

**LegCo Panel on Public Service
Follow-up to meeting on 19 November 2001**

**Further information provided by the Civil Service Bureau on Agenda Item IV
"Civil Service Provident Fund Scheme — Progress Update"**

To address members' concern about the proposal to extend the supernumerary Administrative Officer Staff Grade C (AOSGC) post for 24 months, the Civil Service Bureau has provided the following information:

- (1) Estimated overall expenditure of extending the AOSGC post for 24 months, including the salaries of his/her supporting staff
 - (a) The notional annual mid-point salary cost of the proposed AOSGC post is \$1,515,000 and the full annual average staff cost, including salaries and staff on-cost, is \$2,500,056.
 - (b) The AOSGC is currently supported by five non-directorate officers (one Chief Executive Officer, one Senior Executive Officer, one Executive Officer I, one Personal Secretary I and one Clerical Officer). The total notional annual mid-point salary cost and the full annual average staff cost of these five posts are \$2,911,320 and \$4,557,816 respectively. In addition, there is one staff member on non-civil service contract terms to provide actuarial input. The contract will expire in mid 2002.
- (2) Whether the duties of the AOSGC post could be absorbed by other staff of the Civil Service Bureau upon the implementation of the Scheme in June 2003
 - (a) The Administration has critically examined whether officers in other divisions of the Civil Service Bureau can absorb the duties of the proposed AOSGC post. The conclusion is that this is not feasible since all the officers are fully occupied in their existing schedules and have no capacity to take up the additional duties.
- (3) Whether the proposed duration of the AOSGC post could be shortened
 - (a) The Administration has critically examined the situation having regard to the estimated operational requirements and the concerns of the Panel. Accordingly, **the Administration will reduce the proposed extension period to 21 months from end March 2004 to end December 2003.**

The Administration shall include the above information in its proposal to the Establishment Subcommittee meeting on 16 January 2002.