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10 February 2012

Clerk to the Establishment Subcommittee  
(Attn: Ms Connie Szeto)  
Legislative Council Complex  
1 Legislative Council Road, Central  
Hong Kong

Dear Ms Szeto,

**Establishment Subcommittee**

**Follow-up to meeting on 7 December 2011**

**Containing the Size of Directorate Establishment**

I refer to your letter dated 8 December 2011 to the Deputy Secretary for Financial Services and the Treasury (Treasury)<sup>1</sup> on the above subject. The attached note sets out the information requested on the position of supernumerary directorate posts over the past five years.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Sally Lo'.

( Miss Sally Lo )  
for Secretary for the Civil Service

c.c. Secretary for Financial Services and the Treasury  
(Attn: Deputy Secretary for Financial Services and the Treasury)<sup>1</sup>

## Creation of Supernumerary Directorate Posts

At the meeting on 7 December 2011, Members requested the Administration to provide a paper on the position update of supernumerary posts created/extended/lapsed and converted into permanent posts in the past few years. The current position of the supernumerary directorate posts created since the 2007-08 financial year is set out at the **Annex**. During this period, 39 new supernumerary directorate posts were created. Amongst these, five has lapsed, four were extended and two were converted into permanent posts. All the other supernumerary posts are expected to lapse upon expiry.

2. To maintain a lean and efficient civil service, the Administration has kept the civil service establishment under strict control and put in place a rigorous vetting system in scrutinising all staffing proposals, particularly those involving directorate posts, both permanent and supernumerary. Creation of new directorate posts will only be considered when the operational need is fully justified and staff redeployment and other alternatives of performing the work have been fully considered and are found not feasible.

3. Supernumerary directorate posts are created mainly to oversee and to take forward time-limited policy initiatives or projects and will normally lapse upon completion of these initiatives/projects. In cases where the initiatives/projects take longer to complete than originally envisaged or where there are unforeseen developments resulting in delays, the policy bureau/department concerned may seek extension of the supernumerary posts in question. Such proposals for extension of supernumerary posts are critically examined within the Administration in the same way as proposals for creation of new posts are before they are put to the Establishment Subcommittee (ESC) and the Finance Committee (FC) for consideration. Similarly, proposals for converting a supernumerary directorate post into a permanent one are carefully scrutinised and put to ESC and FC only in exceptional cases where there is a proven genuine functional need for the post on a permanent basis.

**Supernumerary Civil Service Directorate Posts Created  
from 1 April 2007 to 6 January 2012**

<b>Financial Year</b>	<b>Position of the Supernumerary Directorate Posts Created</b>
2007-08	<p>3 supernumerary directorate posts were created. Amongst these,</p> <ul style="list-style-type: none"> <li>➤ 2 posts were extended</li> <li>➤ 1 post is expected to lapse in the years to follow<sup>1</sup></li> </ul>
2008-09	<p>8 supernumerary directorate posts were created. Amongst these,</p> <ul style="list-style-type: none"> <li>➤ 4 posts lapsed</li> <li>➤ 1 post was extended</li> <li>➤ 2 posts were made permanent</li> <li>➤ 1 post is expected to lapse in the years to follow<sup>2</sup></li> </ul>
2009-10	<p>12 supernumerary directorate posts were created. Amongst these,</p> <ul style="list-style-type: none"> <li>➤ 1 post lapsed</li> <li>➤ 1 post was extended</li> <li>➤ 10 posts are expected to lapse in the years to follow<sup>3</sup></li> </ul>
2010-11	<p>5 supernumerary directorate posts were created. Amongst these,</p> <ul style="list-style-type: none"> <li>➤ All posts are expected to lapse in the years to follow<sup>4</sup></li> </ul>
2011-12 (up to 6 January 2012)	<p>11 supernumerary directorate posts were created. Amongst these,</p> <ul style="list-style-type: none"> <li>➤ All posts are expected to lapse in the years to follow<sup>5</sup></li> </ul>
<b>Total number of posts created</b> (From 2007-08 to 6 January 2012)	<p><b>39</b> supernumerary directorate posts were created. Amongst these,</p> <ul style="list-style-type: none"> <li>➤ <u>5</u> posts lapsed</li> <li>➤ <u>4</u> posts were extended</li> <li>➤ <u>2</u> posts were made permanent</li> <li>➤ <u>28</u> posts are expected to lapse in the years to follow</li> </ul>

## Notes

- (1) This post is expected to lapse in 2013 (*EC(2007-08)1*)
- (2) This post is expected to lapse in 2015 (*EC(2008-09)8*)
- (3) 1 of these posts is expected to lapse in 2012 (*EC(2009-10)6*), 4 in 2013 (*EC(2009-10)4*, *EC(2009-10)9* and *EC(2009-10)11*), 4 in 2014 (*EC(2008-09)16*, *EC(2008-09)17* and *EC(2009-10)15*), and 1 in 2016 (*EC(2008-09)16*)
- (4) 3 of these posts are expected to lapse in 2013 (*EC(2010-11)8* and *EC(2010-11)11*) and 2 in 2015 (*EC(2010-11)3*)
- (5) 3 of these posts are expected to lapse in 2013 (*EC(2010-11)18* and *EC(2011-12)9*), 5 in 2014 (*EC(2010-11)15*, *EC(2010-11)19*, *EC(2010-11)20*, *EC(2011-12)1* and *EC(2011-12)5*), and 3 in 2015 (*EC(2011-12)12* and *EC(2011-12)13*)