

NOTE FOR PUBLIC WORKS SUBCOMMITTEE OF FINANCE COMMITTEE

Supplementary information on 66IS - Refurbishment of Social Security Field Units and fitting-out of a new Central Casefile Depository in support of process re-engineering under the Computerised Social Security System of Social Welfare Department

INTRODUCTION

When Members considered paper PWSC(1999-2000)6 on **66IS** - Refurbishment of Social Security Field Units and fitting-out of a new Central Casefile Depository in support of process re-engineering under the Computerised Social Security System of Social Welfare Department at the PWSC meeting on 28 April 1999, Members considered that the general conditions of some existing Social Security Field Units (SSFUs) were grossly inadequate to meet the daily operational requirements and they should be urgently refurbished or reprovisioned. The Administration undertook to take into consideration the urgency in improving the working environment of these SSFUs when working out the implementation programme. The Administration also agreed to provide additional information on the timetable for the proposed refurbishment works.

THE ADMINISTRATION'S RESPONSE

2. As can be seen in the works programme at the Enclosure, subject to Finance Committee's approval on 7 May 1999 -

- (a) The reprovisioning works of the seven SSFUs of grossly inadequate general conditions will start as soon as the premises are available. The fitting-out works in all seven reprovisioned SSFUs will be completed within 1999;

/(b)

- (b) The fitting-out works of the Central Casefile Depository (CCD) will start in May 1999 to facilitate early relocation of the paper case files currently stored in SSFUs before commencement of the major fitting-out works in the 16 SSFUs; and
- (c) The fitting-out works in these 16 SSFUs will be carried out in phases after completion of the fitting out of the CCD. The Administration has taken into account the urgency for improvement in the existing office conditions when working out the works programme. The fitting-out works in all these 16 SSFUs will be completed by June 2000 before the live run of the Computerised Social Security System in October 2000.

Health and Welfare Bureau
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