

For Information

LegCo Panel on Education

**Provision of Services for Young Drug Abusers and
Reprovisioning of the Drug Treatment and Rehabilitation Centres of the
Christian Zheng Sheng Association**

PURPOSE

The paper provides information requested by members at the meeting held on 18 March 2010, and sets out relevant background and the way forward.

DRUG ABUSE SITUATION

2. According to the 2008/09 Survey of Drug Use among Students, around 9 500 students of different levels were estimated to have taken drugs within 30 days of enumeration (1 020 upper primary students, 7 140 secondary students, 1 340 postsecondary students). **Annex 1** sets out the major types of drugs abused by students of different levels.

3. Separately, through the Central Registry of Drug Abuse, 3 359 drug abusers aged under 21 were reported in 2009 by various agencies including youth outreaching teams, counselling centres and law enforcement agencies. The most common drugs taken by the young drug abusers were ketmaine (84.3%), ice (16.6%) and ecstasy (11.9%).

SERVICES FOR DRUG ABUSERS

4. Treatment and rehabilitation of drug abusers is an integral part of our five-pronged anti-drug strategy – apart from preventive education and publicity; law enforcement and legislation; external cooperation; and research. Hong Kong adopts a multi-modality approach, striving for a continuum of services from identification to treatment, rehabilitation and reintegration, to meet the different needs of drug abusers with varying backgrounds and circumstances. Practitioners from social work, healthcare and education sectors contribute individually or collectively to the treatment and rehabilitation process of a drug abuser.

5. First, for occasional and experimental abusers, our goal is to identify them early and motivate them to seek treatment. Social workers from Counselling Centres for Psychotropic Substance Abusers (CCPSAs), outreaching teams and other social welfare units, including school social workers stationing in secondary schools, play an important part by seeking out and engaging them. Teachers also play a role in instilling a healthy lifestyle and rendering appropriate counselling and guidance services. In primary healthcare system, family doctors contribute to screening and brief intervention of drug abusers during their contact with patients.

6. Second, for habitual abusers, CCPSAs play a significant role as the first-stop in the community to provide specialised and structured social work interventions. Since October 2009, on-site elementary medical support has been provided in these centres. Substance Abuse Clinics of the Hospital Authority provide specialist interventions for those who have developed psychiatric complications.

7. Third, for those who require focused interventions for a period of time, there are 40 residential drug treatment and rehabilitation centres (DTRCs) providing programmes of various lengths and natures. Educational programmes for rehabilitation of drug abusers aged 18 or below are subvented by the Education Bureau (EDB) in 11 DTRCs.

8. Lastly, for those abusers who have broken the law, professional intervention may be made through the Community Support Service Scheme for those subject to the Police Superintendent's Discretion Scheme, and through the probation service and compulsory treatment at Drug Addiction Treatment Centres, among other sentencing options, for those convicted.

9. **Annex 2** provides information on utilisation of the major modalities in the drug treatment and rehabilitation sector in 2009. **Annex 3** provides information on waiting times and capacities. **Annex 4** captures enrolment figures on educational programmes subvented by EDB.

10. Government maintains close monitoring and seeks to relieve immediate and anticipated pressure points. For example, in respect of DTRCs, resources were made available to the Social Welfare Department (SWD) from 2008-09 to subvent 101 additional places. In 2010-11, further resources will be provided to add 18 places to DTRCs subvented by the Department of Health. Looking ahead, we are planning to invite proposals for DTRCs and support new and effective residential programmes. In respect of CCPSAs, additional resources were made available to increase the

number of centres from five to seven in 2008-09. In 2010-11, provision has been earmarked to increase four more centres, bringing the total number to 11 with a territory-wide and more accessible geographic coverage.

DTRC LICENSING AND PREMISES

11. The Drug Dependent Persons Treatment and Rehabilitation Centres (Licensing) Ordinance (Cap. 566) came into operation on 1 April 2002. It provides for a framework on the safety and management of voluntary residential DTRCs so as to improve the quality of service and protect the interests of persons undergoing treatment. Out of the 40 DTRCs, 17 are now licensed. The remaining 23 are each operating under a Certificate of Exemption (CoE) issued by the Director of Social Welfare (DSW). Under section 25 of the Ordinance, DSW has issued a Code of Practice setting out principles, procedures or guidelines for the licensing, operation, management or other control of treatment centres. To provide practical assistance to DTRC operators, SWD published a “Checklist for Drug Dependent Persons Treatment and Rehabilitation Centres for Obtaining a Licence”, a copy of which is at **Annex 5**.

12. For DTRCs which find it infeasible to upgrade or redevelop the premises in-situ to meet the licensing requirements, their operators may identify vacant Government sites or premises and approach relevant departments for assistance and support for allocation for reprovisioning. Each case is considered on its own merits.

THE CASE OF CHRISTIAN ZHENG SHENG ASSOCIATION (CZSA)

13. CZSA, established in 1985, is a Christian NGO incorporated as a company limited by guarantee. It has been registered as a charitable institution which is exempted from tax under s.88 of the Inland Revenue Ordinance (Cap. 112). In the anti-drug field, it runs six DTRCs, one in Tai O (Lantau), one in Mui Wo (Lantau), two in Ha Keng (Lantau) and two in Cheung Chau. The first two have received Government assistance in terms of provision of premises, aid in local consultations and/or support by Beat Drugs Fund for works. One has obtained a licence, while the other may soon apply for one subject to progress of upgrading in-situ. The remaining four are operating under CoEs awaiting reprovisioning.

14. The two DTRCs at Ha Keng operating under CoEs serve young drug abusers with a total intake capacity of 64 (50 male and 14 female places), and are

proposed to be reprovisioned to the vacant ex-New Territories Heung Yee Kuk Southern District Secondary School (ex-SDSS) premises in Mui Wo. CZSA also has plans to reprovision its two DTRCs in Cheung Chau operating under CoEs (with a total intake capacity of 40 male and 20 female places) to another set of premises it purchased on the island.

15. The rehabilitation programmes provided in CZSA's two DTRCs in Ha Keng include a component part on educational programmes for their young residents aged 18 or below to prepare them for continuation of schooling or employment upon full rehabilitation. CZSA had thus applied and obtained subvention from EDB for operating the said educational programmes in the DTRCs since 1995/96, the year when EDB started to provide such subvention. In 1996, CZSA initiated actions to provide its educational services at Ha Keng in the form of a private school. It applied to register one classroom in Ha Keng (15 places) as a private school named Christian Zheng Sheng College (CZSC)¹ under the Education Ordinance (Cap. 279) to operate fee-charging Secondary 3 to Secondary 5 courses. The application was approved in 1998. CZSC registered one more classroom in Ha Keng (15 places) in 2000 and two more classrooms in Cheung Chau (28 places in total) in 2002. Following the registration of the two classrooms in Cheung Chau, CZSC applied to operate fee-charging courses for Secondary 6 and Secondary 7, which was subsequently approved in 2003. With the phasing-in of the private courses, CZSA ceased applying for subvention from EDB completely in 2003. In other words, since September 2003, CZSA has not received subvention from EDB for providing the educational programmes for their DTRCs. Instead, through operating private courses by CZSC, CZSA provides fee-charging courses for the four DTRCs' residents who are of relevant school-age or have not yet completed secondary education, as a component part of their treatment and rehabilitation programmes. According to the latest information provided by CZSC, it now offers courses from Secondary 3 to Secondary 5 for the 2009/10 school year, covering four core subjects of English Language, Chinese Language, Mathematics and Liberal Studies, and a few others like Computer Literacy, Principles of Accounts, Physical Education and Religious Studies (Bible). Under the general guidelines of the Secondary School Curriculum, a school should normally provide a broad and balanced curriculum to its students and to offer subjects under the eight Key Learning Areas (KLAs). Currently, CZSC offers courses covering only six KLAs.

¹ Unlike CZSA, CZSC is not a separate legal entity.

16. CZSA started to approach the Government to broach an idea of using the to-be-vacated SDSS premises in September 2006. Since then, Government has maintained communication with CZSA to explain our policies governing relocation of DTRCs and private schools and to help CZSA elaborate and revise its submission². In September 2008, CZSA submitted to SWD a further document on reprovisioning the DTRCs with educational services at Ha Keng to the ex-SDSS premises.

17. CZSA's submission concerns reprovisioning its DTRCs at Ha Keng to the ex-SDSS premises. According to the established procedure as set out in the Checklist at Annex 5, CZSA has to get consent from local community through consultation together with departments concerned, and obtain approval from the Lands Department for the use of the ex-SDSS premises subject to policy support of concerned bureaux /departments and appropriate terms and conditions imposed by the Government. Following that, it has to undertake works to fit out the premises and provide necessary facilities to meet fire safety and building safety requirements, as well as put in place appropriate operation and management arrangements for the DTRC. At the final stage, it should submit an application for the licensing of the DTRC in accordance with the relevant provisions in the Drug Dependent Persons Treatment and Rehabilitation Centres (Licensing) Ordinance. If CZSA chooses to continue to offer its educational services in the form of a private school in the future DTRC should the reprovisioning to the ex-SDSS premises be successful, it would need to submit a relevant application for registering the school in accordance with the relevant provisions in the Education Ordinance and established procedures. For easy reference, the respective lists of documents required to be submitted for licensing of the DTRC and for registration of a school to be operated in the reprovisioned DTRC are at **Annexes 6 and 7** respectively.

CASE DEVELOPMENT AND CONSULTATION PROGRESS

18. Along the existing procedure governing DTRC reprovisioning, the Government has been assisting CZSA in the local consultation on its proposal for reprovisioning the DTRCs at Ha Keng since early 2009. This was an agenda item of a meeting of the Islands District Council on 15 June 2009.

² CZSA's first proposal submitted in 2007 suggested that the future operation in the ex-SDSS premises would join the Direct Subsidy Scheme (DSS). Government clearly explained to CZSA that there was no policy to allow a private school to join the DSS and hence the proposal could not be entertained. Further exchanges with CZSA revealed that the proposed reprovisioning in effect encompassed two parts, namely the DTRC and the private school, which were governed under two Ordinances and two licensing/registration authorities. A coordinated approach involving the concerned bureaux and departments has then been adopted in handling the reprovisioning proposal. It is worth to note that EDB's established allocation mechanism for disposal of vacant school premises for school uses does not apply in the case of reprovisioning of DTRCs.

19. During the consultation process, issues of public concern have been raised, including queries on the background and accounts of the services operated by CZSA, and the transparency and accountability of the running of the DTRCs after reprovisioning. In response, CZSA held a press conference on 19 August 2009 accompanied by a public statement (see **Annex 8**) and issued another public statement on 24 August 2009 (see **Annex 9**), pledging to separate and account for the operations and finances of CZSA and CZSC and register CZSC independently as a charitable organization solely dealing with school operation.

20. Government has all along maintained communication with CZSA during the consultation process. Among other things, we requested CZSA to follow up matters as they openly pledged in order to address the concerns of the public, which is a critical step before taking forward further the proposed reprovisioning to the ex-SDSS premises. We expect a detailed response from CZSA in this respect. There is also the question of whether or not CZSA's follow-up work will affect the original submission for reprovisioning its DTRCs. For example, it is not clear as to whether after the formal separation of CZSA and CZSC, CZSA will remain the operator of the reprovisioned DTRC and private school, with whom the Government will need to enter into the tenancy agreement for use of the ex-SDSS premises (if approved). As to the operation of the private school at the future ex-SDSS premises, it is also not clear if a separate entity will be established and registered as a charitable institution to manage the private school.

21. As CZSA's reprovisioning suggestion entails the use of a major piece of government building facilities (the ex-SDSS premises), Government should take into account the public's concern about CZSA's background and finances in devising our requirements for the use of the premises. To assist CZSA in preparing early for possible steps ahead in the ensuing exercise, we have outlined to it our requirements which include CZSA taking up renovation for necessary facilities in the premises, obtaining the relevant licence for the reprovisioned DTRC and registration for the future private school (if it so desires), adopting a suitable mode of operation, making proper administrative and financial management arrangements to enhance transparency and accountability, receiving appropriate service monitoring by Government, etc. in order to address the concerns of the local community as well as the public at large.

22. The feedback we got in around October 2009 was that the separation of accounts between CZSA and CZSC might be completed by the end of 2009 and CZSC might be registered as a non-profit-making charitable institution thereafter. They

expected to resume discussion with Government about the proposed reprovisioning of the DTRCs in early 2010. Government has since not been posted of any material progress.

23. Separately, in end 2009, in concluding an inquiry into a complaint against the Government in relation to the handling of the CZSA's proposed use of the ex-SDSS premises, the Ombudsman urged the Government to scrutinize CZSA's background and operations with due care and take into account all relevant factors before making a decision on CZSA's submission. Furthermore, Government should ensure that CZSA can run the treatment-cum-education programme efficiently and effectively with due evidence of sound integrity and good repute as a charitable organization.

24. In January 2010, CZSA sent a letter to the Government saying that clarification of finances was still underway but it would like the Government to assist them in reprovisioning the DTRCs in Ha Keng as soon as possible. In our reply letter of 27 January 2010 (copy at **Annex 10**), we reiterated our stance as above and requested further exchanges with CZSA on follow up actions that would help clarify the issues of public concern.

25. In sum, specific information that CZSA should furnish to us for the further processing of its request for reprovisioning its DTRCs in Ha Keng to the ex-SDSS premises includes : (a) information pertaining to the background and operation of CZSA's work outside its DTRC programmes in Hong Kong; (b) accounting information pertaining to management and finances of CZSA's DTRC programmes separate from CZSA's other programmes; (c) information on whether a new legal entity incorporated with charitable status under s.88 of the Inland Revenue Ordinance³ will be set up to take over the management and operation of the facilities at Ha Keng and to run the new facilities at ex-SDSS if reprovisioning of the DTRCs is materialised; (d) if so, CZSA's relationship with the new legal entity and CZSA's role, if any, in the running of the new facilities; (e) details as to how it would enhance the transparency of its operation; and (f) details as to how provisions for service monitoring and accountability will be made (e.g. whether CZSA would consider establishing a management committee comprising different stakeholders and publishing of annual school plans and accounts, etc.).

26. A chronology of major events and communications with CZSA on the proposed reprovisioning of the DTRCs is at **Annex 11**.

³ In another letter dated 7 January 2010 to the Education Panel (CB(2)826/09-10(01)), CZSA stated that application for registration is still underway.

APPLICATION FOR CHANGE IN EXISTING CURRICULUM BY CZSC

27. Meanwhile, in end August 2009, CZSC enquired about the operation of the New Senior Secondary (NSS) courses for the residents of the existing DTRCs in Ha Keng and Cheung Chau. On 14 September 2009, it submitted a formal application for operating the NSS curriculum. EDB has been giving school due advice on its application, and it was asked to provide supplementary information, e.g. the curriculum plan for the proposed NSS courses and class timetables, as well as justifications to support its application.

28. In February 2010, CZSC submitted to EDB supplementary justifications on the proposed course fee and the use of the two classrooms in Ha Keng. It also clearly stated that the two registered classrooms in Cheung Chau would not be used. In other words, CZSC will not make full use of its existing school facilities to implement the proposed NSS courses.

29. To facilitate the processing of its application, EDB issued a letter to CZSC in mid March 2010, advising it to provide additional information including the revised class timetables, a three-year teacher recruitment plan and breakdown of income and expenditure to support the proposed course fee. The school was also requested to critically review its resource management in order to make full use of the available registered classrooms for the delivery of the proposed NSS curriculum in compliance with the Education Ordinance. A sequence of events of CSZC's application for operating the NSS courses in its existing school premises is at **Annex 12**.

SLOPE SAFETY OF DTRCS AT HA KENG

30. As always, we attach great importance to the safety of staff, residents and others at the DTRCs of CZSA at Ha Keng. The Civil Engineering and Development Department (CEDD) has been carrying out necessary inspections of slopes and hillside in the vicinity of the DTRCs.

31. The premises of CZSA's two DTRCs at Ha Keng are scattered over a wide area connected by footpaths. On the natural hillsides overlooking the place, there are three boulders which have been judged to be potentially unstable and could threaten part of the existing footpaths. However, they do not pose an immediate danger to the premises or the footpaths. Trees have been planted around the boulders and they have been effective in preventing further erosion. There are also some man-made

slope features in Ha Keng but they are subject to necessary inspections and maintenance and do not pose any immediate danger to the DTRCs.

32. Preventive maintenance works are being planned to be carried out on those man-made slopes that may affect the DTRCs. Stabilization works will also be carried out on the three boulders on the natural hillside at the same time. Both the preventive maintenance works and the boulder stabilisation works will commence as soon as the assessment and the detailed designs are completed and necessary approvals are obtained. Based on current progress, the works could start by end April 2010.

INTERIM MEASURES

33. The two DTRCs at Ha Keng and the two DTRCs in Cheung Chau have a total intake capacity of 124 (90 male and 34 female places). In view of the over-enrolment of the two DTRCs at Ha Keng found during licensing inspections, SWD issued an advisory letter to CZSA on 5 February 2008 requesting rectification of the situation, and repeated verbal advice and warning to CZSA during subsequent inspection visits. According to the latest licensing inspections on 31 March 2010, the two DTRCs at Ha Keng admitted 66 male and 17 female residents, and the two DTRCs at Cheung Chau admitted 22 male and 10 female residents. SWD will continue to monitor the situation and may take more stringent actions if such over-enrolment persists.

34. We understand that the fee-charging courses of CZSC forms a component part of the DTRCs' rehabilitation programmes. Since the courses serve only the school-age and relevant residents of the DTRCs, with conscious effort and flexible planning of class timetables by making full use of all the registered classrooms and other possible learning and teaching space, CZSC will be able to cater for the learning needs of its school-age residents under the NSS curriculum.

35. The geotechnical engineers of the Civil Engineering & Development Department would continue to conduct site inspections to monitor the stability condition of the slopes and the boulders until completion of the works on the slopes and the boulders.

36. In the event of immediate danger to the premises, arrangement will be made to vacate the residents. Where necessary and appropriate, they may be diverted to other DTRCs (including CZSA's other DTRCs).

WAY FORWARD

37. In the light of latest developments, the Government will continue to communicate with CZSA and provide assistance along the following directions -

- CZSA should follow up the matters as they openly pledged in order to address the concerns of the public and provide the Government with a detailed response. On receipt of the response, we will examine it carefully to heed advice of the Ombudsman and to see if public concerns can be addressed and the proposed reprovisioning remains in order. (Paragraphs 20, 23 and 25 above refer.)
- Taking into account progress on the above, we will continue to assist CZSA in public consultation and carefully consider further views collected. (Paragraphs 18 and 19 above refer.)
- While the consultation is still going on, without prejudice to the final outcome and Government decision, we are drawing up detailed terms and conditions on CZSA's use of the ex-SDSS premises. We will set out to CZSA major terms and conditions (including CZSA taking up renovation for necessary facilities in the premises, obtaining the relevant licence for the reprovisioned DTRC, registering the school, adopting a suitable mode of operation, making proper administrative and financial management arrangements to enhance transparency and accountability, receiving appropriate service monitoring by Government, etc.), and request its early, open pledge of future compliance with them in a bid to address public concerns. (Paragraphs 20 and 21 above refer.)
- If the reprovisioning of the DTRCs is eventually approved, we will proceed with the land allocation process subject to CZSA's acceptance of the detailed terms and conditions drawn up. CZSA will also need to undertake and complete necessary works programmes, and obtain the required DTRC licence and school registration. In the process, CZSA may apply for the Beat Drugs Fund or other funding or seek public donations to support the works programme. (Paragraph 17 above refers.)
- With regard to the existing school, we will keep continuous dialogue with CZSC and render it with necessary advice and guidance on the application for operating the NSS courses. We stand ready to process the school's application subject to CZSC's response to EDB's advice on restructuring its

proposed class timetables to make full and flexible use of all its registered classrooms, and providing EDB with details to show the expenses for operating the NSS courses, especially the expenditure on teachers' salaries, in the coming three years. (Paragraph 29 above refers.)

- We will carry out necessary slope maintenance and boulder stabilisation works. (Paragraph 32 above refers.)
- We will take forward appropriate contingency plans for arranging residents at Ha Keng's Centres to attend other DTRCs in case of any immediate danger to the premises. (Paragraph 36 above refers.)

Security Bureau

Education Bureau

Social Welfare Department

Civil Engineering and Development Department

April 2010

2008/09 Survey of Drug Use among Students

Type of drugs ever taken by 30-day drug-taking students

Type of drugs taken	2008/09				Total (%)
	Upper Primary (%)	Secondary (%)	Undergraduate programmes under UGC-funded Institutions (%)	Other post-secondary programmes (%)	
Ketamine (K, Ket, K Zai, Special k, Vitamin)	4.8	49.5	23.9	57.8	40.9
Cannabis (Grass/ Marijuana/ Pot/ Hash/ joint)	8.2	39.4	70.7	65.3	40.0
Ecstasy (MDMA)	8.7	38.7	40.7	52.2	35.5
Codeine/ Cough medicines	35.6	34.8	18.5	30.5	33.0
Ice	10.3	28.9	18.6	27.9	24.8
Thinner (Glue/ Lighter fuel gas/ Organic solvent)	24.6	22.3	22.1	15.9	21.8
Give-me-five	6.0	21.2	7.2	38.4	19.9
Cocaine/ XTC	6.3	24.2	25.9	33.6	22.6
Halcion (Dormicum)	7.6	12.0	21.3	18.9	12.9

- Notes: 1. Students were allowed to choose more than one answer.
2. Percentages are calculated based on all 30-day psychotropic drugs taking students in the respective groups who had provided relevant information.

Utilisation of the Drug Treatment and Rehabilitation Services in 2009 ^{Note 1}

A. Counselling Centres for Psychotropic Substance Abusers (CCPSAs) ^{Note 2}

No. of cases served with case plan
in 1.4.2009 - 31.12.2009

All ages	1 774
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B. Substance Abuse Clinics (SACs) under Hospital Authority ^{Note 3}

Total no. of attendances

All ages	16 231
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C. Methadone Treatment Programme (MTP) under Department of Health

No. of persons under effective
registration
as at 31.12.2009 ^{Note 4}

Average
daily attendance ^{Note 5}

Under 21	21	-
21 and over	8 364	-
All ages	8 385	6 446

D. Voluntary Drug Treatment and Rehabilitation Centres

No. of admissions

	Subvented	Non-subvented	Total
Under 21	298	100	398
21 and over	2 271	707	2 978
All ages	2 569	807	3 376

E. Drug Addiction Treatment Centre Programme of Correctional Services Department

	<u>No. of admissions</u>
Under 21	329
21 and over	1 243
All ages	1 572

Remarks

Note 1: We do not have systematic breakdown of statistics concerning school-age drug abusers.

Note 2: For CCPSAs, the number of cases served with case plans for different age groups is not available. Since the number is captured according to financial year and is accumulative in nature, the number covering 1.1.2009 to 31.3.2009 falls into the total number for financial year 2008-09 and could not be captured separately.

Note 3: For SACs, the total number of attendances for different age groups is not available.

Note 4: Patients who have attended MTP in any one day during the past 28 days are on effective registration while those who were absent for a period of 28 consecutive days are considered as drop-outs and will be counted as re-admissions when they attend MTP again.

Note 5: For MTP, the average daily attendance for different age groups is not available.

**Capacity and Waiting Time of Major Modalities of
Treatment and Rehabilitation Services in 2009**

	Capacity	Waiting time in 2009
Counselling centres for psychotropic substance abusers (CCPSA) (subvented by SWD and operated by NGOs)	Not applicable [Note 1]	0 to 4 weeks
Substance Abuse Clinics (operated by Hospital Authority as part of the public healthcare system subvented by Government)	Not applicable [Note 2]	1 to 4 weeks
Methadone treatment programme (operated by DH)	Not applicable [Note 2]	Not applicable [Note 3]
Drug treatment and rehabilitation centre (subvented by Government or non-subvented and operated by NGOs)	1 623 places (1 171, if we exclude 6 centres which mainly serve adult or opiate drug abusers [Note 4])	0 to 13 weeks
Drug Addiction Treatment Centres under the Correctional Services Department	1 050 places	0

Note 1: For reference, the total no. of cases with case plan as agreed with the 6 NGOs operating the 7 CCPSAs is at a total of 1 890 cases per annum.

Note 2: There is no specifically set number of places.

Note 3: There is no need for an appointment and there is no waiting list.

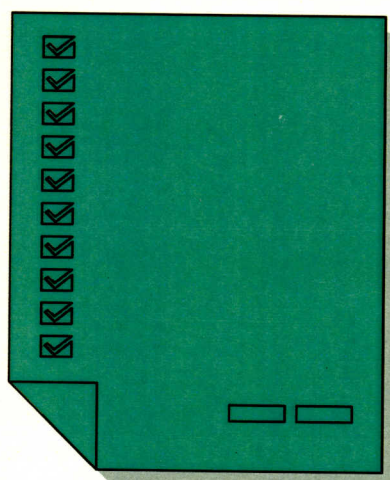
Note 4: The four centres for adult drug abusers are Mui Wo Male Training Centre and Tai O Kau San Tei Male Treatment and Rehabilitation Centre for Adult operated by Christian Zheng Sheng Association, Adult Female Rehabilitation Centre operated by the Society for the Aid and Rehabilitation of Drug Abusers (SARDA), and Long Ke Training Centre operated by Wu Oi Christian Centre. The two centres mainly for opiate drug abusers are Remar Association (Hong Kong), and Shek Kwu Chau Treatment and Rehabilitation Centre operated by SARDA.

**Educational Programme Subvented by EDB for
Rehabilitating Young Drug Abusers in DTRCs
Enrolment (2009/10)**

	Non-profit-making Voluntary Agencies	Drug Treatment and Rehabilitation Centres (DTRCs)	Serving target	No. of units subvented	Total no. of units subvented	Enrolment as at February 2010*
1	St. Stephen's Society Limited	Shing Mun Springs Multi-Purpose Rehabilitation Homes	Males	6	7	48
		Tuen Mun Multi-Purpose Rehabilitation Home (Female)	Females	1		9
2	The Christian New Being Fellowship Limited	Training Centre at Pak Tam Village, Sai Kung	Males	4	5	47
		Half-way House at Po Tung Road, Sai Kung	Males	1		8
3	Barnabas Charitable Service Association Limited	Lamma Training Centre	Females	1	2	6
		Ma On Shan Halfway House	Females	1		1
4	The Society for the Aid and Rehabilitation of Drug Abusers (SARDA)	Au Tau Youth Centre	Males	1	3	6
		Sister Aquinas Memorial Women's Treatment Centre	Females	2		14
5	Caritas – Hong Kong	Caritas Wong Yiu Nam Centre	Males	1	1	3
6	The Finnish Evangelical Lutheran Mission	Ling Oi Tan Ka Wan Centre	Males	1	1	11
7	Wu Oi Christian Centre	Green Island Youth Training Centre	Males	1	1	5
Total	7	11			20	128 males + 30 females=158

* Young drug abusers aged 18 or below as at 1 September 2009

**Checklist for Drug Dependent Persons
Treatment and Rehabilitation Centre
for Obtaining a Licence
申領藥物倚賴者治療康復中心牌照
應辦事項清單**



**Social Welfare Department
社會福利署**

**January 2007
二零零七年一月**

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Chapter 1

Introduction

(A) Purpose of the Checklist

The purpose of this checklist is to facilitate the specified operator to obtain a licence for its existing treatment centre under the Drug Dependent Persons Treatment and Rehabilitation Centres (Licensing) Ordinance (Cap. 566) [the Ordinance].

(B) The Checklist

The checklist only provides a general guidance and reference. The compliance with the advice therein does not constitute the issue of licence under the Ordinance. Licence will only be issued for the premises as a treatment centre upon the compliance with the licensing requirements in accordance with the Ordinance and the Code of Practice for Drug Dependent Persons Treatment and Rehabilitation Centres [Code of Practice].

If there is doubt in rectifying the irregularities, you may consult relevant professionals or to seek advice/information from relevant Government departments. The list of contact points of these relevant Government departments is at [Annex 1](#).

(C) Points to Note

Please refer to the Schedule of the valid certificate of exemption issued to the treatment centre for checking the items as listed in the following chapters. If you are not sure with the answers in relation to the possibilities for the treatment centre to conduct upgrading/improvement works in the existing premises for obtaining a licence or those items relating to the building safety, please approach an Authorized Person (an architect, engineer or surveyor registered under the Buildings Ordinance) for consultancy services. The list of Authorized Persons registered under the Buildings Ordinance is available at the website of the Buildings Department (<http://www.bd.gov.hk>) or the Buildings Department for viewing.

Chapter 2

Part A Land Lease

A1. Have the treatment centre premises complied with condition(s) of the Government lease that restricts the use of the place?

☺ **Yes [please go to Part B]**

☹ **No [please refer to Question A2]**

A2. How to comply with condition(s) of the Government lease?

- ✍ The registered owner(s) of the property concerned or his/their authorized persons should apply for a waiver from the Lands Department to temporarily relax the restriction(s) under the lease.
- ✍ If the development restrictions set out in the relevant Outline Zoning Plan are repeated in the lease and if your treatment centre falls within the zone in which welfare facility is not permitted to exist, the registered owner(s) of the property concerned or his/their authorized persons should submit an application to the Town Planning Board for planning permission under Section 16 of the Town Planning Ordinance (Cap. 131) for regularization.
- ✍ If the permitted plot ratio or total site coverage has exceeded the condition(s) set out in the lease, the registered owner(s) of the property concerned or his/their authorized persons should:-
 - (i) reduce the coverage of the centre premises; or
 - (ii) approach the Lands Department to apply for such increase of the permitted plot ratio or total site coverage, subject to approval with conditions and payment of a premium and administration fee as appropriate.

Chapter 3

Part B Reprovisioning

B1. Is it possible for the treatment centre to conduct upgrading/improvement works in the existing premises for obtaining a licence?

☺ Yes [please go to Part C]

☹ No [please refer to Question B2]

B2. Is any alternative site / set of premises suitable and available for reprovisioning of the treatment centre which cannot meet the lease condition or the licensing requirements by upgrading works?

☺ Yes [please go to Part C]

☹ No [please refer to Question B3]

B3. How to search for and secure an alternative suitable site / set of premises?

✍ *Searching for Site*

Self-approach

- The specified operator can self-approach the respective District Offices of the Planning Department (Please refer to [Annex 1](#)) for site within the district of the treatment centre or other districts. All site search exercise will only be conducted with policy support from the Security Bureau.

By Administration

- The Social Welfare Department has included those treatment centres in need of reprovisioning to its existing mechanism of searching site for non-governmental organizations. The Social Welfare Department will liaise with individual specified operator accordingly if suitable site is available.

- The specified operator may write to the Narcotics Division requesting for a site search by the Planning Department. The Narcotics Division will liaise with the specified operator accordingly if a site is available for operation of treatment centre.

Necessary Procedures for Securing a Site

- If a site is identified, the specified operator has to follow up with the necessary logistics as below –
 - (i) getting consent from local community through consultation together with departments concerned
 - (ii) getting approval for appropriate documents from the Lands Department if the site is on government land
 - (iii) getting approval for appropriate documents from the Lands Department if the site is on private land
 - (iv) getting approval for Planning Permission from the Town Planning Board if the treatment centre falls within the zone in which welfare facility is not permitted to exist

Searching for Premises

Self-approach

- The specified operator can search for vacant public housing units of the Hong Kong Housing Authority at <http://www.housingauthority.gov.hk> and liaise with the Hong Kong Housing Authority direct on unit identified.

By Administration

- The Social Welfare Department has included those treatment centres in need of reprovisioning to its existing mechanism of searching government premises for non-governmental organizations. The Social Welfare Department will liaise with individual specified operator accordingly if a suitable set of premises is available.

- The specified operator may write to the Narcotics Division requesting for a search of government premises by relevant departments. The Narcotics Division will liaise with the specified operator accordingly if a set of premises is available for operation of treatment centre.

✍ *Necessary Procedures for Securing a Set of Premises*

- If a set of premises is identified, the specified operator has to follow up with the necessary logistics which include –
 - (i) getting consent from local community through consultation together with departments concerned
 - (ii) getting approval for appropriate documents from the Lands Department if the set of premises is on government land
 - (iii) getting approval for appropriate documents from the Lands Department if the set of premises is on private land

Chapter 4

Part C Building Safety

C1. Are the buildings/structures within the licensed area of the treatment centre not regarded as unauthorized building works (UBWs)?

☺ Yes [please go to Question C3]

☹ No [please refer to Question C2]

C2. How to comply with the licensing requirement if UBWs are involved?

✍ Premises / structures of the treatment centres which were constructed without having obtained prior approval and consent necessary under the Buildings Ordinance (Cap. 123) are objectionable UBWs and are unsuitable for licensing, unless these premise / structures are exempted under the Buildings Ordinance (Application to the New Territories) Ordinance (Cap. 121). Prior to the issue of a licence, all objectionable UBWs affecting the treatment centre should be removed.

C3. Has the treatment centre complied with the requirements on means of escape?

☺ Yes [please go to Question C5]

☹ No [please refer to Question C4]

C4. How to comply with the requirements on means of escape?

✍ The specified operator should make reference to the Code of Practice for the Provision of Means of Escape in Case of Fire 1996 published by the Buildings Department and any subsequent amendments or revisions made.

C5. Has the treatment centre complied with requirements on fire resisting construction?

☺ Yes [please go to Question C7]

☹ No [please refer to Question C6]

C6. How to comply with the requirements on fire resisting construction?

✍ The specified operator should make reference to the Code of Practice for Fire Resisting Construction 1996 published by the Buildings Department and any subsequent amendments or revisions made.

✍ In addition, in case where fire resisting walls, doors and construction are newly installed, a duly completed Form LODTC 6 at Appendix 2(g) together with Annex A.2 and Annex A.3 in the Code of Practice from an Authorized Person/Registered Structural Engineer shall be submitted on behalf of the specified operator to the Building Authority or Housing Authority where appropriate to substantiate the building materials and products are acceptable under relevant building regulations.

C7. Has the treatment centre complied with the requirements on lighting and ventilation?

☺ Yes [please go to Question C9]

☹ No [please refer to Question C8]

C8. How to comply with the requirements on lighting and ventilation?

✍ The specified operator should make reference to the Building (Planning) Regulations.

C9. Has the treatment centre complied with the requirements on the provision of sanitary fitments?

☺ **Yes [please go to Question C11]**

☹ **No [please refer to Question C10]**

C10. How to comply with the requirements on the provision of sanitary fitments?

✍ The specified operator should make reference to the Building (Standards of Sanitary Fitments, Plumbing, Drainage Works and Latrines) Regulations.

C11. Has the treatment centre complied with the requirement on the locking device?

☺ **Yes [please go to Part D]**

☹ **No [please refer to Question C12]**

C12. How to comply with the requirement on the locking device?

✍ The locking device installed to any exit door shall be of the type which is capable of being readily opened from the inside without the use of a key. A locking device which is electrically operated is acceptable provided that such lock is capable of being readily opened from the inside, and upon power failure, the electrical locking device shall also be released automatically. The specified operator should make reference to the Code of Practice for the Provision of Means of Escape in Case of Fire 1996.

✍ In addition, before installing any locking device, the specified operator can write, with description on the proposed locking devices, to the Licensing Office of Drug Dependents Treatment Centres [Licensing Office] of the Social Welfare Department for consultation with the relevant Government departments.

Chapter 5

Part D Fire Safety

D1. Has the treatment centre complied with the requirements on fire service installations and equipment?

☺ **Yes [please go to Question D3]**

☹ **No [please refer to Question D2]**

D2. How to comply with the requirements on fire service installations and equipment?

✍ For existing treatment centre, the specified operator should make reference to the Schedule of the valid certificate of exemption issued to the treatment centre.

✍ For the treatment centre which requires reprovisioning, the specified operator should make reference to the current requirements as specified in Chapter 6 of the Code of Practice for Drug Dependent Persons Treatment and Rehabilitation Centres and paragraph 4.31 or 4.32 of the Code of Practice for Minimum Fire Service Installations and Equipment issued by the Fire Services Department for setting up the new treatment centre.

D3. Is valid Certificate of Fire Service Installations and Equipment (F.S.251) available?

☺ **Yes [please go to Question D5]**

☹ **No [please refer to Question D4]**

D4. How to get a valid Certificate of Fire Service Installations and Equipment (F.S.251)?

✍ All fire service installations and equipment should be installed, maintained, repaired or inspected by registered contractors. According to Fire Services

(Installations and Equipment) Regulations (Cap. 95B), whenever a registered contractor installs, maintains, repairs or inspects any fire service installations or equipment in any premises, he shall within 14 days after completion of the work issue to the person on whose instructions the work was undertaken a certificate and forward a copy thereof to the Director of Fire Services.

✍ The specified operator can browse at the website of the Fire Services Department (<http://www.hkfsd.gov.hk>) for details of the registered contractors.

D5. Is valid Work Completion Certificate – Form WR1 or Periodic Test Certificate – Form WR2 under the Electricity (Wiring) Regulations (Cap. 406E) available?

☺ **Yes [please go to Question D7]**

☹ **No [please refer to Question D6]**

D6. How to get a valid Form WR1 or Form WR2?

✍ The specified operator should get a valid Form WR1 or Form WR2 certified by the registered electrical worker and contractor after the fixed electrical installations have been installed, inspected and tested.

✍ The specified operator can browse at the website of the Electrical and Mechanical Services Department (<http://www.emsd.gov.hk>) for details of the registered electrical contractors and workers.

D7. Is a valid Certificate of Completion / Annual Inspection / Maintenance of Gas Installations available?

☺ **Yes [please go to Question D9]**

☹ **No [please refer to Question D8]**

D8. How to get a valid Certificate of Completion / Annual Inspection / Maintenance of Gas Installations?

- ✍ All gas installation/alteration work and/or inspection should be carried out by registered gas installers (registered to the appropriate class) employed by registered gas contractors with a copy of the above certificate / certificate of completion submitted as proof of compliance with the Gas Safety Ordinance (Cap. 51). The specified operator should make reference to the leaflets of “Safe Use of LPG Cylinders” and “Gas Installation Work and Registered Gas Contractors” issued by the Electrical and Mechanical Services Department.
- ✍ The specified operator can browse at the website of the Electrical and Mechanical Services Department (<http://www.emsd.gov.hk>) for the above leaflets and details of the registered gas contractors.

D9. Has the treatment centre complied with the requirements on the using and storage of kerosene or diesel?

☺ **Yes [please go to Question D11]**

☹ **No [please refer to Question D10]**

D10. How to comply with the requirements on the using and storage of kerosene or diesel?

- ✍ Any intended storage or use of dangerous goods as defined in the Dangerous Goods Ordinance (Cap. 295), including kerosene and diesel, should be notified to the Director of Fire Services. All dangerous goods (other than explosive and Liquefied Petroleum Gas (LPG)) can only be used and/or stored in excess of the exempt quantity in accommodation approved and licensed by the Director of Fire Services. Application shall be made to the Dangerous Goods Division of Fire Services Department.

D11. Has the treatment centre complied with the requirement on drawing up evacuation plan?

☺ **Yes [please go to Question D13]**

☹ **No [please refer to Question D12]**

D12. How to comply with the requirement on drawing up evacuation plan?

✍ The specified operator should make reference to the elements listed in the information sheet at [Annex 2](#).

D13. Has the treatment centre complied with the requirement on fire drill?

☺ **Yes [please go to Part E]**

☹ **No [please refer to Question D14]**

D14. How to comply with the requirement on fire drill?

✍ The specified operator should conduct the fire drill at least annually and keep proper record on it.

Chapter 6

Part E Operation and Management

E1. Has the treatment centre complied with the licensing requirements on operation and management including display of certificate of exemption, admission of residents, staff matter, medical and health care, record keeping, furniture and equipment?

☺ **Yes [please go to Part F]**

☹ **No [please refer to Question E2]**

E2. How to comply with the licensing requirements on operation and management?

- ✍ The specified operator should make reference to paragraph 3.8 of the Code of Practice for compliance with the requirement on display of certificate of exemption.
- ✍ The specified operator should make reference to paragraph 4.1.2 to 4.1.5 of the Code of Practice for compliance with the requirements on admission of residents.
- ✍ The specified operator should make reference to paragraph 4.4 and 8.1 of the Code of Practice for compliance with the requirements on staff matter.
- ✍ The specified operator should make reference to paragraph 4.5.3, 4.5.4, 4.5.6 and 4.5.7 of the Code of Practice for compliance with the requirements on medical and health care.
- ✍ The specified operator should make reference to paragraph 4.7.1, 4.7.2, 4.7.2(a), 4.7.2(b), 4.7.2(f), 4.7.2(g) and 8.2.1(b) of the Code of Practice for compliance with the requirements on record keeping.

- ✍ The specified operator should make reference to paragraph 7.1.1 to 7.1.3 of the Code of Practice for compliance with the requirements on furniture and equipment.

- ✍ The specified operator may consult the social workers of the Licensing Office on the details of compliance with the requirements on operation and management.

Chapter 7

Part F Others

F1. Has the treatment centre complied with the requirement on the submission of building plans of the centre premises for obtaining a licence under the Ordinance?

☺ **Yes [please go to Question F3]**

☹ **No [please refer to Question F2]**

F2. How to comply with the requirement on the submission of the above building plans?

✍ The specified operator should make reference to the items listed in Appendix 1(b) of the Code of Practice for preparation of the above building plans.

F3. Has approval been obtained from the relevant departments for proposed change of the building or layout plan?

☺ **Yes or Not Applicable [please go to Part G]**

☹ **No [please refer to Question F4]**

F4. How to get approval for the proposed change of the building or layout plan?

✍ Prior to any change in the layout, the specified operator should apply to the Licensing Office in writing together with the proposed plan(s). Upon receiving such application, the Licensing Office will forward it to the relevant Government departments for comments which will subsequently be conveyed to the specified operator.

✍ If there is alteration or addition works involved, the permission of the Building Authority or the Housing Authority, and the Lands Department where appropriate, should also be obtained for compliance with the requirements.

Chapter 8

Part G Funding

G1. Is any funding resource adequate for upgrading/reprovisioning of the treatment centre?

☺ **Yes or Not Applicable**

☹ **No [please refer to Question G2]**

G2. How to secure funding resources?

✍ Available Funding Sources -

- (i) The Hong Kong Jockey Club Charities Trust
- (ii) Chief Executive's Community Project List
- (iii) The Board of Management of the Chinese Permanent Cemeteries Charity Donation
- (iv) Sir Murray MacLehose Trust Fund
- (v) Sir Robert Ho Tung Charitable Fund
- (vi) Lotteries Fund
- (vii) Beat Drugs Fund Funding Scheme for Drug Dependent Persons Treatment and Rehabilitation Centres

✍ The specified operator can consider applying for the above-mentioned funds for upgrading or reprovisioning of existing treatment centres for meeting licensing requirements. Summary of information of the funds is at [Annex 3](#).

✍ The Narcotics Division, Social Welfare Department and other departments concerned will provide comments on the specified operators' applications to the respective funding organizations as requested from policy, service, licensing and technical works perspectives.

**Licensing Scheme for Drug Dependent Persons
Treatment and Rehabilitation Centres
Contact Points of Relevant Government Departments**

Department	Telephone No.
Social Welfare Department Licensing Office of Drug Dependents Treatment Centres	2116 3592
Buildings Department Licensing Unit	2191 4452
Housing Department Independent Checking Unit	3162 0488
Architectural Services Department Project Management 3, Division 3, Property Services Branch	2773 2469
Fire Services Department Licensing and Certification Command Hong Kong and Kowloon West Regional Office Dangerous Goods Division	2549 8104 2417 5768
Lands Department	Appendix 1
Planning Department	Appendix 2

Lands Department

District Lands Office, Hong Kong East

Address 19th floor, Southorn Centre, 130-150 Hennessy Road, Wan Chai, Hong Kong
Tel. No. 2835 1684
Fax 2834 4324

District Lands Office, Hong Kong West and South

Address 20th floor, Southorn Centre, 130-150 Hennessy Road, Wan Chai, Hong Kong
Tel. No. 2835 1711
Fax 2833 1945

District Lands Office, Kowloon East

Address 10th floor, Yau Ma Tei Carpark Building, 250 Shanghai Street, Kowloon
Tel. No. 2300 1764
Fax 2782 5061

District Lands Office, Kowloon West

Address 10th floor, Yau Ma Tei Carpark Building, 250 Shanghai Street, Kowloon
Tel. No. 2300 1764
Fax 2782 5061

District Lands Office, Islands

Address 19th floor, Harbour Building, 38 Pier Road, Central, Hong Kong
Tel. No. 2852 4265
Fax 2850 5104

District Lands Office, North

Address 6th floor, North District Government Offices, 3 Pik Fung Road, Fanling, NT
Tel. No. 2675 1809 2675 1502
Fax 2675 9224 2676 6432

District Lands Office, Sai Kung

Address 3rd and 4th floors, Sai Kung Government Offices, 34 Chan Man Street,
Sai Kung, NT
Tel. No. 2791 7019
Fax 2792 0706

District Lands Office, Sha Tin

Address 11th floor, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, NT
Tel. No. 2158 4700
Fax 2602 4093

District Lands Office, Tai Po

Address 1st floor, Tai Po Government Offices, Ting Kok Road, Tai Po, NT
Tel. No. 2654 1263
Fax 2650 9896

District Lands Office, Tsuen Wan and Kwai Tsing

Address 10th and 11th floors, Tsuen Wan Station Multi-storey Carpark Building, 174 – 208 Castle Peak Road, Tsuen Wan, NT
Tel. No. 2402 1164
Fax 2415 0703 2412 0505

District Lands Office, Tuen Mun

Address 6th and 7th floors, Tuen Mun Government Offices, 1 Tuen Hi Road, Tuen Mun, NT
Tel. No. 2451 1176
Fax 2459 0795

District Lands Office, Yuen Long

Address 9th - 11th floors, Yuen Long Government Offices, 2 Kiu Lok Square, Yuen Long, NT
Tel. No. 2443 3575
Fax 2473 3134 2479 9736 2478 8554

Planning Department

Hong Kong District Planning Office

Address 14th floor, North Point Government Offices, 333 Java Road, Hong Kong
Tel. No. 2231 4957
Fax 2895 3957

Kowloon District Planning Office

Address 14th floor, North Point Government Offices, 333 Java Road, Hong Kong
Tel. No. 2231 4979
Fax 2894 9502

Tsuen Wan and West Kowloon District Planning Office

Address 27th floor, Tsuen Wan Government Offices, 38 Sai Lau Kok Road, Tsuen Wan,
NT
Tel. No. 2417 6261
Fax 2412 5435

Sai Kung and Islands District Planning Office

Address 15th floor, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, NT
Tel. No. 2158 6177
Fax 2367 2976

Sha Tin, Tai Po and North District Planning Office

Address 13th floor, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, NT
Tel. No. 2158 6274
Fax 2691 2806

Tuen Mun and Yuen Long District Planning Office

Address 14th floor, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, NT
Tel. No. 2158 6301
Fax 2489 9711

Elements required for Fire Safety Evacuation Plan

1. Legend and Location of the Manual Fire Service Installations
(e.g. Fire Extinguisher, Fire Blanket, Hose Reel, Manual Fire Alarm Actuation Point)
2. Highlighted Exit Routes
3. Possible Evacuation Direction
4. The Assembly Point Outside the Premises
5. The Location of the Switch Room and Kitchen
6. The Division of Works for the Staff When in case of Fire or Emergency

Summary of Funding Information

Name	HKJCCT	CECPL	BMCPCCD	SMMTF	SRHTCF	LF	BDF(FS)
Details							
When to Apply	All year round	July/ August	Yearly, with no fixed schedule	No regular exercise	February	All year round	All year round
How to Apply (Contact Organization)	Direct to Hong Kong Jockey Club (HKJC)	Through ND to HWFB	Through Government departments	Through Government departments	Through ND to HWFB	Direct to Lotteries Fund Projects Section, SWD	Direct to secretariat of BDF Association
Telephone No. / Website	29667259 / www.hkjc.com	29738137	25115259 www.bmcpc.org.hk	28915854	29738137	28324319 / www.swd.gov.hk	28672286 / 28672737
Ceiling of Grant	Nil	At least \$10 Million	Maximum \$1 Million	Nil	Nil, but normally not exceed \$0.5 Million	Nil	Not normally exceed \$3 Million for each centre and \$6 Million for each non-governmental organization with two or more centres
Project Nature	Capital works/ renovation/ fitting-out works/purchase of furniture and equipment, vehicles	Capital works	Capital works/ renovation/ fitting-out works/ purchase of furniture and equipment	No specification. Can be capital works/renovation / fitting-out works etc. subject to the theme	Capital works/ purchase of durable equipment	Capital works/ renovation/ fitting-out works/ purchase of furniture and equipment	Capital works, furniture and equipment which are essential to meet licensing requirements
Acknowledgement		(to HKJC)				√ (to LF, but can exempt on very exceptional grounds)	
Remarks	-	-	-	Theme changes for each invitation for application	-	-	Applicant should have demonstrated difficulties in seeking funding support from other sources

NOTES:

Name of Funding (in English)	Name of Funding (in Chinese)
The Hong Kong Jockey Club Charities Trust (HKJCCT)	香港賽馬會慈善信託基金
Chief Executive's Community Project List (CECPL)	行政長官社會資助計劃
The Board of Management of the Chinese Permanent Cemeteries Charity Donation (BMCPCCD)	華人永遠墳場管理委員會慈善捐款
Sir Murray MacLehose Trust Fund (SMMTF)	麥理浩爵士信託基金
Sir Robert Ho Tung Charitable Fund (SRHTCF)	何東爵士慈善基金
Lotteries Fund (LF)	獎券基金
Beat Drugs Fund Funding Scheme for Drug Dependent Persons Treatment and Rehabilitation Centres (BDF(FS))	禁毒基金資助藥物倚賴者治療康復中心撥款計劃

Name of Contact Organization (in abbreviation)	Name of Contact Organization (in full name)
HWFB	Health, Welfare and Food Bureau
ND	Narcotics Division
SWD	Social Welfare Department

**Application for a Licence under the Drug Dependent Persons
Treatment and Rehabilitation Centres (Licensing) Ordinance (Cap. 566)**

List of documents required for licence application of a drug treatment and rehabilitation centre (treatment centre):

- (1) Application for a licence in a prescribed form LODTC 1 * (the original and three copies)
- (2) Documents regarding the applicant :
 - Photocopy of the Hong Kong Identity Card ^{Note 1} of the applicant (applicable if application is made by an individual)
 - Photocopy of the Hong Kong Identity Cards ^{Note 1} of all directors and photocopy of the Certificate of Incorporation issued by the Registrar of Companies (applicable if application is made by a body corporate)
 - Photocopy of the Hong Kong Identity Cards ^{Note 1} of all partners and photocopy of the Business Registration Certificate and certified copy of the Business Registration Application issued by the Commissioner of Inland Revenue (applicable if application is made by a partnership)
 - Fit person statement(s) completed by the applicant, all partners if the applicant is a partnership, or all directors if the applicant is a body corporate, using a prescribed form *
- (3) Documents regarding the treatment centre premises :
 - 5 copies of the building plans of the treatment centre premises *
 - Photocopy of the tenancy agreements, and/or documents showing the land status (e.g. Government Land Licence, Land Lease, Short Term Tenancy or Short Term Waiver, etc.) and the expiry dates for such use in respect of the treatment centre premises (applicable for rented centre premises)
 - Photocopy of the assignments in respect of the treatment centre premises (applicable for self-owned centre premises)

Note 1 As an alternative, the original Hong Kong Identity Card(s) may be produced for checking.

(4) Other relevant documents :

- Full list of staff in a prescribed form LODTC 2* for employees/prospective employees
- Full list of skeleton volunteers ^{Note 2} in a prescribed form LODTC 2(a)*

* Details of the application procedures are set out in the "Code of Practice for Drug Dependent Persons Treatment and Rehabilitation Centres". The Code of Practice and the downloadable prescribed forms are available at the Social Welfare Department Homepage at <http://www.swd.gov.hk>.

^{Note 2} Skeleton volunteers refer to those who perform fundamental or core duties/activities/ programmes of the treatment centre on a regular basis.

Registration of a New School
(To be operated in purpose-built premises)

Checklist on documents required for registration of a school to be operated in purpose-built premises is as follows –

- (1) Application for Registration of a School (Form 1)*
- (2) Documents regarding the School Premises
 - 5 copies of the layout plans of the proposed school
 - Documentary proof of the right to use the premises, e.g. occupation permit, tenancy agreement etc. (if applicable)
- (3) Documents on the Proposed Curriculum
 - Syllabus
 - Textbook list
 - Timetable for each classroom*
 - Time schedule of courses (i.e. time allocated to each subject)*
 - Application for collection of tuition fees*

[Note: Schools should have clear and priority learning goals and targets for curriculum development. They should provide a broad and balanced curriculum covering the 8 Key Learning Areas and incorporating the four key tasks (i.e. moral and civic education, reading to learn, project learning, and information technology for interactive learning) into curriculum planning with appropriate strategies of learning, teaching and assessment. They should follow the time allocations for different subjects suggested in the Basic Education Curriculum Guide and Senior Secondary Curriculum Guide as far as possible, and make reasonable adaptation based on school-based needs. In the senior secondary level, the curriculum should be so devised as to ensure a diversified choice of elective subjects with optional modules to cater for students' interests, abilities and needs; and adopt measures (such as flexible time-tabling arrangement) to provide students with opportunities to gain access to the different elective subjects offered.]

- (4) Documents on School Management
 - Application for Registration as a Manager (Form 6)* for proposed managers

(5) Other Relevant Documents

- Expenditure for Employment of Staff of Private Primary/Secondary School*
- If the school is named after a person or an organization, authorization by the person or organization concerned
- Information Sheet for proposed registration of a school (private school)*

* Details of the registration procedures and downloadable application forms/documents are set out in the Guidelines for Registration of a New School on the EDB website at:

<http://www.edb.gov.hk/index.aspx?nodeID=1970&langno=1>

有關 2009 年 8 月 19 日記者招待會基督教正生會的聲明
(刊載於基督教正生會的網頁*)

前言

近來報刊對正生會和執事人有失實的報道。他們只揪出正生會一些片面的事件，再拼合一起來，加上個人的揣測，做出不公平的評論，令社會人士產生不必要的誤解。

對認識了解正生會多年的人，這些只是一篇娛樂新聞，供人茶餘飯後的話題。大家一笑置之。我們也不想浪費時間去揣測有沒有陰謀論的存在，清者自清。

我們的立場

但對大多數近來只在傳媒上剛剛認識正生會和一路支持正生書院爭取新校舍的朋友們來說，我們覺得除了要向他們交待我們爭取新校舍的進度外，因為發生這件失實的報道，可能會令這些朋友產生困惑。所以，我們有責任向他們簡單介紹正生會的運作和理念，讓他們進一步認識我們的工作，去分辨真偽、化解誤解，作出正確的判斷。

對正生的學生來說，我們希望在爭取新校舍的事上，能繼續為他們作出一個榜樣。怎樣正確地處理別人對我有無意、好意或敵意的誤解。我們教學生對任何資訊要尋求認知，對自己的言行要負責任。

另外，我們對各位多年來無私以愛心付出的同工，一路在金錢上支持我們的人士和為我們在各方義務工作的人士，為我們在心裡，在禱告中寄念的朋友，我們覺得要還他們一個公道。

從正面的角度來看，別人的誤解，讓我們有機會讓大眾更清楚認識我們。

“正生會” 和 “正生書院”

首先，我們要分辨 “正生會” 和 “正生書院” 。

屬於大家的平台

正生會是創立於 1985 年，與其說是由誰創立，不如說是多年來各位有心，有理想的人士共同建立的成果。任何人士願意付出，他們放棄自己的職業來服務社會，錢財上的支持，為我們做見證，介紹，幫助我們去爭取，內心對我們的支持，給我鼓勵，給我們意見的，不問多少，不問形式都是寶貴，一沙一石，建立今日的正生會，亦會同樣地改變創造日後在進步的正生會。

準則和方向

正生會不是一個大機構，但有理想的遠大目標，做適當的事，應該做的事，可以做的事，幫助有需要的人，讓施與受者均從中得到學習的機會。

我們本着正確的方向，就是以聖經的教導，正視生命。沒有任何秘密，只是一顆向上帝尋求正確的心作為領航，盼望每人可以悉心相隨。

正生會的事工

我們本著體會到身邊的問題，加上能做多少得多少的精神。正生會緣起在香港成年人福音戒毒，後因香港青少年問題嚴重，建立正生書院，針對香港青少年戒毒和犯罪的問題，給他們愛心和正確的人生方向，到現在在國內，我們有孤兒院、善恩園、為愛滋兒童和囚犯子女建立的學校。

近期還有正在籌辦于日本增設正生境外教室。詳細的情況，稍後會繼續向大家詳盡報導。

財政管理

要支持正生會由小小幾人到跨國的公益工作，說不上我們有什麼雄才偉略計劃，只是開放一顆能做多少得多少的心來建立。各樣的事工，都需要不同程度的金錢來啟動和維持。這些資金來自各界人士的捐獻。但我們希望能盡一個社會企業的責任，好好地運用和保護從商務營運得來的資金，投放在安全又有意義的投資。

我們多年來的投資準則如下：

1. 安全，低風險：所以大部份是房產
2. 有固定的回報：如武夷山賓館項目，收入用作支持孤兒院的經

3. 可以自用的：如長洲校舍
4. 可以為學員提供職業培訓和教導做人、處事的道理：如農場、創作公司、薄餅店、茶莊和曾經營運過的電腦公司等等
5. 當然，最重要的原則是合法和道德的。因為這正是我們教導我們學員的原則，正視生命、建立正確的價值觀。不義之財，不可貪

我們希望學員不會只有等待別人幫助的心。對幫助我們的，我們感恩。相對我們所作的投資也是對善款捐助者報以一個正面理財的自助經濟資源發展的承擔。

所有從各方面收到善款，累積的利潤，都是用在正生會的事工上，不存在任何個人的利益。我們不是營商專才，在有限的人手和資源，細節方面未必做到十全十美，亦明白到我們有必要尋求企業管理、人力資源為正生會開拓更進步的社會公益企業發展，來執行大方向的商務發展。

行政財務監管

在監管方面：

1. 正生會有董事局監察的成員：包括牧師、校長、資深戒毒工作者及教授。一切重要和投資決定，均需要表決。我們有義務的法律顧問不斷在法律上給我們專業指導。
2. 如一般社會企業，正生會財務按每年度交由核數師，向政府呈報。
3. 還有，我們是香港註冊慈善團體，所有的財務情況，包括董事員工薪酬，都受到香港稅務局嚴密監控。
4. 最重要的，我們樂意接受捐獻人士和社會各界有心人士給予意見和勸勉、監察。

正生會的運作是透明的，沒有隱藏的。不存在個人利益問題，也不存有在位人士自把自為的問題。而且，我們自知人力和經濟資源不足，有賴各方面的善意指導和支持。但我們希望，各方對我們的評論，不要太倉促，花點時間來了解和求證後，才對我們作出正確善意的批評，讓群眾對傳媒做適當的，該盡有調查、有研究才報導的責任喝采！

個人利益

我們各員工個人的得益，限於每月個人薪金。銀碼暫且不提了，亦無需被指謂拖低香港人力資源的市場價值，但我們內心的回報是富足的。

學費的安排

正生書院的財務也和其他全港學校私人學校一樣。正生書院是註冊的私人學校，我們沒有政府的資助也沒有任何團體每月定期大額的資助，作為一間自付盈虧的學校，收取學費是必要的。辦學當然要有經費。唯一肯定絕不唯利是圖；因為學生的學習生命是我們的焦點。到目前為止正生書院未有一個學員因為學費問題而失去入學的機會。收學費的安排，像其他全港學校的學生一樣。

1. 家庭有財政能力，當然要他們自己付出學費，以免浪費捐獻人和政府的資源，留給真正有需要的同學。
2. 沒有能力的學員，我們會協助他們透過社工向政府申請合資的財務幫助。

正生書院的財務

不要小看我們地方簡陋，單是為教師行政人員、學校設備、學員教科書、住宿、還有多少其他大大小小的費用；參觀過正生書院有辦學經驗的人士，都明白正生書院的實況，我們的資金優先運用在學生德、志方面的成長學問和技術培訓，如電腦設備，攝影器材等，最後才考慮學生的物質享受。

如書院營運有盈餘，我們會撥作投資保本，不足的時刻亦會從營商利益資源中抽調補足。

焦點在所：新校舍急不容緩

言歸正轉，我們藉此機會多謝各方傳媒一直支持我們爭取新校舍。我們只聽到政府各部門，各階層的支持，但到目前，我們還看不到有什麼實質行動幫助我們學員找到合適的校舍。我們有責任透過傳媒向各位關心我們的社會大眾，和各位支持我們的政府官員交待實際的情況。也希望大家將焦點放回那群急需幫助的學生，不要再滯留在沒有建設性的討論。我們的學員現在最急切需要的是可收容 200 位學員的校舍，接受正常教育的機會。我們個人榮譽、正生會的聲譽，只有待時間去證明一切！

學員需要得到教育的時間浪費了，就沒法彌補！梅窩校舍的需求急不容緩了。

目前超額收生至 130 名，正在期待入學的有 70 名急切接受入學教育，懇請社會各界人士，為不幸失足孩子們請命！

Joint Declaration of the Board of Directors of Christian Zheng Sheng Association and the Board of Directors of Christian Zheng Sheng College[#]

Monday, 24 August 2009

In view of the recent series of events concerning Christian Zheng Sheng Association and Christian Zheng Sheng College, we express our appreciation on the care and support from the public. Regarding such events, the Board of Directors of Christian Zheng Sheng Association and the Board of Directors of Christian Zheng Sheng College resolved to make the following joint declaration:

1. Firstly, thank to all our dearest fellow workers for their selfless sacrifice and their firm stand on their posts as they used to have, so that the work of Christian Zheng Sheng Association and Christian Zheng Sheng College are not affected and could be operated as usual.
2. Regarding the involvement of ICAC and their investigation our financial situation, we will use our best effort to assist the investigation, hoping that it will help the public to release their doubt on us.
3. In order to release the public from their doubt on our financial situation soonest the possible, we resolved to appoint independent accountant to split the previous audited financial information of Christian Zheng Sheng Association and Christian Zheng Sheng College into independent financial reports and to be published in due time. In the future, the financial account of the Christian Zheng Sheng Association and Christian Zheng Sheng College will be treated separately.
4. In order to let the public deepen their understanding on Christian Zheng Sheng Association regarding their work on drug rehabilitation, charitable social services in Hong Kong, mainland China, and other places as well as Christian Zheng Sheng College, we resolved that it is appropriate time fastened our pace to separate the operation of Christian Zheng Sheng College from Christian Zheng Sheng Association. Christian Zheng Sheng College shall be independently registered as a charitable organization [Note: Christian Zheng Sheng Association is already an independent registered charitable organization], dealing with school operation singly. As we used to have, all the income of Christian Zheng Sheng College will be all used on the school affairs only.
5. Finally, thanks to the public again for their concern, especially to those who have all the way supported the mission of Christian Zheng Sheng Association and Christian Zheng Sheng College in good faith. It is indeed our wish to settle all the turmoil as soon as possible, so that we could whole-heartedly focus our effort on the best education to be applied on our students.

[#] It is available at the website of Christian Zheng Sheng Association (<http://www.drugrehab.com.hk>).

On behalf of The Board of Directors of Christian Zheng Sheng Association

Mr. Chan Yau Chi - Director

AND

On behalf of The Board of Directors of Christian Zheng Sheng College

Doctor Ho Kwok Keung - Director

2009/8/24

中華人民共和國
香港特別行政區政府
政務司司長辦公室



CHIEF SECRETARY
FOR ADMINISTRATION'S OFFICE
Government of the Hong Kong
Special Administrative Region
of the People's Republic of China

長洲郵政局
郵政信箱68號
基督教正生會
行政總裁
林希聖先生

林先生：

一月六日致政務司司長的信收悉，我獲授權代覆。

幫助受毒品困擾、有心改過的青少年走出毒海，是政府的一貫政策。身處下徑戒毒治療院舍的員生，實有早日改善康復和生活環境的需要。有關的服務名額若能增加，也可協助更多有需要的青少年。該地設施重置到梅窩的建議，政府原則上支持，並一直協助貴會進行地區諮詢，以爭取支持。

諮詢過程至今，帶出多項備受關注的事宜，必須先行處理。關乎貴會方面，營運服務的背景和帳目、院舍如重置後的運作透明度和責任承擔等事宜，尚待解決，以釋公眾疑慮。保安局一直與貴會保持溝通，並希望與貴會就此盡快跟進，惟貴會當時表示在有關內部工作完成後，包括釐清各項服務的帳目安排等，再與政府商討重置建議。

因應閣下的來函，政府有關部門會繼續與貴會聯繫，具體處理各項備受關注的事宜，例如若能重置院舍，政府對貴會使用梅

窩校舍的要求，包括裝備所需的設施並取得有關牌照，訂立合適的運作模式、行政和財政管理的安排，和接受服務監察等。當然，我們也須要了解貴會現時就各項關注事宜的跟進工作，會否影響原來提出的重置建議，包括落實的具體安排，並會否有進一步的資料提供。

至於下徑院舍現時環境和運作上不理想的情況，政府也充分明白。在能夠落實重置建議前，政府有關部門會協助貴會盡量善用下徑院舍的設施，保障員生安全，輔導青少年更生。

我希望藉此機會重申，就協助青少年脫離毒品困擾的目的，政府和貴會並無異見。要進一步推展重置的建議，則必須妥善處理諮詢中帶出的關注事宜，當中也涉及建議的具體安排，以期在推進下階段重置工作時得到公眾的廣泛支持。政府各有關部門，會繼續積極與貴會跟進。

最後，司長感謝你邀請他參觀貴會的設施，惟因公務繁忙，未能答允。來函附上有關正生會員生更生經歷的書籍，一併致謝。

祝工作愉快！

政務司司長政務助理

沈鳳屏

二零一零年一月二十七日

Chronology

Main Events and Communications with Christian Zheng Sheng Association (CZSA) on The Proposed Reprovisioning of the Drug Treatment and Rehabilitation Centres

Date	Main Event / Occasion
September 2006	CZSA approached the Government about its suggestion of reprovisioning its drug treatment and rehabilitation centres (DTRCs).
1.1.2007	CZSA wrote to suggest relocating and expanding its DTRCs at Ha Keng and private school Christian Zheng Sheng College (CZSC) to the to-be-vacated premises of NTHYK Southern District Secondary School (SDSS) and for its CZSC to join the Direct Subsidy Scheme (DSS).
2007	The Government liaised with CZSA on its proposed reprovisioning and for clarification of the relevant details for assessment.
November 2007	CZSA submitted further document on its proposed reprovisioning and expansion of the DTRCs and private school to the Government.
January 2008	Upon clarification that there was no policy to allow a private school to join the DSS, CZSA replied EDB in January 2008 confirming that CZSC would remain as a private school and they were fully aware that CZSC was not eligible for joining the DSS.
2008	The Government liaised with CZSA on its proposed reprovisioning and expansion of the DTRCs and private school and clarified the details with CZSA for assessment.
29.9.2008	CZSA submitted a revised document on reprovisioning the DTRCs and education facilities to ex-SDSS premises to the Government.
First quarter, 2009	General agreement within Government to support CZSA's proposed reprovisioning in principle and to consult local community on this basis.
Second quarter, 2009	A series of consultation sessions with local community and interested parties, including a meeting between CZSA and Mui Wo Rural Committee arranged by District Officer (Islands) on 8.4.2009, a residents' forum organized by Mui Wo Rural Committee on 7.6.2009 and a consultation forum organized by District Officer (Islands) on 14.6.2009.

Date	Main Event / Occasion
15.6.2009	Islands District Council meeting discussed CZSA's proposed reprovisioning.
2.7.2009	Education Panel meeting. Post-meeting discussion among interested legislators, and the Government and CZSA representatives.
July – August 2009	Media reports alleging impropriety in CZSA's operations.
19.8.2009	Press conference held by CZSA and CZSC.
21.8.2009 and thereafter	Media reports on ICAC investigations on CZSA.
24.8.2009	Joint declaration by CZSA/CZSC.
September to December 2009	Informal communication between the Government and CZSA/CZSC representatives on the position of CZSA's proposed reprovisioning of the DTRCs and education facilities.
End December 2009	In concluding an inquiry into a complaint against the Government in relation to the handling of the CZSA's proposed reprovisioning, the Ombudsman urged the Government to scrutinize CZSA's background and operations with due care and take into account all relevant factors before making a decision on CZSA's proposed reprovisioning.
6.1.2010	CZSA wrote to the Government to make enquiries about the position of CZSA's proposed reprovisioning of the DTRCs.
27.1.2010	The Government replied CZSA, asking CZSA to follow up relevant matters to address the concerns of the public and to provide further information on whether or not CZSA's follow-up work would affect its proposed arrangement of reprovisioning.
January to March 2010	Informal communication between the Government and CZSA/CZSC representatives on the position of CZSA's proposed reprovisioning.
18.3.2010	Education Panel meeting on "Education for Young Drug Abusers and the Relocation of the Centres of Christian Zheng Sheng Association".

**Sequence of Events on
Application for Operation of New Senior Secondary (NSS) Courses
by Christian Zheng Sheng College (CZSC)**

Date	Main Event / Occasion
31.8.2009	CZSC enquired about the operation of the New Senior Secondary (NSS) courses.
1.9.2009	A checklist / standard Proforma and Points to Note for Application of NSS courses to be completed by a Private Secondary School was provided to CZSC.
3.9.2009	CZSC submitted the Proforma without details.
14.9.2009	CZSC submitted a formal application for operating the NSS courses starting from 2009/10.
7.10.2009	CZSC was advised to provide information on curriculum planning, time-tabling and logistic details to support the operation of the proposed NSS courses.
22.10.2009	A letter to CZSC to provide additional advice and urge the school to submit supporting information.
3.11.2009 to 28.12.2009	Upon EDB's advice and letter on 2.12.2009, CZSC submitted supplementary information on the proposed NSS courses.
5.1.2010	Interim reply to CZSC to inform that its application for operating NSS courses was being considered and a reply would be given as soon as possible.
29.1.2010	Based on CZSC's submitted information, it was noted that the school had not planned to make full use of its school facilities for the operation of NSS courses. As such, a letter was sent to CZSC to request information about the estimated cost for the operation of NSS courses in relation to its proposed fee, and a review of the proposed timetables and classroom usage for consideration.
8.2.2010	CZSC supplied information on the estimated expenditure of operating the NSS courses and informed that it did not have sufficient teachers for teaching in two campuses located in Ha Keng and Cheung Chau separately.

Date	Main Event / Occasion
16.3.2010	A letter to CZSC advising it to include the two registered classrooms on Cheung Chau in the class-timetabling and requesting it to provide the staff details, including breakdown of staff cost in the three-year term for the application for operating NSS courses.