

政府總部
公務員事務局
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**CIVIL SERVICE BUREAU
GOVERNMENT SECRETARIAT**
WEST WING
CENTRAL GOVERNMENT OFFICES
2 TIM MEI AVENUE, ADMIRALTY
HONG KONG

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19 June 2012

Mr Arthur LEUNG
Clerk to Panel on Public Service
Legislative Council Complex
1 Legislative Council Road
Central, Hong Kong

Dear Mr LEUNG,

**Legislative Council Panel on Public Service
Follow-up to the Meeting on 20 February 2012**

At the meeting of the Panel on Public Service (the Panel) on 20 February 2012, the Administration briefed the Panel on the civil service-related issues featuring in the 2012-13 Budget. In connection with the creation of civil service posts in the 2012-13 financial year, the Administration was requested to provide a detailed breakdown of the 1 535 additional civil service posts to be created in various Government bureaux/departments.

As requested, we now attach for the Panel's information –

- (a) a detailed breakdown of the 1 535 additional civil service posts to be created by Government bureaux/departments at **Annex A**; and
- (b) breakdowns of the said additional posts by civilian departments versus disciplined services, by directorate versus non-directorate ranks, and by entry versus promotional ranks at **Annex B**.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Maisie Chan', written in a cursive style.

(Ms Maisie CHAN)
for Secretary for the Civil Service

**2012-13 Estimates
Summary of Establishment**

HEAD OF EXPENDITURE	<i>ESTABLISHMENT (NUMBER OF POSTS)AS AT</i>		Change in establishment (b)-(a)
	31.3.2012 Revised estimate (a)	31.3.2013 Estimate (b)	
21 Chief Executive's Office	101	101	
22 Agriculture, Fisheries and Conservation Department	2 009	2 040	31
25 Architectural Services Department	1 792	1 789	- 3
24 Audit Commission	185	187	2
23 Auxiliary Medical Service	96	96	
82 Buildings Department	1 173	1 232	59
26 Census and Statistics Department	1 220	1 218	- 2
27 Civil Aid Service	102	103	1
28 Civil Aviation Department	774	780	6
33 Civil Engineering and Development Department	1 735	1 747	12
30 Correctional Services Department	6 844	6 883	39
31 Customs and Excise Department	5 683	5 849	166
37 Department of Health	5 761	5 944	183
92 Department of Justice	1 178	1 209	31
39 Drainage Services Department	1 854	1 865	11
42 Electrical and Mechanical Services Department	369	377	8
44 Environmental Protection Department	1 686	1 710	24
45 Fire Services Department	9 828	10 035	207
49 Food and Environmental Hygiene Department	11 142	11 142	
46 General Expenses of the Civil Service	359	359	
166 Government Flying Service	230	236	6
48 Government Laboratory	448	453	5
59 Government Logistics Department	713	713	
51 Government Property Agency	204	204	
143 Government Secretariat: Civil Service Bureau	603	606	3
152 Government Secretariat: Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)	187	187	
55 Government Secretariat: Commerce and Economic Development Bureau (Communications and Technology Branch)	99	106	7
144 Government Secretariat: Constitutional and Mainland Affairs Bureau	138	147	9
138 Government Secretariat: Development Bureau (Planning and Lands Branch)	129	130	1
159 Government Secretariat: Development Bureau (Works Branch)	216	232	16
156 Government Secretariat: Education Bureau	5 688	5 481	- 207
137 Government Secretariat: Environment Bureau	39	41	2
148 Government Secretariat: Financial Services and the Treasury Bureau (Financial Services Branch)	169	164	- 5
147 Government Secretariat: Financial Services and the Treasury Bureau (The Treasury Branch)	177	178	1
139 Government Secretariat: Food and Health Bureau (Food Branch)	46	47	1
140 Government Secretariat: Food and Health Bureau (Health Branch)	94	117	23
53 Government Secretariat: Home Affairs Bureau	221	232	11
155 Government Secretariat: Innovation and Technology Commission	170	190	20
141 Government Secretariat: Labour and Welfare Bureau	103	103	
47 Government Secretariat: Office of the Government Chief Information Officer	639	643	4
142 Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary	496	515	19
96 Government Secretariat: Overseas Economic and Trade Offices	149	149	

*ESTABLISHMENT
(NUMBER OF POSTS) AS AT*

HEAD OF EXPENDITURE	31.3.2012 Revised estimate (a)	31.3.2013 Estimate (b)	Change in establishment (b)-(a)
151 Government Secretariat: Security Bureau	190	189	- 1
158 Government Secretariat: Transport and Housing Bureau (Transport Branch)	164	169	5
60 Highways Department	2 106	2 112	6
63 Home Affairs Department	1 889	1 914	25
168 Hong Kong Observatory	292	298	6
122 Hong Kong Police Force	33 147	33 245	98
70 Immigration Department	6 655	6 817	162
72 Independent Commission Against Corruption	1 394	1 408	14
74 Information Services Department	430	431	1
76 Inland Revenue Department	2 818	2 818	
78 Intellectual Property Department	115	123	8
79 Invest Hong Kong	35	35	
174 Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	28	34	6
80 Judiciary	1 656	1 701	45
90 Labour Department	2 193	2 206	13
91 Lands Department	3 913	3 936	23
94 Legal Aid Department	542	542	
95 Leisure and Cultural Services Department	8 550	8 781	231
100 Marine Department	1 378	1 378	
180 Office for Film, Newspaper and Article Administration	125	55	- 70
116 Official Receiver's Office	225	233	8
118 Planning Department	790	805	15
136 Public Service Commission Secretariat	27	27	
160 Radio Television Hong Kong	540	562	22
162 Rating and Valuation Department	854	856	2
163 Registration and Electoral Office	186	186	
169 Secretariat, Commissioner on Interception of Communications and Surveillance	20	20	
170 Social Welfare Department	5 368	5 416	48
173 Student Financial Assistance Agency	451	576	125
181 Trade and Industry Department	496	499	3
186 Transport Department	1 307	1 390	83
188 Treasury	487	487	
190 University Grants Committee	56	59	3
194 Water Supplies Department	4 503	4 506	3
Government paid staff	147 779	149 354	1 575
Companies Registry	291	292	1
Electrical and Mechanical Services Trading Fund	3 533	3 533	
Hong Kong Monetary Authority	31	30	- 1
Hospital Authority	2 309	2 156	- 153
Housing Authority	8 003	8 049	46
Land Registry	479	481	2
Legal Aid Services Council	4	4	
Office of the Communications Authority		296	296
Office of the Telecommunications Authority	226		- 226
Post Office	5 347	5 347	
Vocational Training Council	23	18	- 5
Staff working under other public bodies	20 246	20 206	- 40
TOTAL	168 025	169 560	1 535

**Profile of change in establishment (1 535 posts)
in the 2012-13 Estimates**

ESTABLISHMENT (NUMBER OF POSTS) AS AT	
31.3.2012 Revised Estimate:	168 025
31.3.2013 Estimate:	169 560
change in establishment:	1 535 (note)

(A) Civilian vs Disciplined Services

	change in establishment	%
<i>Civilian</i>		
Degree and professional	253	27%
Matriculation, technical and diploma	264	28%
Junior	437	45%
Sub-total (a)	954	100%
<i>Disciplined services</i>		
Officer	101	17%
Rank-and-file	480	83%
Sub-total (b)	581	100%
Total:	1 535	

(B) Directorate vs Non-directorate Ranks

	change in establishment	%
Directorate	12	1%
Non-directorate	1 523	99%
Total:	1 535	100%

(C) Entry Ranks vs Promotional Ranks

	change in establishment	ratio
Entry rank	1 052	} 10
Next higher rank [#]	344	
Other higher ranks (including directorate) [@]	139	1
Total:	1 535	

(note)

The change in establishment represents the estimated **net** increase of posts in 2012-13. Controlling officers are authorised to create or delete posts in existing non-directorate ranks provided that the net additional notional annual mid-point salary value of the posts created does not cause the departmental establishment ceiling to be exceeded.

[#] Next higher rank is the immediate promotional rank above the entry rank.

[@] Other higher ranks are the promotional ranks other than the next higher rank.