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本函檔號 Our Ref.: HE/150/003/1 Pt.8

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22 July 2015

Clerk to the Establishment Subcommittee
(Attn: Mr Jason Kong)
Legislative Council Complex
1 Legislative Council Road, Central
Hong Kong

Dear Mr Kong,

Establishment Subcommittee
Follow-up to meeting on 29 June 2015

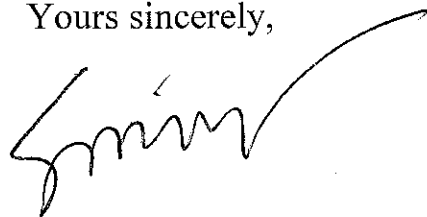
I refer to paragraph 1(c) of the Enclosure to your letter dated 8 July 2015 concerning the above subject. Set out below is the requested information about the policy and arrangements pertaining to the creation of supernumerary/time-limited posts.

The Government has continued its efforts to control the size of the civil service while giving due consideration to the need for creating new posts where fully justified for delivering effective services to the public. Whether new posts should be created as permanent posts or supernumerary/time-limited posts would depend on the nature of the tasks to be undertaken. For tasks that are time-limited in nature or subject to review, creation of supernumerary/time-limited posts for defined duration is considered more appropriate to ensure the prudent use of public resources.

On staffing, Bureaux/Departments (B/Ds) will review, from time to time, their manpower requirements in the light of the operational needs and make suitable arrangements to fill the new posts created, including both permanent and supernumerary/time-limited posts. On the latter, apart from deploying officers from the grades concerned to fill the posts in question, B/Ds

will, taking account of the vacancy position and staff wastage of the grades concerned, assess whether and when to conduct recruitment exercises for these grades. Continuous efforts will be made by B/Ds to ensure that there are sufficient staff within the approved establishment to meet their operational needs.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Simon Chan', with a long, sweeping flourish extending to the right.

(Simon Chan)

for Secretary for the Civil Service

c.c. Secretary for Financial Services and the Treasury