



職業安全健康局
OCCUPATIONAL SAFETY & HEALTH COUNCIL



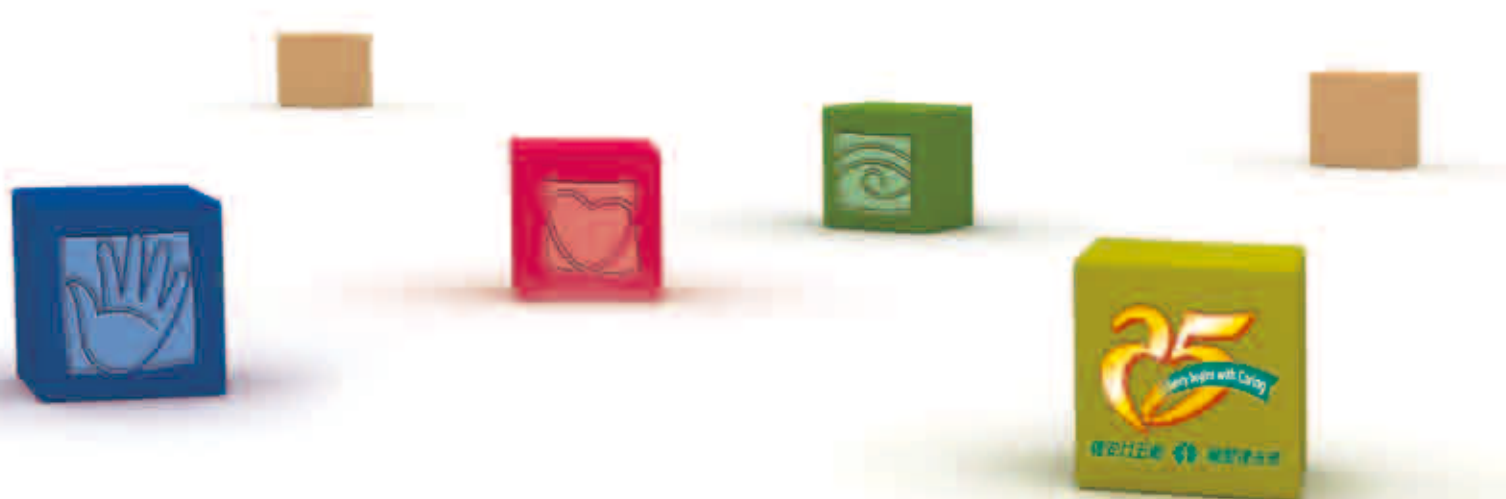
Annual Report
2013-2014 年報





職業安全健康局
OCCUPATIONAL SAFETY & HEALTH COUNCIL

我們的抱負是致力成為區內卓越的職業安全健康機構，務求每位僱員均可在一個安全健康的環境下工作
Our vision is to be a leading organization in the region aiming that all individuals could operate in working conditions that are free of risk and hazards





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主席序言

Message from the Chairman



職業安全健康局剛度過了二十五歲的生辰，我們在誌慶銀禧紀念的歡樂中，也不忘總結過去的經驗，籌劃未來的方向。

過去一年，職安局的工作和成績正好為本港的職安健發展揭開新一頁。我們一直高度關注的兩大行業 - 建造業特別是裝修維修業和飲食業，隨著大型基建項目展開和經濟發展，不約而同地蓬勃起來，但香港的職安健情況亦面臨重大的挑戰。我們認為必須提高業界對職安健的重視，並進行有系統的推廣和訓練，才能達到保障在職人士安全健康的理想效果。為此，我們針對兩大行業先後推出「職安健星級企業－裝修及維修業安全認可先導計劃」和「飲食業優質職安健企業先導計劃」，透過宣傳、培訓和協助機構實施安全管理，並資助購買合規格的安全裝備，再經過我們嚴格

的考核和評審，讓有關機構取得認可資格，成為職安健星級企業。我們相信透過有系統、有規範的評核，才能讓業界有所依據，在實踐職安健工作時便更能得心應手，而取得的資格也受到專業認可。

專業認可寓意質素的認受性，是足以令外界信服的最佳保證。我們作為本港提供職業安全健康教育的主要訓練機構，對課程和教學的服務質素也須嚴格要求。今年，我們通過《香港學術及職業資歷評審局》資歷架構第四級別評審，成為本港首家獲資歷架構認可的職安健培訓機構。所有通過當局資歷架構甄審的課程已上載至政府的資歷名冊。此認證不但為我們的訓練課程提供質素保證，也讓學員所學到的知識和技能獲得專業認同。

經過二十五年的發展，我們累積了多方面的數據和實戰經驗，為未來的工作提供重要基石。今年，我們完成了對冷凍衣的研究，並參考了研究建議推出「冷凍衣推廣先導計劃」，為需要長期暴露於戶外或室內高溫作業環境的從業員提供比較有效的個人防護裝備。此外，基於年前我們進行的防墮繫穩裝置的研究結果及業界提出的意見，我們今年進行更深入的探討，為搭建竹棚時採用的錨固裝置提出改良方案，以符合業界的實際情況和需要。

主席序言 Message from the Chairman



This year marks an important milestone for the Council. We are celebrating our Silver Jubilee with Hong Kong. Past experiences are reviewed and consolidated to chart new directions for the future.

Our work and achievements in the past year open up a new chapter in the development of occupational safety and health in Hong Kong. The construction industry in particular the Repair, Maintenance, Alteration and Addition (RMAA) works and catering trade have always been top on our agenda of safety promotion. The rising economy and the booming construction activities have presented us great challenges in sustaining the industry's safety performance. We believe that industry-wide awareness to safety is most crucial. This can be achieved through strategic promotional drive and systematic training, through which we could safeguard the safety and health of our valuable workforce. With this aim, we launched the OSH Star Enterprise – Pilot Scheme on RMAA Safety Accreditation and the Outstanding OSH Restaurant – Pilot Scheme on Catering Safety Accreditation. Through a series of support including promotion, safety training, implementation of safety management system, subsidy to purchase appropriate safety equipment, all leading to the passing of stringent safety accreditation, these enterprises will then be qualified as OSH Star Enterprises. Only through systematic and well defined procedures, the enterprise will be supported and guided in implementing safety measures and satisfying the safety accreditation.

Professional qualifications represent quality assurance for the public. As Hong Kong's leading training provider in the area of OSH, we must apply the same rigorous quality standards to our training courses and training services. This year, we become the first OSH training institution in Hong Kong satisfying the Qualifications Framework (QF) Level 4 certification from the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ). All the QF-accredited training courses are now listed in government's Qualifications Register (QR). This certification provides quality assurance for our training courses and also a professional recognition of the knowledge and skills obtained by the trainees.

The extensive expertise and experience we have accumulated over the past 25 years forms a solid foundation for our future. This year, we conducted research on cooling vests and we launched the Cooling Vest Promotion Pilot Scheme to provide effective personal protective equipment for workers who are exposed to hot outdoor or indoor working environments over lengthy periods of time. We build on the research findings from previous work on the use of anchor devices for fall prevention, and to further explore means to improve scaffolding structure anchoring devices to suit industrial needs and applications.



主席序言

Message from the Chairman

在普及職安健文化方面，我們除了支援安全社區的建設，也繼續透過「職安健大使」和「裝修維修工作安全大使」發揮互相提點、互相幫助的精神，共同在社區樹立安全行為的榜樣。同時，我們也為年輕一代和中、小學生舉辦各種比賽和宣傳活動，向新一代灌輸安全健康的知識。

設備完善的青衣職安健學院，為我們各方面的工作提供強而有力的硬件支援。過去一年，職安健學院除了為在職人士開辦各種訓練課程外，也作為青少年的實況教室，為建設安全文化打下良好基礎，學院更特地在8月22日職安局成立日子首次開放予公眾參觀，讓市民大眾進一步認識我們的工作，加深他們對工作安全的了解。

我們不斷汲取各地的經驗和知識，以提升技術和服務質素，除了與大中華區合辦常規性的比賽和論壇，增強區內夥伴機構的交流外，我們更邀請先進地區的專業人士為我們舉辦講座，也為業界組織海外考察活動，以增加我們對相關行業的職安健工作的認識，並希望業界由此獲得啟發，進一步提升職安健的實務效能。

作為一個法定機構，職安局持續發展良好的企業管治以維護及提高公信力。去年已成立審核委員會，負責監察內部運作的職能，以提升職安局的能力、服務質素及問責性；今年更於年報內披露職安局成員出席職安局大會的出席率，成員的出席率平均為78%。

二十五載的耕耘絕非一帆風順，香港的職業安全健康水平雖然已得到顯著提升，但距離「零意外」的理想目標依然遙遠，而我們也預料到未來的工作是充滿挑戰。不過，我們深信，只要我們團結社會上各持份者，堅持以保障珍貴的人力資源為宗旨，必能夠發揮潛能，服務社群，而我們也將盡力謀求突破，開創未來更美好的二十五年。

黃天祥 工程師，銅紫荊星章，太平紳士
職業安全健康局主席

主席序言 Message from the Chairman



To promote safety culture, we support the safe community program in different communities and we continued to increase the synergy between our OSH Ambassadors and RMAA Safety Ambassadors as key drivers to build safer communities. Moreover, we organised a wide range of contests and promotional activities for primary and secondary school students as part of our efforts to cultivate safety awareness among the younger generation.

Our well-equipped OSH Academy in Tsing Yi provides a strong foundation for our services to the community. In the year, the training facilities not only enable us to organize different and new training courses for the employees, it also served as the demonstrating classrooms for the youth on possible work hazards of different industry. To engage the community in our promotion of safety culture, we have organized the very first OSH Academy Open Day on Council's establishment day 22 August with strong participation from the public.

We continued to draw on the experience and knowledge from our counterparts worldwide to enhance our knowledge and services. We joint hands with our neighbouring regions in organising competitions and forums facilitating exchanges on regular basis. Safety and health experts from well-developed regions are also invited to share their experiences with the stakeholders in Hong Kong. Benchmarking study visit to different regions provide good opportunities for Hong Kong to learn on the best practices in improving safety performances.

As a statutory body, the Council continues to develop good corporate governance for better management. An Audit Committee was set up last year to oversee the internal operations in order to enhance Council's capacity, service quality and accountability. This year, the attendance rate of Council Members for Council Meetings is reported in the appendix. The average attendance rate is 78%.

The Council has come a long way in these 25 years. Though the road has been bumpy at times, the safety and health standards in Hong Kong have made significant improvements over time. Yet, we are still far from the vision of zero accidents. We are prepared to take on new challenges ahead. With the support of different stakeholders in the community, while sharing the same vision of protecting our valuable workforce, we would synergize for a greater potential and momentum. Looking ahead to the next 25 years, the Council is committed to set new grounds in promoting higher safety and health standards at work for Hong Kong.

Ir. Conrad WONG Tin-cheung, BBS, JP

Chairman

Occupational Safety and Health Council



職業安全健康局

Occupational Safety and Health Council

前排(左至右)：

陳海壽博士，太平紳士(副主席)、卓永興先生，太平紳士(勞工處處長)¹、黃天祥工程師，銅紫荊星章、太平紳士(主席)

中排(左至右)：

鄧華勝先生(總幹事)、馮艾斯女士(成員)、葉其菁女士(成員)、鄺正煒先生，太平紳士(成員)、潘兆平議員，銅紫荊星章，榮譽勳章(成員)、王少嫻女士(成員)、董秀英醫生(成員)、陳遠秀女士(成員)、陳永安先生(成員)

後排(左至右)：

郭富超博士(成員)、彭一邦先生(成員)、方學誠先生(成員)²、蔡金華先生，榮譽勳章(成員)、鍾國星先生(成員)、楊傳亮先生，銅紫荊星章，太平紳士(成員)、吳賢發教授(成員)、黃敦義先生(成員)

FROM LEFT, FRONT ROW :

Dr Alan CHAN Hoi-shou, JP (Vice-chairman); **Mr CHEUK Wing-hing**, JP (Commissioner for Labour)¹; **Ir Conrad WONG Tin-cheung**, BBS, JP (Chairman)

FROM LEFT, SECOND ROW :

Mr TANG Wah-shing (Executive Director); **Ms Elsie FUNG** (Member);
Ms Christine YIP Kee-ching (Member); **Mr KWONG Ching-wai**, JP (Member);
The Honorable POON Siu-ping, BBS, MH (Member); **Ms WONG Siu-han** (Member);
Dr Nancy TUNG Sau-ying (Member); **Ms Kelly CHAN Yuen-sau** (Member);
Mr CHAN Wing-on (Member)

FROM LEFT, THIRD ROW :

Dr KWOK Fu-chiu (Member); **Mr Derrick PANG Yat-bond** (Member);
Mr Michael FONG Hok-shing (Member)²; **Mr CHOI Kam-wah**, MH (Member);
Mr CHUNG Kwok-sing (Member); **Mr Charles YANG Chuen-liang**, BBS, JP (Member);
Professor Gabriel NG Yin-fat (Member); **Mr Charles WONG Doon-yee** (Member)

註 Notes:

1. 卓永興先生任期至2014年3月2日，唐智強先生任期由2014年3月3日起。
Mr CHEUK Wing-hing as member up to 2 March 2014 and Mr Donald TONG Chi-keung as member from 3 March 2014.
2. 方學誠先生任期至2013年12月15日，林達明先生任期由2013年12月16日起。
Mr Michael FONG Hok-shing as member up to 15 December 2013 and Mr Terrence LAM Tat-ming as member from 16 December 2013.

職業安全健康局
Occupational Safety and Health Council





走過二十五年漫長歲月，我們看見職安健的幼苗在香港逐漸成長。注重職安健的觀念已由較高危的工種逐步滲透至各行各業，由面對較高風險的前線員工延伸至後方的僱主及管理層，由職場傳揚至家庭和社區，這種觀念的轉變和水平的提升，正是過去多年大家努力的成果。

為慶祝成立廿五載，我們舉辦了「職業安全健康局二十五周年慶典暨第廿一屆海峽兩岸及香港、澳門地區職業安全健康學術研討會」晚宴，並於席上頒發「愛心工地嘉許計劃」各獎項，我們期望僱主對員工的關顧能凝聚彼此的力量，共同建設安全健康的工作環境。推動小學生們注意安全文化的郵票設計比賽也於是日頒獎，小朋友透過設計繽紛多彩的郵票，為我們的銀禧紀念添上熱鬧氣氛。

我們在踏進第二個四分之一世紀的重要時刻，為本港的職業安全健康發展再添新里程。在慶祝典禮上，我們特別對本港兩大支柱行業的傑出機構作出表揚。「優質職安健企業先導計劃」及「職安健星級企業 — 裝修及維修業安全認可先導計劃」先後在飲食業和建造業推行，透過僱主主動為員工提供職安健訓練、在機構實施有效的安全措施和管理、添置符合規格的安全裝備，並通過安全顧問的嚴格評審，從而晉身星級企業行列，這種按部就班的安全文化建設能令機構上下均對職安健有清晰的目標，對自己以至其他人的



政務司司長林鄭月娥女士與一眾主禮嘉賓及本局主席、成員和來自海峽兩岸四地職安健專家聚首一堂，歡慶本局銀禧紀念。
Mrs Carrie Lam, Chief Secretary for Administration, officiating guests, Council Chairman and members together with OSH specialists from the cross-straits gathered to celebrate the 25th Anniversary of the Council.

為誌慶職安局銀禧紀念，我們刊印了《安健同心：職安局25年走過的路》，讓讀者陪着我們重新檢視過去的工作，並探索未來的方向和發展。
To mark the OSHC silver jubilee, we published *Safety begins with Caring in 25 Years*, which gives readers an opportunity to review our past work and exploring our future development and directions.



We are able to see the solid development of occupational safety and health (OSH) in Hong Kong after 25 years. Importance of OSH has spread from high-risk jobs to all walks of life, from frontline employees to employers and managements, from workplaces to families and communities. The caring attitudes and improved standards are the result of years of our concerted efforts.

To celebrate our 25th anniversary, we organised the “OSHC 25th Anniversary Celebration cum the 21st Quadripartite Conference Dinner” and presented awards of the “Caring Construction Site Award Scheme”. We hope that employers’ care for their employees will bring the two sides together in building a safe, healthy working environment. The award presentation for the Stamp Design Competition, which aimed to increase safety awareness among primary students, was also held on the same day. The students added festivity to our jubilee by contributing wonderful stamp designs.

We are stepping into another 25-year to create a new milestone for OSH development in Hong Kong. During the ceremony, we expressed our recognition to the outstanding organisations in two major sectors in Hong Kong. The “Pilot Scheme on Catering Safety Accreditation” and “OSH Star Enterprise - Pilot Scheme on RMAA Safety Accreditation” were launched for the catering and construction industries respectively to provide OSH training for employees through their employers, to implement effective safety measures and management, procure safety equipment which meets international standards, and accredited by safety consultants to become Star Enterprises. Through this systematic approach to develop safety culture, members of the organisation will be able to set clear OSH goals and be more caring of their own safety as well as others.



舉辦「職安傳愛25年郵票設計比賽」，鼓勵青少年關心父母家人的工作安全，從少培養安全健康意識，得獎作品並印製成郵票小版張，以推動關愛文化。

“Caring for Safety in 25 Years Stamp Design Competition” was organized to nurture safety culture among students through caring for the safety and health of their parents and family members at workplaces. Winning entries are published as stamps mini-pane to promote a caring culture.

安全健康更加關顧，而機構所取得的星級資格也得到專業認同，能有效提升機構的形象，更能激勵員工，共同創造安全健康的職場文化。我們希望這種有規範、有系統的安全管理策略能在其他行業廣泛推行，令更多在職人士受惠。

「傑出安全社區領袖」也是我們新增的獎項。安全社區能凝聚區內各階層的力量，共同建設安全健康的環境，安全社區領袖在推動社區的職安健發展方面可謂功不可沒。我們藉著25周年慶典，向一直以來默默為安全社區作出貢獻的領袖致以崇高敬意。

我們相信以關愛維繫才能建構最堅固的職安健文化，「職安廿五載，關愛建未來」是我們的共鳴，也標誌着我們的發展方向。職安局會朝着這目標，繼續勇往直前，開拓工作安全健康的坦途。



全港首批「職安健金星級企業」得主於當晚誕生，有助提高裝修維修工作安全健康。

The very first "OSH Gold Star Enterprises" winners were awarded during the event with the aim to promote RMAA Work safety.



勞工及福利局局長張建宗先生頒獎首批飲食業優質職安健企業證書。

The "Outstanding OSH Restaurant" certificates were given by Mr Matthew Cheung, Secretary for Labour and Welfare.



大會亦頒發了首屆「傑出安全社區領袖」證書，表揚協助本局在社區推廣安全文化的地區人士。

The first "Outstanding Safe Community Leader" certificates were also presented to recognized those people who worked with the Council to promote safety culture in the community.

The accredited standard obtained under the schemes can help companies enhance their image while encouraging employees to foster a culture of safety and health. We hope that this standardised, systematic approach in safety management will be extended to other sectors as well to benefit more working individuals.

We also added a new "Outstanding Safe Community Leader" award. A safe community can bring concerted efforts in building a safe and healthy environment, and the Safe Community Leaders have dedicated themselves to promoting development in this regard. As we celebrate our 25th anniversary, let's pay tribute to those leaders who have contributed to the development of safe culture in the communities.

We believe that love and caring will strengthen the foundation for OSH culture. The slogan, "25 Years: Safety Begins with Caring", is guiding us to our future. The OSHC will continue to pave the way and forge ahead towards this goal.



歷屆主席包括何世柱先生、梁秉中教授及李啟明先生蒞臨職安局25周年紀念晚宴，並協助頒發多個獎項。

Previous Chairmen of the Council Mr Ho Sai-chu, Professor Leung Ping-chung and Mr Lee Kai-ming attended the 25th anniversary celebration and presented awards to winners of various competitions.



推廣文化 提高意識

Spreading Safety Culture to Raise Awareness

踏進25周年，職業安全健康局繼往開來，努力推動香港的職安健文化。在宣傳重點方面，我們加強對建造業及飲食業這兩大重點行業的宣傳力度，同時藉多元化的活動提高社區人士的安全健康意識。對於青少年的推廣工作，我們更是不遺餘力，希望幫助新一代建立安全健康文化，為社會的未來發展奠定根基。

提高兩大重點行業安全文化

建造業

針對各項工程包括大型基建項目的展開，我們加強推廣高空工作安全。與勞工處合辦的「高處工作安全論壇暨安全設備展覽」，除了為參加者提供高空工作安全的具體建議外，更展出多種實用的安全設備產品。持續推行的「職安健星級企業—裝修及維修業安全認可計劃」，透過提供安全培訓、安全審核及資助企業購買符合安全標準的防墮裝置和設施，鼓勵僱主改善高空工作的安全水平。自計劃推出以來，已有13家機構通過考核，成功取得「職安健星級企業」的認可資格，其中3家機構更取得「金星級企業」證書。

5月及12月舉辦的「大型基建工程工作安全研討會」是另一項針對大型基建工程的職安健推廣活動，透過邀請外國和本地專家與參加者進行學術交流及經驗分享，提高本港基建工程的安全管理技術和水平。

我們首次舉辦「『愛心工地』嘉許計劃」，表揚在多方面關愛前線員工職安健的工地，共有160個工地奪得「愛心工地」的獎項，獲頒最高級別的「愛心鑽石大獎」的工地更達104個，充份顯示勞資合作的精神。



高處工作安全保護設備的實際操作示範最能吸引業界注意。

Demonstration of safety equipment for working at heights attracted most attention from the industry.



業內人士聽取專家分享大型基建工程的工作安全技術和經驗。

Industry stakeholders were listening to experts who shared their safety experience in major infrastructure projects.



多家機構獲頒「愛心工地」殊榮，表揚他們對員工職安健的重視。

A number of organisations received the Caring Construction Site Award for their focus on the OSH of their employees.

推廣文化 提高意識 Spreading Safety Culture to Raise Awareness



The Council (OSHC) has been continuously promoting the safety culture in Hong Kong for the past 25 years. This year we strengthened our publicity initiatives for these two major sectors – construction and catering. We heightened the community's awareness of safety and health through a wide range of activities. Educating the young to cultivate a safety mindset is important for building a strong safety culture in the community.

ENHANCE SAFETY CULTURE OF TWO MAJOR INDUSTRIES

Construction

We strengthened our promotional efforts to increase safety awareness especially on working at heights in view of the rising construction activities including the large-scale infrastructure projects. Together with the Labour Department, we organised the Work-at-height Safety Forum cum Safety Equipment Exhibition, which showcased a wide variety of proper safety equipment. At the same time, we continued to promote the OSH Star Enterprise Scheme on RMMA Safety Accreditation through safety training, safety audits and subsidizing the purchase of proper fall arresting equipment. Since its launch, 13 organisations have been accredited as OSH Star Enterprises, and three of them have been honoured as Gold Star Enterprises.

In May and December 2013, we held the Safety Forum for Major Infrastructure Projects as part of our campaign to promote OSH for large infrastructure projects. Local and overseas experts and participants were engaged in the academic exchanges and experience-sharing opportunities.

We organised the first Caring Construction Site Award Scheme to recognise construction sites that care for the OSH of their front-line workers. A total of 160 sites were awarded under the scheme with 104 received the highest honour – the Diamond Caring Award demonstrating the joint effort of employees and employers in promoting safety and health at work.



為裝修維修業推行的職安健星級企業安全認可先導計劃，能有系統地協助僱主取得安全認證。

The OSH Star Enterprise Pilot Scheme on Safety Accreditation, Repair, Maintenance, Alteration and Addition (RMAA) helps employers to achieve safety accreditations in a systematic manner.



於大型基建工程工作安全研討會上，勞工處處長卓永興太平紳士致送紀念品給演講嘉賓英國健康及安全執行處的韋倫士先生。

Commissioner for Labour, Mr CHEUK Wing-hing, JP presented souvenirs to guest speaker Mr Mike Williams, Health and Safety Executive from UK at the Safety Forum for Major Infrastructure Projects.



推廣文化 提高意識

Spreading Safety Culture to Raise Awareness

飲食業

受僱人數近19萬的飲食業是我們另一關注重點。我們在2013年6月為飲食業推出為期兩年的「優質職安健企業先導計劃」，透過為前線員工提供基本安全培訓、培訓安全健康督導員及提供免費的顧問服務，協助食肆妥善整理工作環境，加強員工的職安健意識，以達至全面提升業界的工作安全水平，減低意外數字。成功通過評審的「優質職安健食肆」更可獲資助購買符合安全標準的防滑鞋及防切割手套。

我們走入食肆進行宣傳工作，春節前率領團隊前往各大小食肆派發宣傳福袋，呼籲前線員工在繁忙緊張的工作環境下也要注重職業安全。



飲食業先導計劃涵蓋管理、培訓，以至添置個人防護裝備各層面。

The Pilot Scheme on Catering Safety Accreditation provides comprehensive support to the catering industry including management, training and the subsidy of personal protective gears.



每年於農曆新年旺季前向食肆的前線員工派發職安健福袋，提醒大家忙碌之餘應關注工作安全健康。

"OSH Lucky bags" are distributed to front-line staff of the restaurants every year before lunar Chinese New Year, reminding them to pay attention to safety and health.

新推廣重點配合社會發展

參考研究報告的建議，我們於年內推出了「冷凍衣推廣先導計劃」。這是一項個人保護裝置推廣計劃，為需要長期從事戶外工作或室內高溫環境工作的員工提供保護，預防中暑風險。我們鼓勵使用者就冷凍衣提供意見，以助改善冷凍衣的效能。

為職業司機舉辦的推廣活動及相關的「職業司機健康大使」計劃，旨在透過營養師及體適能導師輔導職業司機們調整日常飲食習慣及運動量，促進職業司機對飲食均衡及運動強身的認識，協助他們建立良好習慣以改善健康，減少他們在工作時因身體不適而引致的意外。

3月份舉行首屆「國際化學品安全研討會」，為化學品安全管理提供資訊技術交流平台，各地權威雲集香港，共同就化學品安全管理交換經驗和心得。



冷凍衣有助預防中暑風險，為需要長期在高溫環境工作的員工提供保護。

Cooling vests help prevent heat stroke, providing protection to workers who are exposed to the hot environment over a long period of time.



首次舉行的國際化學品安全研討會，吸引三百多名與會者和海外學者交流最新的職安健訊息。

The First International Chemical Safety Conference attracted more than three hundreds participants sharing the latest OSH information with overseas guest speakers.

推廣文化 提高意識 Spreading Safety Culture to Raise Awareness



Catering

With its workforce of 190,000 people, catering is another priority industry for us. In June 2013, we launched the two-year Outstanding OSH Restaurant Pilot Scheme on Catering Safety Accreditation for the catering industry. Offering basic safety training for front-line staff, OSH supervisory training, and free consulting services, the scheme is designed to improve the working environment in restaurants, and increase the awareness of employees about OSH, thereby enhancing the industry's safety performance and reducing the number of occupational injuries. Restaurants accredited as Outstanding OSH Restaurants receive funding to purchase anti-skid shoes and cut-resistant gloves that meet safety standards.

We also visited restaurants before the Chinese New Year to promote work safety by distributing safety information and encouraging its frontline workers to follow safety procedures despite the heavy workload.



職業司機學習簡單的體適能動作，紓緩工作導致的身體不適。
Professional drivers were learning simple exercises to relieve physical discomfort caused at work.



藉海報設計比賽及展覽教導學生及市民大眾化學品安全知識。
Poster Design Competition and exhibition were organized to educate students and the public about chemical safety.

DIFFERENT NEEDS

Following the research findings, we launched the Cooling Vest Promotion Pilot Scheme during the year. This aimed to promote an equipment that will protect workers who are exposed to hot indoor and outdoor environments over lengthy periods of time against heat stroke. We encouraged users to provide feedback about the performance of the vests for further improvement on the equipment.

The other promotional activities we organised included the Professional Driver Health Ambassadors program, which invited dietitians and fitness instructors to advise professional drivers about daily eating habits and physical exercise to raise their awareness on forming good healthy habits, thereby reducing the number of accidents that occur as the result of physical discomfort during the course of their work.

In March, we staged the first International Chemical Safety Conference which provided a platform for the exchange of information about chemical safety management by bringing experts from around the world together in Hong Kong to share their ideas and experience in this field.



職業司機們踴躍參加健康大使計劃，助己助人。
Professional drivers supported the Health Ambassador Program with great enthusiasm, helping themselves and others.



推廣文化 提高意識

Spreading Safety Culture to Raise Awareness

全年無休的宣傳活動

我們每年定期就四大範疇舉辦宣傳活動，持之以恆地向不同界別推廣安全健康信息。「建造業安全大獎」今年新增「最佳高空工作安全改善計劃」大獎，以配合我們對高空工作的職安健宣傳計劃。「良好工作場所整理日」則繼續鼓勵業界實踐5S工場管理方案，為員工締造安全健康的工作環境，提升員工的工作效率及機構的生產力。「香港職業安全健康大獎」，涵蓋不同行業和領域，為致力在不同層面推動職安健的機構打氣，今年新增多項表演方面的獎項，令比賽更添趣味。「職業健康大獎」則對在工作壓力管理、保護員工聽覺和預防肺塵埃沉着病方面表現優異的機構作出致敬。

為響應「世界工作安全健康日」，我們舉辦「全港傑出職安健員工嘉許計劃」，表揚在籌劃、組織和落實員工職安健措施表現出色的機構和積極參與計劃的員工，得到業界踴躍支持，成績令人鼓舞。



舉辦職安健大使日營活動，藉個案分享及遊戲增強安全健康知識。

Day camp is organized for OSH ambassadors to enrich them with safety and health knowledge through case sharing and games.



一年一度的香港職安健大獎，吸引眾多參賽機構進行激烈的角逐，證明企業日益重視員工的職安健。

The annual Hong Kong OSH award attracted a great many of keen contenders. Their support demonstrated enterprises' commitment to workplace safety.

我們與香港物業管理公司協會合辦首屆「最佳職安健物業管理大獎」，旨在鼓勵物業管理行業實施有效的安全管理制度，以進一步提升業界的職安健水平。

於2001年成立的「職業安全健康大使」計劃，現已在全港各區成立超過170隊職安健團隊，分屬政府部門、醫院、專業學會、私人機構及公開組別不等。他們接受專業訓練後，在職場、社區和朋輩間樹立榜樣，熱心推動安健文化。數以百計的「裝修維修工作安全大使」亦協助在社區監察裝修維修工作的安全表現。

職安局成立的10個「行業安全及健康委員會」，涵蓋全港工商各業，為業界關注職安健的人士提供所需資訊與切合時宜的推廣活動。



職安健大使雖來自不同行業，但對職安健的要求同樣嚴謹。

While coming from various sectors, the OSH Ambassadors shared the same rigorous OSH standards.



職安局十個行業委員會年內舉辦多元化的推廣活動，共同探討不同行業面對的職安健問題。

The 10 industry-based safety and health committees of the Council organized various promotional activities to enhance safety awareness for different trades.

推廣文化 提高意識

Spreading Safety Culture to Raise Awareness



YEAR-ROUND PROMOTIONAL CAMPAIGNS

Every year, we launched four major promotional campaigns as our ongoing commitment to promoting safety and health in different sectors. This year, we strengthened our OSH promotional campaign for those who work at heights by adding the Best Safety Enhancement Program for Working at Height to our regular Construction Industry Safety Award Scheme. Meanwhile, our Good Housekeeping Day continued to encourage the construction industry to implement the 5S site management program as a way to create a safer and healthier working environment for its employees, and to improve efficiency and productivity. The Hong Kong Occupational Safety and Health Awards cover a wide spectrum providing opportunities for different organizations that are keen in promoting safety at work in their organizations. This year, we added a number of performance awards to make the event more interesting. The Occupational Health Award recognises organisations that perform well in terms of managing their employees' stress at work, hearing conservation, and preventing pneumoconiosis.

To support the "World Day for Safety & Health at Work", we organised the Outstanding Occupational Safety and Health Employees Award Scheme to commend participating organisations that performed well in terms of planning, organising and implementing OSH measures for

their employees, and to employees who actively engaged in promoting safety and health at work. The Scheme has received widespread support from different sectors with encouraging results.

In order to encourage the property management industry to implement effective safety management systems, the Council jointly organized the very first "Best Property Safety Management Award" with the Hong Kong Association of Property Management Companies, so as to further enhance the OSH standards in the industry.

Launched in 2001, the OSH Ambassador program has so far formed more than 170 teams throughout Hong Kong. Their members include employees of government departments, hospitals, professional societies and private and public organisations. The ambassadors are the role models in their workplaces and communities and among their peers, and they have actively promoted the OSH culture. Hundreds of RMAA (Repair, Maintenance, Alteration, Addition) Safety Ambassadors are trained to monitor the safety performance of this high risk operations.

We have established 10 industry-based safety and health committees covering major industrial and commercial sectors in Hong Kong. They provide the information and organized promotional activities catering for the need of their respective industries.



各個表演獎項讓參賽者盡展所長，也令分享會更添熱鬧和趣味。
Performance awards allowed participants to show their talents and skills, making the forum more engaging and fun.



舉辦「全港傑出職安健員工嘉許計劃」，表揚在推廣職安健表現出色的員工。
The Outstanding Safety and Health Employees Award was organized to award staff who actively engaged in promoting OSH.



推廣文化 提高意識

Spreading Safety Culture to Raise Awareness

支援安全社區

本港現有九個社區獲世界衛生組織確認為「國際安全社區」。我們為社區提供「國際安全學校認證計劃」、「安健屋邨確認計劃」、「安健院舍確認計劃」和「國際安全工作所計劃」，在不同層面推動社區內的安全文化。同時，今年新辦「傑出安全社區領袖」嘉許計劃，表揚安全社區領袖對推動安全社區發展的貢獻。

職安局在2000年正式成為世界衛生組織全球第六個，也是亞洲首個安全社區支援中心，其後更先後獲世衛確認為「國際安全學校認證中心」和「國際安全社區認證中心」。我們會繼續履行使命，推動和提升本港以至區內的安全文化。



安全社區舉辦推廣活動，以加強區內市民的職安健意識。

Promotional activities were organised in safe communities to raise the communities' awareness of OSH.

提升青少年的安全文化

對於提升青少年的職安健意識和知識，我們責無旁貸。今年，我們舉辦「職安健吉祥物設計比賽」加深青少年對各行各業職安健的了解。參賽者還可到青衣職安健學院參加工作坊，並順道參觀學院內各種設施。

針對於較年幼的學生，我們與新城電台合辦多次小學校園巡迴活動，今年為慶祝職安局25周年銀禧紀念，更舉辦「職安25年郵票設計比賽」，得獎作品印製成心意卡、信封及郵票，鼓勵新一代培養安全健康的行為和習慣。

普及職安健文化是需要持之以恆的工作，我們相信透過不斷的關注和提點，定能爭取社會上更多人士的支持，共同為建設安全健康的工作和居住環境而努力。



聯同地區團體舉辦活動，加強推廣安全文化。

Join hands with community organizations to promote safety culture in the community.



小朋友設計可愛的吉祥物，協助推廣安全健康訊息，從少培養安全文化。

Lovely mascots were designed by youth to promote safety and health messages among students so as to establish a positive safety culture.



推廣文化 提高意識 Spreading Safety Culture to Raise Awareness



SUPPORTING SAFE COMMUNITIES

Nine Hong Kong communities have been recognised by the World Health Organization as International Safe Communities. Responding to social needs, we have implemented a series of programmes, including the International Safe Schools Program, Hong Kong Safe & Healthy Estate Accreditation Scheme, Hong Kong Safe and Healthy Residential Care Home Accreditation Scheme, and the International Safe Workplace Program to promote safety culture in these areas. This year, we also launched the Outstanding Safe Community Leaders award scheme to recognise the contributions of community leaders to community safety.

In 2000, the Council became the World Health Organization (WHO)'s sixth and Asia's first safe community support centre. Subsequently, the WHO appointed the Council as an International Safe School Certifying Center and International Safe Communities Certifying Center. We will remain committed to our mission of promoting and enhancing the safety culture here and throughout the region.



各種安全設備展覽和產品介紹，為各行業提供最新的職安健資訊。
Latest OSH information was provided to different sectors through safety equipment and products exhibitions.

ENHANCING YOUNG PEOPLE'S SAFETY AWARENESS

We attach great importance to increase OSH awareness and knowledge among young people. This year, we organised the OSH Mascot Design Competition to deepen understanding about the subject in different sectors. The contestants were eligible to participate in workshops at our OSH Academy in Tsing Yi, and to visit the school's facilities.

For younger students, we joined forces with Metro Radio to organise a number of primary school campus tours. To celebrate the OSHC's silver jubilee, we organised the OSHC 25th Anniversary Stamp Design Competition. The winning entries were published as greeting cards, envelopes, and stamps to encourage the younger generation to foster safe and healthy behaviour and habits.

Promoting the OSH culture requires continuous efforts. We are confident that our partnership with the community and different stakeholders will bring about safe and healthy workplaces and living environments.



到學校探訪，教導新一代盡早認識安全健康的重要。
Organising school tours to engage the young generation on the importance of OSH at an early age.



優化教學 穩紮根基

Enhancing Training for Capacity Building

為在職人士提供培訓，以強化他們的職安健知識和技術，是我們工作的重點。我們不斷提升訓練課程的水平，並擴大培訓的對象和範疇，以配合社會的發展需要，及支持政府政策的實施。我們亦為公營及私營機構度身設計訓練課程，提升安全管理質素。另外，為配合新高中課程的其他學習經驗，我們為中學生提供體驗工作坊，使學生踏足社會前具備基本的職安健知識。

訓練課程具質素保證

2013年10月，我們成功通過《香港學術及職業資歷評審局》資歷架構第四級別「初步評估」評審，成為本港首家獲資歷架構認可的職安健培訓機構，可提供資歷架構第一至四級的課程。

我們的「安全健康督導員（建造業）證書」課程也通過當局資歷架構第三級的課程甄審，並已上載至政府的資歷名冊。

此認證可確保學員所學的知識和技能配合業界需要，而其所獲資歷也得到認可。其他正積極籌備申請資歷架構第三至第四級的課程包括「安全健康督導員（貨櫃業）證書」課程、「安全健康督導員（造船業）證書」課程、「復工管理」課程及「職業安全及健康專業文憑」課程。我們相信經過嚴格審核和認證的課程才能保障教學質素，令學員獲得優質的培訓和服務。

位於青衣的職安健學院，設有多個實習訓練教室，為在職人士及學生提供全天候的訓練及教育服務。

The OSH Academy in Tsing Yi equipped with a number of practical training classrooms, provide all-weather training and education services for working people and students.



優化教學 穩紮根基 Enhancing Training for Capacity Building



Training employees to improve their knowledge and skills on occupational safety and health (OSH) is a focal area for the Occupational Safety and Health Council (OSHC). We continuously improve the quality of our training courses and increase both the number of trainees and scope of training in order to meet the needs of social development and support the implementation of the government's policies. We work closely with public and private enterprises in designing tailor-made training programs to match their needs. In response to the career-related experience under the Other Learning Experience section of the New Senior Secondary Curriculum, we provide practical workshops to equip students with basic safety knowledge before they enter the workforce.

PROVIDING COURSES OF QUALITY ASSURANCE

In October 2013, we passed the Initial Evaluation stage of the Qualifications Framework (QF) Level 4 conducted by the Hong Kong Council for Accreditation of Academic & Vocational Qualifications (HKCAAVQ), thus becoming Hong Kong's first QF-certified OSH training institution that can offer training courses from QF Level 1 to Level 4.

Our Certificate in Safety and Health for Supervisors (Construction) course has also been accredited by the HKCAAVQ for QF Level 3 validation and listed in the Qualifications Register (QR). This enables the trainees to acquire

knowledge and skills that match the industry's needs and at the same time obtain recognised professional qualifications. We are applying for QF Levels 3-4 accreditations for some of our other courses, including: the Certificate in Safety and Health for Supervisors (Container Handling), Certificate in Safety and Health for Supervisors (Shipbuilding), Return to Work Management Program, and Professional Diploma in Occupational Safety and Health. We believe that qualify accreditation on training courses are the only way to ensure the quality of their teaching and provide students with high standards of training services.



為學員提供實習訓練場地，是提升學員工作安全意識及技巧的有效方法。
The effective way to raise trainees' awareness of OSH is to offer practical training courses on the subject.



「安全健康督導員(建造業)證書」課程已獲資歷架構認可，為課程質素提供保證。
The Certificate in Safety and Health for Supervisors (Construction) course has been granted the accreditation status under QF. The course is quality assured.



優化教學 穩紮根基

Enhancing Training for Capacity Building

新增課程涵蓋不同行業

今年，我們開辦的新增課程包括為建造業及裝修維修業管理層而設的「供連接懸空式竹棚架個人防墮裝置的繫穩錨固裝置的選擇、安裝、使用、檢查及測試合格證書」課程，此課程有助訓練合資格的安裝及測試固定繫穩物人士，既可縮短輪候專業人士檢查高空工作棚架安全的時間，也能保障棚架的安全水平。

我們也為按摩推拿從業員推出「基本安全及健康」課程，協助這近年迅速冒起的行業提升工作安全健康水平。

除了關注前線員工外，我們也致力推動僱主和管理層對職安健的重視。今年新辦的「安老院護理人員的工作安全（管理階層）」課程、「飲食業職安健管理人員訓練」課程及「工地管理人員安全訓練課程」，分別為護理院、飲食業和建造業的管理層提供預防工業意外和職業病的資訊，加強他們保障僱員安全健康的意識，及提高他們在安全管理方面的能力。



護理人員發生的職安健風險甚高，需及早提高警惕，免生意外。

Nursing workers are exposed to high OSH risks, which require preventive vigilance.



安裝及測試繫穩裝置需要極嚴格的標準，方可保障高空工作從業員的安全。

Only by observing stringent standards for installing and testing fall arresting devices can workers be safe when working at heights.

復康管理是令職安健政策步向圓滿的最終元素。我們近年加強向僱主灌輸職業復康的概念，呼籲他們幫助受傷病困擾的僱員早日重投崗位。今年，我們率先為飲食業開設「餐飲服務業的復工管理」課程，希望藉此增加僱主和管理人員對復康管理的認識，從而制訂有效的復工計劃，循序漸進地幫助受傷員工恢復工作及生活能力，務使機構和員工的損失減至最低。

有見於安全主任在執行職務或推動職安健措施時會面對很多挑戰，我們為註冊安全主任設計了「建立安全主任的職業道德及溝通技巧工作坊」，透過「心靈教育」的探討，強調安全主任的職業道德，協助他們建立有效的溝通技巧及改善人際關係的方法。



職安健能否有效執行，有賴管理層與前線員工之間的良好溝通。

The effective implementation of OSH relies on good communication between the management and front-line staff.



針對裝修維修高風險工作，邀請業界高層管理人員參與工作坊，討論如何提高業界安全水平。

Senior management from RMAA trade was invited to attend workshop to discuss how to improve the industry's safety standards.

優化教學 穩紮根基 Enhancing Training for Capacity Building



NEW COURSES COVER VARIOUS SECTORS

Our new courses in this year include Certification of Competence in the Selection, Installation, Use, Inspection and Testing of Anchor Devices for Attachment of Personal Fall Protection Equipment for Truss-out Bamboo Scaffolds designed for construction and RMAA (repair, maintenance, alteration, addition) managers, the course aims to train workers who are qualified to install and test anchors. That in turn helps to shorten the waiting time for professionals to come and check the safety of scaffolds for work at heights, and it also enhances the safety of scaffolds.

We also provide General Safety and Health for Massage and Acupressure Practitioners, a course that assists this booming profession to improve its safety and health standards.

Our focus on frontline staff is combined with a commitment to drawing the attention of employers and managers to OSH. In the past year, we launched a series of new courses – Elderly Home Work Safety (Managers and Supervisors), Safety and Health Training for Management Staff in the Catering Industry, and the Safety Training Course for Site Management Staff. These have been designed to provide information about the prevention of industrial accidents and occupational diseases to the management staff of nursing homes, and catering and construction industries, respectively, thus increasing their

awareness of safety and health protection for employees, and improving their safety management capabilities.

Rehabilitation management is a significant development in OSH. During recent years, we have promoted the concept of rehabilitation management among employers, calling on them to help injured employees to recover and return to work sooner. During the past year, we launched the Return to Work Management for Food and Beverage Services course for the catering industry, in the hope that it will increase the awareness of employers and managers about rehabilitation management. By developing effective return-to-work plans, the course aims to help injured workers to gradually restore their working and living capacities, so as to minimise the losses incurred by both employers and employees.

Safety officers face numerous challenges while performing their duties and implementing OSH measures. With this in mind, we have designed a Workshop on Establishing Professional Ethics and Communication Skills for Safety Officers for the registered safety officers. Through spiritual development and different techniques, the workshop focus on the professional ethics of safety officers and help them to develop effective communication skills and improve their interpersonal relationships.



受傷僱員能盡早復工，對員工個人及企業都有好處。
Injured employees who can return to work early are beneficial to both themselves and their companies.



透過小組討論及個案分享，從心靈教育方向建立安全主任的職業道德，並增進溝通技巧。
Spiritual workshop was organized for safety professional to strengthen their professional ethics and improve communication skills through group discussions and case sharing.



優化教學 穩紮根基

Enhancing Training for Capacity Building

公司內部培訓課程量身訂造

除了公開課程外，我們也積極與政府部門、公營機構和私營企業度身設計內部職安健培訓班，以迎合不同機構的獨特需要。

為房委會舉辦的「升降機現代化及加建工程工作安全」課程，是針對加強升降機工程人員及監督人員的風險意識。「安全使用鏈鋸」課程則為香港賽馬會負責園藝、樹藝等工序的人員提供安全操作鏈鋸的基本訓練。我們也為貨櫃碼頭業員工設計「工作安全行為工作坊」，加深學員對安全行為的認識。今年，我們為環境保護署新辦「處理海上油污及有毒有害物質泄漏事故的安全訓練」課程，向學員介紹相關法例及在油污和有害及有毒物質的工作環境下的工作安全措施。



園藝工作者經常接觸鏈鋸，對如何安全使用也須熟習。

It is important that horticulture workers, who usually work with chainsaws, are familiar with the safe use of their tools.



學生參觀職安健學院，並親自操作安全設備，有助加深他們對工作安全的認識。

Students operated safety equipment during their visit to the OSH Academy, which strengthened their understanding about work safety.

技能提升課程

我們為僱員再培訓局「新技能提升計劃」設計職安健證書課程，讓不同行業的在職人士認識行業內潛藏的職安健風險和預防方法。今年增設的課程涵蓋物業管理及保安、零售、印刷及出版、環境服務、交通及支援服務、健康護理、建造及維修和中醫保健等行業。



處理海上油污的課程有助學員在處理各種有害物時仍能保障自身的安全。

The oil spillage training course helps students to ensure their safety while handling hazardous substances.



為僱員再培訓局「新技能提升計劃」設計不同行業的職安健證書課程，其中包括物業管理行業。

We devised OSH certificate courses for different industries for Skills Upgrading Scheme Plus of the Employees Retraining board. Property management is one of the major trades.

優化教學 穩紮根基 Enhancing Training for Capacity Building



CUSTOMISED IN-HOUSE TRAINING COURSES

We worked closely with government departments, public bodies and the private sector to customise internal OSH training courses that are geared to meet the unique needs of different organisations.

We organised the Safety Inspection on Lift Modernization and Lift Addition Works course for the Housing Authority to improve risk awareness among lift workers and supervisory staff. The Safe Use of Chainsaws course was designed to provide basic training in safe chain saw operation for landscaping and arboriculture workers at the Hong Kong Jockey Club. We also initiated the Work Safe Behaviour Workshop for workers in the container terminal industry to heighten their

awareness of safe working behaviour. During the year, we developed the Safe Handling of Oil and Hazardous & Noxious Substances at Marine Incidents course for the Environmental Protection Department. This instructs trainees about relevant laws and safety measures for working in environments where they are exposed to oil stains and hazardous and poisonous substances.

SKILLS-UPGRADING SCHEME COURSES

We devised OSH certificate courses for the Skills Upgrading Scheme Plus (SUS Plus) for the Employees Retraining Board. These aim to enhance understanding of industry-specific OSH risks and preventative measures among employees in different industries. Additional courses launched during the year covered a wide range of industries, including property management and security, printing and publishing, retail, environmental services, transport and support services, healthcare, construction and repair, and Traditional Chinese Medicine healthcare.



貨櫃業對職安健日益重視，舉辦安全行為工作坊能提醒前線員工應採取的工作安全措施。

The container handling sector is putting greater emphasis on OSH. Safety workshops can remind front-line staff about the necessary safety measures.





優化教學 穩紮根基

Enhancing Training for Capacity Building

少數族裔培訓工作

為照顧少數族裔的需要，我們提供不同語言的講座和訓練課程。除了與印尼領事館合辦的家庭傭工基本工作安全訓練外，今年我們舉辦了「尼泊爾族裔建築僱員職業安全健康講座」，不但舉行大型講座和展覽，更與工會人士親到工地，主持「南亞裔建築工人安全推廣講座」、「建造業工地巡迴演講—南亞裔工友」等推廣活動，使少數族裔人士能有效地接收職安健的資訊。

學費優惠協助中小企

為鼓勵更多在職人士報讀職安健課程，我們為中小企業的工提供30%的學費折扣優惠，而綠十字會會員、職安健大使、職安健星級企業一裝修及維修業安全認可計劃和飲食業優質職安健企業先導計劃的僱員也可獲10%學費折扣。

設備完善的訓練基地

青衣職安健學院是我們培訓工作的基地，內設各種先進的教學器材有助提升我們的教學質素。於職安局25周年紀念，職安健學院首次開放予市民參觀，吸引近400人前來親身體驗各項新穎有趣的互動教學設施，當日的課堂示範、講座，互動教室及模擬工作間展覽也獲得市民一致好評。

至於位處火炭職訓局稻苗學院的飲食業職安健展覽廊，仍繼續肩負使命，為飲食業從業員提供職業安全訓練課程。

為在職人士提供職安健培訓是本局成立以來從未間斷的工作。由最初專注訓練前線員工，至今天將課程內容擴展至不同階層及不同行業，我們都堅守嚴格要求，即課程內容必須合時，教學質素必須優越，才能為本港培養更多優質專業的職安健人才。



為少數族裔舉辦的工作安全講座，讓這些僱員接收第一手安全資訊，也讓他們感受到社會的體貼關心。

Safety seminars for different ethnic minority groups provided first-hand safety information and showed the care of society.



勞工及福利局局長張建宗太平紳士也來試戴防切割安全手套。

Mr. Matthew Cheung, JP, Secretary for Labour and Welfare, tried on the cut-resistant gloves.



職安健學院首次舉辦開放日示範樹藝工作安全措施及鬆弛運動，吸引眾多區內居民參觀。

The very first OSH Academy Open Day demonstrated safe arboriculture practices and stretching exercise has attracted a large number of visitors from the community.



優化教學 穩紮根基 Enhancing Training for Capacity Building



OTHER TRAINING ACTIVITIES FOR ETHNIC MINORITIES

To cater for the needs of ethnic minorities, we conducted lectures and training courses in different languages. Besides offering basic work safety training for domestic helpers in partnership with the Indonesian Consulate, we held the Safety Talk for Nepali Construction Workers 2013. We organised seminars and exhibitions and joined labour union staff at construction sites to carry out a series of promotional activities, such as the Construction Site Lecture Tour for South Asian Workers, thus keeping people from minority ethnic groups well-informed about OSH.

FEE DISCOUNTS TO ASSIST SME

To encourage more employees to enrol for our courses, we offered a 30% discount on fees to SME employees and a 10% discount for Green Cross Group members, OSH ambassadors, employees of OSH star enterprises under the Pilot Scheme on RMAA Safety Accreditation and the Outstanding OSH Restaurant – Pilot Scheme on Catering Safety Accreditation.



「如何避免在工作中被狗隻咬傷」訓練課程深受戶外工作人士的歡迎，學員包括郵差、社區護士等

“Prevention from dog-bite” course was very popular among outdoor workers including postmen and community nurses.

WELL-EQUIPPED TRAINING BASE

The Tsing Yi OSH Academy serves as our training base. It is equipped with a variety of advanced teaching facilities to improve the quality of our training services. The Academy held an open day for the public to commemorate the 25th anniversary of the OSHC. It attracted around 400 visitors who interactively experienced its diverse range of innovative and interesting teaching and learning facilities. Our classroom demonstrations, lectures, interactive classroom, and simulation workplace were widely applauded.

The Catering OSH Gallery at the VTC Tao Miao Institute in Fo Tan continued its mission to offer vocational safety training courses to catering workers.

The OSHC has continuously provided training for employees since establishment. Over the years, we have extended the focus of our training courses from frontline staff to different social strata and sectors. We apply strict standards to our courses in order to keep them up to date and improve their teaching quality. This is part of our commitment to training more high-calibre OSH professionals for Hong Kong.



到工地為少數族裔講解，讓他們明白各種安全施工程序和措施。

Briefing for ethnic minority groups who work at construction sites are organized to increase their understanding about safe procedures and measures.



專業支援 安全認證

Providing Professional Support towards Accreditation

作為本港推動職業安全健康的法定機構，我們致力以專業知識協助業界提升工作安全水平。一直以來，我們為業界提供安全管理諮詢和評估服務，更於過去十多年提供安全稽核及職安健管理制度確認計劃，促進業界的安全水平與國際標準接軌。

香港安健認證計劃提供安全健康評核服務

職安局將推出「香港安健認證計劃」，為相關職安健從業員和合資格人士進行認證及提供註冊服務，藉此更有效地記錄和確認其認可資格，以及定期為這些人士進行續期，從而提升其於業界的認受性。同時，亦可為僱主於委任職安健從業員或合資格人士時提供參考及協助，以確保其能力及資歷足夠應付和執行有關職責。

除此以外，香港安健認證計劃亦會為公營或私營機構之職安健管理系統提供認證的服務，以確認機構的職安健管理系統之有效性、效益和可靠性等，藉此確保機構已建立及維持有效的安全管理制度。

安全稽核及風險評估服務改善業界安全水平

今年，我們提供安全稽核服務的範圍涵蓋多方面。職安局獲房屋委員會委託，為其新工程項目，屋宇保養維修及改善工程合約以及升降機及自動梯工程進行安全稽核。年內我們進行了約130個新工程項目的安全稽核以及近250個屋宇保養維修及改善工程合約的安全稽核。本局亦為房屋委員會新工程項目執行工地突擊巡查(SSIP)，以評核各承建商的表現，持續提升地盤的安全標準。此外，職安局於2013年獲香港房屋協會委託，為其新工程項目建立房協安全稽核制度(HSSAS)，並定期進行安全講座及安全稽核。我們亦為其他企業，包括電訊公司、飲食集團、鐘錶維修及保養公司、集裝箱碼頭經營商、印刷廠、及酒店等企業提供安全稽核服務。

在工務工程方面，職安局獲發展局委託，將會於2014年更新其發展局安全稽核制度(DBSAS)，並將於發展局的建築工程項目定期進行安全稽核。職安局亦會為發展局出版的建造設計及管理指南和實例進行檢討及更新，出版協助業界在工程設計階段考慮到施工安全以及日後維修保養的工作安全健康，進一步帶領業界作持續改善。



定期巡查有助監察及評核承建商的日常職安健表現。

Regular inspection helps monitor and assess the daily OSH performance of contractors.



工地管理人員須清楚工地內的每項安全措施及程序，才能有效地幫助員工預防意外。

In order to help employees prevent accidents, site management staff must be clear of the safety measures and procedures at construction site.



為房委會及房協的工程項目提供安全稽核服務，幫助承建商提高安全水平。

Providing safety audit services for the Housing Authority and the Housing Society to help contractors improve their safety standards.



Providing Professional Support towards Accreditation

As a statutory organisation responsible for promoting occupational safety and health (OSH) in Hong Kong, the Occupational Safety and Health Council (OSHC) is committed to helping different industries to improve their work safety standards by leveraging on our strong expertise in this field. Over the years, we have offered safety management consulting and assessment services to numerous industries. Most notably in the past decade, we have also developed accreditation schemes for safety audits and OSH management systems, in order to enhance the safety standards of Hong Kong industries in line with international standards.

OSH ACCREDITATION PROVIDES QUALIFICATION ASSESSMENT

We plan to establish the "Hong Kong Safety and Health Certification Scheme", aiming at providing registration services to relevant OSH practitioners and competent persons, as well as to furnish procedures that are more effective for the keeping of records and confirmation of qualifications. The Certification Scheme will also be providing renewal services to reconfirm the recognition of these individuals in order to enhance the credibility among their industries. The registration of OSH practitioners and competent persons could provide references to employers who are looking at hiring relevant personnel, and to ensure that the candidates are competent to undertake their duties.

In addition, the "Hong Kong Safety and Health Certification Scheme" will also provide certification of safety management system based on its effectiveness, efficiency and reliability, to both public and private organizations that are involved in our relevant schemes, thereby ensuring the developing and maintaining of an effective safety management system.

SAFETY AUDIT AND RISK ASSESSMENT SERVICES IMPROVE SAFETY STANDARDS

During 2013, we offered a wide variety of safety auditing services for various industries. The Housing Authority commissioned the Council to conduct safety audit of its new construction works contracts; building maintenance and improvement works contracts and lifts and escalators works contracts. Between April 2013 and March 2014, the Council carried out about 130 safety audits for new works contracts and nearly 250 safety audits for building maintenance and improvement works contracts. The Council also implemented the Surprise Safety Inspection Programme (SSIP) for the new works contracts to enhance the OSH performance of the contractors continuously. Besides, in 2013, the Housing Society commissioned the Council to develop Housing Society Safety Audit System (HSSAS), conduct safety seminar and safety audit for its nine new construction works contracts. We also provided safety auditing services for other enterprises, including telecommunications companies, catering groups, watch and clock repair and maintenance companies, container terminal operators, printing houses and hotels.

For the public works projects, the Development Bureau commissioned the Council to review the Development Bureau Safety Audit System (DBSAS) and conduct safety audit of its new construction works contracts. The Development Bureau also appointed the Council to review the Construction Design and Management Guidance Notes. The new Guidance Notes and Worked Examples will help the industry to incorporate OSH in the construction and maintenance phases at the early design stage.



酒店業也是我們提供顧問服務的其中一大行業。

The hotel industry is one of the main targets of our consultancy services.



專業支援 安全認證

Providing Professional Support towards Accreditation

其他為公營機構及私營企業提供風險評估顧問服務，包括為香港交易所的數據中心、香港郵政新大樓，以及跨國投資管理公司、品牌時裝集團、保險機構等進行工作場所職業安全健康評估及初步危害分析評估；為庫務署、環保企業、製造業工場等評估工作場所的噪音水平；及為膳食服務管理公司發展安全管理制度等。

我們多年來一直為不同行業提供顯示屏幕設備的風險評估，更為多家機構培訓評估人員，讓企業機構可以進行自我風險評核，從而持續改善工作間的安全健康水平。

中小企提供實際資助

為鼓勵中小企業提升職安健水平，改善工作環境，我們為中小企提供資助計劃，協助他們購置符合規格的安全防護設備。除了過去推出的五項資助項目外，今年新增項目包括流動工作台及電腦工作間腳踏資助計劃。前者有助提高中小企對高處作業危害的警覺性，減低員工從高處墮下的風險；後者則協助中小企改善員工操作顯示屏幕設備時的職安健情況，為有需要人士提供額外的足部承托，令使用者腳部的肌腱不會因承托不足及長時間維持固定的姿勢而勞損。

鼓勵學生為中小企設備提供安全設計意念

為提升學界對職安健的重視，並鼓勵新一代對改善中小企的職安健表現加以支援，我們每年均舉辦「學生中小型企業設備安全設計比賽」。今年共接獲三十多個參賽項目報名，顯示學生的創意和對改良職安健設備的探究精神。

提供具認受性的專業服務是我們顧問諮詢服務的方向，使尋求我們支援的機構和企業得到優質保證，也使本港的職安健標準能與國際接軌，成為區內職安業界的模範。



為中小企提供資助，以購買合規格的安全設備例如流動工作台及電腦工作間腳踏。

Providing funding for SME to purchase appropriate safety equipment such as mobile working platform and footrest for computer workstation.



為企業提供專業意見，提高高危作業工作人員的安全防護。

Professional advice was given to protect workers when working at heights.



透過創意安全設計比賽加強學生對職安健的關注。

Strengthen students' awareness of occupational safety and health through innovative safe design competition.



Providing Professional Support towards Accreditation

Our consultancy services for public organizations and private enterprises included workplace OSH assessment and preliminary hazard analysis for the HKEx data centre, the new GPO building, multinational investment management companies, leading fashion brands, and insurance institutions; workplace noise survey for the Treasury, environmental enterprises and manufacturers; and the development of safety management systems for catering service management companies.

Over the years, we have been offering risk-assessment services relating to display screen equipment for different industries. We have also been training assessors for numerous enterprises and organisations, so that they can continuously improve and sustain their workplace safety and health standards by carrying out the relevant risk assessments at their workplaces.

SME FUNDING SCHEMES

We have set up funding schemes to encourage SME to improve their OSH standards and working environment and to purchase proper safety protective equipment. In addition to five existing funding projects, our new sponsorship schemes for SME during the year included mobile working platform and footrest for computer workstation.

The mobile working platform scheme helps SME to increase awareness about working at height and minimise the risk of their employees falling from height. The computer workstation footrests scheme enable SME to improve OSH conditions of their computer operators when they work with display screen equipment by providing additional support to their feet, so that the foot tendons are not strained due to lack of support or a prolonged fixed posture.

ENCOURAGE STUDENTS TO GIVE NEW IDEAS ON SAFETY DESIGN FOR SME

We organize annual “SME Safety Design Competition” targeting students. The goal of this competition aims to increase the attention of OSH in school and also to encourage our next generation to increase their support of OSH among SME. In 2013, we received more than 30 entries, reflecting the creativity of the students and their commitment to improving OSH.

Our professional consultancy services are highly regarded. They form part of our commitment to providing quality assurance for institutions and enterprises that seek our assistance, aligning OSH practices in Hong Kong with international standards, and making Hong Kong a regional role model for OSH.



安全風險評估有助僱主僱員時刻保持警惕。

OSH assessment helps employer and employee stay alert at all times.



理論為盾 提升實務

Expanding Research for Best Practices

職安局針對香港社會上的職業安全健康狀況和發展，進行各種調查和研究，希望透過搜集和分析數據，對相關課題有進一步了解，並以此為根據提出可行性建議，幫助不同行業改善職安健表現，對提升普羅市民的安全文化水平提供有效的改善意見。

已完成的研究項目

在炎熱工作環境下使用個人冷卻設備預防中暑的效用研究

本研究主要以建造工人、園藝及戶外清潔工人、機場停機坪服務人員及廚房及餐飲人員為對象，以評估兩款業內普遍使用的冷凍背心的冷卻效果、舒適度和可用性。研究招募四個行業共130名義務前線工人參與共12次工地研究，然後選定較受歡迎的型號進行第二階段實驗，即人工氣候室內跑步運動測試，以評估此型號冷凍背心的有效性和優缺點，並提出改善建議。

香港受傷僱員的睡眠質素

調查以問卷調查方式訪問了超過2,000名因工業或職業意外而受傷的本港僱員，搜集他們最近一個月的睡眠情況，包括作息時間和影響他們睡眠質素的原因等，同時，透過對受訪者個人背景資料及其睡眠質素的分析，探討睡眠質素與工傷意外的潛在關係，並提出改善在職人士的睡眠質素的建議。

香港印刷業化學品使用狀況的比較研究

是次研究以問卷調查訪問了共49名僱主及350名員工，並前往共15家規模各異的本港印刷公司進行實地查察，量度印刷公司常用的六種危害健康的揮發性有機化合物(VOCs)的水平，並分析該等化合物有否超過工作環境內化學品的職業衛生標準。同時，根據搜集的數據和資料，分析印刷業管理人員和員工對有害化學品的職安健意識和知識，並提出改善工作安全水平建議方案。

跟進研究的項目

香港職業安全文化指數

這研究是繼2000年及2008年職安局曾進行的全港職安健文化指數調查後，第三次進行同類型的調查，比較過去五年間數據的轉變，分析全港市民的職安健意識和態度的發展和趨勢，以便整合職安健教育和宣傳工作的方針和策略，同時對社區的職安健文化和工作間的職安健文化提供可靠的參考標準。



冷凍衣的研究有助改善現有產品的性能，為使用者提供更佳保護。
Research on cooling vests helps improve the performance of existing products, thereby providing better protection for users.



印刷業從業員需經常接觸化學品，研究有助改善健康風險。
The study provides suggestions to reduce health risk of workers in the printing industry who frequently contact with chemicals.

理論為盾 提升實務

Expanding Research for Best Practices



The Occupational Safety & Health Council (OSHC) has conducted different investigations and studies concerning the conditions and development of occupational safety and health (OSH) in Hong Kong. These valuable information allows us to increase our understanding of relevant issues and propose feasible suggestions, thereby helping different industries to improve their OSH performance and enhancing safety and health culture among the general public.

COMPLETED RESEARCH PROJECTS

Research Study on the Effectiveness of Personal Cooling Devices against Heat Stroke in a Hot Working Environment

This research project focused on construction, gardening and outdoor cleaning workers, airport service staff, and kitchen and catering workers. It assessed the effectiveness, comfort and practicality of two types of cooling vests that are widely used in the four industries by involving 130 volunteer frontline workers in 12 site studies. The project began by selecting the preferred type of vest for use in its second stage. This consisted of a running test in a climatron that was designed to assess the vest's effectiveness, advantages and disadvantages, and provided suggestions for improvements.

Sleep Quality of Hong Kong's Injured Employees

This questionnaire survey covered more than 2,000 Hong Kong employees who had sustained injuries in industrial and work-related accidents. It collected information about their sleep during the preceding month, including their daily sleep patterns and factors that might affect the quality

of their sleep. By examining these data and their background information, the survey aimed to explore the possible relationship between sleep quality and workplace injuries, and offer advice on how to improve the sleep quality of employees.

Comparative Studies on the Use of Chemicals in the Printing Industry in Hong Kong

This study included a questionnaire for 49 employers and 350 employees, and field visits to 15 local printing companies of various sizes. It measured the levels of six volatile organic chemicals (VOCs) that were frequently used in printing companies in order to determine whether these exceeded the occupational health standard for workplaces. In addition, the study aimed to examine awareness and knowledge about the OSH implications of hazardous chemicals among managers and employees in the printing industry. Based on the data and information it collected, the study also sought to provide suggestions for improving safety standards in printing industry workplaces.

FOLLOW UP RESEARCH PROJECTS

Hong Kong's Occupational Safety Culture Index

This was the third in a series of OSH culture index investigations throughout Hong Kong, to follow up from the one conducted in 2000 and 2008. Its aim was to compare the data collected over the past five years and examine developments and trends in OSH awareness and attitudes among the public. Besides helping us to better position our strategies for OSH education and promotion, it provided a reliable benchmark for the OSH culture in the community and workplaces.



員工良好的睡眠質素，有助工作時保持精神爽利，避免發生意外。
Good sleeping quality keeps employees more alert and safer at work.



理論為盾 提升實務

Expanding Research for Best Practices

香港飲食業的職安健調查

根據職安局曾對飲食業進行的兩次調查，包括識別前線員工最常發生的意外及職業病的統計，發現飲食業的職業意外百分率在過去十年雖有所改善，但每年仍錄得超過8,000宗的意外。本研究正是針對這現象，對飲食業的管理層和前線員工再次進行深入的調查，以了解構成這現象的內在原因，及找出業界對改善職安健水平的意見和期望。

將會展開的項目

竹棚與混合棚架的安全研究

鑑於棚架下墮意外後果嚴重，最近業界提出了多項意見，希望改善棚架工作安全。第一、根據相關研究，棚竹之間的交叉點並不適合作為安全帶的牢固點，因此在搭建、拆卸和改建棚架時，尤其當竹棚架高於建築物時，便不能有效繫穩獨立救生繩和安全帶。第二、一些棚架是由金屬通架和竹混合搭建而成，但這種混合棚卻帶來了新的技術挑戰，如它們的安全性和受力能力，均需要進一步測試和確定。第三、棚架的工作平台應採用那種物料較為安全，這也值得關注。

基於業界對改善棚架工作安全的訴求，職安局將展開針對以上三點安全要素的研究。此研究將探討在搭建、拆卸和改建棚架時可使用的安全牢固點；研究混合棚架的安全性和負載能力；以及測試以不同物料(如預制竹板和木板)制成的工作平台之安全性，尤其使用多層工作平台時的負重能力。此研究會以數據驗證和實驗驗證進行，為搭、拆和使用棚架，以及建造混合棚架提供安全指引。



研究竹棚上合適的錨固點，以加強高處作業工作安全。

Follow up research will be conducted on suitable anchor points in bamboo scaffolds to enhance working at height safety.

「最佳職安健研究項目」及「職安健研究獎學金」

我們每年都會頒發「最佳職安健研究項目」獎項，以鼓勵本港專上學院的學生對本港的職安健狀況多作探討。今年得獎項目的課題包括職業司機交通事故概率與困倦的關係、建造業的安全氛圍、「安全夥伴計劃」的成效、密閉空間工作的安全問題和護士的職安健問題等。

至於鼓勵本港大專學生進行職安健應用研究的「職安健研究獎學金」，也受到大專學生的歡迎。於2013年12月完成研究並獲頒獎學金的職安健研究項目共計七個，研究範疇涉獵不同行業和層面。

研究調查的資料和數據讓我們了解社會和業界在推行職安健時所遇到的實際問題和需要，為我們的工作提供可靠的發展方向，從而幫助我們制定適合本港業界情況的職安健策略，使我們的職安健發展得以有規劃地、有系統地循序漸進。



護理人員的職安健情況得到專上學生的關注。

Tertiary students were concerned about the OSH of healthcare practitioners.



深入研究阻礙飲食業提升職安健表現的因素，從而作出改善。

In-depth research was carried out to identify factors that hinder OSH development in the catering industry and make improvements accordingly.

理論為盾 提升實務

Expanding Research for Best Practices



OSH Survey on Catering Industry in Hong Kong

We conducted two previous surveys of the catering industry to identify the most common types of accidents and occupational diseases that affect its frontline employees. According to those surveys, more than 8,000 accidents occur in the catering industry every year, although the percentage of these related to work has declined slightly. Given such progress in this area, the study aimed to delve more deeply into its underlying factors by further investigations involving managers and frontline employees, and by ascertaining the industry's opinions and expectations concerning improvements in OSH.

NEW RESEARCH PROJECTS

Research on the Safety of Bamboo and Mixed Scaffolding

Recent feedbacks from the industry, due to the serious nature of fall accidents, revealed that some issues might hinder the safety of scaffolding and need to be addressed. First, according to the previous research, the bamboo scaffoldings could not be used to anchor safety harness. This restriction unfortunately has ruled out the workers to anchor the independent life line and safety harness to such an anchorage during erection, alternation or dismantling of bamboo scaffolding, especially for those above the construction level. Second, some scaffoldings were constructed by using a mixture of both bamboo and metal tubes, which had created a series of new technical challenges, such as their safety and load-bearing capacity that need

to be addressed. Third, there was a concern that needed to be addressed about using different materials for working platform on the scaffoldings.

Concerning the demand of the industry on scaffolding safety, the Council will launch a research study on providing solutions to the three safety issues. This study will explore suitable anchorage for safety harness during erection, alteration or dismantling of bamboo scaffolding; address the safety and load-bearing capacity of the mixed scaffolding; and investigate the safety and load-bearing capacity of platforms made of different materials (e.g. prefabricated bamboo panels or wooden boards), with special attention to the capability of multi-layer platforms. This study will adopt numerical analysis and laboratory tests and will provide practical guidance to the industry for the safe erection, usage and dismantling of bamboo and mixed scaffoldings.

OSH BEST PROJECT AWARDS AND OSH STUDENT RESEARCH SCHOLARSHIPS

Each year, we present OSH Best Project Awards to encourage post-secondary college students to explore local OSH conditions. The past year's winning research topics included the relationship between the probability of traffic accidents and the drowsiness of professional drivers, safety climate in the construction industry, the effectiveness of the Safety Partnership Program, safety when working in confined spaces, and the OSH of nurses.

The OSH Student Research Scholarships program has been designed to encourage tertiary students in Hong Kong to research OSH best practices. It is very popular among them. Up to December 2013, we completed and granted scholarships for seven OSH research projects covering a wide range of industries and categories.

Information and data collected from these projects help us identify the problems and needs of the community and various industries in promoting OSH and lead us in the right direction, so that we can develop OSH strategies suitable for local industries while proceeding with our OSH work in a planned and systematic manner.



響應職安局對職業司機健康的關注，專上學生進一步研究司機的精神狀態與交通意外的關係。

In response to Council's initiative to improve professional drivers' health at work, tertiary students further investigated the relationship between drivers' mental conditions and traffic accidents.



緊貼潮流 傳遞新知 Sharing Knowledge through New Channels

我們利用各種媒介，向不同階層宣傳職業安全健康的信息。近年來，隨着資訊科技迅速發展，以數碼電子科技傳播職安健資訊成為我們經常採用的方式，除了能夠向用家提供最新的資料外，更可以互動方式提升職安健推廣及教育的效果。

以新媒體推廣職安健

為了令市民更快掌握職安健資訊，我們為智能手機和平板電腦使用者編製應用程式(Apps)。繼以往推出的《職安健資訊》及《化學品安全資料庫》後，我們今年新推出《職安健行事曆》應用程式，協助使用者記錄重要的日程，更可透過自動推送功能，接收我們提供的最新的職安健資訊和各項活動的詳情。

職安局網頁上的職安健評估和教育軟件，今年新推出《職業健康大搜查》，透過有趣的電腦動畫分析職業病個案。《電力工作安全訓練套件》則以互動方式向使用者提供有關電力安全的資料和操作訓練，及相關的意外個案分析。



製作多款流動裝置應用程式，方便市民獲取最新的職安健資訊。

Different mobile applications are produced to facilitate public access to the latest OSH information.

各種宣傳攻勢遍布全港

職安局及轄下10個行業委員會定期出版各類型的雜誌和通訊，報道相關行業的職安健活動和消息。為配合特定主題的職安健宣傳和培訓計劃，我們會製作宣傳海報、小冊子、單張，以及光碟、錄像等工具，以不同媒介發放職安健信息。

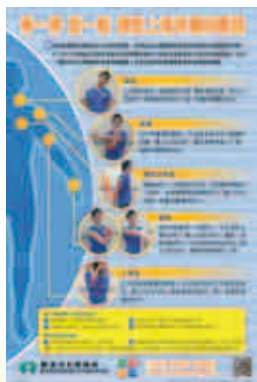
為提高少數族裔僱員的職安健表現，我們製作了多種少數族裔語言和文字的教材和宣傳材料，而光碟、錄像等也大多中、英語兼備，務求照顧不同人士的需要。

巴士車身、地鐵燈箱、路訊通、電台及電視台等市民大眾每日接觸的傳播媒介也是我們的資訊發放工具，有助我們將職安健的資訊廣泛滲透至全港不同角落。



以少數族裔熟悉的語言文字製作單張和教材，宣傳更見成效。

Leaflets and teaching materials were prepared in languages familiar to ethnic minorities for more effective communication.



職安局多個行業委員會均針對不同的職安主題出版海報，加強向各行各業的僱員推廣工作安全健康。

Council's Industry-based safety and health committees published posters with different safety topics to strengthen the promotion of OSH to all walks of life.

緊貼潮流 傳遞新知 Sharing Knowledge through New Channels



The OSHC uses a number of different media to disseminate information about occupational safety and health (OSH) to many sectors. Leveraging on the boom in IT in recent years, we frequently use cutting-edge digital and electronic technologies to broadcast information on this subject, so that the public can receive update OSH information and learn OSH knowledge in an interactive way.

PROMOTING OSH VIA NEW MEDIA

We have developed a number of smartphone and tablet PC apps to increase the public's access to OSH information. Following the launch of our OSHC Publications and Chemical Safety Database apps, we unveiled the OSH Diary app this year. This enables users to record important matters; and they can receive the latest OSH information and details of various activities by using its "push" function.

This year, we also released the Occupational Health Hunt as part of the software suite for OSH assessment and education on our official website. It allows users to analyse case studies of occupational diseases through interesting computer animations. Moreover, the MR SAFETY – Training Kit on Electrical Safety at Work offers users important information, training and case studies about the safe use of electricity in an interactive format.



WIDESPREAD PROMOTION

The OSHC and its 10 industry-based committees regularly publish a wide range of journals and communications that contain information about OSH events for individual industries. We also produce OSH promotional and training posters, brochures, leaflets, CDs and videos on specific themes in order to promote such information via various media.

To cater to the needs of different ethnic minority groups and help them to improve their OSH performance, we publish teaching aids and promotional materials in many different languages. Most of our CDs and videos are available in both Chinese and English versions as well.

In addition, we disseminate information through the mass media, such as advertising panels on buses and in the MTR stations, and RoadShow, radio and TV programmes. These allow us to spread OSH information to every corner of Hong Kong.

制作多種類職安健訓練套件，既富資訊性，也具趣味。
Different useful and interesting tool kits are available for download.



利用公共交通工具人流多的優點，讓職安健的資訊滲透至各階層。
OSH information was widely disseminated making use of public transport.



緊貼潮流 傳遞新知

Sharing Knowledge through New Channels

職安健資訊大本營

目前，位於青衣職安健學院內的職安健資訊中心藏約160種雜誌期刊，及7,000本與職安健有關的書籍和文獻。中心的唯讀光碟數據庫系統更可為借閱者提供最新和最全面的資訊。

位於香港科學館的職安健展覽廊則是以互動有趣的展品教育市民工作安全的知識，深受普羅大眾和年輕一代的歡迎。

要普及職安健資訊，需運用不同的渠道，先進科技在這方面則提供了便捷之門。職安局會繼續利用有效的傳播工具，緊貼時代脈搏，向不同行業和階層傳播職安健信息。



製作特備電視節目，邀請著名演藝人員擔任演出，將職安健信息推廣至全港家庭。

Producing special TV programmes with famous artist to promote OSH to Hong Kong families.

宣傳海報張貼於大街上當眼位置，方便市民接收最新的職安健資訊。

Posters were on display at prominent locations in the street to raise public's awareness on safety and health at work.



利用市民熟悉的藝人拍攝職安健宣傳海報，增強宣傳效益。

Poster was produced with famous artist to attract public attention.

緊貼潮流 傳遞新知 Sharing Knowledge through New Channels



OSH INFORMATION BASE

The OSH Information Centre in our Tsing Yi OSH Academy currently stocks 160 different kinds of OSH magazines and journals, and around 7,000 books and documents relating to the subject. Its read-only CD database system also offers readers a comprehensive array of the latest OSH information.

The OSH Gallery at the Hong Kong Science Museum educates the public on how to work safely by means of an array of interesting and interactive exhibits. The gallery popular with the general public, especially younger visitors.

Spreading OSH information needs different channels facilitated by the use of advanced technology. The OSHC will continue to keep abreast of the latest trends and effectively disseminate OSH information to people from all walks of life.



我們的職安健資訊中心提供本地及海外最新的職安健資訊。
Council's OSH Information Centre provides up-to-date reference materials from local and overseas.



展覽攤位擺放最新的職業安全健康刊物供市民取閱。
The latest OSH publications were available for the public at the exhibition booth.



位於香港科學館的職安健展覽廊互動展品讓小朋友寓學習於娛樂。
Interactive exhibits at the OSH Gallery Hong Kong Science Museum provide both knowledge and entertainment for children.



職安局出版的「綠十字」免費雙月刊，內容包括各行業所面對的安全健康危害、意外分析及個案研究、職安健管理及海外職安健最新發展等，務使讀者能夠捉緊各類職安健的最新資訊。

The Council published the "Green Cross" journal bi-monthly, features OSH risk assessment, analysis of accidents and case studies, OSH management and the latest overseas news on OSH. This journal is distributed at no charge enabling readers to obtain the latest information on OSH.



攜手並進 共建職安

Partnering for International Exchange

我們邀請來自各地的學者和專家，為我們介紹不同地方的職安健發展情況和趨勢，藉著觀摩交流，我們希望能夠汲取經驗，獲得啟發，推動本港的職安健發展向前邁進。我們亦為業界舉辦考察團，分享先進地區的職安健實踐工作，作為提升本港工作安全水平的參考。

協助提升地區職安健表現

職安局主辦的第21屆「海峽兩岸及香港、澳門地區職業安全健康學術研討會」共吸引了70多位海內外專家、學者和業界代表就不同職安健專題主持演講和發表論文。我們也在會上分別以「職安健星級企業計劃」、「安全工作行為」和「國際安全社區認證系統」為題，向來自四岸四地的參加者介紹香港實踐職安健的情況和經驗。

在建設安全社區方面，香港是區內的先行者。「中國香港安全健康社區研討會」為本港和區內推動安全社區發展的工作者提供交流平台，讓大家得以在學術和執行的層面上分享發展安全社區的實際經驗。我們也在年內出席了江蘇南京舉行的「國家安全社區工作會議暨國際安全社區命名儀式」，以履行我們作為世界衛生組織國際安全社區認證中心的職責。

除了學術層面的交流外，我們也重視提升區內在職人士和普羅市民的職安健知識。由職安局主辦的第七屆「粵港澳安全知識競賽」正是為增強三地民眾的職業安全健康知識，提升三地的工作安全水平而設。為了加深參加者對三地職安健情況的認識，我們更編製了《粵港澳安全知識競賽比賽題庫手冊》，當中刊載了三地的職安健法律法規及一般職安健常識，為希望了解三地職安健的人士提供實用的資料。



第21屆兩岸四地會議設有「安全社區」分會場，來自四地的專家學者分享了在社區推廣安全健康文化的策略。

The "Safe Community" parallel session in the 21st Quadripartite Conference on OSH attracted experts and scholars from the four regions to share strategies to promote safety and health culture in the community.



海峽兩岸四地職安健專家聚首一堂，歡慶本局銀禧紀念。

OSH specialists from the cross-straits gathered to celebrate the 25th Anniversary of the Council.



粵港澳代表進行比賽，共同提升職安健知識。

Representatives from Hong Kong, Guangzhou and Macau participated in the competition to acquire more OSH knowledge.

攜手並進 共建職安 Partnering for International Exchange



In the past year, we invited scholars and experts from different regions and areas to speak about occupational safety and health (OSH) conditions and trends. These exchanges and visits will help us to learn from the experiences of others and provide us inspiration on the future development in Hong Kong. We also organised benchmarking study visit to draw on the best OSH practices in other places to set new benchmarks for Hong Kong.

ENHANCE OSH DEVELOPMENT IN THE REGION

We hosted the 21st Quadripartite Conference on Occupational Safety and Health, with more than 70 local and overseas experts, scholars and industry representatives were invited to speak and write about a wide variety of OSH topics. During the conference, we shared Hong Kong's own OSH experience and practices with participants from Hong Kong, Taiwan, Macao and Mainland China, especially those concerning our OSH Star Enterprise Scheme, safe working behaviour, and the International Safe Community Certifying System.

Hong Kong is a regional pioneer in building safe communities. The China Hong Kong Safe and Healthy Community Conference provides a platform for workers engaged in the promotion and development of safe communities in Hong Kong and across the region to share their experience in building safe communities from

both the academic and executive perspectives. During the year, we participated in the National Safety Community Work Conference and the Designation Ceremony for International Safe Communities in Nanjing, Jiangsu province, as part of our duty as an International Safe Community Certifying Center of the World Health Organization.

Besides academic exchanges, we organised the 7th Regional Safety Quiz to enhance the knowledge about OSH of employees and the general public in Guangdong, Hong Kong and Macao and to improve their occupational safety standards. To this end, we also compiled the Question Bank for the Regional Safety Quiz, which contained laws, regulations and general knowledge concerning OSH in the three regions to allow the participants to learn more about them.



兩岸四地職安健研討會透過學術交流，分享職安健發展的經驗。
Experience in OSH development is exchanged in cross-straits seminars.



今屆粵港澳安全知識競賽在香港舉行，協助提高地區的工作安全健康水平。
The Hong Kong-Guangzhou-Macau Safety Quiz is held in Hong Kong this year with an aim to improve safety standard in the region.



攜手並進 共建職安

Partnering for International Exchange

汲取韓國實務經驗

我們在3月為建造業界組織考察團前往韓國，學習當地建造業的安全健康政策、風險評估、職安健管理系統、預防職業危害的策略等，同時透過工地考察，親身了解韓國建造業的職安健實務操作。考察團代表於回港後舉辦分享會，向業界介紹韓國的職安健發展和經驗。

放眼世界

為增強我們的職安健網絡聯繫，我們出席重要的國際會議，與其他夥伴機構交流經驗，學習最新資訊，同時也將香港的職安健發展情況向其他國家和地區介紹。今年，我們先後參加了日本舉辦的「預防高空工作防墮國際會議」及德國舉辦的A+A 2013「國際職業安全及健康」會議及展覽會，於會上向參加者講解香港在高空工作及竹棚使用方面的職安健措施。

互動訓練輔助器材令高處作業安全訓練印象深刻。

Interactive training aids for safe working at heights made lasting impression on the importance of having fall protection.



「亞太地區職業安全健康周年會議」今年於印尼舉行。這個一年一度的定期會議讓職安健的同業聚首一堂，互相分享年內的工作成果，也藉機交換最新職安健情報，共同尋求提升工作安全水平之法。

鑑於香港發展安全社區的豐富經驗，我們在墨西哥舉行的「國際安全社區會議」上，與全球300餘個獲確認的安全社區代表交流借鑑，並藉此讓其他安全社區領袖了解香港的安全社區發展情況。

職業安全健康是所有先進國家和社會共同追求的目標，我們希望透過分享香港在這方面的知識和經驗，與全球有志提升職安健水平的機構攜手前進，共建職安。



韓國建造業的安全管理有很多值得本港借鑑之處。

Hong Kong can benchmark on the safety management techniques from Korea's construction industry.



定期舉辦大型基建研討會，邀請著名海外學者發表演說，介紹最新的職安健發展情況。

Overseas experts were invited to introduce latest OSH development at the major infrastructure safety conference.



APOSHO會議雲集亞太區的專家學者，共同為提高職安健水平出謀獻策。

Specialists and scholars from Asia Pacific regions gathered at the APOSHO conference to contribute fruitful ideas of raising OSH standards.

攜手並進 共建職安

Partnering for International Exchange



BENCHMARKING ON SOUTH KOREA

In March, we organised a study visit to South Korea for the construction industry. This aimed to help the participants to learn about local health and safety policies, risk assessment, OSH management systems and strategies for the prevention of occupational hazards in the construction industry, and to understand better the best OSH practices being implemented in South Korea's construction industry. A benchmarking seminar was organized to share on the South Korea's OSH development and experience.

DEVELOPING GLOBAL NETWORK

To strengthen our network of OSH contacts, we participated in leading international conferences to share our experience with our partners, obtain the latest information and inform participants from other countries and regions about Hong Kong's development in the area of OSH. In 2013, we attended the International Conference on Fall Prevention and Protection in Japan and the A+A 2013 Safety, Security and Health at Work International Trade Fair and Congress in Germany, to share on Hong Kong's OSH measures concerning working at heights and the use of scaffolds.

This year's Asia Pacific Occupational Safety and Health Organization Conference was held in Indonesia. The annual event gathers those engaged in OSH to share their achievements

during the year and the latest OSH information with one another, and jointly explore ways to improve workplace safety standards.

Given Hong Kong's rich experience in developing safe communities, we shared our practices in this area with representatives from more than 300 certified international safe communities at the International Safe Community Conference in Mexico.

OSH is a common goal of all advanced countries and societies. We hope to continue joining hands with other interested organisations around the world to build an OSH ecosystem by sharing Hong Kong's knowledge and experience in this area.



本局總幹事出席第二十一屆國際安全社區會議，向代表介紹香港社區的發展，並展示最新推出的安全社區認證系統。

Council's Executive Director shared with the audience on the development of Hong Kong communities and the newly produced Safe Community Certification System at the 21st International Safe Community Conference.



我們經常接待來自各地的團體，向他們介紹香港的職安健發展情況。

We often receive groups from overseas and mainland for exchange of OSH development in Hong Kong.





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財務報告 Financial Statements

獨立核數師報告
致職業安全健康局各成員
(根據《職業安全健康局條例》成立)

本核數師(以下簡稱「我們」)已完成審核職業安全健康局(「職安局」)列載於第46頁至第63頁的財務報表,此財務報表包括於2014年3月31日的財務狀況表、截至該日止年度的收支結算表、資本及盈餘變動表及現金流量表,以及主要會計政策概要及其他附註解釋。

職安局就財務報表須承擔的責任

職安局須負責遵照香港會計師公會頒佈的香港財務報告準則及《職業安全健康局條例》(香港法例第398章),編製及真實而公平地列報該等財務報表。這責任包括設計、實施及維護與編製真實公平地列報的財務報表相關的內部控制,以確保財務報表不存在由於欺詐或錯誤而導致的重大錯誤陳述。

核數師的責任

我們的責任是根據我們的審核工作的結果,對該等財務報表作出意見。本報告僅向整體成員作出報告。除此以外,本報告並無其他用途。我們概不就本報告的內容,對任何其他人士負責或承擔任何責任。

我們已根據香港會計師公會頒佈的香港審計準則進行審核。這些準則要求我們遵守道德規範,並規劃及執行審核,以合理確定此等財務報表是否不存有任何重大錯誤陳述。

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OCCUPATIONAL SAFETY AND HEALTH COUNCIL (ESTABLISHED UNDER THE OCCUPATIONAL SAFETY AND HEALTH COUNCIL ORDINANCE)

We have audited the financial statements of Occupational Safety and Health Council (the "Council") set out on pages 46 to 63, which comprise the statement of financial position as at 31 March 2014, the statement of income and expenditure, statement of changes in capital and reserves and the statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

THE COUNCIL'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The Council is responsible for the preparation of financial statements that give a true and fair view in accordance with Hong Kong Financial Reporting Standards issued by the Hong Kong Institute of Certified Public Accountants and the Occupational Safety and Health Council Ordinance (CAP 398) and for such internal control as the Council determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

AUDITOR'S RESPONSIBILITY

Our responsibility is to express an opinion on these financial statements based on our audit. This report is made solely to you, as a body, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of the report.

We conducted our audit in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

財務報告 Financial Statements

審核涉及執行程序以取得與財務報表所載金額及披露事項有關的審核憑證。所選定的程序取決於核數師的判斷，包括評估由於欺詐或錯誤而導致財務報表存有重大錯誤陳述的風險。在評估該等風險時，核數師考慮與職安局編製真實而公平地列報財務報表相關的內部控制，以設計適當的審核程序，但並非為對職安局的內部控制的效能發表意見。審核亦包括評價職安局所採用的會計政策的合適性及所作出的會計估計的合理性，以及評價財務報表的整體列報方式。

我們相信，我們已取得的審核憑證是充足和適當地為我們的審核意見提供了基礎。

意見

我們認為，該等財務報表已根據香港財務報告準則真實而公平地反映職安局於2014年3月31日的財政狀況及截至該日止年度的盈餘及現金流量，並已按照《職業安全健康局條例》(香港法例第398章)妥善編製。

香港立信德豪會計師事務所有限公司
執業會計師
譚國耀
執業証書編號P02575

香港，2014年6月5日

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Council's preparation of financial statements that give a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

OPINION

In our opinion, the financial statements give a true and fair view of the state of affairs of the Council as at 31 March 2014 and of its surplus and cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards and have been properly prepared in accordance with the Occupational Safety and Health Council Ordinance (CAP 398).

BDO Limited
Certified Public Accountants
Tam Kwok Yiu
Practising Certificate Number P02575

Hong Kong, 5 June 2014

財務報告 Financial Statements

收支結算表

截至2014年3月31日止年度

STATEMENT OF INCOME AND EXPENDITURE

FOR THE YEAR ENDED 31 MARCH 2014

		附註 Note	2014 港幣 HK\$	2013 港幣 HK\$
收入	Income			
徵款收入	Levy income	5	132,900,946	111,142,793
利息收入	Interest income		1,456,668	1,036,326
訓練課程成本收回	Recovery from training courses		17,990,852	18,559,969
顧問服務收入	Consultancy service fee		5,845,288	4,781,639
秘書處服務收入	Secretarial service fee		1,620,000	1,540,000
協作項目收入	Collaborative project income		14,657,204	7,673,206
其他收入	Other income		589,421	455,956
總收入	Total income		175,060,379	145,189,889
支出	Expenditure			
經常性支出	Operational expenditure	6	(101,740,904)	(91,682,366)
協作項目支出	Collaborative project expenditure		(14,657,204)	(7,673,206)
非經常性支出	Non-recurrent expenditure	7	(12,263,372)	(7,813,705)
總支出	Total expenditure		(128,661,480)	(107,169,277)
本年度盈餘及全面收入	Surplus and total comprehensive income for the year		46,398,899	38,020,612

財務報告

Financial Statements

財務狀況表

於2014年3月31日

STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2014

		附註 Note	2014 港幣 HK\$	2013 港幣 HK\$
非流動資產	Non-current assets			
物業及設備	Property and equipment	8	87,333,123	92,034,297
按金	Deposits		420,232	420,232
			87,753,355	92,454,529
流動資產	Current assets			
應收賬款及其他應收款項	Accounts and other receivables	9	4,957,700	5,326,754
定期存款	Fixed deposits		189,488,247	131,139,742
現金及銀行結餘	Cash and bank balances		10,671,176	11,527,059
			205,117,123	147,993,555
流動負債	Current liabilities			
應付賬款及應計費用	Accounts payable and accruals	13	33,511,274	28,768,464
預收賬款	Receipts-in-advance		23,207,812	22,097,699
合約員工約滿酬金準備	Provision for gratuity		560,318	389,746
			57,279,404	51,255,909
流動資產淨值	Net current assets		147,837,719	96,737,646
淨資產	Net assets		235,591,074	189,192,175
資本及儲備	Capital and reserves			
總盈餘	Accumulated surplus	10	139,257,951	97,157,878
資本儲備	Capital funds	10	87,333,123	92,034,297
物業維修儲備	Buildings maintenance funds	10	9,000,000	—
			235,591,074	189,192,175

財務報表於2014年6月5日經職安局通過及授權發表，並由下列代表簽署：

黃天祥工程師, BBS, 太平紳士
主席

The financial statements were approved and authorised for issue by the Council on 5 June 2014 and are signed on its behalf by:

Ir. Conrad Wong Tin-Cheung, BBS, JP
Chairman

財務報告 Financial Statements

現金流量表

截至2014年3月31日止年度

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2014

		2014 港幣 HK\$	2013 港幣 HK\$
經營活動之現金流量	Operating activities		
本年度盈餘	Surplus for the year	46,398,899	38,020,612
調整：	Adjustments for:		
折舊	Depreciation	8,136,491	7,318,950
利息收入	Interest income	(1,456,668)	(1,036,326)
營運資金變動前之盈餘	Surplus before working capital changes	53,078,722	44,303,236
減少／(增加)應收賬款	Decrease/(increase) in accounts and other receivables	1,049,916	(2,427,927)
及其他應收款項			
增加應付賬款及應計費用	Increase in accounts payable and accruals	4,742,810	3,386,505
增加預收賬款	Increase in receipts-in-advance	1,110,113	2,571,602
增加合約員工約滿酬金準備	Increase in provision of gratuity	170,572	326,448
經營活動之現金流入淨值	Cash generated from operations	60,152,133	48,159,864
投資活動之現金流量	Investing activities		
購買物業及設備之付款	Purchase of property and equipment	(3,435,317)	(59,200)
增加定期存款	Increase in fixed deposits	(58,348,505)	(46,408,801)
已收利息收入	Interest income received	775,806	1,128,085
投資活動之現金流出淨值	Net cash used in investing activities	(61,008,016)	(45,339,916)
現金及現金等值項目	Net (decrease)/increase in cash and cash equivalents	(855,883)	2,819,948
(減少)／增加淨額			
年初現金及現金等值項目	Cash and cash equivalents at beginning of year	11,527,059	8,707,111
年終現金及現金等值項目	Cash and cash equivalents at end of year	10,671,176	11,527,059
現金及現金等值項目	Analysis of cash and cash equivalents		
之結餘分析：	at end of year:		
現金及銀行結餘	Cash and bank balances	10,671,176	11,527,059

財務報告

Financial Statements

資本及盈餘變動表

截至2014年3月31日止年度

STATEMENT OF CHANGES IN CAPITAL AND RESERVES

FOR THE YEAR ENDED 31 MARCH 2014

		總盈餘 Accumulated surplus 港幣 HK\$	資本儲備 Capital funds 港幣 HK\$	物業維修儲備 Buildings maintenance funds 港幣 HK\$	總額 Total 港幣 HK\$
於2012年4月1日	Balance at 1 April 2012	51,877,516	99,294,047	–	151,171,563
轉往資本儲備用作 購買物業及設備	Transfer to capital funds on additions of property and equipment	(59,200)	59,200	–	–
轉自資本儲備以 配對年度折舊 費用	Transfer from capital funds to match depreciation charge for the year	7,318,950	(7,318,950)	–	–
年度全面收入總額	Total comprehensive income for the year	38,020,612	–	–	38,020,612
於2013年3月31日	Balance at 31 March 2013	97,157,878	92,034,297	–	189,192,175
轉往物業維修儲備 用作儲備金	Transfer to buildings maintenance funds on provisions of buildings maintenance reserve	(9,000,000)	–	9,000,000	–
轉往資本儲備用作 購買物業及設備	Transfer to capital funds on additions of property and equipment	(3,435,317)	3,435,317	–	–
轉自資本儲備以 配對年度折舊 費用	Transfer from capital funds to match depreciation charge for the year	8,136,491	(8,136,491)	–	–
年度全面收入總額	Total comprehensive income for the year	46,398,899	–	–	46,398,899
於2014年3月31日	Balance at 31 March 2014	139,257,951	87,333,123	9,000,000	235,591,074

財務報告 Financial Statements

財務報表附註

截至2014年3月31日止年度

1. 法團地位

職業安全健康局（「職安局」）於1988年根據《職業安全健康局條例》（香港法例第398章）成立。其註冊地址及運作地點為香港北角馬寶道28號華匯中心19樓。

職安局的宗旨是(a)加深市民對職業安全及健康的認識；(b)促進現代科技的使用；(c)促進教育及訓練；(d)傳播技術性知識；(e)發展策略及制訂活動程序；(f)提供顧問服務；及(g)鼓勵及便利政府、僱主、僱員及有關的專業團體與學術團體之間的合作及交流，以進一步鼓勵及推廣工人工作時的更高安全健康標準。

2. 編製基準

(a) 合規聲明

此等財務報表已根據所有適用香港財務報告準則、香港會計準則（「香港會計準則」）及詮釋（以下統稱「香港財務報告準則」）及按照《職業安全健康局條例》（香港法例第398章）之規定而編製。

(b) 計量基準

財務報表已根據歷史成本基準編製。

(c) 呈列與功能貨幣

財務報表乃以港元呈列，而港元亦為職安局之功能貨幣。

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

1. CORPORATE STATUS

The Council is established under the Occupational Safety and Health Council Ordinance (CAP 398) in 1988. The registered office and place of operation is situated at 19th Floor, China United Centre, 28 Marble Road, North Point, Hong Kong.

The purposes of the Council are (a) to foster greater awareness among the community; (b) to promote the application of modern technology; (c) to promote education and training; (d) to disseminate technical knowledge; (e) to develop strategies and formulate programmes; (f) to provide consultancy services; and (g) to encourage and facilitate co-operation and communication between the Government, employers, employees and relevant professional and academic bodies, in furtherance of the encouragement and promotion of higher standards of safety and health for people at work.

2. BASIS OF PREPARATION

(a) Statement of compliance

These financial statements have been prepared in accordance with all applicable Hong Kong Financial Reporting Standards ("HKFRSs"), which collective term includes all applicable individual Hong Kong Financial Reporting Standards, Hong Kong Accounting Standards and Interpretations issued by the Hong Kong Institute of Certified Public Accountants and the requirements of the Occupational Safety and Health Council Ordinance (the "Ordinance").

(b) Basis of measurement

The financial statements have been prepared under the historical cost basis.

(c) Functional and presentation currency

The financial statements are presented in the Council's functional currency, Hong Kong dollars ("HK\$").

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3. 採納香港財務報告準則（「香港財務報告準則」）

(a) 採納新訂／經修訂的香港財務報告準則－2013年4月1日生效

採納以下新訂／經修訂的香港財務報告準則對職安局於本會計年度及過往會計年度之財務報表並無重大影響。

香港財務報告準則之修訂	2009年至2011週期的年度改進
香港財務報告準則之修訂	2010年至2012週期的年度改進
香港財務報告準則之修訂	2011年至2013週期的年度改進
香港會計準則第1號之修訂（經修訂）	呈列其他全面收益項目
香港財務報告準則第7號之修訂	披露－金融資產抵銷金融負債
香港財務報告準則第13號	公允值計量

(b) 已頒佈但尚未生效之新訂／經修訂的香港財務報告準則

已頒佈但尚未生效之新訂／經修訂的香港財務報告準則中，下列為與職安局財務報表潛在相關，惟職安局並無提前採用。

香港會計準則第32號之修訂	金融資產抵銷金融負債 ¹
香港財務報告準則第9號	金融工具 ⁴
香港財務報告準則之修訂	2010年至2012週期的年度改進 ²
香港財務報告準則之修訂	2011年至2013週期的年度改進 ²
香港（國際財務報告詮釋委員會）－詮釋第21號	徵款 ¹

- ¹ 於2014年1月1日或之後開始的年度期間生效
- ² 於2014年7月1日或之後開始的年度期間生效
- ³ 於2014年7月1日或之後開始的年度期間生效或發生的交易
- ⁴ 尚未確定強制生效日期但可供採納

職安局現正評估新訂／經修訂的香港財務報告準則之潛在影響，直至目前為止，職安局認為採用新訂／經修訂的香港財務報告準則不會對職安局之業績及財務狀況構成重大影響。

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FOR THE YEAR ENDED 31 MARCH 2014

3. ADOPTION OF HONG KONG FINANCIAL REPORTING STANDARDS ("HKFRSs")

(a) Adoption of new/revised HKFRSs – effective 1 April 2013

The adoption of the following new/revised standards in the current reporting period had no material effect on the Council's financial statements.

HKFRSs (Amendments)	Annual Improvements 2009-2011 Cycle
HKFRSs (Amendments)	Annual Improvements 2010-2012 Cycle
HKFRSs (Amendments)	Annual Improvements 2011-2013 Cycle
Amendments to HKAS 1 (Revised)	Presentation of Items of Other Comprehensive Income
Amendments to HKFRS 7	Offsetting Financial Assets and Financial Liabilities
HKFRS 13	Fair Value Measurement

(b) New/revised HKFRSs that have been issued but are not yet effective

The following new/revised HKFRSs, potentially relevant to the Council's financial statements, have been issued, but are not yet effective and have not been early adopted by the Council.

Amendments to HKAS 32	Offsetting Financial Assets and Financial Liabilities ¹
HKFRS 9	Financial Instruments ⁴
HKFRSs (Amendments)	Annual Improvements 2010-2012 Cycle ²
HKFRSs (Amendments)	Annual Improvements 2011-2013 Cycle ²
HK(IFRIC) Interpretation 21	Levies ¹

- ¹ Effective for annual periods beginning on or after 1 January 2014
- ² Effective for annual periods beginning on or after 1 July 2014
- ³ Effective for annual periods beginning, or transactions occurring, on or after 1 July 2014
- ⁴ No effective date yet determined but available for early adoption

The Council is assessing the potential impact of these new/revised HKFRSs and the Council so far believed that the application of these new/revised HKFRSs will have no material impact on the Council's financial statements.

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4. 主要會計政策

(a) 物業及設備

物業及設備乃按成本減累計折舊及累計減值虧損列賬。

物業及設備之成本包括其購買價及收購該等項目直接應佔之成本。其後成本只有在與該項目有關之未來經濟利益有可能流入職安局，而該項目之成本能可靠計量時，才計入資產之賬面值或確認為獨立資產。所有其他維修及保養在產生之財政期間內於收支結算表內確認為開支。

物業及設備按其估計可使用年期以直線法計算折舊，以下列年率撇銷其成本。

土地及建築物	2%
傢具及裝置	20%
辦公室設備	33%
租賃物業裝修	11%

可使用年期、剩餘價值及折舊方法乃於每個報告期末覆核，並於適當時作出調整。

倘資產之賬面值高於其估計可收回金額，則即時撇減至其可收回金額。

出售一項物業及設備之盈虧乃出售所得款項淨額與其賬面值之差額，並於收支結算表內確認。

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

4. SIGNIFICANT ACCOUNTING POLICIES

(a) Property and equipment

Property and equipment are stated at acquisition cost less accumulated depreciation and impairment losses.

The cost of property and equipment includes its purchase price and the costs directly attributable to acquisition of the items. Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Council and the cost of them can be measured reliably. All other costs, such as repairs and maintenance are charged to the statement of income and expenditure during the period in which they are incurred.

Depreciation is provided to write off the cost of property and equipment over their estimated useful lives, using the straight line method, at the following rates per annum:

Leasehold land and buildings	2%
Furniture and fixtures	20%
Office equipment	33%
Leasehold improvements	11%

The assets' residual values, depreciation methods and useful lives are reviewed annually, and adjusted if appropriate, at each reporting date.

An asset is written down immediately to its recoverable amount if its carrying amount is higher than the asset's estimated recoverable amount.

The gain or loss arising on retirement or disposal is determined as the difference between the sale proceeds and the carrying amount of the asset and is recognised in the statement of income and expenditure.

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4. 主要會計政策(續)

(b) 營運租賃開支

倘租約條款列明擁有權之絕大部份風險及回報轉讓予承租人，則該租約分類為融資租賃。所有其他租約均列作營運租賃。

根據營運租賃應付之總租金按租期以直線法在收支結算表中扣除。已收租金優惠於租期內確認為總租金開支之組成部份。

(c) 僱員福利

根據香港會計師公會頒布之會計準則第19號「僱員福利」，員工於年終應有假期應列入應計費用內。

(d) 資產減值

於各報告期末，職安局檢討資產之賬面值，以釐定是否有任何跡象顯示該等資產已出現減值虧損，或先前確認之減值虧損不復存在或可能已減少。倘資產之可收回金額估計少於其賬面值，則該項資產之賬面值將降至其可收回金額。減值虧損乃即時確認為開支。

倘減值虧損其後撥回，則資產之賬面值將提高至其修訂後之估計可收回金額，惟經提高之賬面值不得超過往年該項資產在無確認減值虧損之情況下原應釐定之賬面值。撥回之減值虧損乃即時確認為收入。

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

4. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(b) Operating leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

The total rentals payable under operating leases are charged as expenses on a straight-line basis over the lease term. Lease incentives received are recognised as an integrated part of the total rental expense, over the term of the lease.

(c) Employee benefits

Staff leave entitlements at the end of the reporting period are taken up as liabilities according to Hong Kong Accounting Standard 19 "Employee Benefits".

(d) Impairment of assets

At the end of each reporting period, the Council reviews the carrying amounts of its assets to determine whether there is any indication that those assets have suffered an impairment loss. If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. Impairment losses are recognised as expenses immediately.

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income immediately.

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4. 主要會計政策(續)

(e) 應付賬款及其他應付款項

應付賬款及其他應付款項先按公平價值確認，其後按攤銷成本入賬，但如折現影響並不重大，則按成本入賬。

(f) 應收賬款及其他應收款項

應收賬款及其他應收款項先按公平價值確認，其後按攤銷成本減去呆壞賬減值虧損後所得數額入賬。在此情況下，收款會按成本減去呆壞賬減值虧損後所得數額入賬。

(g) 現金及現金等值

現金及現金等值包括銀行及手頭上現金、銀行及其他金融機構的通知存款，及隨時可轉換為一筆已知數金額現金而價值變動風險不大、且在購入後一般於3個月內到期的短期高流通性投資。

(h) 收入確認

如果經濟利益很可能會流入職安局，而收入又能夠可靠地計量時，下列各項收入便會確認：

徵款收入於確立應支付職安局時入賬。

利息收入運用實際利率法於其累計時確認。

訓練課程成本收回及服務收入於提供相關服務時入賬。

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

4. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(e) Accounts and other payables

Accounts and other payables are initially recognised at fair value and thereafter stated at amortised cost unless the effect of discounting would be immaterial, in which case they are stated at cost.

(f) Accounts and other receivables

Accounts and other receivables are initially recognised at fair value and thereafter stated at amortised cost less impairment losses for bad and doubtful debts. In such cases, the receivables are stated at cost less impairment losses for bad and doubtful debts.

(g) Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other financial institutions, and short-term, highly liquid investments that are readily convertible into known amounts of cash and which are subject to an insignificant risk of changes in value, having been within three months of maturity at acquisition.

(h) Recognition of income

Income is recognised when it is probable that the economic benefits will flow to the Council and when the income can be measured reliably, on the following bases:

Levy is recognised as income when they become payable to Council.

Interest income is recognised as it accrues using the effective interest method.

Recovery from training courses and services fee income are recognised when the related services are provided.

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4. 主要會計政策(續)

(i) 撥備及或然負債

如果職安局須就已發生的事件承擔法律或推定義務，因而預期會導致含有經濟效益的資源外流，在可以作出可靠的估計時，職安局便會就該時間或金額不定之負債計提撥備。

倘經濟利益不大可能會流出，或有關金額不能可靠估計時，則有關責任將披露為或然負債，除非經濟利益流出之可能性極微。有可能之責任（其存在僅可由一項或多項未來事件之出現與否確定）亦披露為或然負債，除非經濟利益流出之可能性極微。

5. 徵款收入

徵款收自	Levies received from
— 政府	— Government
— 僱員補償保險徵款 管理局	— Employees' Compensation Insurance Levies Management Board

- (a) 僱員補償保險徵款條例第七條訂明，僱員補償保險徵款管理局於每季度按指明的比率分配其資源淨額予職安局。

職安局於截至2014年3月31日止年度，獲分配之僱員補償保險徵款管理局資源淨額之比率為20/58 (2013年度：20/58)。

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

4. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(i) Provisions and contingent liabilities

Provisions are recognised for liabilities of uncertain timing or amount when the Council has a legal or constructive obligation arising as a result of a past event, which will probably result in an outflow of economic benefits that can be reasonably estimated.

Where it is not probable that an outflow of economic benefits will be required, or the amount cannot be estimated reliably, the obligation is disclosed as a contingent liability, unless the probability of outflow of economic benefits is remote. Possible obligations, the existence of which will only be confirmed by the occurrence or non-occurrence of one or more future events, are also disclosed as contingent liabilities unless the probability of outflow of economic benefits is remote.

5. LEVY INCOME

	2014 港幣 HK\$	2013 港幣 HK\$
徵款收自		
— 政府	6,068,471	5,189,231
— 僱員補償保險徵款 管理局	126,832,475	105,953,562
	132,900,946	111,142,793

- (a) In accordance with Section 7 of the Employees' Compensation Insurance Levies Ordinance, the Employees' Compensation Insurance Levies Management Board is to distribute a proportion of its net resources to the Occupational Safety and Health Council on a quarterly basis.

The proportion of the net resources of the Employees' Compensation Insurance Levies Management Board to be distributed to the Occupational Safety and Health Council for the year ended 31 March 2014 was fixed at 20/58 (2013: 20/58).

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5. 徵款收入(續)

- (b) 僱員補償保險徵款率為僱員補償保險單保費的5.8% (2013 : 5.8%)。

6. 經常性支出

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

5. LEVY INCOME (CONTINUED)

- (b) The Employees' Compensation Insurance Levy payable on each premium payable by an insured in respect of any insurance policy issued by an insurer was prescribed at 5.8% (2013: 5.8%) on the said premium.

6. OPERATIONAL EXPENDITURE

		2014 港幣 HK\$	2013 港幣 HK\$
行政費用	Administrative expenses	3,068,566	2,763,021
核數師酬金	Auditor's remuneration	101,100	93,500
折舊	Depreciation	8,136,491	7,318,950
資訊系統	Information	1,951,306	1,620,647
法律及專業顧問費	Legal and professional fees	82,200	104,260
維修及購買技術設備	Maintenance and replacement of technical equipment	96,655	74,220
海外會議及研討會	Overseas conferences and seminars	362,071	144,553
公共關係	Public relations affairs	27,475	79,663
宣傳項目	Publicity programs	28,275,979	24,728,846
研究撥款	Research grants	1,427,195	1,068,408
員工薪津	Staff salaries and related costs	36,451,025	33,289,755
訓練及教育	Training and education	21,760,841	20,396,543
		101,740,904	91,682,366

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7. 非經常性支出

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7. NON-RECURRENT EXPENDITURE

		2014 港幣 HK\$	2013 港幣 HK\$
第21屆海峽兩岸及香港、 澳門地區職業安全 健康學術研討會	21st Quadripartite OSH seminar	1,855,220	—
吊運安全操作比賽	Safe lifting operation competition	—	223,775
職業復康計劃	Occupational Rehabilitation Campaign	2,740	69,178
資訊科技保安審核	IT security audit	135,821	—
高空工作、維修、保養、 改建及加建工程職安健 推廣活動	RMAA campaign	984,324	999,766
職安健星級企業裝修及維 修業安全認可先導計劃	OSH Star Enterprise scheme	1,102,680	2,700,000
大型基建工程職安健推廣	OSH Campaign for Major Infrastructure Projects	698,533	672,724
飲食業優質職安健企業 先導計劃	OSH Catering Enterprise Pilot scheme	3,383,786	—
商界關愛職業健康大行動	Healthy workplace is a happy workplace campaign	500,000	—
建造業安全電視宣傳短片	TV program on Construction Safety	1,340,000	—
粵港澳安全知識競賽	Guangdong, HK & Macau Safety Quiz Competition	966,805	599,250
國際安全社區認證 支援系統	International safe community designation support system	—	499,012
職安局25周年銀禧誌慶	OSHC 25th anniversary	594,463	700,000
與勞工處合作冷凍衣 安全健康資助計劃	LD/OSHC cooling vest sponsorship scheme	—	750,000
中小企流動工作台 資助計劃	SME working platform scheme	650,000	—
安全社區分析系統	Safe community injury analysis system	49,000	600,000
		12,263,372	7,813,705

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8. 物業及設備

NOTES TO THE FINANCIAL STATEMENTS

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8. PROPERTY AND EQUIPMENT

		土地及 建築物 Leasehold land and buildings 港幣 HK\$	傢俱及 裝置 Furniture and fixtures 港幣 HK\$	辦公室 設備 Office equipment 港幣 HK\$	租賃物業 裝修 Leasehold improvements 港幣 HK\$	總額 Total 港幣 HK\$
成本	Cost					
於1/4/2013	At 1 April 2013	71,024,144	509,640	869,225	51,569,238	123,972,247
添置	Additions	–	57,720	409,936	2,967,661	3,435,317
於31/3/2014	At 31 March 2014	71,024,144	567,360	1,279,161	54,536,899	127,407,564
累積折舊	Accumulated depreciation					
於1/4/2013	At 1 April 2013	20,023,020	130,506	480,566	11,303,858	31,937,950
折舊	Depreciation	1,420,483	113,472	426,387	6,176,149	8,136,491
於31/3/2014	At 31 March 2014	21,443,503	243,978	906,953	17,480,007	40,074,441
成本	Cost					
於1/4/2012	At 1 April 2012	71,024,144	142,890	572,474	52,173,539	123,913,047
添置	Additions	–	366,750	296,751	1,604,292	2,267,793
成本調整*	Cost adjustment*	–	–	–	(2,208,593)	(2,208,593)
於31/3/2013	At 31 March 2013	71,024,144	509,640	869,225	51,569,238	123,972,247
累積折舊	Accumulated depreciation					
於1/4/2012	At 1 April 2012	18,602,537	28,578	190,824	5,797,061	24,619,000
折舊	Depreciation	1,420,483	101,928	289,742	5,506,797	7,318,950
於31/3/2013	At 31 March 2013	20,023,020	130,506	480,566	11,303,858	31,937,950
賬面淨值	Carrying amount					
於31/3/2014	At 31 March 2014	49,580,641	323,382	372,208	37,056,892	87,333,123
於31/3/2013	At 31 March 2013	51,001,124	379,134	388,659	40,265,380	92,034,297

* 青衣職安健學院於2012年添置的租賃物業裝修成本已根據與承建商之最終協議作出相應調整。

* The cost of additions in 2012 to leasehold improvements for the Tsing Yi OSH Academy was revised upon final agreement with the contractor.

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截至2014年3月31日止年度

8. 物業及設備(續)

- (a) 土地乃以長期租約方式在香港租借。
- (b) 土地及建築物乃用作職安局之總辦事處及職安健訓練中心。建築物位於香港北角馬寶道28號華匯中心18及19樓。
- (c) 由於自用土地及建築物不能可靠地劃分土地及建築物成份及只有土地成份是清晰地屬於根據營運租賃所持有，整個租賃便分類為融資租賃及根據香港會計準則第17號以香港會計準則第16號入賬。

9. 應收賬款及其他應收款項

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

8. PROPERTY AND EQUIPMENT (CONTINUED)

- (a) The land is held in Hong Kong on long-term leases.
- (b) The land and buildings are used as head office and training centre of the Council. The properties are situated at 18/F and 19/F, China United Centre, 28 Marble Road, North Point, Hong Kong.
- (c) As the land and buildings held for own use cannot be allocated reliably between the land and building elements and it is clear that only the land element is operating lease, the entire lease is classified as a finance lease and accounted for under HKAS 16 in accordance with HKAS 17.

9. ACCOUNTS AND OTHER RECEIVABLES

		2014 港幣 HK\$	2013 港幣 HK\$
應收賬款	Accounts receivable	3,606,985	5,035,280
其他應收款項	Other receivables	763,165	82,303
預付款項	Prepayments	587,550	209,171
		4,957,700	5,326,754

應收賬款經個別或整體認為沒有減值，其賬齡分析如下：

The ageing analysis of accounts receivable that are neither individually nor collectively considered to be impaired are as follows:

		2014 港幣 HK\$	2013 港幣 HK\$
既無逾期亦無減值	Neither past due nor impaired	3,047,505	3,244,913
逾期30日內	Within 30 days past due	320,980	1,410,567
逾期31至60日	31 to 60 days past due	6,500	—
逾期超過60日	Over 60 days past due	232,000	379,800
逾期但並無減值	Past due but not impaired	559,480	1,790,367
		3,606,985	5,035,280

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9. 應收賬款及其他應收款項 (續)

已經逾期但並無減值的應收款項乃與若干獨立客戶相關，其於職安局有良好過往記錄。根據過往經驗，管理層相信，該等結餘無須減值準備，因信用度並無重大變動，而有關結餘仍視為可全部收回。職安局並無就該等結餘持有任何抵押品。

10. 資本及儲備

(a) 儲備性質及目的：

儲備	儲備性質及目的
(1) 總盈餘	於收支結算表中記錄所累計之盈餘。
(2) 資本儲備	資本儲備是為了購置物業及設備。資本儲備將轉出至總盈餘以配對年度折舊費用及年度出售物業及設備的收益／(虧損)。
(3) 物業維修儲備	物業維修儲備是為了建築物公用地方的維修及翻新支出。物業維修儲備將轉出至總盈餘以配對相關支出。

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

9. ACCOUNTS AND OTHER RECEIVABLES (CONTINUED)

Receivables that were past due but not impaired relate to a number of independent debtors that have a good track record with the Council. Based on past experience, management believes that no impairment allowance is necessary in respect of these balances as there has not been a significant change in credit quality and the balances are still considered fully recoverable. The Council does not hold any collateral over these balances.

10. CAPITAL AND RESERVES

(a) The following describes the nature and purposes of reserve funds:

Funds	Nature and purpose of funds
(1) Accumulated surplus	Cumulative surplus recognised in statement of income and expenditure.
(2) Capital funds	Capital funds represent funds used by the Council for the purchase of property and equipment. Capital funds are released to the accumulated surplus in line with the related depreciation and gain/(loss) on disposal charged to the statement of income and expenditure.
(3) Buildings maintenance funds	Building maintenance funds represent funds used by the Council for the refurbishment of the public area of leasehold buildings. The funds will be released to the accumulated surplus with the related expenditure charged to the statement of income and expenditure.

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10. 資本及儲備(續)

(b) 資本管理

職安局的資本包括於財務狀況表中之總盈餘，資本儲備及物業維修儲備。

職安局管理資本的主要目標是保障職安局持續經營的能力以及確保職安局於可見未來支付到期的負債。

職安局按照職安局的資本管理規定定期審閱及管理職安局的資本結構。

11. 承擔

營運租賃承擔

於2014年3月31日，職安局根據不可撤銷之營運租賃而於未來應支付之最低租賃總額如下：

		2014 港幣 HK\$	2013 港幣 HK\$
第1年內	Within one year	12	12
第2至5年內	In the second to fifth years inclusive	48	48
第2至5年內	After the fifth year	13	25
		73	85

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

10. CAPITAL AND RESERVES (CONTINUED)

(b) Capital management

Capital of the Council comprises accumulated surplus, capital funds and building maintenance funds as shown in the statement of financial position.

The Council's primary objectives when managing capital are to safeguard the Council's ability to continue as a going concern and to enable the Council to meet its liabilities as they fall due for the foreseeable future.

The Council's capital structure is regularly reviewed and managed with due regard to the capital management practices of the Council.

11. COMMITMENTS

Operating lease commitments

At 31 March 2014, the Council had commitments for future minimum lease under non-cancellable operating leases in respect of land and buildings which fall due as follows:

財務報告 Financial Statements

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截至2014年3月31日止年度

12. 稅務

據稅務條例第88條，職安局獲豁免一切稅項。

13. 僱員休假權利

於應付賬款及應計費用中就員工應有假期所撥備為港幣3,700,786 (2013：港幣3,375,833)。

14. 財務風險管理

職安局面對以下各項財務風險：

(a) 利率風險

職安局面對利率變化的市場風險的資產主要有銀行結餘及定期存款。

(i) 利率概述

下表詳列職安局於結算日之銀行結餘及定期存款的利率概述：

		2014 港幣 HK\$	2013 港幣 HK\$
浮動利率銀行存款	Bank deposits	200,159,423	142,666,801
實際利率	Effective interest rate	0.01% – 1.61%	0.01% – 0.93%

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

12. TAXATION

The Council is not liable to Hong Kong profits tax by virtue of Section 88 of the Inland Revenue Ordinance.

13. STAFF LEAVE ENTITLEMENTS

Included in the accounts payable and accruals is accrual for staff leave entitlements of HK\$3,700,786 (2013: HK\$3,375,833).

14. FINANCIAL RISK MANAGEMENT

The Council is exposed to various financial risks which are discussed below:

(a) Interest rate risk

The Council's exposure to market risk for changes in interest rates relates primarily to the bank balances and fixed deposits.

(i) Interest rate profile

The following table details the interest rate profile of the Council's bank balances and fixed deposits at the end of the reporting period:

		2014 港幣 HK\$	2013 港幣 HK\$
浮動利率銀行存款	Bank deposits	200,159,423	142,666,801
實際利率	Effective interest rate	0.01% – 1.61%	0.01% – 0.93%

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截至2014年3月31日止年度

14. 財務風險管理(續)

(a) 利率風險(續)

(ii) 敏感度分析

於2014年3月31日，若利率增加／減少20個基點，所有其他變項保持不變，則職安局的本年度盈餘及總盈餘會增加／減少港幣224,648 (2013：港幣285,334)。

上述敏感度分析乃假設利率變動於結算日發生，並應用於在該日存在之浮動利率銀行存款面對的利率風險。增加／減少20個基點是按管理層對利率於截至下一個年度結算日止期間內的合理可能變動的評估。2013年亦以相同基準進行分析。

(b) 信貸風險

職安局並無重大的信貸風險。

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

14. FINANCIAL RISK MANAGEMENT (CONTINUED)

(a) Interest rate risk (CONTINUED)

(ii) Sensitivity analysis

At 31 March 2014, it is estimated that a general increase/decrease of 20 basis points in interest rates, with all other variables held constant, would increase/decrease the Council's surplus for the year and accumulated surplus by HK\$224,648 (2013: HK\$285,334).

The sensitivity analysis above has been determined assuming that the changes in interest rates had occurred at the end of the reporting period and had been applied to the exposure to interest rate risk for floating rate bank deposits in existence at that date. The 20 basis points increase or decrease represents management's assessment of a reasonably possible change in interest rates over the period until the end of next reporting period. The analysis was performed on the same basis for 2013.

(b) Credit risk

The Council has no significant concentration of credit risk.

職業安全健康局成員名單

Membership of the Occupational Safety and Health Council

主席

黃天祥工程師，銅紫荊星章，太平紳士

副主席

陳海壽博士，太平紳士

成員

蔡金華先生，榮譽勳章

鍾國星先生

馮艾斯女士

潘兆平議員，銅紫荊星章，榮譽勳章

王少嫻女士

鄭正煒先生，太平紳士

葉其菁女士

彭一邦先生

陳永安先生

董秀英醫生

陳遠秀女士

吳賢發教授

楊傳亮先生，銅紫荊星章，太平紳士

黃敦義先生

林達明先生（由2013年12月16日起）

發展局總助理秘書長（工務）

方學誠先生（至2013年12月15日止）

發展局總助理秘書長（工務）

唐智強先生，太平紳士（由2014年3月3日起）

勞工處處長

卓永興先生，太平紳士（至2014年3月2日止）

勞工處處長

郭富超博士

政府化驗所助理政府化驗師

職業安全健康局成員名單

Membership of the Occupational Safety and Health Council

CHAIRMAN

Ir Conrad WONG Tin-cheung, BBS, JP

VICE-CHAIRMAN

Dr Alan CHAN Hoi-shou, JP

MEMBERS

Mr CHOI Kam-wah, MH

Mr CHUNG Kwok-sing

Ms Elsie FUNG

The Honorable POON Siu-ping, BBS, MH

Ms WONG Siu-han

Mr KWONG Ching-wai, JP

Ms Christine YIP Kee-ching

Mr Derrick PANG Yat-bond

Mr CHAN Wing-on

Dr Nancy TUNG Sau-ying

Ms Kelly CHAN Yuen-sau

Professor Gabriel NG Yin-fat

Mr Charles YANG Chuen-liang, BBS, JP

Mr Charles WONG Doon-yee

Mr Terence LAM Tat-ming (from 16 December 2013)

Chief Assistant Secretary (Works),

Development Bureau

Mr Michael FONG Hok-shing (up to 15 December 2013)

Chief Assistant Secretary (Works),

Development Bureau

Mr Donald TONG Chi-keung, JP (from 3 March 2014)

Commissioner for Labour

Mr CHEUK Wing-hing, JP (up to 2 March 2014)

Commissioner for Labour

Dr KWOK Fu-chiu

Assistant Government Chemist for Government

Laboratory

職安局會議出席率 Council Meeting Attendance

下表載列各職安局成員在2013-14年度的職安局大會會議出席率：

職安局大會會議	
職安局成員	
黃天祥工程師，銅紫荊星章，太平紳士(主席)	4/4
陳海壽博士，太平紳士(副主席)	4/4
蔡金華先生，榮譽勳章	4/4
鍾國星先生	2/4
馮艾斯女士	4/4
潘兆平議員，銅紫荊星章，榮譽勳章	3/4
王少嫻女士	4/4
鄺正煒先生，太平紳士	2/4
葉其菁女士	3/4
彭一邦先生	4/4
陳永安先生	3/4
董秀英醫生	2/4
陳遠秀女士	3/4
吳賢發教授	2/4
楊傳亮先生，銅紫荊星章，太平紳士	2/4
黃敦義先生	3/4
發展局總助理秘書長(工務)	3/4
勞工處處長或其代表	4/4
政府化驗師或其代表	3/4

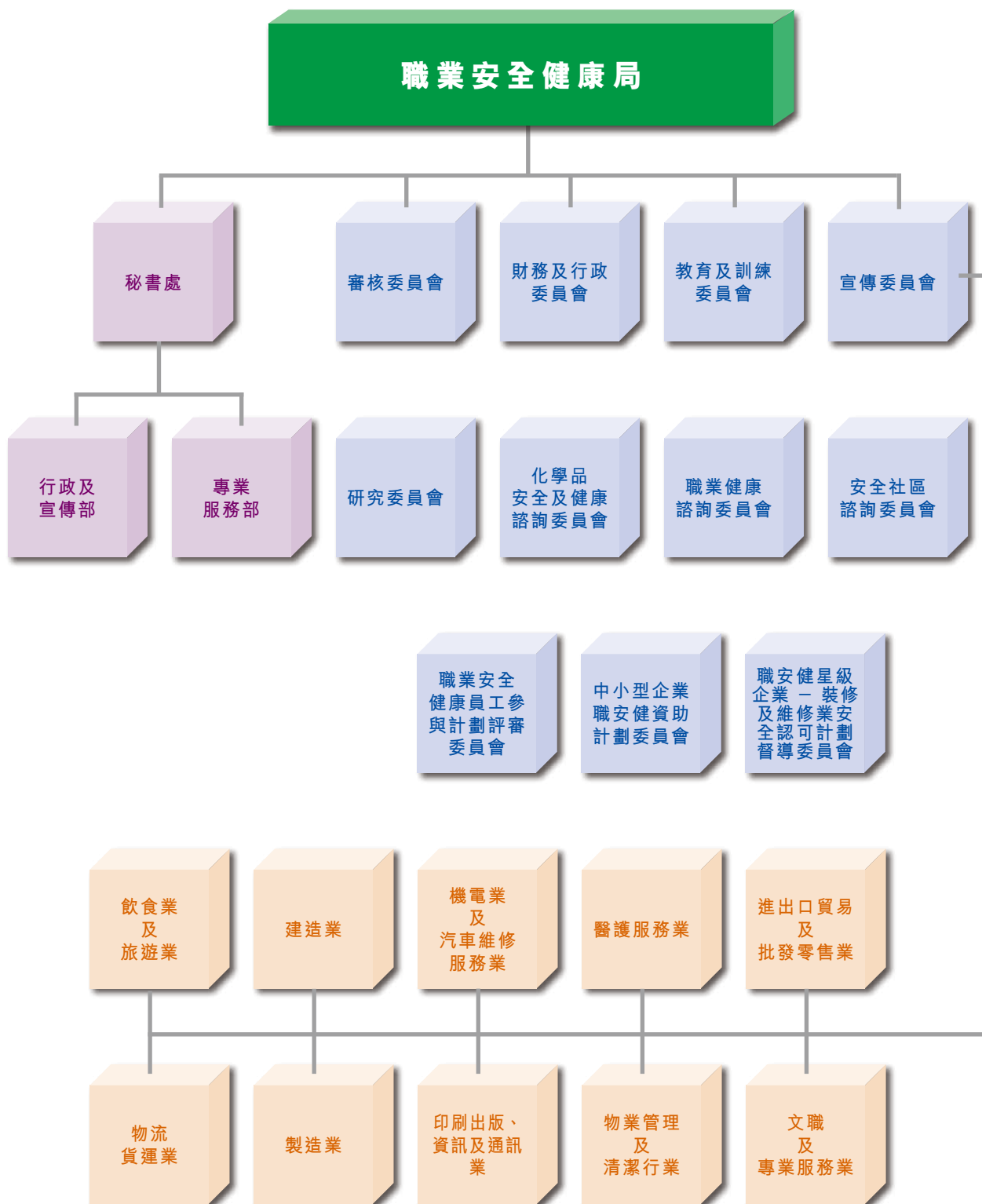
職安局會議出席率 Council Meeting Attendance

THE FOLLOWING TABLE SETS OUT THE ATTENDANCE OF INDIVIDUAL MEMBERS AT COUNCIL MEETINGS IN 2013-14:

	Council Meeting
Council members	
Ir Conrad WONG Tin-cheung, BBS, JP (Chairman)	4/4
Dr Alan CHAN Hoi-shou, JP (Vice Chairman)	4/4
Mr CHOI Kam-wah, MH	4/4
Mr CHUNG Kwok-sing	2/4
Ms Elsie FUNG	4/4
The Honorable POON Siu-ping, BBS, MH	3/4
Ms WONG Siu-han	4/4
Mr KWONG Ching-wai, JP	2/4
Ms Christine YIP Kee-ching	3/4
Mr Derrick PANG Yat-bond	4/4
Mr CHAN Wing-on	3/4
Dr Nancy TUNG Sau-ying	2/4
Ms Kelly CHAN Yuen-sau	3/4
Professor Gabriel NG Yin-fat	2/4
Mr Charles YANG Chuen-liang, BBS, JP	2/4
Mr Charles WONG Doon-yee	3/4
Chief Assistant Secretary (Works), Development Bureau	3/4
Commissioner for Labour or his representative	4/4
Government Chemist or his representative	3/4

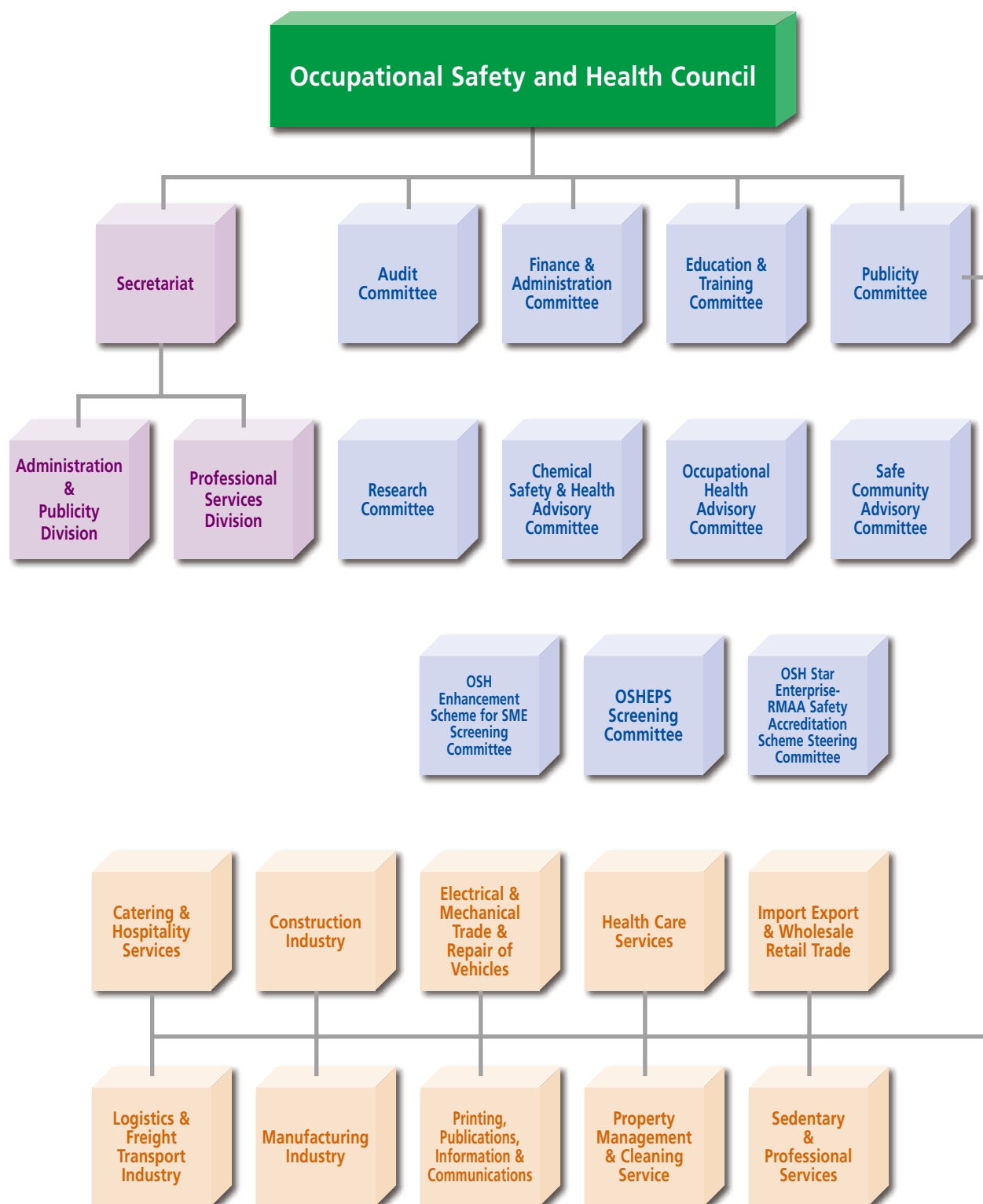
職業安全健康局組織圖

Organisation Chart of the Occupational Safety and Health Council



職業安全健康局組織圖

Organisation Chart of the Occupational Safety and Health Council



專責委員會委員名單 Membership of the Functional Committees

審核委員會

委員名單

陳海壽博士，太平紳士(主席)

蔡金華先生，榮譽勳章

鍾國星先生

葉其菁女士

陳遠秀女士

梁振榮先生，太平紳士

AUDIT COMMITTEE

MEMBERSHIP

Dr Alan CHAN Hoi-shou, JP (*Chairman*)

Mr CHOI Kam-wah, MH

Mr CHUNG Kwok-sing

Ms Christine YIP Kee-ching

Ms Kelly CHAN Yuen-sau

Mr David LEUNG, JP

財務及行政委員會

委員名單

鄺正煒先生，太平紳士(主席)

潘兆平議員，銅紫荊星章，榮譽勳章

楊傳亮先生，銅紫荊星章，太平紳士

董秀英醫生

郭富超博士

梁振豪先生

職安局總幹事(當然委員)

FINANCE AND ADMINISTRATION COMMITTEE

MEMBERSHIP

Mr KWONG Ching-wai, JP (*Chairman*)

The Honorable POON Siu-ping, BBS, MH

Mr Charles YANG Chuen-liang, BBS, JP

Dr Nancy TUNG Sau-ying

Dr KWOK Fu-chiu

Mr LEUNG Chun-ho

Executive Director, OSHC (*Ex-officio member*)

教育及訓練委員會

委員名單

陳海壽博士，太平紳士(主席)

鍾國星先生

陳永安先生

黃敦義先生

任國強先生

職安局總幹事(當然委員)

EDUCATION AND TRAINING COMMITTEE

MEMBERSHIP

Dr Alan CHAN Hoi-shou, JP (*Chairman*)

Mr CHUNG Kwok-sing

Mr CHAN Wing-on

Mr Charles WONG Doon-ye

Mr YUM Kok-keung

Executive Director, OSHC (*Ex-officio member*)

專責委員會委員名單

Membership of the Functional Committees

宣傳委員會

PUBLICITY COMMITTEE

委員名單

MEMBERSHIP

蔡金華先生，榮譽勳章(主席)	Mr CHOI Kam-wah, MH (<i>Chairman</i>)
王少嫻女士	Ms WONG Siu-han
陳永安先生	Mr CHAN Wing-on
林達明先生 (由2013年12月16日起)	Mr Terence LAM Tat-ming (from 16 December 2013)
方學誠先生 (至2013年12月15日止)	Mr Michael FONG Hok-shing (up to 15 December 2013)
楊位醒先生，榮譽勳章	Mr YEUNG Wai-sing, MH
王國強博士，工程師，銀紫荊星章，太平紳士	Ir Dr WONG Kwok-keung, SBS, JP
溫建文博士，工程師	Ir Dr Sammy WAN Kin-man
梁子超醫生	Dr LEUNG Chi-chiu
吳鏡波博士	Dr Roger NG Keng-po
梁錦華先生	Mr Alan LEUNG Kam-wah
張桂英女士	Ms CHEUNG Kwai-ying
方保僑先生	Mr Francis FONG Po-kiu
梁樹根先生	Mr Elton LEUNG Shi-kan
鄧家坤先生	Mr TANG Ka-kwan
麥平生先生	Mr MAK Ping-sang
職安局總幹事(當然委員)	Executive Director, OSHC (<i>Ex-officio member</i>)

研究委員會

RESEARCH COMMITTEE

委員名單

MEMBERSHIP

吳賢發教授(主席)	Professor Gabriel NG Yin-fat (<i>Chairman</i>)
馮艾斯女士	Ms Elsie FUNG
彭一邦先生	Mr Derrick PANG Yat-bond
郭富超博士	Dr KWOK Fu-chiu
梁禮文醫生，太平紳士	Dr Raymond LEUNG Lai-man, JP
職安局總幹事(當然委員)	Executive Director, OSHC (<i>Ex-officio member</i>)

專責委員會委員名單

Membership of the Functional Committees

化學品安全及健康諮詢委員會

CHEMICAL SAFETY AND HEALTH ADVISORY COMMITTEE

委員名單

MEMBERSHIP

郭富超博士 (主席)	Dr KWOK Fu-chiu (Chairman)
馮艾斯女士	Ms Elsie FUNG
彭一邦先生	Mr Derrick PANG Yat-bond
吳賢發教授	Professor Gabriel NG Yin-fat
何禮彬先生	Mr Bruce HO Lai-pun
周鳳儀女士 (由2013年5月15日起)	Ms Camdy CHOW (from 15 May 2013)
吳靖鏐女士 (至2013年5月14日止)	Ms May NG Sin-kou (up to 14 May 2013)
李鴻基教授	Professor LEE Hung-kay
顧志敏先生	Mr KU Chi-mun
俞宗岱教授	Professor Samuel C T YU
方偉雄博士	Dr Raymond FONG Wai-hung
徐慧美醫生 (由2014年1月28日起)	Dr Amy CHUI Wai-may (from 28 January 2014)
歐家榮醫生 (至2014年1月27日止)	Dr Albert AU Ka-wing (up to 27 January 2014)
呂幹雄博士	Dr Edwin LUI
何建豪先生	Mr HO Kin-ho
梁振豪先生	Mr LEUNG Chun-ho
職安局總幹事 (當然委員)	Executive Director, OSHC (Ex-officio member)

專責委員會委員名單 Membership of the Functional Committees

職業健康諮詢委員會

OCCUPATIONAL HEALTH ADVISORY COMMITTEE

委員名單

MEMBERSHIP

董秀英醫生 (主席)	Dr Nancy TUNG Sau-ying (Chairperson)
鍾國星先生	Mr CHUNG Kwok-sing
吳賢發教授	Professor Gabriel NG Yin-fat
朱慧儀女士	Ms Cecilia CHU
江永明醫生	Dr Henry KONG Wing-ming
梁子超醫生	Dr LEUNG Chi-chiu
傅玉清醫生	Dr Alex FU Yuk-ching
盧淑儀女士	Ms Tammy LO Shuk-yee
鄭樹基博士	Dr Andy CHENG Shu-kei
黃望斯醫生	Dr Marcus WONG Mong-sze
梁禮文醫生，太平紳士	Dr Raymond LEUNG Lai-man, JP
職安局總幹事 (當然委員)	Executive Director, OSHC (Ex-officio member)

職安健星級企業－裝修及維修業安全認可計劃督導委員會

OSH STAR ENTERPRISE-RMAA SAFETY ACCREDITATION SCHEME STEERING COMMITTEE

委員名單

MEMBERSHIP

黃天祥工程師，銅紫荊星章，太平紳士 (主席)	Ir Conrad WONG Tin-cheung, BBS, JP (Chairman)
葉其菁女士	Ms Christine YIP Kee-ching
梁振豪先生	Mr LEUNG Chun Ho
林達明先生	Mr Terence LAM Tat-ming
黃世道先生	Mr WONG Sai Yau, Gordon
伍榮發先生	Mr Ronnie Ng
職安局總幹事 (當然委員)	Executive Director, OSHC (Ex-officio member)

專責委員會委員名單 Membership of the Functional Committees

安全社區諮詢委員會

SAFE COMMUNITY ADVISORY COMMITTEE

委員名單

MEMBERSHIP

董秀英醫生 (主席)	Dr Nancy TUNG Sau-ying (<i>Chairperson</i>)
潘兆平議員，銅紫荊星章，榮譽勳章 (至2014年3月4日止)	The Honorable POON Siu-ping, BBS, MH (up to 4 March 2014)
鄭正煒先生，太平紳士	Mr KWONG Ching-wai, JP
李瑞超先生	Mr Albert LEE Shui-chiu
黎雪芬女士	Ms Adela LAI Shuet-fun
林 璨醫生	Dr Augustine LAM Tsan
丘詠仙女士	Ms YAU Wing-sin
李詠民先生	Mr LEE Wing-man
黃頌行先生	Mr Thomas WONG Chung-hang
陳繼偉先生	Mr CHAN Kai-wai
黃德祥醫生	Dr WONG Tak-cheung
楊位款先生，榮譽勳章，太平紳士	Mr YEUNG Wai-foon, MH, JP
陸頌雄先生	Mr Michael LUK Chung-hung
馮翠屏女士，榮譽勳章	Ms FONG Choi-peng, MH
高啟榮先生 (由2013年11月2日起)	Mr KO Kai-wing (from 2 November 2013)
何皓良先生 (至2013年11月1日止)	Mr HO Ho-leung (up to 1 November 2013)
職安局總幹事 (當然委員)	Executive Director, OSHC (<i>Ex-officio member</i>)

專責委員會委員名單

Membership of the Functional Committees

中小型企業職安健資助計劃委員會

OSH ENHANCEMENT SCHEME FOR SME
SCREENING COMMITTEE

委員名單

MEMBERSHIP

彭一邦先生(主席)	Mr Derrick PANG Yat-bond (<i>Chairman</i>)
馮艾斯女士	Ms Elsie FUNG
潘兆平議員，銅紫荊星章，榮譽勳章	The Honorable POON Siu-ping, BBS, MH
陳永安先生	Mr CHAN Wing-on
楊位醒先生，榮譽勳章	Mr YEUNG Wai-sing, MH
李貝特先生	Mr LEE Pui-tack
廖國名先生	Mr LIU Kwok-ming
彭港祥先生	Mr PANG Kong-cheung
林振洽先生	Mr LAM Chun-haap
陳鍾鏞先生	Mr CHAN Chung-yung
嚴鋼盛先生	Mr YIM Kong-shing
伍新華先生	Mr Lawrence NG San-wa
麥平生先生	Mr MAK Ping-sang
職安局總幹事(當然委員)	Executive Director, OSHC (<i>Ex-officio member</i>)

職業安全健康員工參與計劃評審委員會

OCCUPATIONAL SAFETY AND HEALTH
EMPLOYEES' PARTICIPATION SCHEME
(OSHEPS) SCREENING COMMITTEE

委員名單

MEMBERSHIP

黃敦義先生(主席)	Mr Charles WONG Doon-yee (<i>Chairman</i>)
鍾國星先生	Mr CHUNG Kwok-sing
王少嫻女士	Ms WONG Siu-han
麥平生先生	Mr MAK Ping-sang
職安局總幹事(當然委員)	Executive Director, OSHC (<i>Ex-officio member</i>)

行業安全及健康委員會委員名單

Membership of the Industry-based Safety & Health Committees

1. 飲食業及旅遊業安全及健康委員會

1. CATERING & HOSPITALITY SERVICES SAFETY & HEALTH COMMITTEE

楊位醒先生，榮譽勳章（主席）
香港飲食業聯合總會

Mr YEUNG Wai-sing, MH (Chairman)
Hong Kong Catering Industry Association

郭宏興先生（副主席）
飲食業職工總會

Mr KWOK Wang-hing (Vice-Chairman)
Eating Establishment Employees General Union

李貝特先生（由2013年11月26日起）
中西飲食業職工會

Mr LEE Pui-tack (from 26 November 2013)
Chinese and Western Food Workers Union

曾炳新先生（至2013年11月25日止）
中西飲食業職工會

Mr TSANG Peng-sun (up to 25 November 2013)
Chinese and Western Food Workers Union

陳光輝先生
香港洋務工會

Mr Henry CHAN Kwong-fai
Hong Kong Union of Chinese Workers in Western
Style Employment

林啟兒女士
香港旅遊業僱員總會

Ms LAM Kai-yi
Hong Kong Tourism Industry Employees' General
Union

許金印先生
香港導遊總工會

Mr HSU Chin-yin
Hong Kong Tour Guides General Union

奚鴻泉先生
酒店及餐飲從業員協會

Mr KAI Hung-chuen
Hotels, Food and Beverage Employees Association

羅大智先生
港九茶居工業總會

Mr LO Tai-chi
Hong Kong and Kowloon Tea-house Workers
General Union

羅偉雄先生
港九酒樓茶室總工會

Mr LAW Wai-hung
Hong Kong and Kowloon Restaurant & Café
Workers General Union

梁耀華先生
群生飲食技術人員協會

Mr Michael LEUNG Yiu-wah
Kwan Sang Catering Professional Employees
Association

王柏源博士
香港食品業總會

Dr Leslie WONG Pak-yuen
Hong Kong Food Council

梁耀霖先生
香港旅行社協會

Mr LEUNG Yiu-lam
Hong Kong Association of Travel Agents

吳熹安先生
香港旅遊業議會

Mr NG Hi-on
Travel Industry Council of Hong Kong

倪詠詩女士
香港酒店業協會

Ms Cherris NGAI Wing-sze
Hong Kong Hotels Association

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

1. 飲食業及旅遊業安全及健康委員會

1. CATERING & HOSPITALITY SERVICES SAFETY & HEALTH COMMITTEE

張志輝先生
香港餐務管理協會

Mr CHEUNG Chi-fai
The Association for Hong Kong Catering Services
Management Ltd

陳首銘先生
香港餐飲聯業協會

Mr CHAN Shou-ming
Hong Kong Federation of Restaurant & Related
Trades

胡麟先生
現代管理(飲食)專業協會

Mr WOO Lun
Association of Restaurant Managers

陳祥佐先生
港九新界屋邨酒樓業商會有限公司

Mr CHAN Cheung-chor
Estates' Restaurants (HK) Merchant Association Ltd

陳慧珠女士(由2013年12月14日起)
勞工處

Ms CHAN Wai-chu (from 14 December 2013)
Labour Department

蔡國揚先生(至2013年12月13日止)
勞工處

Mr CHUA Kwok-yeung (up to 13 December 2013)
Labour Department

何偉雄先生
香港職業安全健康聯會

Mr Boris HO Wai-hung
The Hong Kong Federation of Occupational Safety
and Health Associations

行業安全及健康委員會委員名單

Membership of the Industry-based Safety & Health Committees

2. 建造業安全及健康委員會

2. CONSTRUCTION INDUSTRY SAFETY & HEALTH COMMITTEE

王國強博士，工程師，銀紫荊星章，太平紳士(主席)
香港建造商會

Ir Dr WONG Kwok-keung, SBS, JP (Chairman)
The Hong Kong Construction Association Ltd

伍新華先生(副主席)
香港建造業分包商聯會

Mr Lawrence NG San-wa (Vice-Chairman)
Hong Kong Construction Sub-contractors
Association

范佐文先生
香港坭水建築業職工會

Mr FAN Chor-man
Hong Kong Brick-laying & Construction Trade
Workers' Union

曾波先生
香港建造及裝修工程從業員協會

Mr TSANG Por
Hong Kong Construction and Decoration Workers
Association

嚴鋼盛先生
香港建造業總工會

Mr YIM Kong-shing
Hong Kong Construction Industry Employees
General Union

曹楷先生
港九木匠總工會

Mr CHO Kai
Hong Kong and Kowloon Carpenters General Union

黎志仁先生
港九油漆業總工會

Mr LAI Chi-yan
Hong Kong and Kowloon Painters General Union

何炳德先生
港九搭棚同敬工會

Mr HO Bing-tak
Hong Kong and Kowloon Bamboo Scaffolding
Workers Union (Tung-king)

陳國賢先生
香港地產建設商會

Mr Andrew CHAN Kwok-yin
The Real Estate Developers Association of Hong
Kong

陳耀東先生
香港建築業承建商聯會

Mr Anthony CHAN Yiu-tung
Hong Kong General Building Contractors
Association

蘇汝恒先生
香港棚業商會有限公司

Mr Flord SO Yu-hang
Hong Kong & Kowloon Scaffolders General
Merchants Association Ltd

黃永華先生
註冊小型工程承建商簽署人協會有限公司

Mr WONG Wing-wah
Registered Minor Works Contractor Signatory
Association Ltd

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

2. 建造業安全及健康委員會

2. CONSTRUCTION INDUSTRY SAFETY & HEALTH COMMITTEE

秦家雄先生
屋宇署

Mr CHUN Ka-hung
Buildings Department

劉賜添先生
香港房屋委員會

Mr Timothy LAU Chee-tim
Hong Kong Housing Authority

蔡偉成先生
勞工處

Mr TSOI Wai-shing
Labour Department

王錦標先生
發展局

Mr WONG Kam-piu
Development Bureau

黃自立先生
建造業議會

Mr WONG Chi-lap
Construction Industry Council

劉志強博士，工程師
香港工程師學會

Ir Dr Jackson LAU Chi-keung
The Hong Kong Institution of Engineers

陳育麒先生
香港建築師學會

Mr Frederick CHAN Yuk-ki
The Hong Kong Institute of Architects

成偉林先生
香港職業安全健康聯會

Mr Johnny SHING Wai-lam
The Hong Kong Federation of Occupational Safety
and Health Associations

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

3. 機電業及汽車維修 服務業安全及健康委員會

溫建文博士，工程師(主席)
香港機電工程商聯會

3. ELECTRICAL & MECHANICAL TRADE & REPAIR OF VEHICLES SAFETY & HEALTH COMMITTEE

Ir Dr Sammy WAN Kin-man (*Chairman*)
The Hong Kong Federation of Electrical and
Mechanical Contractors Ltd

張永豪先生(副主席)
港九電器工程電業器材職工會

Mr CHEUNG Wing-ho (*Vice-Chairman*)
Hong Kong & Kowloon Electrical Engineering &
Appliances Trade Workers Union

溫偉超先生
政府機電監工技工職員協會

Mr WAN Wai-chiu
Government Electrical and Mechanical Works
Supervisors, Craftsmen and Workmen Association

張偉強先生
香港空調製冷業職工總會

Mr CHEUNG Wai-keung
Hong Kong Air-conditioning & Refrigerating Trades
Workers General Union

葉黎慶先生
香港汽車維修業僱員總會

Mr YIP Lai-hing
Hong Kong Vehicle Repairing Industry Employee
General Union

溫志強先生
香港氣體及燃料業從業員協會

Mr WAN Chi-keung
The Hong Kong Gas and Fuel Practitioners
Association

郭慶桓先生(由2013年6月20日起)
香港電梯業總工會

Mr KWOK Hing-wun (from 20 June 2013)
Hong Kong General Union of Lift and Escalator
Employees

鄭智華先生(至2013年6月19日止)
香港電梯業總工會

Mr KWONG Chi-wah (up to 19 June 2013)
Hong Kong General Union of Lift and Escalator
Employees

王少嫻女士(由2013年8月21日起)
港九工團聯合總會

Ms WONG Siu-han (from 21 August 2013)
Hong Kong and Kowloon Trades Union Council

張自強先生(至2013年8月20日止)
港九工團聯合總會

Mr Dantis CHEUNG Chi-keung (up to 20 August 2013)
Hong Kong and Kowloon Trades Union Council

麥玉嫦女士
港九電子工業職工總會

Ms MAK Yuk-seung
Hong Kong and Kowloon Electronics Industry
Employees' General Union

蕭家祥博士
香港工業總會

Dr Michael SIU Kar-cheung
Federation of Hong Kong Industries

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

3. 機電業及汽車維修 服務業安全及健康委員會

3. ELECTRICAL & MECHANICAL TRADE & REPAIR OF VEHICLES SAFETY & HEALTH COMMITTEE

朱汝鴻先生
香港石油產品商會

Mr CHU Yu-hung
Hong Kong Association of Petroleum Products

廖國名先生
香港汽車修理同業商會有限公司

Mr LIU Kwok-ming
Hong Kong Vehicle Repair Merchants Association
Ltd

胡澤洪先生
香港空調及冷凍商會有限公司

Mr WU Chak-hung
The Hong Kong Air Conditioning & Refrigeration
Association Ltd

洪劍峰博士
香港電子業商會

Dr Measure HUNG Kim-fung
The Hong Kong Electronic Industries Association Ltd

蔡勤文先生
香港電器工程商會有限公司

Mr CHOI Kan-man
Hong Kong Electrical Contractors' Association Ltd

羅志光先生
香港電梯業協會

Mr LAW Chi-kwong
The Lift and Escalator Contractors Association

梁樂泉先生
勞工處

Mr LEUNG Lok-chuen
Labour Department

許榮煌先生(由2013年5月2日起)
機電工程署

Mr Jimmy HUI Wing-wong (from 2 May 2013)
Electrical and Mechanical Services Department

李子傑先生(至2013年5月1日止)
機電工程署

Mr LEE Che-kit (up to 1 May 2013)
Electrical and Mechanical Services Department

何賜明博士·工程師
香港工程師學會

Ir Dr HO Chi-ming
The Hong Kong Institution of Engineers

歐浩科先生
香港職業安全健康聯會

Mr AU Ho-fo
The Hong Kong Federation of Occupational Safety
and Health Associations

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

4. 醫護服務業安全及健康委員會

4. HEALTH CARE SERVICES SAFETY & HEALTH COMMITTEE

梁子超醫生(主席)
香港醫學會

Dr LEUNG Chi-chiu (*Chairman*)
The Hong Kong Medical Association

吳鳳亮先生(副主席)
香港衛生界專業團體聯席會議

Mr Bacon NG Fung-leung (*Vice-Chairman*)
Joint Conference of Hong Kong Health Care Professional Organizations

麥月容女士
香港公共醫療員工協會

Ms MAK Yuet-yung
Hong Kong Public Medical Staff Association

蘇顯斌醫生
香港公共醫療醫生協會

Dr SO Hin-pan
Hong Kong Public Doctors' Association

譚世華先生
香港消防處救護主任協會

Mr TAM Sai-wah
Hong Kong Fire Services Department Ambulance Officers Association

盧燕芳女士
香港醫院職工協會

Ms LO Yin-fong
Hong Kong Hospitals Employees Association

潘德輝先生
香港護士協會

Mr William POON
Association of Hong Kong Nursing Staff

劉錦萍女士
健康服務從業員協會

Ms LAU Kam-ping
Association of Health Service Workers

潘惠賢女士
醫院、診所、護理業職工會

Ms POON Wai-yin
Hospitals, Clinics and Nursing Workers Union

余美莉女士
醫院管理局員工協會

Ms YU Mei-lee
Hospital Authority Staff Association

羅維佳先生
香港安老服務協會

Mr LO Wei-kai
The Elderly Services Association of Hong Kong

江炎輝醫生
香港西醫工會

Dr KONG Yim-fai
Hong Kong Doctors Union

文保蓮女士，榮譽勳章
香港私家醫院聯會

Ms Manbo B L MAN, MH
The Hong Kong Private Hospitals Association

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

4. 醫護服務業安全及健康委員會

4. HEALTH CARE SERVICES SAFETY & HEALTH COMMITTEE

張子德先生 (由2014年2月26日起)
消防處

Mr Roger CHEUNG Tsee-tuck (from 26 February 2014)
Fire Services Department

梁耀華先生 (至2014年2月25日止)
消防處

Mr Yolande LEUNG Yiu-wa (up to 25 February 2014)
Fire Services Department

崔秀嫻女士
衛生署 (專職醫療)

Ms Shirley TSUI Sau-han
Department of Health (Allied Health)

高淑蘭女士
醫院管理局 (專職醫療)

Ms Flora KO Suk-lan
Hospital Authority (Allied Health)

謝詠詩醫生
醫院管理局 (醫療)

Dr Cindy TSE
Hospital Authority (Medical)

戚韋智醫生
勞工處

Dr CHIK Wai-chi
Labour Department

尹惠愷先生
香港職業安全衛生協會

Mr Edward W H WAN
Hong Kong Occupational Safety and Health Association

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

5. 進出口貿易及批發零售業 安全及健康委員會

吳鏡波博士(主席)
香港中華總商會

錢棟華先生，榮譽勳章(副主席)
香港職業及環境衛生學會

張活文女士
香港百貨、商業僱員總會

莊玲瓏女士
香港服務業僱員協會

關德銘先生
香港洋酒食品超級市場職員協會

湯仲敏女士
香港洋務工會

劉淑杏女士
香港進出口貿易從業員協會

歐仙麗女士
商品推廣及零售業僱員總會

吳家榮先生
香港中小型企業總商會

韓兵先生
香港中華出入口商會

孫榮聰先生
香港出口商會

5. IMPORT EXPORT & WHOLESALE RETAIL TRADE SAFETY & HEALTH COMMITTEE

Dr Roger NG Keng-po (Chairman)
The Chinese General Chamber of Commerce

Mr TSIN Tai-wa, MH (Vice-Chairman)
Hong Kong Institute of Occupational and
Environmental Hygiene

Ms Joan CHEUNG Wood-man
Hong Kong Department Stores & Commercial Staff
General Union

Ms Pauline CHONG Ling-lung
Hong Kong Services Industry Employees Association

Mr KWAN Tak-ming
Association of Hong Kong Employees in Wine, Spirit
and Food Shops and Supermarkets

Ms TONG Chung-man
Hong Kong Union of Chinese Workers in Western
Style Employment

Ms LAU Shuk-hang
Hong Kong Import and Export Trade Employees
Association

Ms Cindy AU Sin-lai
Commodities Promotion and Retailing Employees
General Union

Mr NG Ka-wing
The Hong Kong General Chamber of Small and
Medium Business Ltd

Mr HAN Ping
The Hong Kong Chinese Importers' & Exporters'
Association

Mr Eric SUN Yung-tson
The Hong Kong Exporters' Association

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

5. 進出口貿易及批發零售業 安全及健康委員會

5. IMPORT EXPORT & WHOLESALE RETAIL TRADE SAFETY & HEALTH COMMITTEE

樊麗儀女士
香港零售管理協會

Ms Veronica FAN Lai-yin
Hong Kong Retail Management Association

莊珮珊女士
香港總商會

Ms Bessie CHONG Pui-san
The Hong Kong General Chamber of Commerce

韓宜光先生
勞工處

Mr HON Yee-kwong
Labour Department

李彩紅博士
香港人類工效學學會

Dr LEE Choi-hung
The Hong Kong Ergonomics Society

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

6. 物流貨運業安全及健康委員會

6. LOGISTICS & FREIGHT TRANSPORT INDUSTRY SAFETY & HEALTH COMMITTEE

梁錦華先生(主席)
香港貨倉聯合會

Mr Alan LEUNG Kam-wah (Chairman)
Hong Kong Godown Association Ltd

楊連碧先生(副主席)
貨物裝卸運輸業職工會

Mr YEUNG Lin-pik (Vice-Chairman)
Goods Loading, Unloading and Transportation
Workers Union

袁祥豐先生
汽車交通運輸業總工會

Mr YUEN Cheung-fung
Motor Transport Workers General Union

李永富先生
香港民用航空事業職工總會

Mr LI Wing-foo
The Staffs and Workers Union of Hong Kong Civil
Airlines

周小松先生
香港倉庫運輸物流員工協會

Mr CHAU Siu-chung
Hong Kong Storehouses, Transportation & Logistics
Staff Association

李俊亮先生
倉庫碼頭運輸業職工會

Mr LEE Chun-leung
Union of Godown and Wharf Transportation
Workers

卓輔明先生(由2014年3月13日起)
貨櫃運輸業職工總會

Mr CHEUK Fu-ming (from 13 March 2014)
Container Transportation Employees General Union

陸柏然先生(至2014年3月12日止)
貨櫃運輸業職工總會

Mr LUK Pak-yin (up to 12 March 2014)
Container Transportation Employees General Union

楊志光先生
機場空運員工協會

Mr YEUNG Chi-kwong
Airport Air Freight Employees' Association

曾憲杰先生
躉船貨艇運輸業工會

Mr TSANG Hin-kit
Lighter and Cargo-Boat Transportation Workers
Union

馬國豪先生(由2014年1月24日起)
中央貨箱搬運業安全委員會

Mr Danny MA Kwok-ho (from 24 January 2014)
Central Container Handling Safety Committee

謝國平先生(至2014年1月23日止)
中央貨箱搬運業安全委員會

Mr Miles TSE (up to 23 January 2014)
Central Container Handling Safety Committee

蔡務本工程師
香港物流協會

Ir CHOY Mo-boon
Hong Kong Logistics Association

行業安全及健康委員會委員名單

Membership of the Industry-based Safety & Health Committees

6. 物流貨運業安全及健康委員會

6. LOGISTICS & FREIGHT TRANSPORT INDUSTRY SAFETY & HEALTH COMMITTEE

蕭志敏先生 香港空運貨站有限公司	Mr Benny SIU Chi-man Hong Kong Air Cargo Terminals Ltd
嚴興業先生 香港貨船業總商會有限公司	Mr Eric YIM Hing-yip Hong Kong Cargo-Vessel Traders' Association Ltd
趙汝成先生 香港貨運物流業協會	Mr CHIU Yu-shing Hong Kong Association of Freight Forwarding and Logistics
孫流東先生 香港貨櫃車主聯會有限公司	Mr Gary SUEN Lau-tung Hong Kong Container Tractor Owner Association Ltd
雷達志先生 香港貨櫃儲存及維修商會	Mr Chris LUI Tat-chi Hong Kong Container Depot & Repairer Association
吳永安先生 香港機場管理局	Mr Duncan NG Wing-on Airport Authority Hong Kong
王雄偉先生 海事處	Mr WONG Hung-wai Marine Department
魯家強先生 勞工處	Mr LO Kar-keung Labour Department
黃文達先生(由2014年2月4日起) 運輸署	Mr WONG Man-tat (from 4 February 2014) Transport Department
梁樹人先生(至2014年2月3日止) 運輸署	Mr Billy LEUNG Shu-yan (up to 3 February 2014) Transport Department
鄭永祥先生 香港職業安全衛生協會	Mr Lewis CHENG Wing-cheung Hong Kong Occupational Safety and Health Association

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

7. 製造業安全及健康委員會

張桂英女士(主席)
港九紡織染業職工總會

吳炳康先生(副主席)
港九樹膠塑膠業總工會

余文培先生
香港五金電子科技業總工會

黃海祥先生
香港聯合船塢集團總工會

林化強先生
洗熨業職工會

黃鑑權先生，榮譽勳章，太平紳士
港九金飾珠寶業職工會

賴永明先生
港九修造船業工會

李德明先生
港九塑膠製品自由工會

朱晉賢先生
南區造船業商會

楊棕傑先生
香港工業總會

吳國安先生
香港中華廠商聯合會

7. MANUFACTURING INDUSTRY SAFETY & HEALTH COMMITTEE

Ms CHEUNG Kwai-ying (*Chairperson*)
Hong Kong and Kowloon Spinning, Weaving and
Dyeing Trade Workers General Union

Mr NG Ping-hong (*Vice-Chairman*)
Hong Kong and Kowloon Rubber and Plastic
Workers General Union

Mr YU Man-pui
Hong Kong Metal and Electronic Industries General
Union

Mr WONG Hoi-cheung
Hong Kong United Dockyards Group Employees
General Union

Mr LAM Fa-keung
Laundry Trade Employees' Union

Mr WONG Kam-kuen, MH, JP
Hong Kong & Kowloon Gold Ornaments & Jewellery
Trade Workers' Union

Mr LAI Wing-ming
Hong Kong & Kowloon Ship Building & Repairing
Trade Workers Union

Mr LEE Tak-ming
Hong Kong and Kowloon Plastic Products Free
Workers Union

Mr Benny CHU
Southern District Ship-building Trade Owners
Association

Mr YEUNG Chung-kit
Federation of Hong Kong Industries

Mr Dennis NG Kwok-on
The Chinese Manufacturers' Association of Hong
Kong

行業安全及健康委員會委員名單

Membership of the Industry-based Safety & Health Committees

7. 製造業安全及健康委員會

7. MANUFACTURING INDUSTRY SAFETY & HEALTH COMMITTEE

李希文先生
香港洗衣商會

Mr Benson LI Hei-man
The Laundry Association of Hong Kong Limited

鄧榮江先生
香港華商織造總會

Mr TANG Wing-kong
The Hong Kong Chinese Textiles Mills Association

林凱章先生
香港塑膠業廠商會有限公司

Mr Victor LAM Hoi-cheung
The Hong Kong Plastics Manufacturers Association Ltd

王兆佳先生
香港聯合船塢集團有限公司

Mr WONG Siu-kai
Hong Kong United Dockyards Ltd

鍾細榮先生
港九塑膠製造商聯合會

Mr CHUNG Sai-wing
Hong Kong and Kowloon Plastic Products Merchants
United Association Ltd

蔡輝先生(由2014年1月28日起)
勞工處

Mr CHOI Fai (from 28 January 2014)
Labour Department

劉炳昌先生(至2014年1月27日止)
勞工處

Mr LAU Ping-cheung (up to 27 January 2014)
Labour Department

麥發安先生
海事處

Mr MAK Fat-on
Marine Department

李志滿博士
香港職業安全健康聯會

Dr LI Chi-moon
The Hong Kong Federation of Occupational Safety
and Health Associations

行業安全及健康委員會委員名單

Membership of the Industry-based Safety & Health Committees

8. 印刷出版、資訊及通訊業 安全及健康委員會

8. PRINTING, PUBLICATIONS, INFORMATION & COMMUNICATIONS SAFETY & HEALTH COMMITTEE

方保僑先生(主席)
香港資訊科技商會

Mr Francis FONG Po-kiu (*Chairman*)
Hong Kong Information Technology Federation Ltd

謝鐵城先生(副主席)
香港印刷業商會

Mr Francis TSE Tit-shing (*Vice-Chairman*)
The Hong Kong Printers Association

王浩強先生
香港印刷業工會

Mr WONG Ho-keung
Hong Kong Printing Industry Workers Union

呂燦錦先生
香港通訊業人員協會

Mr LUI Chan-kam
Hong Kong Communication Industry Employees Association

鄧偉棠先生
香港資訊科技網絡工程人員協會

Mr TANG Wai-tang
Hong Kong Information Technology & Network Engineering Employees Association

陳鐵彪先生
(由2013年5月2日起至2013年11月11日止)
香港新聞行政人員協會

Mr CHAN Tit-piu
(from 2 May 2013 to 11 November 2013)
Hong Kong News Executives' Association

蕭文超先生
香港攝影記者協會

Mr SIU Man-chiu
Hong Kong Press Photographers Association

陳儉雯女士
香港出版總會有限公司

Ms Terri CHAN Kim-man
Hong Kong Publishing Federation Ltd

廖嘉蓮女士
香港通訊業聯會

Ms Kathlin LIAO Ka-lin
Communications Association of Hong Kong

黎振輝先生
香港報業公會

Mr Eric LAI Chun-fai
The Newspaper Society of Hong Kong

陳鏡光先生
勞工處

Mr CHAN Keng-kwong
Labour Department

周劍媚女士
香港職業安全健康聯會

Ms Agnes CHOW Kim-mei
The Hong Kong Federation of Occupational Safety and Health Associations

行業安全及健康委員會委員名單

Membership of the Industry-based Safety & Health Committees

9. 物業管理及清潔行業安全及健康委員會

梁樹根先生(主席)
香港護衛及物業管理從業員總會

周桂英女士(副主席)
商業機構及家居服務從業員協會

林少雄先生
香港環境服務職工會

陸國英女士
家庭服務從業員協會

譚國榮先生
香港物業管理公司協會

陳國強先生
香港清潔商會

陳錦月女士
香港殺蟲業協會

甄瑞嫻女士
香港環境衛生業界大聯盟

吳楚媚女士
食物環境衛生署

張文基先生
香港房屋委員會

程萬泉先生
香港房屋協會

郭文輝先生
勞工處

李繼業先生
香港職業及環境衛生學會

9. PROPERTY MANAGEMENT & CLEANING SERVICE SAFETY & HEALTH COMMITTEE

Mr Elton LEUNG Shi-kan (*Chairman*)
Hong Kong General Union of Security and Property Management Industry Employees

Ms CHOW Kwai-ying (*Vice-Chairperson*)
Commercial Organization and Domicile Services Employees Association

Mr LAM Siu-hung
Hong Kong Environmental Services Employees Union

Ms LUK Kwok-ying
Home Services Employees Association

Mr TAM Kwok-wing
The Hong Kong Association of Property Management Companies

Mr CHAN Kwok-keung
Hong Kong Cleaning Association Ltd

Ms Doris CHAN Kam-Yiith
Hong Kong Pest Management Association

Ms Catherine YAN Sui-han
Environmental Services Contractors Alliance

Ms Mimi NG Chor-mei
Food and Environmental Hygiene Department

Mr CHEUNG Man-ki
Hong Kong Housing Authority

Mr Simon CHING Man-chuen
Hong Kong Housing Society

Mr KWOK Man-fai
Labour Department

Mr LEE Kai-yip
Hong Kong Institute of Occupational and Environmental Hygiene

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

10. 文職及專業服務業安全及健康委員會

10. SEDENTARY & PROFESSIONAL SERVICES SAFETY & HEALTH COMMITTEE

鄧家坤先生 (主席)
香港洋務工會

Mr TANG Ka-kwan (*Chairman*)
Hong Kong Union of Chinese Workers in Western Style Employment

郭昶先生 (副主席)
香港地產代理專業協會

Mr KWOK Chong (*Vice-Chairman*)
Society of Hong Kong Real Estate Agents Ltd

徐繼堯先生
香港文職人員總會

Mr TSUI Kai-yiu
Hong Kong Clerical Employees General Union

王吉顯先生
香港文職及專業人員總會

Mr WONG Kit-hin
Hong Kong Clerical and Professional Employees General Union

張偉良博士
香港保險業總工會

Dr CHEUNG Wai-leung
Hong Kong Insurance Practitioners General Union

鄭永生先生
香港銀行華員會

Mr Vincent CHANG
Chinese Bankers Club, Hong Kong

殷宜孝先生
香港銀行業僱員協會

Mr YAN Yee-hau
Hong Kong Banking Employees Association

梁偉明先生
高級公務員評議會 (職方)

Mr LEUNG Wai-ming
Senior Civil Service Council (Staff Side)

李綺華女士
公務員事務局

Ms Fiona LEE
Civil Service Bureau

李慧芬女士
香港中華廠商聯合會

Ms Stella LEE Wai-fun
The Chinese Manufacturers' Association of Hong Kong

李賢勝先生
香港中華總商會

Mr Leslie LEE
The Chinese General Chamber of Commerce

謝順禮先生
香港地產代理商總會

Mr Calvin TSE
Hong Kong Real Estate Agencies General Association

丘振雄先生
香港保險業聯會

Mr Jonathan YAU Chun-hung
The Hong Kong Federation of Insurers

行業安全及健康委員會委員名單 Membership of the Industry-based Safety & Health Committees

10. 文職及專業服務業安全及健康委員會

10. SEDENTARY & PROFESSIONAL SERVICES SAFETY & HEALTH COMMITTEE

何靜君女士
香港華商銀行公會有限公司

Ms Tammy HO Ching-kwan
The Chinese Banks' Association Ltd

黃浩然先生
香港僱主聯合會

Mr Lawrence WONG
Employers' Federation of Hong Kong

王舜義先生
香港總商會

Mr Albert WONG Shun-yee
The Hong Kong General Chamber of Commerce

袁子諾先生 (由2014年2月6日起)
勞工處

Mr Murphy YUEN Tsz-lok (from 6 February 2014)
Labour Department

蔡輝先生 (至2014年2月5日止)
勞工處

Mr CHOI Fai (up to 5 February 2014)
Labour Department

李志明先生
香港人力資源管理學會

Mr David LI Chi-ming
Hong Kong Institute of Human Resource Management

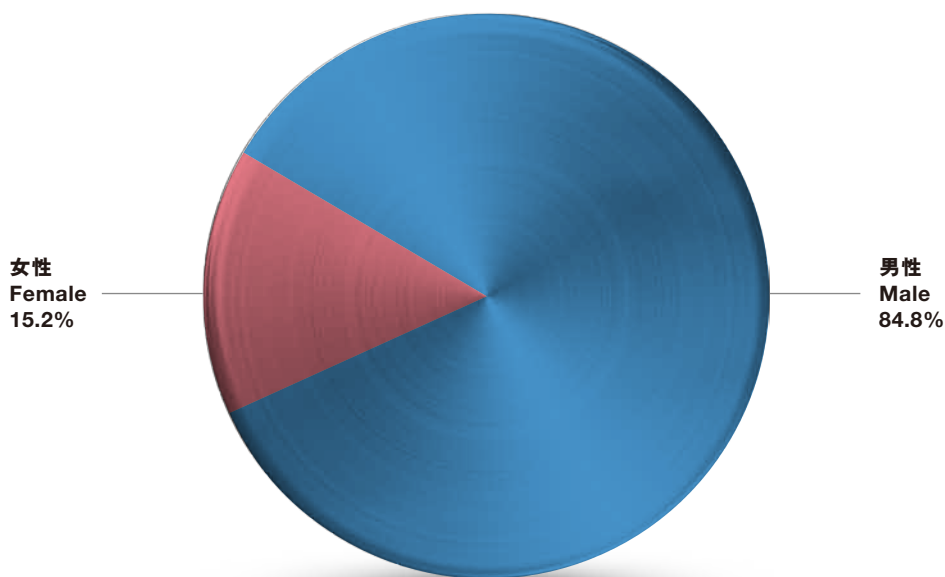
柯嘉倫博士
香港人類工效學學會

Dr OR Ka-lun
The Hong Kong Ergonomics Society

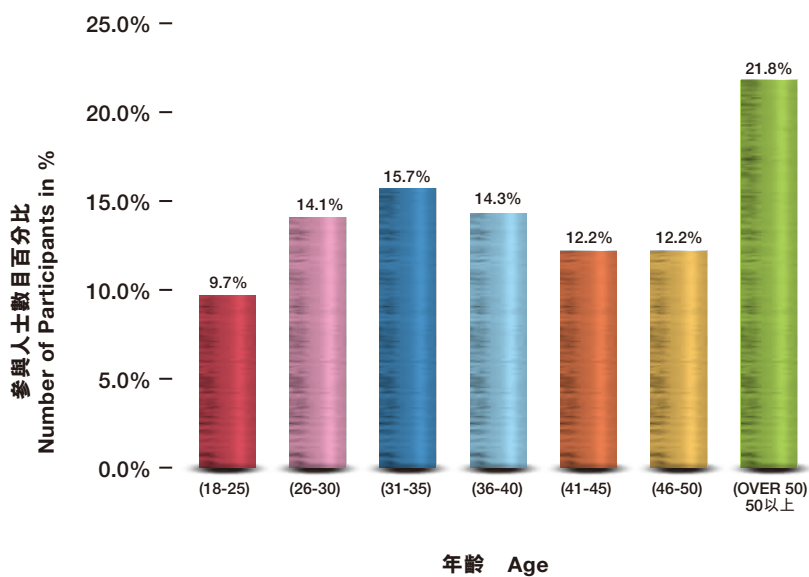
參與訓練課程人士的資料統計

Statistics Profile of Participants Attending Training Courses

性別分佈 GENDER DISTRIBUTION



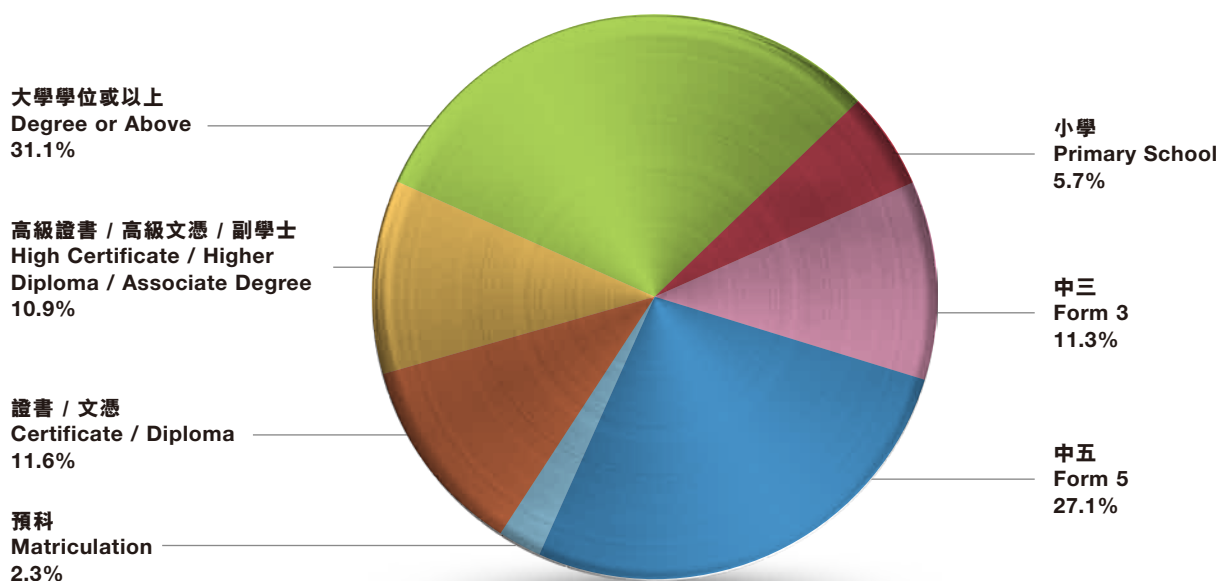
年齡分佈 AGE DISTRIBUTION



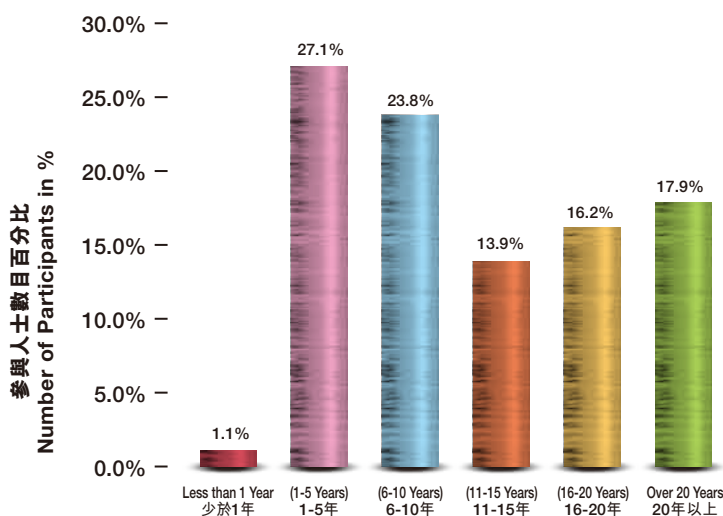
參與訓練課程人士的資料統計

Statistics Profile of Participants Attending Training Courses

教育程度分佈 EDUCATION LEVEL DISTRIBUTION

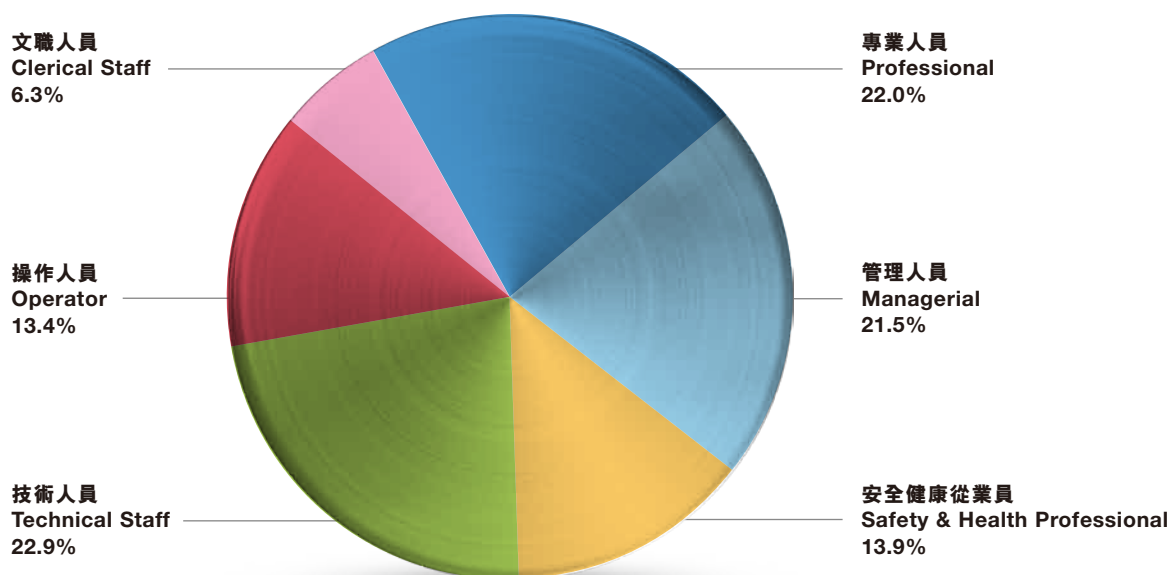


工作經驗分佈 WORK EXPERIENCE DISTRIBUTION

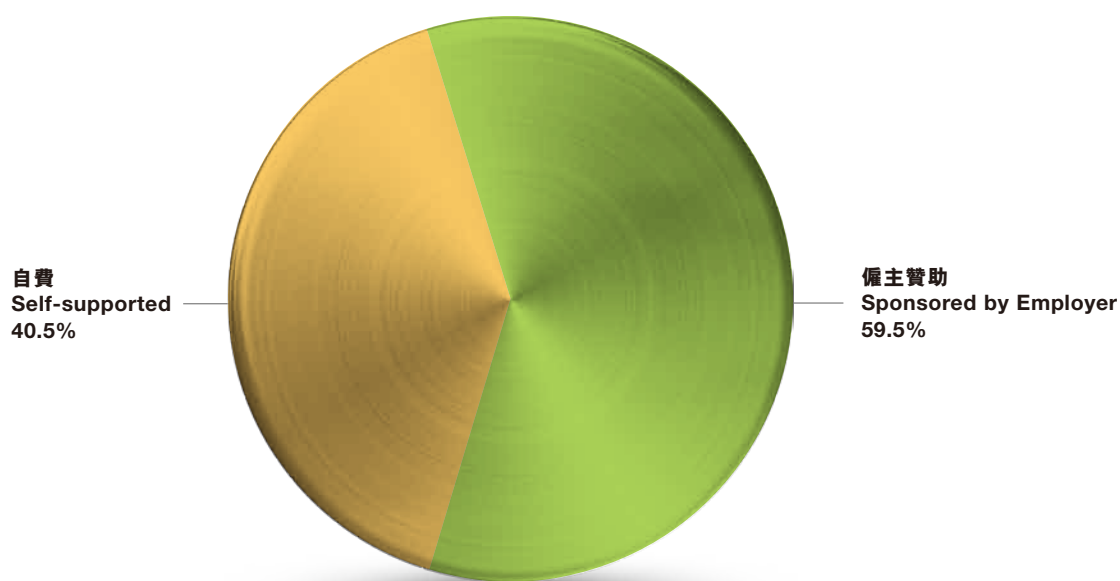


參與訓練課程人士的資料統計 Statistics Profile of Participants Attending Training Courses

職業 / 專業分佈 OCCUPATION/PROFESSION DISTRIBUTION

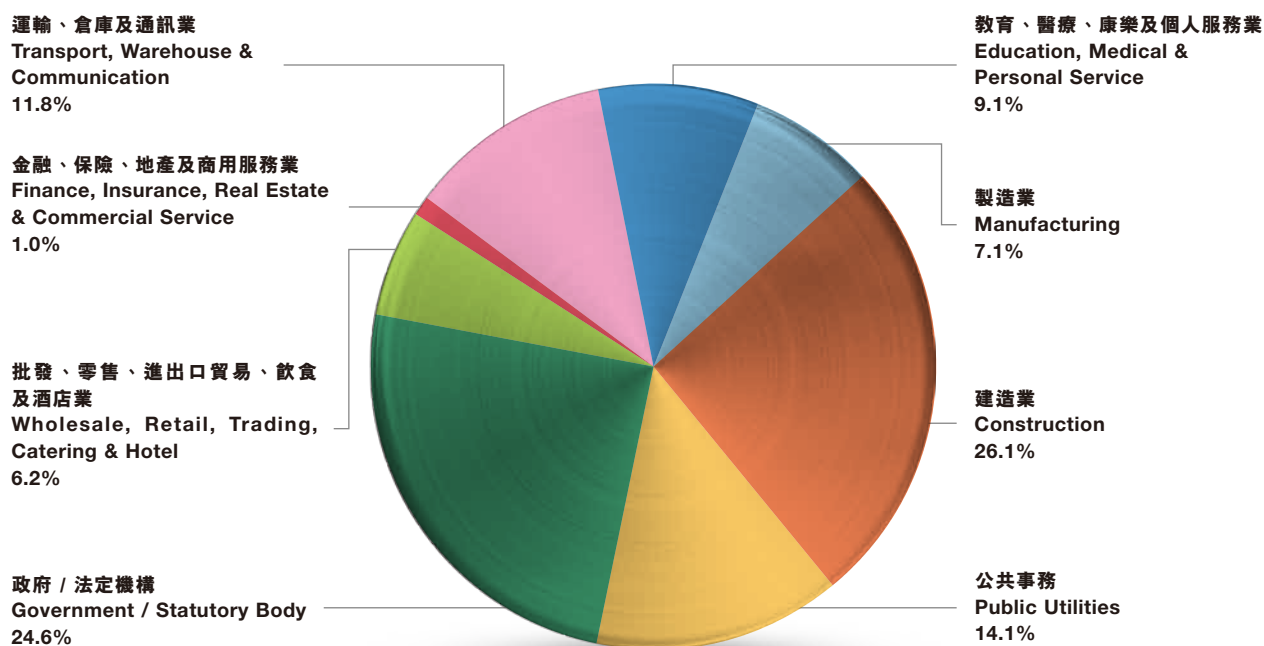


課程贊助分佈 COURSE SPONSORSHIP DISTRIBUTION



參與訓練課程人士的資料統計 Statistics Profile of Participants Attending Training Courses

行業分佈 SECTOR DISTRIBUTION



訓練課程摘要 Summary of Training Programmes

課程總班數 參加者總數

1. 公眾課程

i	一般職業安全及健康課程	845	15,185
ii	職業安全健康督導員證書課程	325	7,620
iii	合格證書課程	163	2,553
iv	職業安全及健康管理課程	149	2,826
v	鍋爐安全課程	35	814
vi	工程師的安全健康管理課程	5	84

1,522 29,082

2. 公司內部訓練課程

493 16,797

3. 公開講座

38 4,189

4. 安全及健康講座

202 21,477

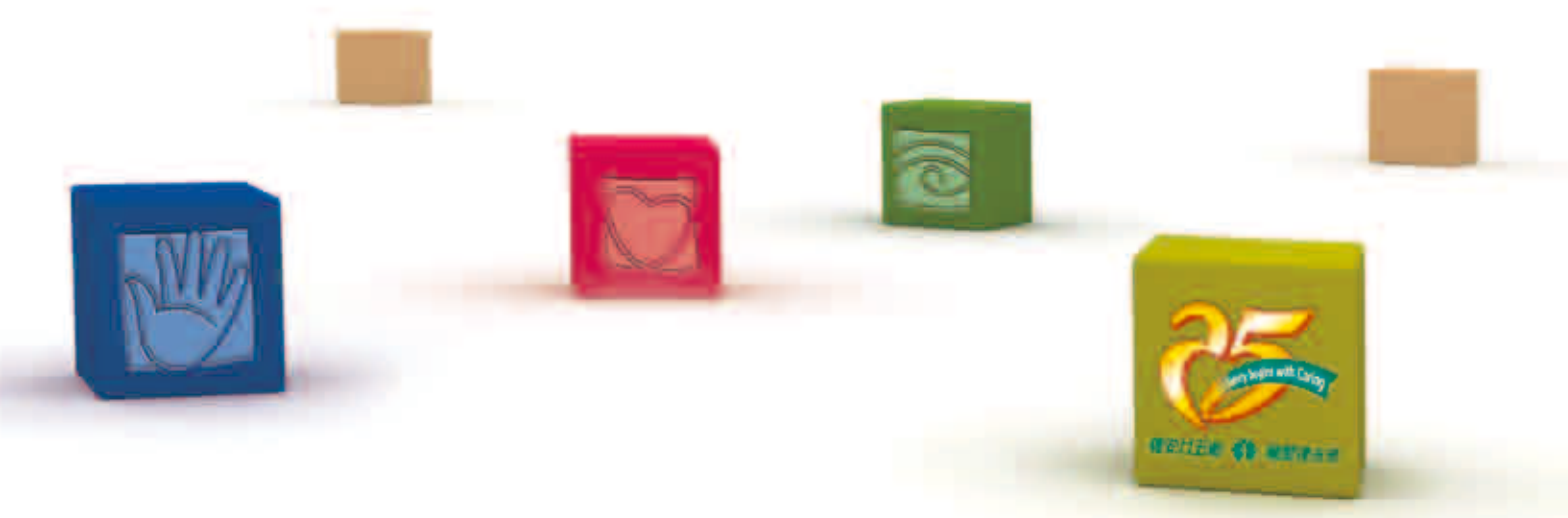
總數合共

2,255 71,545

訓練課程摘要 Summary of Training Programmes

		No. of Programmes	No. of Participants
1.	Public Courses		
i	General Occupational Safety and Health Courses	845	15,185
ii	Occupational Safety and Health Supervisor Courses	325	7,620
iii	Certificate of Competence Courses	163	2,553
iv	Occupational Safety and Health Management	149	2,826
v	Boiler and Receiver Safety Courses	35	814
vi	Health and Safety Course for Graduate Engineer	5	84
		<hr/>	
		1,522	29,082
2.	In-Company Training	493	16,797
3.	Open Seminars	38	4,189
4.	Safety and Health Talks	202	21,477
		<hr/>	
	Total	2,255	71,545





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