

漁農自然護理署

九龍長沙灣道三〇三號
長沙灣政府合署五樓



覆函請寄交
「漁農自然護理署署長」
Please address all replies to
Director of Agriculture, Fisheries and Conservation

APPENDIX 18
AGRICULTURE, FISHERIES AND
CONSERVATION DEPARTMENT

Cheung Sha Wan Government Offices
5th floor, 303 Cheung Sha Wan Road
Kowloon, Hong Kong

本署檔號 Our Ref. : L/M (10) to AF CR 1-160/74
來函檔號 Your Ref. : CB4/PAC/R75
電話 Tel. No. : (852) 2150 6606
電郵地址 E-mail Address : yyip@afcd.gov.hk
圖文傳真 Faxline No. : (852) 2311 3731

1 March 2021

(urgent by email: wyjan@legco.gov.hk, kmho@legco.gov.hk, pkwlai@legco.gov.hk)

Ms. Wendy JAN
Clerk, Public Accounts Committee
Legislative Council Complex
1 Legislative Council Road, Central
Hong Kong

Dear Ms. Jan,


Public Accounts Committee
Consideration of Chapter 2 of the Director of Audit's Report No. 75
Government's efforts in tackling shoreline refuse

I refer to your letter of 19 February 2021 under reference. Please find the further requested information set out in the following table:

Item	Content	Appendix
4)	<p>The Agriculture, Fisheries and Conservation Department (AFCD) has introduced mechanisms for supervising the services provided by cleansing contractors at the 6 marine parks and 1 marine reserve. Patrol staff would conduct regular site inspections and record the conditions of the cleansing services. In addition, our supervisory staff would also cross-check the cleansing service information submitted by contractors, and follow up specific findings observed during site inspections by patrol staff, so as to ensure that the services provided by contractors are in order.</p> <p>The supervision of cleansing service contractors for marine parks and marine reserve is mainly conducted by the patrol staff and supervisory staff of the Marine Parks (West) Section and Marine Parks (East) Section of AFCD. The establishment mainly consists of 3 Fisheries Officer grade, 9 Fisheries Supervisor grade and 39 Field Assistant and Artisan grade staff. In addition to conducting regular patrols in waters and coastal areas of marine parks and marine reserve for inspecting the site conditions and the services of cleansing</p>	A (Only English version is available for the Guideline, while only Chinese version is available for the Inspection Form)

Item	Content	Appendix
	<p>contractors, the patrol staff are also responsible for other duties such as law enforcement. Supervisory staff are responsible for various relevant tasks, including monitoring and following up the services of cleansing contractors.</p> <p>AFCD has formulated new Guideline for Monitoring of Cleansing Services for Marine Parks and Marine Reserve (with Inspection Form) regarding the aforesaid management and monitoring work for cleansing contractors, and provided appropriate guidance and training to the relevant staff. Please see Appendix A for the new Guideline.</p>	
5)	<p>AFCD has accepted and implemented all the recommendations stated in section 3.8 of the Audit Report. Please see Appendix B for the latest progress.</p>	B
6)	<p>AFCD has accepted the recommendations stated in the Audit Report and increased the frequency of cleansing services in the relevant contract for The Brothers Marine Park. A new Guideline for Monitoring of Cleansing Services for Marine Parks and Marine Reserve has been introduced to facilitate the monitoring and recording of relevant services in a more systematic manner. The Guideline includes an updated Inspection Form, a shoreline cleanliness grading system, and requirements for test counting to verify the quantity of refuse reported by contractors. Please see Appendix A for response 4) above for details.</p> <p>Section 3.20 of the Audit Report and Photos 10 and 11 showed the refuse (including barrels, bamboo sticks and styrofoam boxes) accumulated at the backshore of The Brothers Islands. The two photos were taken on 24th July and 24th August 2020 respectively, when there was about 1 meter difference in tidal level according to the tidal information from Hong Kong Observatory. We noted that the positions of refuse shown in these photos were similar without obvious shift towards backshore.</p>	

Yours sincerely,



(Jackie YIP)

for Director of Agriculture, Fisheries and Conservation

Encl.

c.c. Director of Environmental Protection (Attn: Mr. C. K. CHEN)

Guideline for Monitoring of Cleansing Services for Marine Parks and Marine Reserve

(in ISO QM TP16 para 3.2)

Assessment of Quality of Services*	<p><u>Site Cleanliness</u>[Audit Report 3.8 (d)(i)]</p> <ul style="list-style-type: none"> ➤ Assess the cleanliness during monitoring/ inspection by making reference to the standard in <i>Annex 1</i>. <p><u>Performance of Cleansing Workers</u>[Audit Report 3.8 (d)(i)]</p> <ul style="list-style-type: none"> ➤ Assess the performance of cleansing workers during monitoring/ inspection by taking into consideration various requirements including: <ul style="list-style-type: none"> (i) numbers of workers working on site; (ii) whether the workers are equipped with proper protective gears; and (iii) whether the workers are conducting appropriate cleansing services.
Monitoring/ Inspection Frequency for AFCD Staffs*	<p>Considering the remoteness of Marine Parks/ Marine Reserve and the need for using patrol vessels by monitoring staffs during monitoring/ inspection, the minimum monitoring/ inspection frequency is at least 30% of services (days) for each contract. Normally, monthly monitoring of the cleanliness of the sites should be conducted and recorded. [Audit Report 3.8 (b)]</p>
Follow-up actions for abnormality observed during monitoring/ inspection *	<p>In case abnormality (e.g. suspected absence from duty of contractor's staff) is observed during monitoring/ inspection, relevant AFCD staffs should take proper follow-up actions (e.g. confirming the attendance of cleansing workers with contractor, and/ or request for provision of compensatory cleansing service as appropriate) and properly record actions conducted in ISO form TPF16-1. [Audit Report 3.8 (b)]</p>
Verifying the quantity of marine refuse reported by contractors*	<p>Verify the quantity of marine refuse reported by contractors by test counting on the number of bags collected (at least once for every half-year for each contract and may step up as necessary) and the average weight of individual bags of refuse (at least once for the whole contract period and may step</p>

Specific Requirements to be included in future contracts (unless under exceptional circumstances)	up as necessary) for use as reference in estimating the total weight of refuse for statistical purpose. [Audit Report 3.8 (c)]
	<p><u>For Regular Cleansing Contracts</u>[Audit Report 3.8 (d)(ii) & (iii)]</p> <ul style="list-style-type: none"> ➤ Requiring contractors to provide digital images/ video clips before and after the completion of each cleansing service as additional evidence on the work performed by contractors' staff. ➤ Requiring contractors to report the arrival and departure times of their staff for each cleansing operation. <p><u>For ad hoc Back-of-beach Contracts</u>[Audit Report 3.21 (b)]</p> <ul style="list-style-type: none"> ➤ Requiring contractors to provide digital images/ video clips before and after the completion of each cleansing service as additional evidence on the work performed by contractors' staff. ➤ Provisioning of the minimum frequency of refuse collection work during the contract period.

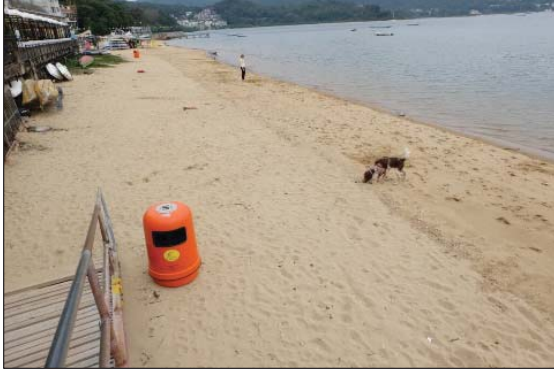
*Remarks: these requirements apply to regular cleansing contracts only.

**Monitoring of shoreline cleanliness
by Environmental Protection Department**

Figure 5

Shoreline Cleanliness Grading System

Clean (Grade 1)



Satisfactory (Grade 2)



Fair (Grade 3)



Unsatisfactory (Grade 4)



Poor (Grade 5)



Source: EPD records



海岸公園清潔服務：

清潔公司： _____ 清潔經理名稱： _____ 聯絡電話： _____

年份 / 月份： _____ 合約內暫定的每週清潔日期(可能因天氣等因素而改變)：

日期	視察同事抵達及離開時間	清潔工人數	清潔工作表現 (是否滿意)	清潔度(1-5級;1級最佳)	視察/記錄員工	備註/跟進工作*

*註: 如發現異常情況, 例如因天氣或船隻狀況需改期或早退等, 需作出跟進行動及將有關的跟進工作在此記錄

AFCD's Latest Progress regarding Audit's Recommendations in Paragraph 3.8 of the Audit Report

3.8	Audit recommends that the Director of Agriculture, Fisheries and Conservation should :	Latest Progress:
(a)	improve the inspection reporting requirements of cleansing services;	Completed (A new Guideline for Monitoring Cleansing Service has been introduced, with improvement in reporting of Cleansing Service Inspection).
(b)	take effective follow-up actions on cases of suspected absence from duty of contractors' staff and specify a minimum inspection frequency for AFCD staff;	Completed (A new Guideline for Monitoring Cleansing Service has been introduced; with requirement on the number of monitoring, and clear recording in the Inspection Form regarding AFCD's follow-up actions with contractor on individual cases).
(c)	consider the merit of requiring AFCD staff to verify the quantity of marine refuse reported by the contractors, such as test counting the refuse; and	Completed (AFCD staff would conduct test-counting in accordance with relevant Audit's recommendations, and such requirement has been stated in the Guideline for Monitoring Cleansing Service).
(d)	take measures to enhance monitoring of contractors' work, including:	
(i)	issuing guidelines on the assessment of the quality of services of the contractors;	Completed (A new Guideline for Monitoring Cleansing Service has been introduced, including guidelines for assessment on quality of contractor's services).
(ii)	requiring contractors to provide additional evidence on the work performed by the contractors' staff, e.g. digital images and video clips before and after completion of the cleansing service; and	Completed (The requirement for contractors to provide additional evidence has been added when renewing cleansing contracts, and such requirement has been included in the Guideline for Monitoring Cleansing Service).
(iii)	requiring contractors to report the arrival and departure times of their staff for each cleansing operation in future contracts.	Completed (The requirement for contractors to report the arrival and departure times of their staff for each cleansing operation had been added when renewing cleansing contracts, and such requirement has been included in the Guideline for Monitoring Cleansing Service).