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**CIVIL SERVICE BUREAU  
GOVERNMENT SECRETARIAT**  
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18 July 2008

Clerk to Panel on Public Service  
(Attn: Mr Noel SUNG)  
Legislative Council  
Legislative Council Building  
8 Jackson Road, Central  
Hong Kong

**Panel on Public Service  
Follow-up to meeting on 16 June 2008**

Dear Mr SUNG,

Thank you for your letter of 27 June 2008 attaching the list of follow-up actions arising from the above meeting.

The statistical information requested by the Panel is set out as follows:

- (a) The vacancy rates of the civil service from 1983-84 to 2007-08 are attached at Annex A.
- (b) As at 31 March 2008, the establishment and strength of the civil service were 160 324 and 153 477 respectively<sup>1</sup>.
- (c) The retirement and resignation rates of civil servants in different salary bands for the most three recent years of 2005-06, 2006-07 and 2007-08 are attached at Annex B.

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<sup>1</sup> Judges and Judicial Officers, locally engaged staff in Economic and Trade offices and officers in Independent Commission Against Corruption are excluded from the two figures.

With regard to the Panel's request for information on the timetable and progress of the ongoing Grade Structure Review (GSR) for the Government Counsel (GC) Grade, a brief summary is set out below:

- (a) In December 2007, the Standing Commission on Civil Service Salaries and Conditions of Service (Standing Commission) accepted the Administration's invitation to conduct a GSR for the GC grade, the Legal Aid Counsel grade and the Solicitor grade.
- (b) Since then, the Standing Commission, supported by the Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service, has met with the relevant grade/departmental management and staff sides, and received written submissions from them and other parties.
- (c) The Standing Commission is expected to complete the GSR and submit its report to the Administration around September/October 2008.
- (d) Upon receipt of the Standing Commission's report, we will consult the staff sides and management of the concerned grades, and the Panel on Public Service as appropriate. We will then make a submission to the Chief Executive-in-Council (CE-in-Council) and seek its decision. Subject to CE-in-Council's decision, we will seek the approval of the Establishment Subcommittee (ESC) and the Finance Committee (FC) of the Legislative Council as necessary.
- (e) Based on past experience, we expect it would take four to six months following submission of the Standing Commission's report to the Administration to complete the process of consultation, deliberation by the CE-in-Council, and approval of the ESC/FC as necessary.

Thank you for your attention.

Yours sincerely,



(Miss Bella MUI)  
for Secretary for the Civil Service

**Vacancy rates of the civil service from 1983-84 to 2007-08**

| <b>Year</b> | <b>Vacancy rate<br/>(= number of vacancy / establishment)</b> |
|-------------|---|
| 1983-84     | 3.6%  |
| 1984-85     | 3.6%  |
| 1985-86     | 3.2%  |
| 1986-87     | 3.1%  |
| 1987-88     | 4.1%  |
| 1988-89     | 5.5%  |
| 1989-90     | 4.3%  |
| 1990-91     | 4.7%  |
| 1991-92     | 2.7%  |
| 1992-93     | 3.0%  |
| 1993-94     | 3.0%  |
| 1994-95     | 3.8%  |
| 1995-96     | 3.4%  |
| 1996-97     | 3.1%  |
| 1997-98     | 3.4%  |
| 1998-99     | 3.3%  |
| 1999-00     | 4.0%  |
| 2000-01     | 2.6%  |
| 2001-02     | 3.7%  |
| 2002-03     | 2.9%  |
| 2003-04     | 3.5%  |
| 2004-05     | 3.8%  |
| 2005-06     | 3.6%  |
| 2006-07     | 3.5%  |
| 2007-08     | 4.3%  |

Note: Figures are rounded to one decimal place.

**Retirement and resignation rates of the civil service  
in 2005-06, 2006-07 and 2007-08**

**Retirement rates (= number of retirees/strength)**

| Salary band | 2005-06 | 2006-07 | 2007/08 |
|-------------|---------|---------|---------|
| Directorate | 5.6%    | 6.5%    | 6.1%    |
| Higher      | 2.6%    | 3.4%    | 2.9%    |
| Middle      | 1.5%    | 1.7%    | 1.8%    |
| Lower       | 1.4%    | 1.8%    | 2.1%    |
| Overall     | 1.5%    | 1.8%    | 2.1%    |

**Resignation rates (= number of resigned staff/strength)**

| Salary band | 2005-06 | 2006-07 | 2007/08 |
|-------------|---------|---------|---------|
| Directorate | 0.4%    | 0.7%    | 0.6%    |
| Higher      | 0.7%    | 0.7%    | 0.7%    |
| Middle      | 0.4%    | 0.4%    | 0.5%    |
| Lower       | 0.2%    | 0.2%    | 0.4%    |
| Overall     | 0.2%    | 0.3%    | 0.4%    |

**Notes:**

1. All percentages are rounded to one decimal place.
2. Retirement refers to normal and early retirement.
3. The different salary bands are composed of the following pay ranges:

|             |           |           |              |        |     |       |
|-------------|-----------|-----------|--------------|--------|-----|-------|
| Directorate | D         | PPS 55-59 | GDS(C) 1-4   |        |     |       |
| Higher      | MPS 45-49 | PPS 48-54 | GDS(O) 32-38 |        |     |       |
| Middle      | MPS 26-44 | PPS 30-47 | GDS(O) 12-31 |        |     |       |
| Lower       | MPS 0-25  | PPS 1a-29 | GDS(O) 1d-11 | GDS(R) | TPS | MOD I |

D: Directorate Scale;

MPS: Master Pay Scale;

GDS(C): General Disciplined Services (Commander) Pay Scale;

GDS(O): General Disciplined Services (Officer) Pay Scale;

GDS(R): General Disciplined Services (Rank & File) Pay Scale;

PPS: Police Pay Scale;

TPS: Training Pay Scale; and

MOD I: Model Scale 1.