

Bureau Serial No.

CSB001

Question Serial No.

0083

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head – 46 General Expenses of the Civil Service Subhead (No. & title) : 001 Salaries

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question :

The Administration has planned to create 202 posts for accommodating staff pending redeployment arising from the re-organisation of municipal services and implementation of efficiency initiatives in bureaux or departments. In this regard, will the Government inform this Committee:

- (i) whether these posts are permanent, temporary or contract;
- (ii) whether funds have been reserved for helping these staff to upgrade their skills for the new posts;
- (iii) the grades and departments these staff were formerly in; and
- (iv) why the Leisure and Cultural Services Department does not take the staff pending redeployment arising from the re-organisation of municipal services but is going to recruit an additional staff of 550 as projected.

Asked by : The Honourable CHAN Yuen-han

Reply :

- (i) These 202 posts are temporary in nature and will be used to serve as a facility to help redeployment in the course of the year.
- (ii) Under the clearing house mechanism, staff will be redeployed to duties appropriate to their ranks and skill required. Any training that may be required will be provided on-the-job by the receiving departments.
- (iii) It is anticipated that they are mainly in the general and common grades.

Most of them formerly worked in the 2 municipal services departments, while the rest came from various other departments.

- (iv) The Leisure and Cultural Services Department will absorb most of the surplus common grade staff where their skills and experience match the job requirements of the new openings. It is expected that about 100 common grade staff will be so absorbed. The rest will be redeployed to other departments.

Signature _____

Name in block letters W K LAM

Post title Secretary for the Civil Service

Date 16 March 2000

Bureau Serial No.

CSB002

Question Serial No.

0087

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head

Subhead (No. & title) :

46 - General Expenses of the Civil Service

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question : How many more contract staff will be appointed on common terms in 2000-01?

Asked by : The Honourable CHAN Wing-chan

Reply :

The Financial Secretary has announced in the Budget Speech to continue the general freeze on Civil Service recruitment for 2000-01. Exceptional recruitment for essential services will have to be justified on a case-by-case basis. We cannot predict at this stage the requirements for exceptional recruitment or the terms to be offered.

Signature

Name in block letters

Post Title

Date

W K LAM

Secretary for the Civil Service

17 March 2000

Bureau Serial No.

CSB003

Question Serial No.

0088

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head: 46 – General Expenses of the Civil Service Subhead (No. & title) :

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question :

As a new package of fringe benefits will be introduced for the new recruits, is there any provision reserved under the head of general expenses of the civil service in the coming year for that purpose? If yes, what is the amount? Do the new recruits include civil servants appointed on pensionable, contract as well as non-civil service contract terms?

Asked by : The Honourable CHAN Wing-chan

Reply :

The Administration has been working closely with the staff to develop a new fringe benefits package for civil service recruits. The new fringe benefits package will not incur higher government spending than the present package for serving civil servants. Indeed, we expect savings to accrue over time from the cessation of some benefits. No additional provision is reserved under the head of general expenses of the civil service to implement the new fringe benefits package.

The new fringe benefits package will apply to recruits on civil service terms only. Staff employed on non-civil service contract terms are not provided with the range of fringe benefits normally provided to civil servants.

Signature _____

Name in block letters W K LAM

Post title Secretary for the Civil Service

Date 16 March 2000

Bureau Serial No.

CSB004

Question Serial No.

0248

Examination of draft Estimates of Expenditure 2000-01
CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION

Head

Subhead (No. & title) :

46 - General Expenses of the Civil Service 010 - Recruiting expenses

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question : Given the general freeze on Civil Service recruitment announced in the Budget Speech, why will the recruiting expenses under the Personnel Related expenses increase by more than ten times for the next financial year? How will the increase in the allocation be used? Will it be used for the recruitment of temporary staff and contract staff?

Asked by : The Honourable CHAN Kwok-keung

Reply :

The estimate for this subhead for 2000-01 had been prepared before the decision was made to continue the general freeze on civil service recruitment. The increase in the estimate for 2000-01 is mainly due to an additional provision of \$9,881,000 to outsource medical examinations for civil service appointments (including recruitment and in-service transfers) and appointments to the auxiliary services. The remaining \$1,812,000 covers expenses for participation in civil service career exhibitions and other promotional activities, development of an on-line government job application system, and placement of recruitment advertisements and recruitment activities for the Administrative Officer, Executive Officer and other general grades under the management of the General Grades Office. The revised estimate to be prepared in the latter half of 2000-01 will reflect the actual

requirements for expenditure under this subhead in view of the recruitment freeze.

It should be noted that the present subhead covers only the recruiting expenses for the above mentioned general grades. The recruitment expenses for other civil service grades and the employment cost for temporary or non-civil service contract staff are borne by individual departments under their respective expenditure subheads.

Signature _____

Name in block letters _____ W K LAM

Post Title _____ Secretary for the Civil Service

Date _____ 17 March 2000

Bureau Serial No.

CSB005

Question Serial No.

0249

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head

Subhead (No. & title) :

46 - General Expenses of the Civil Service 011 - Civil service examinations

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question :

The expenses for civil service examination will increase by more than 100%. What are the proportions and amounts of expenses for promotion, transfer and appraisal of new recruits respectively?

Asked by : The Honourable CHAN Kwok-keung

Reply :

The estimate for this subhead for 2000-01 had been prepared before the decision was made to continue the general freeze on civil service recruitment. The increase over the revised estimate for 1999-2000 is mainly due to the postponement of the Common Recruitment Examination originally scheduled for November 1999 to 2000-01 and the anticipated increase in the number of candidates according to the past trend. The revised estimate to be prepared in the latter half of 2000-01 will reflect the actual requirements for expenditure under this subhead in view of the recruitment freeze. The breakdown of expenditure under this subhead is as follows -

Recruitment examinations (including in-service recruitment)	\$7,455,000	(91%)
Qualifying examinations for appointment or promotion	\$ 422,000	(5%)
Standards examinations on language proficiency for in-service transfers or appointees without language qualifications.	\$ 303,000	(4%)
Total	\$8,180,000	

Signature _____

Name in block letters _____

W K LAM

Post Title _____

Secretary for the Civil Service

Date _____

17 March 2000

Bureau Serial No.

CSB006

Question Serial No.

0272

Examination of draft Estimates of Expenditure 2000-01
CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION

Head

Subhead (No. & title) :

46 - General Expenses of the Civil Service 010 - Recruiting expenses

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question : (a) Regarding additional provision, what is the amount required for the creation of up to 202 central reserve posts for varying periods?

(b) What is the amount of the additional provision for the outsourcing of the medical examination services?

Asked by : The Honourable TAM Yiu-chung

Reply :

(a) The provision earmarked for the 202 posts in the central reserve is about \$12,557,000.

(b) Additional provision earmarked for outsourcing of medical examination services is \$9,881,000.

Signature

Name in block letters

Post Title

Date

W K LAM

Secretary for the Civil Service

17 March 2000

Bureau Serial No.

CSB007

Question Serial No.

0273

Examination of draft Estimates of Expenditure 2000-01

**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head

143-Government Secretariat : Civil Service Bureau

Subhead (No. & title)

700 - General other non-recument

Programme : Human Resource Management

Controlling Officer : Secretary for the Civil Service

Policy Secretary : Secretary for the Civil Service

Question : Under subhead 700, what is the estimated expenditure this year on the pilot scheme to provide expert counselling services to help staff cope with work pressure (item 009)? Has any objective been set for the scheme?

Asked by : The Honourable TAM Yiu-chung

Reply :

The estimated expenditure for the stress management counselling service for 2000-01 is \$1 million. Some 30 000 staff of selected bureaux and departments will have access to a hot line counselling service provided by consultancy firms. The stress management counselling service is a good means to avert aggravation of problems and to better staff relations. We will collect feedback from users and conduct a review to evaluate the effectiveness of the scheme.

Signature

Name in block letters

_____ **W K LAM** _____

Post Title

_____ **Secretary for the Civil Service** _____

Date

_____ **17 March 2000** _____

Bureau Serial No.

CSB008

Question Serial No.

0274

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head : 143 - Government Secretariat : Civil Service Bureau
Subhead (No. & title) : 700 General other non recurrent

Programme : Human Resource Management

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question : Under Subhead 700, what is the estimated expenditure this year on the consultancy study on the civil service retirement benefits scheme (item 010)? When will the study be due to complete?

Asked by : The Honourable TAM Yiu-chung

Reply : We have included a provision of \$6 million under Subhead 700 Item 010 for conducting a consultancy study on the civil service retirement benefits system based on a provident fund scheme for new recruits. Expenditure for the study will spread over the 3-year period of 1999-2000 to 2001-02. We estimate that an amount of \$4 million will be required in 2000-01.

Stage 1 of the consultancy study includes research of the retirement benefit schemes in other governments and major local companies. We will take reference of the findings of the research in the development of proposed parameters for the design of a proposed Civil Service Provident Fund scheme. We aim to complete this stage by July 2000. This will be followed by consultation with departmental and grade management, the staff sides, advisory bodies, the Legislative Council and interested parties. Subject to the outcome of the consultation, we will then proceed to Stage 2 where detailed design of the CSPF scheme and the implementation mechanism will be addressed. We aim to complete the consultancy study within 2001.

Signature _____

Name in block letters _____ W K LAM

Post Title _____ Secretary for the Civil Service

Date _____ 18 March 2000

Bureau Serial No.

CSB 009

Question Serial No.

0275

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head

143 - Government Secretariat : Civil
Service Bureau

Subhead (No. & title) :

700 Development of human resource
management initiatives in the civil
service

Programme : Human Resource Management

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question :

Under Subhead 700, what is the estimated expenditure this year on the “development of human resource management initiatives in the civil service” (item 006)? How many departments are expected to take part in the pilot schemes?

Asked by : The Honourable TAM Yiu-chung

Reply :

The estimated expenditure for the development of Human Resource Management (HRM) initiatives in the civil service in 2000-01 is \$3.246 million. Amongst the HRM activities planned for next year, we intend to launch a pilot scheme of engaging outside HRM experts to one to two departments. The aim is to bring in experience and insight of HRM practices in the private sector to the pilot department/s.

Signature _____

Name in block letters _____ W K LAM

Post Title _____ Secretary for the Civil Service

Date _____ 17 March 2000

Bureau Serial No.

CSB 010

Question Serial No.

0276

Examination of draft Estimates of Expenditure 2000-01

**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head 106 - Subhead(No. & title) : 777 Initiatives to inculcate a quality
Miscellaneous service and customer focused
Services culture in the civil service

Programme : 10606 Central Management for the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question :

- (a) In connection with Subhead 777 Initiatives to inculcate a quality service and customer focused culture in the civil service, why is that the revised estimate is 35% over the approved estimate for 1999-2000?
- (b) For the above subhead, why is there a substantial decrease of 49% in the estimate of expenditure for this year compared with last year? Is there any performance indicator for these initiatives? What are the programmes arranged for this year in respect of these initiatives?

Asked by : The Honourable TAM Yiu-chung

Reply :

- (a) The provision under this Subhead is to provide financial assistance to departments to conduct projects in promoting and inculcating quality service and customer-focused culture. The revised estimate for 1999-2000 is \$4.734 million representing an increase of 35% over the approved estimate. The increase is attributed to the need for a supplementary provision of \$2.735 million for a number of projects initiated in 1998-99 which straddled into 1999-2000 due to the time required for planning and implementation.

(b) The estimate under this Subhead in 2000-01 is \$2.42 million. When compared to the estimated expenditure of \$1.999million in 1999-2000, it represents an increase of 21.06%. This has not taken into account the supplementary provision of \$2.735 million from 1999-2000 as explained above.

Bureaux/Departments are required to indicate their expected outcomes on the projects when applying for funds. Successful applicants are also required to submit evaluation reports on the achievements and effectiveness upon conclusion of the projects.

In 2000-01, the Civil Service Bureau would continue to encourage departments to implement projects and programmes which would further promote quality service and customer focused culture in the civil service. Details of these programmes would be available when departments submit applications for funds. Based on the experience of the past two years, the activities will include staff and customer opinion surveys, customer liaison seminars, publicity activities to enhance communication with customers, and customer service training.

Signature _____

Name in block letters W K LAM

Post Title Secretary for the Civil Service

Date 17 March 2000

Bureau Serial No.

CSB 011

Question Serial No.

0277

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head 106 - Subhead(No. & title) : 769 Technical aids for civil servants
Miscellaneous with a disability
Services

Programme: 10606 Central Management of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question :

In respect of Subhead 769 : Technical aids for civil servants with a disability, why is there a decrease of 46% in the revised estimate against the approved estimate for 1999-2000? How many civil servants with a disability were provided with technical aids during the year ?

Asked by : The Honourable TAM Yiu-chung

Reply :

The provision under this Subhead is to provide funds to departments to purchase technical aids for civil servants with a disability to facilitate them to perform their duties effectively. The decrease of 46% in the revised estimate of 1999-2000 against the approved estimate in 1999-2000 is due to the drop in the number of applications received in the second half of the year.

Since the establishment of this Subhead in 1996-97, 49 civil servants with a disability have been provided with financial assistance to purchase or upgrade technical aids. Examples of technical aids purchased are hearing aids, scanner, computer equipment and softwares for people with visual impairment and moulded back cushion. In 1999-2000, eight civil servants have received assistance to purchase technical aids.

Signature _____

Name in block letters W K LAM

Post Title Secretary for the Civil Service

Date 17 March 2000

Bureau Serial No.

CSB 0 21

Question Serial No.

0278

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head: 29 Civil Service Training
and Development Institute

Subhead (No. & title) :

Programme : 2901 Civil Service Training and Development

Controlling Officer : Director of Civil Service Training and Development Institute

Bureau Secretary : Secretary for the Civil Service

Question :

On the training and development of civil servants-

- (a) What will be the amount of financial provision for providing Internet-delivered training in the year? What are the contents of the web-based training programme?
- (b) What are the specific plans to promote a self-learning culture in the civil service in the year? What is the amount of financial provision involved?

Asked by : The Honourable TAM Yiu-chung

Reply :

- (a) In 2000-2001, we will deploy \$1,550,000 to the Cyber Learning Centre for providing on-line training to civil servants. The Centre, which has been launched since March 2000, now provides a range of cyber learning materials in management, language, information technology and China Studies. We also

have plans to post other training information, such as job-related reference materials and newsletters, through this web-based Centre.

(b) In 2000-2001, we will continue to implement initiatives to promote self-learning opportunities and enhance self-learning capabilities of civil servants. Firstly, we will promote the service of existing self-learning facilities, including CSTDI's Learning Resource Centre and the Cyber Learning Centre, and will conduct workshops and seminars to promote self-learning practices. Secondly, we will offer support to departments on the setting up of their own self-learning centres, and on measures to stimulate staff's interest in learning. We will also develop a framework on organisation learning for reference of departments and help provide necessary training to their training managers and HRD personnel. We plan to deploy \$4,000,000 for all these initiatives.

Signature _____

Name in block letters William NG

Post Title Director, Civil Service Training & Development Institute

Date _____

Bureau Serial No.

CSB022

Question Serial No.

0279

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head : 174 Standing Commission on Civil Service Salaries and Conditions of Service

Programme : 17401 Standing Commission : Civil Service

Controlling Officer : Secretary General of the Standing Commission on Civil
Service Salaries and Conditions of Service

Bureau Secretary : Secretary for the Civil Service

Question : As the expenditure of the Standing Commission will decrease by 25.5% in
the coming financial year, is provision for conducting a salary review on
existing civil servants not included in the draft Estimates?

Asked by : The Hon TAM Yiu-chung

Reply : The Administration has not yet decided whether and if so, how and when
a review will be conducted on salary levels beyond entry level. No
provision for such a review has, therefore, been included in the Standing
Commission's draft Estimates.

Signature _____

Name in block letters ANGUS MIU

Post Title Secretary General (Acting)

Date March 2000

Bureau Serial No.

CSB022

Question Serial No.

0279

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head : 174 Standing Commission on Civil Service Salaries and Conditions of Service

Programme : 17401 Standing Commission : Civil Service

Controlling Officer : Secretary General of the Standing Commission on Civil
Service Salaries and Conditions of Service

Bureau Secretary : Secretary for the Civil Service

Question : As the expenditure of the Standing Commission will decrease by 25.5% in
the coming financial year, is provision for conducting a salary review on
existing civil servants not included in the draft Estimates?

Asked by : The Hon TAM Yiu-chung

Reply : The Administration has not yet decided whether and if so, how and when
a review will be conducted on salary levels beyond entry level. No
provision for such a review has, therefore, been included in the Standing
Commission's draft Estimates.

Signature _____

Name in block letters ANGUS MIU

Post Title Secretary General (Acting)

Date March 2000

Bureau Serial No.

CSB013

Question Serial No.

0465

Examination of draft Estimates of Expenditure 2000-01
CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION

Head

Subhead (No. & title) :

46 - General Expenses of the Civil Service 011 - Civil service examinations

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question : Please list the breakdown of the provision of \$8,180,000 under Subhead 011- Civil service examinations. What are the details of the anticipated resumption of the Common Recruitment Examination? By inclusion of the CRE item, is it contradictory to the Financial Secretary's announcement of the continued recruitment freeze? What are the reasons for the resumption of the CRE?

Asked by : The Honourable CHEUNG Man-kwong

Reply :

The estimate for this subhead for 2000-01 had been prepared before the decision was made to continue the general freeze on civil service recruitment, and on the assumption that the Common Recruitment Examination will proceed. The breakdown of expenditure under this subhead is as follows -

Recruitment examinations (including in-service recruitment and Common Recruitment Examination)	\$7,455,000	(91%)
Qualifying examinations for appointment or promotion	\$ 422,000	(5%)

Standards examinations on language proficiency for serving officers on in-service transfer or appointees without language qualifications.	\$ 303,000	(4%)
Total	\$8,180,000	

In view of the general freeze on civil service recruitment, exceptional recruitment will have to be justified on a case-by-case basis. We cannot predict at this stage the requirements for exceptional recruitment of the grades participating in the Common Recruitment Examination (namely the Administrative Officer, Executive Officer, Labour Officer, Trade Officer and Management Services Officer grades). The revised estimate to be prepared in the latter half of 2000-01 will reflect the actual requirement for expenditure under this subhead in view of the recruitment freeze.

Signature	_____
Name in block letters	_____ W K LAM _____
Post Title	_____ Secretary for the Civil Service _____
Date	_____ 17 March 2000 _____

Bureau Serial No.

CSB014

Question Serial No.

0512

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head 046 General Expenses of the Civil Service

Subhead (No. & title) : 013 Personal Allowances

Programme : General Expenses of the Civil Service

Controlling Officer : Director of Accounting Services

Bureau Secretary : Secretary for the Civil Service

Question : What is the justification for the estimation of 21,900 participating students (i.e. 10.9% increase of the previous year) in the local education allowance scheme as against to the actual number of 19,732 in 1999 and 19,650 in 1998?

Asked by : The Honourable Ronald ARCULLI, JP

Reply :

The number of students for 1998 (19 650) and 1999 (19 732) are the monthly average number of students for those years. For the estimated number of students for 2000 (21 900), we have used the estimated number of students at the beginning of the school year 2000-01. The estimated monthly average number of students for 2000 should be 20 650. This number is normally less than the number of students at the beginning of the school year as some of the students will cease their education or reach the maximum age (19 years) of entitlement to local education allowance during the year.

The monthly average number of students in the past five years are set out below –

	<u>Estimate</u>	<u>Actual</u>
1995	19 600	18 390
1996	19 770	18 808
1997	19 640	19 230
1998	19 620	19 650
1999	20 200	19 732
2000	20 650	

Signature

Name in block letters

SHUM MAN TO

Post Title

Director of Accounting Services

Date

20 March 2000

Bureau Serial No.

CSB015

Question Serial No.

0513

Examination of draft Estimates of Expenditure 2000-01
CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION

Head: 46 – General Expenses of the Civil Service Subhead (No. & title) :

Programme: General Expenses of the Civil Service

Controlling Officer: Secretary for the Civil Service

Bureau Secretary: Secretary for the Civil Service

Question:

What is the reason for developing a new fringe benefits package for new recruits and the difference between the new fringe benefits package for new recruits and the old one in terms of government expenditure?

Asked by: The Honourable Ronald Arculli, JP

Reply:

The Administration is reviewing the fringe benefits package for civil service recruits with a view to bringing it more in line with the private sector practice, while at the same time still be able to attract and retain persons with suitable calibre in the civil service. The new fringe benefits package will not incur higher government spending than that we now provide to serving civil servants. Indeed, we expect savings to accrue overtime. The details of the package are still being developed.

Signature _____

Name in block letters W K LAM

Post title Secretary for the Civil Service

Date 16 March 2000

Bureau Serial No.

CSB023

Question Serial No.

0529

Examination of draft Estimates of Expenditure 2000-01
CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION

Head : 37 Department of Health Subhead (No. & title) :

Programme : 8 Medical and Dental Treatment for Civil Servants

Controlling Officer : Director of Health

Bureau Secretary : Secretary for the Civil Service

Question :

- (a) In calculating the medical expenditure for civil servants in the next year under Programme 8, has the Department taken into account contracting out of service which has been under study?
- (b) What is the reason for the expected decline in percentage of new dental cases accommodated within 6 months?
- (c) Please account for the projected decrease in attendances of civil servants at specialized out-patient clinics under Programme 8.
- (d) The Government is contracting out its medical service, a new dental clinic (Cheung Sha Wan Government Offices Building) has been planned. Please provide the figure for service demand, and the default rate for dental appointments in the past five years.

Asked by : The Honourable Michael Ho Mun ka

Reply :

- (a) In the preparation of the estimates for medical and dental treatment for civil servants, outsourcing of services has not been taken into

consideration.

- (b) It is expected that the percentage of new dental cases accommodated within six months will be maintained.
- (c) The increase in attendance of the specialized outpatient service from 23 500 in 1998 to 26 000 in 1999 was largely attributed to increase in demand. The planned attendance for 2000 is only an estimation.
- (d) The total attendances for civil servants and dependents at Government dental clinics in 1999 were 630 000.

The default rates for dental appointments in the past five years were as follows:

	1995	1996	1997	1998	1999
Default Rate (%)	7.56	9.20	8.51	8.66	7.95

We are taking steps further to reduce the default rate, including confirming appointments with clients for new consultations/long treatments.

Signature

Name in block letters

Post Title

Date

Dr Margaret CHAN

Director of Health

Bureau Serial No.

CSB016

Question Serial No.

0532

Examination of draft Estimates of Expenditure 2000-01

**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head

46 - General Expenses of the Civil Service

Subhead (No. & title) :

001 Salaries

027 Staff Suggestion and Motivation Schemes

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question :

- (a) Regarding provision under personal emoluments for the proposed creation of 202 central reserves posts, how long will these posts last for?
- (b) Regarding Subhead 027, will more resources be allocated to expand the Schemes?

Asked by : The Honourable Michael HO Mun-ka

Reply :

- (a) The provision of up to 202 posts in the central reserves serves as a facility to help redeployment of surplus staff in the course of the year. During the year when there is staff pending redeployment, they will be accommodated in the reserve. The estimate has been prepared on the basis that the staff will be accommodated in the reserve for three to six months.

- (b) The total provision under Subhead 027 in 2000-01 is \$595,000, out of which \$501,000 are to provide for Staff Suggestion Scheme and the remaining \$94,000 are for Staff Motivation Scheme. According to past trends of staff response towards the schemes, the provision for 2000-01 is considered adequate for the purpose. We shall continue to encourage more staff to actively participate to the scheme.

Signature _____

Name in block letters W K LAM

Post Title Secretary for the Civil Service

Date 17 March 2000

Bureau Serial No.

CSB017

Question Serial No.

0533

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head 046 General Expenses of the Civil Service

Subhead(No. & title): 039 Rent Allowance Scheme

Programme: General Expenses of the Civil Service

Controlling Officer: Director of Accounting Services

Bureau Secretary: Secretary for the Civil Service

Question: What is the reason for the drastic increase in rent allowance under Subhead 039?

Asked by: The Honourable Michael HO Mun-ka

Reply:

The increase in rent allowance was due to the full year effect of participants who first joined the scheme in 1999-2000 and additional provision for new joinees expected in 2000-01. The increase is mainly attributed to the small number of initial participants in 1999-2000 when the Rent Allowance Scheme was first introduced as compared to much greater participation expected in 2000-01.

Signature

Name in block letters

Post Title

Date

SHUM MAN TO

Director of Accounting Services

20 March 2000

Bureau Serial No.

CSB018

Question Serial No.

0538

Examination of draft Estimates of Expenditure 2000-01
CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION

Head Subhead (No. & title) :
46 - General Expenses of the Civil Service 010 - Recruiting expenses

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question : Please list the financial breakdown of Subhead 010 Recruiting expenses for 2000-01 for recruitment of administrative and general grades officers respectively.

Asked by : The Honourable Howard YOUNG

Reply :

The estimate for this subhead for 2000-01 had been prepared before the decision was made to continue the general freeze on civil service recruitment. The estimate includes an additional provision of \$9,881,000 to outsource medical examinations for civil service appointments (including recruitment and in-service transfers) and appointments to the auxiliary services. The remaining \$1,812,000 covers expenses for participation in civil service career exhibitions and other promotional activities, development of an on-line government job application system, and placement of recruitment advertisements and recruitment activities for the Administrative Officer, Executive Officer and other general grades under the management of the General Grades Office. The revised estimate to be prepared in the latter half of 2000-01 will reflect the actual requirements for expenditure under this subhead in view of the recruitment freeze.

Signature _____

Name in block letters W K LAM

Post Title Secretary for the Civil Service

Date 17 March 2000

Bureau Serial No.

CSB 0 29

Question Serial No.

0573

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head: 29 Civil Service Training
and Development Institute

Subhead (No. & title) :

Programme : 2901 Civil Service Training and Development

Controlling Officer : Director of Civil Service Training and Development Institute

Bureau Secretary : Secretary for the Civil Service

Question :

It is pointed out in page 135 (of the Chinese versions) that among the matters requiring special attention in the year is the introduction of training through video conferencing system. Could the Government give specific details on this?

- (a) How much is the expenditure?
- (b) Has the Government considered the necessity and effectiveness of providing training through video conferencing system?

Asked by : The Honourable LEUNG Yiu-chung

Reply :

- (a) The expenditure for installing the video-conferencing system amounted to \$79,000. In launching the video-conference, the only other cost that we need to bear is the tele-communication expenditure arising from conferencing with

speakers from overseas countries, the charging of which are in accordance with prevailing market rates.

(b) We aim to introduce greater diversification in training methods to cater for different training needs more effectively and flexibly, and hence, the installation of a video-conferencing system. Through video-conferencing, it enables overseas experts and government representatives to conduct short seminars/talks and share experience with our civil servants in a convenient, cost-effective way, without the need (and the cost) for them to come to Hong Kong directly. To reap the maximum benefits of the video-conferencing facilities, the system is also made available for daily training uses by both CSTDI and bureaux/departments.

Signature _____

Name in block letters _____ **William NG**

Post Title Director, Civil Service Training & Development Institute

Date _____

Bureau Serial No.

CSB026

Question Serial No.

0630

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head 37 Department of Health Subhead (No. & title) :

Programme : 8 Medical and Dental Treatment for Civil Servants

Controlling Officer : Director of Health

Bureau Secretary : Secretary for the Civil Service

Question : What are the financial provisions for providing medical service and dental service for civil servants respectively in 1999-2000? Please provide the corresponding projection for the next financial year.

Asked by : Dr Hon LEONG Che-hung, JP

Reply :

The financial provision for providing medical and dental services for civil servants is as follows :

	<u>1999-2000</u>	<u>2000-01</u>
	\$m	\$m
Medical Service	208.3	211.0
Dental Service	364.6	365.1

Signature

Name in block letters

Post Title

Date

Dr Margaret CHAN

Director of Health

17 March 2000

Bureau Serial No.

CSB027

Question Serial No.

0631

Examination of draft Estimates of Expenditure 2000-01
CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION

Head : 37 Department of Health Subhead (No. & title) : 161 Payment and reimbursement of medical fees and hospital charges

Programme : 8 Medical and Dental Treatment for Civil Servants

Controlling Officer : Director of Health

Bureau Secretary : Secretary for the Civil Service

Question :

How much did the Department reimburse the Hospital Authority for services provided to civil servants and their dependents in 1999-2000? What is the corresponding projection for 2000-01? Amongst these, how much is for the use of private wards and semi-private beds respectively in 1999-2000?

Asked by : Dr Hon LEONG Che-hung

Reply :

The reimbursement to the Hospital Authority for services provided to civil servants and their dependants is as follows :

	<u>1999-2000</u>	<u>2000-01</u>
	\$m	\$m
Special medical items and services	8.1	8.1
Semi-private beds	0.9	0.9
	<u>9.0</u>	<u>9.0</u>

No reimbursement is made to the Hospital Authority for use of private wards.

Signature

Name in block letters

Dr Margaret CHAN

Post Title

Director of Health

Date

Bureau Serial No.

CSB028

Question Serial No.

0632

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head : 37 Department of Health Subhead (No. & title) : 161 Payment
and reimbursement of medical fees and hospital charges

Programme : 8 Medical and Dental Treatment for Civil Servants

Controlling Officer : Director of Health

Bureau Secretary : Secretary for the Civil Service

Question :

How much did Government pay to local private institutes for medical service and overseas treatment for civil servants respectively in 1999-2000? Please provide the corresponding projection for the next financial year. How many applications for overseas treatment were received in 1999-2000, amongst these how many were approved, amounting to how much, and what were their types of illness or medical conditions? Why do civil servants require “annual medical examination overseas”, instead of receiving it in Hong Kong? What are the provision for such “overseas” expenses in the past three years?

Asked by : Dr Hon LEONG Che-hung, JP

Reply :

The financial provision for payments to local private institutes for treatment of civil servants and dependants is \$1.5m and \$1.3m in 1999-2000 and 2000-01 respectively.

There were no applications from serving officers or their eligible family members for medical treatment not obtainable in Hong Kong.

The “annual medical examination overseas” introduced in 2000-01 is to provide annual medical examination for directorate officers ranked D3 and above who are posted overseas and who cannot come back to Hong Kong for such examinations. There were no such expenses in the past three years.

Signature

Name in block letters

Dr Margaret CHAN

Post Title

Director of Health

Date

Bureau Serial No.

CSB019

Question Serial No.

0698

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head 120 Pensions

Subhead(No. & title) : 015 – Public and judicial service pension benefits and compensation

Programme : (1) Public and Judicial Service Pension Benefits

Controlling Officer : Director of Accounting Services

Bureau Secretary : Secretary for the Civil Service

Question : On the voluntary retirement scheme –

- (a) Since the Government intends to implement the Voluntary Retirement Scheme in the year, has it earmarked any provision for the payment of additional pensions?
- (b) Although the Government intends to implement the Voluntary Retirement Scheme in the year, there is no significant increase in the estimated number of civil servants retiring, and the increase is only half of that in the previous year. What is the reason for this?

Asked by : The Honourable TAM Yiu-chung, GBS, JP

Reply :

- (a) The additional provision for the payment of retirement benefits arising from the Voluntary Retirement Scheme has not been included under this Subhead because the Scheme has yet to be approved by the Chief Executive in Council and the Finance Committee.
- (b) For the same reason, the estimated number of retirees for 2000-01 has not taken into account those who may retire under the Voluntary Retirement Scheme.

Signature

Name in block letters

Post Title

Date

SHUM MAN TO

Director of Accounting Services

20 March 2000

Bureau Serial No.

CSB020

Question Serial No.

0699

Examination of draft Estimates of Expenditure 2000-01
**CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION**

Head 120 Pensions

Subhead(No. & title) : 015 – Public and judicial service pension benefits and compensation

Programme : (1) Public and Judicial Service Pension Benefits

Controlling Officer : Director of Accounting Services

Bureau Secretary : Secretary for the Civil Service

Question : On the new retirement cases –

- (a) What is the reason for the marked increase of 33% in the number of officers retiring in 1999 over that in 1998?
- (b) What is the number of new retirement cases arising from the staffing arrangements under the greater private sector involvement in Housing Authority's Estate Management and Maintenance Services expected in the year?

Asked by : The Honourable TAM Yiu-chung, GBS, JP

Reply :

- (a) Officers under the Old Pension Scheme may retire between 50 to 55 and officers who joined the Civil Service before 1.7.1987 and opted to join the New Pension Scheme may retire between 55 to 60. The number of officers retiring in a particular year is determined by the number of officers reaching retirement age. It is the personal decision of officers on when they may decide to exercise the option to retire once they reach the eligible ages and no reasons are required to be provided.
- (b) The Housing Authority has endorsed a Voluntary Departure Scheme to facilitate the implementation of the greater private sector involvement in Housing Authority's Estate Management and Maintenance Services (PSI) exercise. Eligible staff have a three-year option period starting from March 2000 to choose whether or not to join the Scheme; the plan is for the first batch of staff to leave the Department by the end of the year. As the option period is still open, we cannot at this stage give an accurate estimate of the number of officers who would retire voluntarily under the Scheme.

Signature

Name in block letters

SHUM MAN TO

Post Title

Director of Accounting Services

Date

20 March 2000

Bureau Serial No.

CSB030

Question Serial No.

1284

Examination of draft Estimates of Expenditure 2000-01
CONTROLLING OFFICER'S REPLY TO
WRITTEN/SUPPLEMENTARY WRITTEN QUESTION

Head Subhead (No. & title) :
46 - General Expenses of the Civil Service 010 - Recruiting expenses

Programme : General Expenses of the Civil Service

Controlling Officer : Secretary for the Civil Service

Bureau Secretary : Secretary for the Civil Service

Question : Why is provision earmarked for expenses in respect of recruitment for administrative and general grades under Subhead 010 Recruiting expenses as the Government intends to continue the recruitment freeze on Civil Service this year?

Asked by : The Honourable TAM Yiu-chung

Reply :

The estimate for this subhead for 2000-01 had been prepared before the decision was made to continue the general freeze on civil service recruitment. In view of the general freeze, exceptional recruitment of civil servants to meet the demand for essential services will have to be justified on a case-by-case basis. We cannot predict at this stage the requirements for exceptional recruitment, including the Administrative Officer and Executive Officer grades. The revised estimate to be prepared in the latter half of 2000-01 will reflect the actual requirements for expenditure under this subhead in view of the recruitment freeze.

Signature _____

Name in block letters W K LAM

Post Title Secretary for the Civil Service

Date 17 March 2000