

**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY QUESTION**

Reply Serial No.

CSB026

Question Serial No.

1191

Head : 46 - General Expenses of the
Civil Service

Subhead (No. & title) : 027 Staff Suggestion and
Motivation Schemes

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question : The revised estimate under Subhead 027 – “Staff Suggestion and Motivation Scheme” for 2001-02 was 55% lower than the approved estimate. What were the reasons? What are the arrangements for the activities under this Subhead for 2002-03?

Asked by : Hon. TAM Yiu-chung

Reply :

The Staff Suggestions Scheme is an incentive scheme to encourage staff to make improvement suggestions on civil service efficiency. Civil Service Bureau (CSB) maintains a central pool to award service-wide suggestions and to cater for the needs of departments with less than 100 staff. * The level of spending under this subhead depends solely on the actual number of suggestions received and the merits and quality of these suggestions. The drop in required funding for 2001-02 was due to the fact that the level of awards given for service-wide suggestions was lower than expected.

While the steady increase in the number of suggestions received under the central Staff Suggestions Scheme over the years (32, 37 and 47 in the past three years respectively) has indicated that the scheme is well known to staff, CSB will continue to publicise the scheme in 2002-03 through various channels such as Civil Service Newsletters and departmental staff consultative committee meetings.

As for the Staff Motivation Scheme, CSB will continue to provide additional funding to bureaux and departments to conduct staff motivation activities to sustain the commitment of

civil servants to continuous improvement in performance and service quality.

*Departments with 100 or more staff will reserve funds under their own departmental vote for implementing the Staff Suggestions Scheme within their departments.

Signature _____

Name in block letters Joseph W P WONG

Post Title Secretary for the Civil Service

Date 21 March 2002