



(English Translation)

電話 TEL: 2601 8515

圖文傳真 FAX NO: 2692 6867

本署檔號 OUR REF: (11) in LCS 1/HQ 617/04

13 December 2004

來函檔號 YOUR REF:

Mr. CHEUNG Siu-wing,
Chairman of the Leisure Services Staff Association,
c/o Kowloon City Sports Centre,
3/F, 100 Ngan Tsin Wai Road,
Kowloon City,
Kowloon.

Dear Mr. CHEUNG,

Special Unpaid Leave

Thank you for your letter dated 18 November 2004 expressing your opinion about the proposal on Special Unpaid Leave. We have referred your letter to the Civil Service Bureau for their attention.

The Civil Service Bureau is now conducting consultation on the proposal. According to the proposal, the scheme will be applicable to grades/ranks with identified or anticipated surplus staff up to 2006-07. Departments will, having regard to their manpower plans, approve the applications for special unpaid leave only if the operation of the departments and grades will not be affected.

Should the proposal be implemented, the Department will determine whether it is applicable to any grades/ranks in the light of our manpower situation. We will also communicate with the staff side on the matter in due course.

As regards your concerns about the administrative issues involved in the implementation of the scheme, the Administration will give due consideration when formulating the implementation guidelines.

If you have any enquiries on this letter or the proposal on Special Unpaid Leave, please contact me at 2601 8515.

Yours sincerely,

Signed
(Mrs Helen Wan)
for Director of Leisure and Cultural Services

c.c. Legislative Council Secretariat
Secretary for the Civil Service