

**Replies to oral/written supplementary questions raised by Finance Committee
Members in examining the Draft Estimates of Expenditure 2001-02**

**Bureau Secretary/Controlling Officer : Secretary for the Civil Service
Session No. : 16**

Bureau Serial No. *	Question Serial No.	Name of Member	Head	Programme
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- * (a) Hyperlinks to be established for easy access to the respective questions, which are attached in the order of the Bureau Serial no. in consecutive pages in the same consolidated computer file; and
- (b) Bureau Secretary/Controlling Officer should allocate a Bureau Serial Number with a "S" as prefix for replies to supplementary oral and written questions, e.g. S-FB001.

Bureau Serial No.

S-CSB01

Question Serial No.

Oral

Examination of draft Estimates of Expenditure 2001-02

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

Head 46 – General Expenses of the
Civil Service

Subhead (No. & title) : 028
Legal Assistance

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question :

Regarding the estimate for 2000-01 under Subhead 028 Legal Assistance, please provide details on the cases involved?

Asked by : Hon CHAN Kwok-keung

Reply :

Approval for provision of legal assistance under Subhead 028 has been given to 17 cases mainly for road traffic offences and civil proceedings brought against officers in relation to performance of official duties. The cases involve mainly officers from the disciplined services departments.

Signature _____

Name in block letters

Ms Anissa WONG

Post title

Acting Secretary for the Civil
Service

Date

26 March 2001

Bureau Serial No.

S-CSB02

Question Serial No.

S099

Examination of draft Estimates of Expenditure 2001-02
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY QUESTION**

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

Bureau Secretary : Secretary for the Civil Service

Question : This is a follow up question to Question Serial No. 0923 Bureau Serial No. CSB-013: Given the complexity of the OEA and LEA, please give detailed breakdown of how the cap on expenditure works, the number of civil servants who benefit from the scheme (2000, 2001) and the amount they receive.

Asked by : Hon Emily LAU Wai-hing

Reply :

The Overseas Education Allowance (OEA) is to assist officers in educating their children in the UK or in their country of origin. According to the formula approved by Finance Committee (FC), the OEA rates for various countries are set with reference to the change of school fees in those countries. Hence there are different OEA rates for different countries. The Local Education Allowance (LEA) is payable towards the cost of primary and secondary education of officers' children in Hong Kong. According to the formula approved by FC, the LEA rates are set with reference to the school fees of the English Schools Foundation.

The OEA and LEA rates are the ceiling which eligible officers may claim and are not necessarily the actual allowance payable to the officers. The OEA and LEA are payable on a fully accountable and reimbursable basis.

For OEA, eligible officers may claim up to 90% of the actual school fee they have paid, or the OEA ceilings, whichever the less. For LEA, the eligible officers may claim up to 75% of the actual school fee (excluding a basic charge which is HK\$ 5,050 if their children are studying in class at Form 4 and above) they have paid, or the LEA ceiling, whichever the less. In other words, the actual amount of allowance officers may receive depends on the actual school fee they have to pay.

The number of officers who claimed OEA and LEA in 1999-2000 and 2000-01 is provided below –

	No of officers claimed OEA	No. of officers claimed LEA
1999-2000	2 538	17 235
2000-01 (as at present)	2 881	16 880

Signature

Name in block letters

Post Title

Date

SHUM MAN TO

Director of Accounting Services

26 March 2001

Bureau Serial No.

S-CSB03

Question Serial No.

Oral

Examination of draft Estimates of Expenditure 2001-02
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY QUESTION**

Head 143 – GS : Civil Service Bureau

Subhead (No. & title) :

Programme : Human Resource Management

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question :

Please provide information on the proportion of full-time non-civil service contract staff to civil servants in the Leisure and Cultural Services Department and the Post Office.

Asked by : Hon HUI Cheung-ching

Reply :

The Non-Civil Service Contract Staff scheme was promulgated to replace the former Temporary Staff scheme to facilitate government departments to engage staff outside the civil service establishment from time to time to meet short-term or part-time service need, or where the service need is fluctuating. The attached Annex shows the proportion of full-time non-civil service staff (including temporary staff under the former scheme) to the total strength in the Leisure and Cultural Services Department (LCSD) as at end-2000 and that of the Post Office (PO) over the past four years. The proportion of such staff in the former Urban Services Department and Regional Services Department (or LCSD and the Food and Environmental Hygiene Department after municipal service re-organisation on 1 January 2000) over the past four years has also been included at Annex for reference.

These non-civil service staff are primarily engaged by LCSD and PO to perform short-term and seasonal duties (e.g. for philatelic order fulfillment, seasonal

fluctuation in postal demand, beach/swimming pool duties, and to meet short-term customer service demand). The flexibility in adjusting the staff mix and staff level is imperative to the viable operation of the PO.

Signature	_____
Name in block letters	<u>MS ANISSA WONG</u>
Post title	<u>Secretary for the Civil Service (Ag)</u>
Date	<u>27 March 2001</u>

**Proportion of Full Time Non-Civil Service Staff
(Previously Temporary Staff)
to the Total Strength**

	Post Office	Leisure and Cultural Services Department	USD/RSD or LCSD/FEHD
1996-97	10.6%	N/A	4.8%
1997-98	10.9%	N/A	3.9%
1998-99	8.9%	N/A	4.6%
31.12.2000	13.9%	9.4%	4.9%

Civil Service Bureau
27 March 2001

Bureau Serial No.

S-CSB04

Question Serial No.

S080

Examination of draft Estimates of Expenditure 2001-02

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

Head 143 – GS : Civil Service Bureau

Subhead (No. & title) :

Programme : Human Resource Management

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question :

Regarding the reply to Question CSB023-0788, what are the subjects of those consultancy studies conducted/to be conducted in 2000-01 and 2001-02?

Asked by : Hon Cyd HO Sau-lam

Reply :

The Watson Wyatt HK Ltd. and the Stirling Finance Ltd. were commissioned to study civil service retirement benefits schemes and the proposal to set up a Civil Service Provident Fund.

The Towers Perrin Foster & Crosby Ltd. is engaged for a scoping study on primary medical care and dental services provided by the Department of Health to civil servants.

The consultancy study which will be awarded shortly is for the Team-based

Performance Reward Scheme.

Signature	_____
Name in block letters	Ms. Anissa WONG
Post title	Acting Secretary for the Civil Service
Date	26 March 2001

Bureau Serial No.

S-CSB05

Question Serial No.

S119

Examination of draft Estimates of Expenditure 2001-02

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

Head : 143 GS : Civil Service Bureau

Subhead (No. & title) :

Programme : Human Resource Management

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question : Under the current policy governing the civil service, Chauffeurs working for directorates can claim an overtime allowance for 100 hours every month even though they have not worked overtime, resulting in an annual expenditure of \$6m for overtime allowance in the past two years. This practice is very different from that in the private sector. In view of its stringent policy to control overtime allowance, does the Government consider that a review of this system is warranted?

Asked by : Hon Tommy CHEUNG Yu-yan

Reply :

Chauffeur grade officers are deployed to provide driving service for senior officers at D7 or above and they often have to work long and irregular hours in excess of the normal working hours. As approved by Finance Committee, for the months which a Chauffeur has performed overtime, he will be paid a consolidated overtime allowance at monthly flat rates from HK\$5,240 to HK\$7,145, depending on the substantive pay points of the chauffeur. The consolidated overtime allowance is meant to cover the first 100 hours of overtime work in a month and it

represents an hourly rate which is only two-third of normal overtime rate for civilian civil servants. If the chauffeur does not perform overtime in the month, the consolidated overtime allowance will not be payable.

In 1999-2000 the average hours of overtime a Chauffeur grade officer worked is 1 156 hours, which is about 100 hours a month. Since the hourly rate of consolidated overtime allowance is only two-third of the normal overtime allowance rate, the current provision of consolidated overtime allowance is a cost-effective arrangement. We shall regularly review the situation in the light of the overtime work performed by the chauffeur grade officers.

Signature	_____
Name in block letters	<u>Ms. Anissa WONG</u>
Post Title	<u>Acting Secretary for the Civil Service</u>
Date	<u>26 March 2001</u>