proposals, which involve rather complex issues, put forth by the disciplined services grades. We will continue to communicate and liaise with the relevant policy bureau, the management and the staff side of the disciplined services departments for candid exchange of views and exploration of feasible options.

- End -

CONTROLLING OFFICER'S REPLY**CSB075****(Question Serial No. 5458)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): Not specifiedProgramme: (2) Human Resource ManagementControlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)Director of Bureau: Secretary for the Civil ServiceQuestion:

In a paragraph under "Matters Requiring Special Attention in 2018-19", it is mentioned that the Civil Service Bureau will continue to keep the size of the civil service establishment under control. Will the Government inform this Committee of the following?

1. The numbers, posts and contract periods of non-civil service contract (NCSC) staff to be recruited this year

| Department | No. of NCSC staff | Post | Contract period |
|------------|-------------------|------|-----------------|
| | | | |

2. The numbers and posts of agency staff to be engaged by various departments this year and the expenditure involved

| Department | No. of agency staff engaged | Post | Expenditure involved |
|------------|-----------------------------|------|----------------------|
| | | | |

3. The numbers of services to be outsourced by various departments this year and the posts and expenditure involved

| Department | No. of outsourced services | Post | Expenditure involved |
|------------|----------------------------|------|----------------------|
| | | | |

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 114)

Reply:

The operation of government bureaux/ departments (B/Ds) is supported not only by manpower in the civil service establishment. B/Ds may also, having regard to the circumstances and needs at different times, acquire the necessary manpower and services through other means, to maintain effective operation and deliver public services. In 2018-19, B/Ds' requirement of manpower as mentioned in the question would depend on service needs. Relevant information is not available at this stage.

- End -

CONTROLLING OFFICER'S REPLY**CSB076****(Question Serial No. 5439)**Head: (46) General Expenses of the Civil ServiceSubhead (No. & title): (037) Pensioners' Welfare FundProgramme: Not specifiedControlling Officer: Permanent Secretary for the Civil Service (Thomas Chow)Director of Bureau: Secretary for the Civil ServiceQuestion:

Please advise on the annual balance, government injection, investment or other income, and total expenditure of the following fund in 2016-17 and 2017-18. If there are other funds under your purview which are not included, please also provide the above information.

1. Pensioners' Welfare Fund

Asked by: Hon MA Fung-kwok (Member Question No. (LegCo use): 103)Reply:

The Pensioners' Welfare Fund was set up on 1 November 1991 for the payment of one-off grants for reimbursement of funeral or medical expenses to pensioners and their dependants in financial hardship.

The provision and expenditure of the Pensioners' Welfare Fund in 2016-17 and 2017-18 are tabulated below.

| Financial Year | Provision (\$ million) | Expenditure (\$ million) |
|-----------------------|-----------------------------------|-------------------------------------|
| 2016-17 | 1.10 | 0.95 |
| 2017-18 | 1.10 | 1.10 (revised estimate) |

There is no other Fund under the purview of Civil Service Bureau.

- End -

CONTROLLING OFFICER'S REPLY

CSB077

(Question Serial No. 5451)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): Not specified

Programme: General Expenses of the Civil Service

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

Under this programme, while it is estimated that the numbers of recipients of housing allowances and education allowances are comparable to those of last year, there is a projected increase in the expenditure on civil service housing allowances and education allowances, which is the main reason for an increase of 9.8% in the general expenses of the civil service in 2018-19. Will the Government inform this Committee of:

1. the reason for an estimated increase of 9.8% despite an underlying inflation rate of less than 2% last year and the fact that the numbers of recipients of allowances are comparable to those of last year;
2. a breakdown of the expenditure on housing allowances and education allowances.

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 107)

Reply:

1. The estimated expenditure for general expenses of the civil service for 2018-19 is 9.8% higher than the revised estimate for 2017-18. This is mainly due to the projected increase in the expenditure on housing allowances and education allowances. The increase in the estimated expenditure on housing allowances is mainly due to an estimated increase in the number of recipients of Non-accountable Cash Allowance (2018 (Estimated): 7 070 recipients; 2017 (Actual): 5 781 recipients) arising from more officers attaining eligibility for the allowance through salary progression, promotion and new appointment in 2018-19. The increase in the estimated expenditure on education allowances is due to an estimated increase in the cost of local education in line with underlying inflation and an estimated increase in the expenditure on Overseas Education Allowance due to a higher exchange rate of sterling pound.

2. The breakdown of the expenditure on housing and education allowances is as follows –

| | 2017-18 Revised estimate (\$'000) | 2018-19 Estimate (\$'000) |
|---------------------------------|--|--|
| <u>Housing allowances</u> | | |
| Home purchase allowance | 736,000 | 761,000 |
| Accommodation allowance | 12,000 | 12,100 |
| Home financing allowance | 415,000 | 453,000 |
| Private tenancy allowance | 128,000 | 129,000 |
| Rent allowance | 570 | 990 |
| Non-accountable cash allowance | 1,265,000 | 1,511,000 |
| <u>Education allowances</u> | | |
| Local education allowance | 403,800 | 414,000 |
| Overseas education allowance | 126,500 | 131,600 |

- End -

CONTROLLING OFFICER'S REPLY**CSB078****(Question Serial No. 5452)**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 (Thomas Chow)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the purchase of retirement souvenirs and commemorative awards for the Long and Meritorious Service Award Scheme under Subhead 024 Staff Relief and Welfare, would the Government advise this Committee on:

The following information relating to the purchase of retirement souvenirs in the past 5 years

| Year | Department | No. of recipients | Expenditure | Details of the souvenirs |
|-------------|-------------------|--------------------------|--------------------|---------------------------------|
| | | | | |

The following information relating the Long and Meritorious Service Award Scheme in the past 5 years

| Year | Department | No. of awardees | Expenditure | Details of the awards |
|-------------|-------------------|------------------------|--------------------|------------------------------|
| | | | | |

Details of the Long and Meritorious Service Award Scheme, including the criteria for the award, the ratio of the number of awardees to the total number of staff, distribution of awardees among departments, and the costs of the commemorative awards.

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 108)

Reply:

The Retirement Souvenir Scheme is a token to show our appreciation to the contributions of the retiring officers. All civilian grades and disciplined services staff, retiring in normal circumstances with at least 10 years' service, having good performance in the past 5 years and not subject to any form of disciplinary action in the past 5 years, are eligible for the award. They will be awarded a pewter plate with their name and the year of retirement engraved on it.

Details of the purchase of retirement souvenirs in the past 5 years are set out in the table below:

| Year | Department | No. of recipients | Average cost of each pewter plate |
|---------|------------|-------------------|-----------------------------------|
| 2013-14 | 60 | 5 459 | \$184 |
| 2014-15 | 66 | 5 614 | \$167 |
| 2015-16 | 67 | 6 444 | \$151 |
| 2016-17 | 63 | 6 429 | \$144 |
| 2017-18 | 60 | 7 307 | \$139 |

The Long and Meritorious Service Award Scheme aims at recognising civilian officers with long and meritorious service to boost their morale. Civilian staff having completed 20, 30 or 40 years of service, with good performance in the past 10 years and not subject to any form of disciplinary action in the past 10 years, are eligible for the awards under the Scheme. In accordance with their years of service, the eligible staff will be awarded a 20 Years' Meritorious Service Certificate; a 30 Years' Meritorious Service Certificate plus a 18K commemorative gold pin; or a 40 Years' photo-engraved meritorious service metal certificate with a wooden stand.

Details of the Long and Meritorious Service Award Scheme in the past 5 years are set out in the table below:

| Year | 20 Years Long and Meritorious Service Award | | | 30 Years Long and Meritorious Service Award | | | 40 Years Long and Meritorious Service Award | | |
|---------|---|-------------------|---|---|-------------------|---|---|-------------------|---|
| | Department | No. of recipients | Average cost of each Long and Meritorious Service Certificate Note 1 | Department | No. of recipients | Average cost of each 18K commemorative gold pin Note 2 | Department | No. of recipients | Average cost of each photo-engraved metal certificate |
| 2013-14 | 81 | 2 830 | \$10 | 79 | 4 493 | \$1,352 | 27 | 466 | \$281 |
| 2014-15 | 75 | 3 127 | \$10 | 69 | 2 486 | \$1,212 | 23 | 448 | \$282 |
| 2015-16 | 72 | 4 635 | \$10 | 66 | 2 435 | \$1,128 | 22 | 295 | \$289 |
| 2016-17 | 73 | 3 884 | \$10 | 67 | 1 513 | \$1,223 | 23 | 251 | \$293 |
| 2017-18 | 69 | 5 579 | \$10 | 64 | 1 956 | \$1,236 | 32 | 444 | \$279 |

Note 1: The 20 Years' Meritorious Service Certificates are printed by the Government Logistics Department.

Note 2: The costs of the 18K commemorative gold pins fluctuate along with prices of 18K Gold at the time of purchase. Civilian staff who are eligible for the award will also receive a 30 Years' Meritorious Service Certificate which is printed by the Government Logistics Department at the average cost of \$10 each.

- End -

CONTROLLING OFFICER'S REPLY

CSB079

(Question Serial No. 5453)

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 (Thomas Chow)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the increase of \$948,000 (21.1%) over the revised estimate for 2017-18 under Subhead 024 Staff Relief and Welfare, would the Government advise this Committee on the following:

1. It is mentioned in the Estimates that the increase in provision is due to the increase in the number of awardees under the Long and Meritorious Service Award Scheme. How is the number of awardees calculated?
2. How is the average cost per awardee under the Long and Meritorious Service Award Scheme calculated?
3. Among the increase in provision, what is the ratio between the portions relating to relief and welfare respectively?

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 109)

Reply:

The estimate for 2018-19 under Subhead 024 Staff Relief and Welfare is \$5,444,000. The increase of \$948,000 over the revised estimate of \$4,496,000 for 2017-18 is mainly due to an anticipated increase in the number of civilian staff who have completed 30 years of service and are eligible for a 18K gold pin under the Long and Meritorious Service Award Scheme from 2 300 in 2017-18 to 3 000 in 2018-19, and an anticipated increase in the number of civilian staff who have completed 40 years of service and are eligible for a photo-engraved meritorious service metal certificate from 580 in 2017-18 to 780 in 2018-19. The estimated unit costs of the 18K gold pin and photo-engraved meritorious service metal certificate are \$1,230 and \$274 respectively in 2018-19.

The estimated expenditure for the Long and Meritorious Service Award Scheme in 2018-19 is \$3,904,000, accounting for 72% of the estimate under Subhead 024 Staff Relief and Welfare, while the remaining \$1,540,000 (28%) is reserved for the purchase of retirement souvenirs and the provision of relief and welfare for eligible officers.

- End -

CONTROLLING OFFICER'S REPLY

CSB080

(Question Serial No. 4490)

Head: (120) Pensions

Subhead (No. & title): (015) Public and judicial service pension benefits and compensation

Programme: (1) Public and Judicial Service Pension Benefits

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

1. Please advise on the number of pensioners receiving pensions, the total expenditure on pension payments for civil and judicial service pensioners as well as the average and median amounts of pension received by each retired civil servant in each of the past 5 years.
2. Please set out in detail the Government's estimated future expenditure on pension payments and provide a breakdown of the future estimated average monthly expenditure on pensions for each civil servant by rank.

Asked by: Hon CHEUNG Chiu-hung, Fernando (Member Question No. (LegCo use): 619)

Reply:

- 1.&2. The total number of retired civil servants and judicial officers receiving pension, the total expenditure on pension payments to them and the average monthly pension received by relevant officers for the past five financial years and 2018-19 are set out below –

| Financial Year | Total number of retired civil servants and judicial officers receiving pension in the respective financial year | Total expenditure on civil and judicial service pension in the respective financial year (including gratuities and pensions) | Average monthly pension received per head in the respective financial year |
|-------------------------------|--|---|---|
| | | \$ Million | \$ |
| 2013-14 | 112 229 | 22,992.6 | 10,600 |
| 2014-15 | 117 103 | 25,455.0 | 11,300 |
| 2015-16 | 122 153 | 28,318.1 | 12,100 |
| 2016-17 | 127 258 | 30,843.4 | 12,800 |
| 2017-18 (revised estimate) | 132 850 | 33,650.9 | 13,200 |
| 2018-19 (estimate) | 139 050 | 36,653.4 | 13,400 |

The estimate of future pension payments hinges on a number of factors, including the number of new retirees every year and the total number of pensioners. The Treasury does not keep and hence cannot provide a breakdown of the pension expenditure in respect of all pensioners by their former ranks.

- End -

CONTROLLING OFFICER'S REPLY**CSB081****(Question Serial No. 4698)**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 (Charlix Wong)Director of Bureau: Secretary for the Civil ServiceQuestion:

Please provide a breakdown of the expenditure on pension payments for all directorate posts of government departments for the past 5 years and a breakdown of the estimated expenditure for the next financial year.

Asked by: Hon CHEUNG Chiu-hung, Fernando (Member Question No. (LegCo use): 2072)

Reply:

Breakdown of the expenditure on pension payments for all directorate officers retired in the past 5 financial years and estimated expenditure in this respect for 2018-19 are provided below –

| Year of Retirement | Total pension gratuity payment for directorate officers retired in the respective year | Estimated expenditure on pension payments in 2018-19 for the directorate officers retired in the respective year |
|----------------------------|---|---|
| | \$ Million | \$ Million |
| 2013-14 | 660.9 | 87.9 |
| 2014-15 | 626.7 | 89.4 |
| 2015-16 | 837.9 | 97.0 |
| 2016-17 | 899.1 | 107.1 |
| 2017-18 (revised estimate) | 1,028.6 | 122.9 |

- End -

CONTROLLING OFFICER'S REPLY

CSB082

(Question Serial No. 5511)

Head: (120) Pensions

Subhead (No. & title): Not specified

Programme: Not specified

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding employees' compensation, injury, incapacity and death related payments and expenses, please provide this Committee with details about recipients of the payments in the past 4 years:

| | 2014-2015 | | 2015-2016 | | 2016-2017 | | 2017-2018 (latest figure) | |
|--------------------------|----------------------|--------------------------|----------------------|--------------------------|----------------------|--------------------------|------------------------------|--------------------------|
| | Government employees | Non-government employees | Government employees | Non-government employees | Government employees | Non-government employees | Government employees | Non-government employees |
| No. of employees | | | | | | | | |
| Total amount of payments | | | | | | | | |

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 178)

Reply:

The total payments under Subhead 026 for compensation to government employees under the Employees' Compensation Ordinance and injury, incapacity and death related payments and expenses and the number of employees involved in the past 4 financial years are provided below –

| | 2014-2015 | | 2015-2016 | | 2016-2017 | | 2017-2018 (as at 31 December 2017) | |
|-----------------------------------|----------------------|--------------------------|----------------------|--------------------------|----------------------|--------------------------|--|--------------------------|
| | Government employees | Non-government employees | Government employees | Non-government employees | Government employees | Non-government employees | Government employees | Non-government employees |
| No. of employees | 705 | Note | 791 | Note | 688 | Note | 433 | Note |
| Total amount of payment \$Million | 34.8 | | 37.2 | | 39.0 | | 40.6 | |

Note: These payments are only applicable to government employees (including civil servants and non-civil service contract staff) and are not applicable to non-government employees who are not employed by the Government.

- End -

CONTROLLING OFFICER'S REPLY

CSB083

(Question Serial No. 5512)

Head: (120) Pensions

Subhead (No. & title): (015) Public and judicial service pension benefits and compensation

Programme: (1) Public and Judicial Service Pension Benefits

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

- (1) Please provide information on retired civil servants who received pensions in the past 3 years:

| Amount of monthly pension | 2014-15 | | 2015-16 | | 2016-17 | |
|---------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| | Actual no. of pensioners | Actual total expenditure | Actual no. of pensioners | Actual total expenditure | Actual no. of pensioners | Actual total expenditure |
| Below \$5,000 | | | | | | |
| \$5,000-\$10,000 | | | | | | |
| \$10,001-\$30,000 | | | | | | |
| \$30,001-\$50,000 | | | | | | |
| \$50,001-\$100,000 | | | | | | |
| \$100,001-\$200,000 | | | | | | |
| Above \$200,000 | | | | | | |

(2) Please provide information on the age of retired civil servants who received pensions in the past 3 years:

| Present age of retired civil servants | Below \$5,000 | \$5,000-\$10,000 | \$10,001-\$30,000 | \$30,001-\$50,000 | \$50,001-\$100,000 | \$100,001-\$200,000 | Above \$200,000 |
|--|----------------------|-------------------------|--------------------------|--------------------------|---------------------------|----------------------------|------------------------|
| Below 50 | | | | | | | |
| 50-54 | | | | | | | |
| 55-59 | | | | | | | |
| 60-64 | | | | | | | |
| 65-69 | | | | | | | |
| 70-74 | | | | | | | |
| 75-79 | | | | | | | |
| 80-84 | | | | | | | |
| 85-89 | | | | | | | |
| 90-94 | | | | | | | |
| 95 or above | | | | | | | |

(3) Please provide information on retired judicial officers who received pensions in the past 3 years:

| Amount of monthly pension | 2014-15 | | 2015-16 | | 2016-17 | |
|----------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| | Actual no. of pensioners | Actual total expenditure | Actual no. of pensioners | Actual total expenditure | Actual no. of pensioners | Actual total expenditure |
| Below \$5,000 | | | | | | |
| \$5,000-\$10,000 | | | | | | |
| \$10,001-\$30,000 | | | | | | |
| \$30,001-\$50,000 | | | | | | |
| \$50,001-\$100,000 | | | | | | |
| \$100,001-\$200,000 | | | | | | |
| Above \$200,000 | | | | | | |

- (4) Please provide information on the age of retired judicial officers who received pensions in the past 3 years:

| Present age of retired judicial officers | Below \$5,000 | \$5,000-\$10,000 | \$10,001-\$30,000 | \$30,001-\$50,000 | \$50,001-\$100,000 | \$100,001-\$200,000 | Above \$200,000 |
|---|----------------------|-------------------------|--------------------------|--------------------------|---------------------------|----------------------------|------------------------|
| 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 TAM Man-ho, Jeremy (Member Question No. (LegCo use): 179)

Reply:

(1) and (3)

The aggregated number of civil and judicial service pensioners and the total amount of monthly pension payments in the past three financial years are provided below :

| Aggregated number of civil and judicial service pensioners receiving monthly pension payments and the total expenditure | | | | | | |
|--|---------------------------------|-------------------------------------|---------------------------------|-------------------------------------|---------------------------------|-------------------------------------|
| Amount of monthly pension | 2014-2015 | | 2015-2016 | | 2016-2017 | |
| | Actual no. of pensioners | Total expenditure \$ million | Actual no. of pensioners | Total expenditure \$ million | Actual no. of pensioners | Total expenditure \$ million |
| Below \$5,000 | 42 360 | 1,408.8 | 40 725 | 1,390.1 | 39 808 | 1,384.0 |
| \$5,000-\$10,000 | 25 254 | 2,190.0 | 25 894 | 2,224.2 | 26 640 | 2,297.3 |
| \$10,001-\$30,000 | 40 909 | 7,919.9 | 45 203 | 8,851.4 | 49 162 | 9,755.3 |
| \$30,001-\$50,000 | 6 666 | 2,924.5 | 7 839 | 3,445.8 | 8 754 | 3,860.9 |
| \$50,001-\$100,000 | 1 869 | 1,345.6 | 2 423 | 1,768.5 | 2 805 | 2,066.9 |

| Aggregated number of civil and judicial service pensioners receiving monthly pension payments and the total expenditure | | | | | | |
|--|---------------------------------|-------------------------------------|---------------------------------|-------------------------------------|---------------------------------|-------------------------------------|
| Amount of monthly pension | 2014-2015 | | 2015-2016 | | 2016-2017 | |
| | Actual no. of pensioners | Total expenditure \$ million | Actual no. of pensioners | Total expenditure \$ million | Actual no. of pensioners | Total expenditure \$ million |
| \$100,001-\$200,000 | 45 | 59.0 | 69 | 94.3 | 89 | 116.9 |
| Above \$200,000 | - | - | - | - | - | - |

(2) and (4)

The aggregated number of civil and judicial service pensioners receiving monthly pension in the past three financial years by age groups is provided below :

| Aggregated number of civil and judicial service pensioners receiving monthly pension payments in 2014-15 | | | | | | | |
|---|----------------------|-------------------------|--------------------------|--------------------------|---------------------------|----------------------------|------------------------|
| Present age of retired civil servants and judicial officers | Below \$5,000 | \$5,000-\$10,000 | \$10,001-\$30,000 | \$30,001-\$50,000 | \$50,001-\$100,000 | \$100,001-\$200,000 | Above \$200,000 |
| Below 50 | 522 | 165 | 52 | - | 1 | - | - |
| 50-54 | 826 | 387 | 335 | 20 | - | - | - |
| 55-59 | 3 351 | 2 517 | 4 477 | 410 | 75 | 2 | - |
| 60-64 | 7 150 | 5 502 | 11 790 | 1 492 | 319 | 4 | - |
| 65-69 | 10 597 | 6 574 | 10 877 | 1 873 | 631 | 20 | - |
| 70-74 | 6 434 | 3 701 | 5 648 | 1 485 | 484 | 16 | - |
| 75-79 | 4 511 | 2 397 | 3 204 | 697 | 183 | 3 | - |
| 80-84 | 4 226 | 2 224 | 2 690 | 395 | 96 | - | - |
| 85-89 | 2 826 | 1 179 | 1 231 | 230 | 57 | - | - |
| 90-94 | 1 482 | 479 | 469 | 53 | 19 | - | - |
| 95 or above | 435 | 129 | 136 | 11 | 4 | - | - |

| Aggregated number of civil and judicial service pensioners receiving monthly pension payments in 2015-16 | | | | | | | |
|---|----------------------|-------------------------|--------------------------|--------------------------|---------------------------|----------------------------|------------------------|
| Present age of retired civil servants and judicial officers | Below \$5,000 | \$5,000-\$10,000 | \$10,001-\$30,000 | \$30,001-\$50,000 | \$50,001-\$100,000 | \$100,001-\$200,000 | Above \$200,000 |
| Below 50 | 503 | 190 | 66 | 1 | 1 | - | - |
| 50-54 | 814 | 433 | 425 | 25 | - | - | - |
| 55-59 | 3 539 | 2 921 | 6 870 | 729 | 137 | 5 | - |

**Aggregated number of civil and judicial service pensioners
receiving monthly pension payments in 2015-16**

| Present age of retired civil servants and judicial officers | Below \$5,000 | \$5,000- \$10,000 | \$10,001- \$30,000 | \$30,001- \$50,000 | \$50,001- \$100,000 | \$100,001- \$200,000 | Above \$200,000 |
|--|--------------------------|------------------------------|-------------------------------|-------------------------------|--------------------------------|---------------------------------|----------------------------|
| 60-64 | 7 730 | 6 432 | 13 074 | 1 946 | 502 | 13 | - |
| 65-69 | 9 936 | 6 494 | 11 125 | 2 005 | 769 | 27 | - |
| 70-74 | 6 034 | 3 528 | 5 784 | 1 590 | 590 | 18 | - |
| 75-79 | 4 206 | 2 236 | 3 298 | 772 | 225 | 6 | - |
| 80-84 | 3 878 | 1 996 | 2 798 | 452 | 115 | - | - |
| 85-89 | 2 502 | 1 101 | 1 224 | 245 | 65 | - | - |
| 90-94 | 1 246 | 453 | 423 | 60 | 14 | - | - |
| 95 or above | 337 | 110 | 116 | 14 | 5 | - | - |

**Aggregated number of civil and judicial service pensioners
receiving monthly pension payments in 2016-17**

| Present age of retired civil servants and judicial officers | Below \$5,000 | \$5,000- \$10,000 | \$10,001- \$30,000 | \$30,001- \$50,000 | \$50,001- \$100,000 | \$100,001- \$200,000 | Above \$200,000 |
|--|--------------------------|------------------------------|-------------------------------|-------------------------------|--------------------------------|---------------------------------|----------------------------|
| Below 50 | 496 | 206 | 79 | 4 | 1 | - | - |
| 50-54 | 810 | 466 | 533 | 31 | 1 | - | - |
| 55-59 | 3 713 | 3 310 | 9 311 | 1 093 | 223 | 8 | - |
| 60-64 | 8 316 | 7 260 | 14 452 | 2 321 | 655 | 26 | - |
| 65-69 | 9 547 | 6 373 | 11 305 | 2 085 | 831 | 28 | - |
| 70-74 | 5 794 | 3 444 | 5 802 | 1 630 | 638 | 21 | - |
| 75-79 | 3 991 | 2 172 | 3 267 | 793 | 251 | 6 | - |
| 80-84 | 3 619 | 1 890 | 2 754 | 481 | 119 | - | - |
| 85-89 | 2 231 | 1 024 | 1 186 | 251 | 69 | - | - |
| 90-94 | 1 035 | 410 | 381 | 56 | 15 | - | - |
| 95 or above | 256 | 85 | 92 | 9 | 2 | - | - |

The Treasury does not keep and hence cannot provide a breakdown of the pension expenditure in respect of all civil and judicial service pensioners by their former ranks.

- End -

CONTROLLING OFFICER'S REPLY**CSB084****(Question Serial No. 5619)**Head: (136) Public Service Commission SecretariatSubhead (No. & title): Not specifiedProgramme: Secretariat services for the Public Service CommissionControlling Officer: Secretary, Public Service Commission (Ms Phyllis LEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

Please provide details of the disciplinary cases involving officers at various ranks for which the Public Service Commission offered advice to the Government in the past 5 years, specifying the departments concerned and expenses incurred in table form.

| Year | Case details | Department concerned | Expenses incurred |
|-------------|---------------------|-----------------------------|--------------------------|
| 2013-2014 | | | |
| 2014-2015 | | | |
| 2015-2016 | | | |
| 2016-2017 | | | |
| 2017-2018 | | | |

Please provide in table form the details of disciplinary cases resulting in officers at various ranks being dismissed, disqualified for pensions and put under criminal charges in the past 5 years.

| Year | Case details | Department concerned | Dismissed | Disqualified for pensions | Put under criminal charges |
|-------------|---------------------|-----------------------------|------------------|----------------------------------|-----------------------------------|
| 2013-2014 | | | | | |
| 2014-2015 | | | | | |
| 2015-2016 | | | | | |
| 2016-2017 | | | | | |
| 2017-2018 | | | | | |

Asked by: Hon CHAN Tanya (Member Question No. (LegCo use): 150)Reply:

1. Apart from supporting the Public Service Commission (PSC) in tendering advice to the Government on disciplinary cases in the civil service, the PSC Secretariat is also responsible for supporting PSC's other areas of work. Therefore, we are unable to provide a breakdown of the expenditure involved solely for the former area of work. In the past 5 financial years (up to 31 December 2017), the PSC advised the Government on the form of punishment in a total of 201 disciplinary cases in the civil

service. Details are as follows:

| Financial Year | No. of criminal conviction cases | Bureau/Department involved (No. of cases in brackets) | No. of disciplinary cases | Bureau/Department involved (No. of cases in brackets) |
|-----------------------|---|--|----------------------------------|---|
| 2013-14 | 31 | Architectural Services Department (1) Customs and Excise Department (1) Census and Statistics Department (1) Correctional Services Department (4) Education Bureau (1) Environmental Protection Department (1) Food and Environmental Hygiene Department (4) Fire Services Department (2) Government Laboratory (1) Housing Department (2) Hong Kong Police Force (2) Highways Department (1) Immigration Department (1) Judiciary (1) Lands Department (1) Leisure and Cultural Services Department (3) Post Office (1) Social Welfare Department (1) Transport Department (1) Water Supplies Department (1) | 13 | Correctional Services Department (1) Drainage Services Department (1) Food and Environmental Hygiene Department (1) Housing Department (1) Hong Kong Police Force (2) Post Office (5) Water Supplies Department (2) |
| 2014-15 | 41 | Architectural Services Department (1) Census and Statistics Department (1) Civil Aviation Department (1) Commerce and Economic Development Bureau (1) Civil Service Bureau (1) Correctional Services Department (2) Department of Health (3) Environmental Protection Department (2) Food and Environmental | 4 | Electrical and Mechanical Services Department (1) Leisure and Cultural Services Department (2) Post Office (1) |

| Financial Year | No. of criminal conviction cases | Bureau/Department involved (No. of cases in brackets) | No. of disciplinary cases | Bureau/Department involved (No. of cases in brackets) |
|-----------------------|---|---|----------------------------------|--|
| | | Hygiene Department (5) Fire Services Department (2) Government Laboratory (1) Government Property Agency (1) Home Affairs Department (1) Housing Department (2) Hong Kong Police Force (2) Immigration Department (2) Lands Department (2) Leisure and Cultural Services Department (4) Post Office (3) Rating and Valuation Department (1) Social Welfare Department (1) Treasury (1) Water Supplies Department (1) | | |
| 2015-16 | 31 | Agriculture, Fisheries and Conservation Department (1) Customs and Excise Department (1) Correctional Services Department (2) Department of Health (1) Drainage Services Department (1) Food and Environmental Hygiene Department (11) Government Logistics Department (2) Housing Department (1) Hong Kong Police Force (1) Immigration Department (3) Inland Revenue Department (1) Legal Aid Department (1) Leisure and Cultural Services Department (2) Post Office (2) Water Supplies Department (1) | 10 | Agriculture, Fisheries and Conservation Department (2) Environmental Protection Department (1) Highways Department (1) Information Services Department (1) Lands Department (1) Leisure and Cultural Services Department (1) Post Office (3) |

| Financial Year | No. of criminal conviction cases | Bureau/Department involved (No. of cases in brackets) | No. of disciplinary cases | Bureau/Department involved (No. of cases in brackets) |
|-------------------------------------|---|--|----------------------------------|---|
| 2016-17 | 32 | Buildings Department (1) Customs and Excise Department (1) Development Bureau (1) Education Bureau (2) Electrical and Mechanical Services Department (1) Food and Environmental Hygiene Department (10) Fire Services Department (2) Home Affairs Bureau (1) Hong Kong Police Force (1) Highways Department (1) Immigration Department (1) Leisure and Cultural Services Department (2) Planning Department (1) Post Office (1) Social Welfare Department (3) Water Supplies Department (3) | 10 | Housing Department (1) Judiciary (1) Lands Department (2) Leisure and Cultural Services Department (4) Post Office (1) Water Supplies Department (1) |
| 2017-18 (as at 31 December 2017) | 21 | Census and Statistics Department (1) Civil Aviation Department (1) Correctional Services Department (2) Department of Justice (1) Food and Environmental Hygiene Department (5) Hong Kong Monetary Authority (1) Home Affairs Department (2) Immigration Department (1) Inland Revenue Department (1) Leisure and Cultural Services Department (1) Land Registry (1) Post Office (2) Water Supplies Department (2) | 8 | Agriculture, Fisheries and Conservation Department (1) Food and Environmental Hygiene Department (1) Fire Services Department (1) Housing Department (3) Legal Aid Department (1) Leisure and Cultural Services Department (1) |

2. The reply to the second part of the question, with information provided by Civil Service Bureau, is as follows:

Details of cases in the past 5 financial years (up to 31 December 2017) involving civil servants convicted of criminal offences or found guilty of misconduct and thereby punished by dismissal and forfeiture of retirement benefits are set out below:

| Financial Year | No. of criminal conviction cases resulting in dismissal | Bureau/Department involved (No. of cases in brackets) | No. of disciplinary cases resulting in dismissal | Bureau/Department involved (No. of cases in brackets) |
|-----------------------|--|---|---|---|
| 2013-14 | 12 | Architectural Services Department (1) Judiciary (1) Correctional Services Department (5) Hong Kong Police Force (4) Customs and Excise Department (1) | 2 | Hong Kong Police Force (1) Correctional Services Department (1) |
| 2014-15 | 12 | Social Welfare Department (1) Hong Kong Police Force (8) Correctional Services Department (3) | 0 | |
| 2015-16 | 13 | Food and Environmental Hygiene Department (1) Hong Kong Police Force (8) Correctional Services Department (3) Fire Services Department (1) | 5 | Agriculture, Fisheries and Conservation Department (1) Buildings Department (1) Department of Health (1) Customs and Excise Department (1) Immigration Department (1) |
| 2016-17 | 15 | Hong Kong Police Force (13) Fire Services Department (2) | 3 | Water Supplies Department (1) Hong Kong Police Force (2) |

| Financial Year | No. of criminal conviction cases resulting in dismissal | Bureau/Department involved (No. of cases in brackets) | No. of disciplinary cases resulting in dismissal | Bureau/Department involved (No. of cases in brackets) |
|-------------------------------------|--|--|---|---|
| 2017-18 (as at 31 December 2017) | 6 | Home Affairs Department (1) Water Supplies Department (1) Leisure and Cultural Services Department (1) Correctional Services Department (1) Hong Kong Police Force (2) | 5 | Housing Department (1) Legal Aid Department (1) Customs and Excise Department (1) Correctional Services Department (1) Hong Kong Police Force (1) |

- End -

CONTROLLING OFFICER'S REPLY

CSB085

(Question Serial No. 4142)

Head: (136) Public Service Commission Secretariat

Subhead (No. & title): Not specified

Programme: Secretariat services for the Public Service Commission

Controlling Officer: Secretary, Public Service Commission (Ms Phyllis LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the provision of sign language interpretation services in the past 5 years, please inform this Committee of the following:

1. Whether sign language interpretation services have been provided. If yes, the frequency, occasions and causes for providing such services in each year;
2. The number of sign language interpreters involved in providing the aforementioned services in each year, their pay and the organisations to which they belong, and the total expenditure involved in each year; and
3. Whether the Government will consider allocating more resources to improve the services for communicating with the deaf and/or persons with hearing impairment in future. If yes, what are the details (including measures, manpower and expenditure involved and timetable, etc.)? If no, what are the reasons?

Asked by: Hon LEUNG Yiu-chung (Member Question No. (LegCo use): 80)

Reply:

The Public Service Commission Secretariat provides secretariat services for the Public Service Commission. As there is no operational need, the Secretariat does not arrange sign language interpretation services.

- End -

CONTROLLING OFFICER'S REPLY

CSB086

(Question Serial No. 4165)

Head: (174) Joint Secretariat For the Advisory Bodies On Civil Service and Judicial Salaries and Conditions of Service

Subhead (No. & title): Not Specified

Programme: Not Specified

Controlling Officer: Secretary General, Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service (YAU Kin-chung)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the provision of sign language interpretation services in the past 5 years, please inform this Committee of the following:

1. Whether sign language interpretation services have been provided. If yes, the frequency, occasions and causes for providing such services in each year;
2. The number of sign language interpreters involved in providing the aforementioned services in each year, their pay and the organisations to which they belong, and the total expenditure involved in each year; and
3. Whether the Government will consider allocating more resources to improve the services for communicating with the deaf and/or persons with hearing impairment in future. If yes, what are the details (including measures, manpower and expenditure involved and timetable, etc.)? If no, what are the reasons?

Asked by: Hon LEUNG Yiu-chung (Member Question No. (LegCo use): 104)

Reply:

The Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service (Joint Secretariat) provides secretariat support for 5 advisory bodies of the Government (i.e. the Standing Commission on Civil Service Salaries and Conditions of Service; Standing Committee on Disciplined Services Salaries and Conditions of Service; Standing Committee on Directorate Salaries and Conditions of Service; Standing Committee on Judicial Salaries and Conditions of Service; and Advisory Committee on Post-service Employment of Civil Servants). In the past 5 years, none of the 5 advisory bodies has required sign language interpretation services. The Joint Secretariat will provide assistance to persons in need of such services if there is any practical need in the future.

- End -

CONTROLLING OFFICER'S REPLY**CSB087****(Question Serial No. 4257)**

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. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the medical services for civil servants, will the Government advise on the number of cases of various categories of eligible persons (including monthly paid civil servants and their dependants; daily rated staff who are injured in the course of their duty; retired civil servants living in Hong Kong and in receipt of a pension or an annual allowance and their dependants living in Hong Kong; dependants of civil servants killed on duty and living in Hong Kong; and dependants of civil servants who died while in service or after retirement and living in Hong Kong) receiving the services and the resources involved in the past 3 years?

Asked by: Hon KWOK Ka-ki (Member Question No. (LegCo use): 178)

Reply:

The Department of Health does not keep statistics on the number of cases of individual categories of eligible persons receiving services at the families clinics. The attendances of civil service eligible persons at these clinics in the past 3 years are as follows –

| Year | Attendance |
|-------------|-------------------|
| 2015 | 253 000 |
| 2016 | 273 000 |
| 2017 | 297 000 |

Note: Figures for attendances have been rounded to the nearest 1 000.

The actual expenditures of the families clinics for 2015-16 and 2016-17 were \$125.7 million and \$148.2 million respectively, and the revised estimate for 2017-18 is \$164.3 million.

- End -