

**立法會**  
**Legislative Council**

LC Paper No. CB(1)2952/10-11  
(These minutes have been seen  
by the Administration)

Ref : CB1/PL/ PS/1

**Panel on Public Service**

**Minutes of meeting held on  
Monday, 16 May 2011, at 10:45 am  
in Conference Room A of the Legislative Council Building**

**Members present** : Hon Mrs Regina IP LAU Suk-ye, GBS, JP (Chairman)  
Hon IP Wai-ming, MH (Deputy Chairman)  
Hon LEE Cheuk-yan  
Dr Hon Margaret NG  
Hon CHEUNG Man-kwong  
Hon TAM Yiu-chung, GBS, JP  
Hon LI Fung-ying, SBS, JP  
Dr Hon LEUNG Ka-lau  
Dr Hon PAN Pey-chyou  
Hon LEUNG Kwok-hung

**Member attending** : Hon WONG Kwok-hing, MH

**Member absent** : Hon WONG Sing-chi

**Public officers attending** : Agenda item IV  
Miss Denise YUE, GBS, JP  
Secretary for the Civil Service

Mr Raymond H C WONG, JP  
Permanent Secretary for the Civil Service

Mrs Ingrid YEUNG, JP  
Deputy Secretary for the Civil Service 1

**Agenda item V**

Miss Denise YUE, GBS, JP  
Secretary for the Civil Service

Mr Raymond H C WONG, JP  
Permanent Secretary for the Civil Service

Ms Shirley LAM  
Deputy Secretary for the Civil Service 3

**Clerk in attendance :** Ms Joanne MAK  
Chief Council Secretary (1)2

**Staff in attendance :** Ms Sarah YUEN  
Senior Council Secretary (1)2

Ms Emily LIU  
Legislative Assistant (1)2

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Action

**I Confirmation of minutes of meeting**  
(LC Paper No. CB(1)2123/10-11 - Minutes of meeting on  
16 March 2011)

The minutes of the meeting held on 16 March 2011 were confirmed.

**II Information papers issued since last meeting**  
(LC Paper No. CB(1)1959/10-11 - Submission from the  
Government Chauffeurs  
Union on recruitment of  
personal chauffeurs for  
Secretaries of Department

- LC Paper No. CB(1)2003/10-11 - and Directors of Bureau by way of direct appointment  
- Administration's response to the submission on five-day week for Hawker Control Teams from a member of the public
- LC Paper No. CB(1)2026/10-11 - Letter from Hon Emily LAU Wai-hing about the mechanism for disclosure of the illness of Principal Officials and directorate civil servants
- LC Paper No. CB(1)2047/10-11 - Letter from the Education Employees General Union to the President of the Legislative Council complaining about the failure of the Civil Service Bureau and the Education Bureau to address the Union's complaint about failure to comply with the pay policy of the Government in the calculation of salaries of government school teachers
- LC Paper No. CB(1)2053/10-11(01) - Administration's response to the submission from the Government Chauffeurs Union on recruitment of personal chauffeurs for Secretaries of Department and Directors of Bureau by way of direct appointment
- LC Paper No. CB(1)2053/10-11(02) - Submission on post-service outside work for senior civil servants from a member of the public
- LC Paper No. CB(1)2141/10-11(01) - Letter from the Education Employees General Union to the Chairman of the Panel requesting early discussion

of the item on "Pay policy of the Government in the calculation of salaries of government school teachers")

2. Members noted the above papers issued after the last meeting.

Submission made by the Government Chauffeurs Union

3. With reference to the submission made by the Government Chauffeurs Union (GCU) (LC Paper No. CB(1)1959/10-11) expressing concerns about filling positions of personal chauffeur for principal officials by way of direct appointment, the Chairman asked about the number of personal chauffeurs so appointed. The Secretary for the Civil Service (SCS) responded that to her recollection, since introduction of the accountability system in 2002, at one time there were three personal chauffeurs recruited from outside by direct appointment. She said that at present, the number had slightly increased because a few personal chauffeurs, who had been civil servants in the Chauffeur grade and had served as chauffeurs to some Secretaries of Department and Directors of Bureau before retirement from the Civil Service, were now employed on non-civil service terms and continued to drive for the principal officials concerned.

4. In response to the Chairman's enquiry about GCU's major concern, SCS said that GCU might consider that the prospect of serving government drivers of being appointed as government chauffeurs had been affected. SCS supplemented that vacancies of government chauffeurs were normally filled by internal appointment, and serving government drivers could apply for the vacancies. In response to the Chairman, SCS advised that personal chauffeurs were used by the Secretaries of Department, the Directors of Bureau, the Chief Executive and judges of the High Court or above. They also provided service to VIPs visiting Hong Kong, such as heads of state or government.

5. Dr Margaret NG opined that the crux of the problem relating to the direct appointment of personal chauffeurs was not just government drivers' promotion prospect, but also the implications of such arrangements on the civil service system and implications in other area such as security. She considered that the Panel should conduct discussion on the desirability of allowing principal officials to bring their own employees to fill government positions by way of direct appointment.

6. SCS explained that the matter had been discussed by the Legislative Council (LegCo) during its deliberation on the introduction of the accountability system for principal officials in 2002 and on the further development of the political appointment system in 2007. She said that in 2002, it was proposed that each Director of Bureau would be provided with administrative support staff comprising an administrative assistant (pitched at the equivalent rank of a D2 civil servant), a press secretary, a personal secretary and a personal chauffeur. These positions could either be filled by civil servants on posting or by way of direct appointment if the principal officials considered it more appropriate to do so. In 2007, upon review, it was proposed that the administrative assistant and press secretary posts in the private offices of the principal officials should be filled by civil servants on posting. Hence, at present, only personal chauffeurs and personal secretaries could be recruited from outside by direct appointment if the principal officials concerned considered it more appropriate to do so. SCS added that at present, only one serving personal secretary employed for principal officials did not come from the civil service, whereas several personal chauffeurs serving principal officials were retired civil servants.

7. Dr Margaret NG considered that during discussion on the introduction of the accountability system in 2002 and on the further development of the political appointment system in 2007, LegCo Members had probably concentrated on examining the relevant key issues, such as the appointment mechanism and responsibilities of the political appointees. Discussion on issues relating to the employment of personal secretaries and personal chauffeurs at that time might not be very thorough.

8. Ms LI Fung-ying considered that the direct appointment of personal secretary and personal chauffeur allowed for principal officials was part of the arrangements for the employment of principal officials, which fell under the purview of the Constitutional and Mainland Affairs Bureau (CMAB). She therefore considered that the Secretary for Constitutional and Mainland Affairs (SCMA) and members of the Panel on Constitutional Affairs should also be invited to join the discussion.

9. Mr LEUNG Kwok-hung said that he could not see any justifications for allowing principal officials to bring their own employees to fill government positions by way of direct appointment. He expressed concern that such arrangements would cause undue damage to the civil service system. Dr PAN Pey-chyou said that he would like to receive

detailed information on the background to the decision of allowing the positions concerned to be filled by direct appointment. He agreed with Ms LI Fung-ying that the Panel should conduct discussion on the issue and invite representatives of CMAB to join the discussion.

Clerk 10. Summing up, the Chairman instructed that the issue be included in the Panel's list of outstanding items for discussion. She requested the Administration to provide information on the background to this arrangement and records of relevant discussion in the past. She agreed that SCMA should also be invited to join the discussion, in particular, on the desirability of continuation of this arrangement of employing persons from outside by direct appointment in the light of its impact on the affected civil service grades. Dr Margaret NG added that the paper should also provide information on whether the employees employed by direct appointment were subject to the control and management of the Civil Service Bureau (CSB) and past experience in this regard.

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**III Items for discussion at the next meeting scheduled for 20 June 2011**

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|---------------------|-------|-------------------------------------|
| (LC                 | Paper | No. - List of outstanding items for |
| CB(1)2117/10-11(01) |       | discussion                          |
| LC                  | Paper | No. - List of follow-up actions)    |
| CB(1)2117/10-11(02) |       |                                     |

11. Members agreed to discuss the following items at the next regular meeting on 20 June 2011 –

- (a) pay policy of the Government in the calculation of salaries of government school teachers;
- (b) 2011-2012 Civil Service Pay Adjustment; and
- (c) racial profile of the civil service.

12. As there would be three discussion items for the next meeting, members decided to start the June meeting at 10:00 am instead of 10:45 am.

13. Dr PAN Pey-chyou said that he had received a complaint on the recruitment of NCSC staff in Hongkong Post to meet long-term service needs, and proposed to add the item to the Panel's list of outstanding items for discussion. The Chairman directed that the issue concerned be discussed in conjunction with the item on "Employment of non-civil

service contract staff" on the list, and requested Dr PAN to provide more details on the complaint to the Clerk.

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14. Referring to the item on "Review of post-service outside work for directorate civil servants" on the Panel's list of outstanding items for discussion, SCS reported that the Administration aimed to provide a paper to the Panel before the summer recess. Members agreed that a special meeting would be scheduled to discuss it as soon as the relevant paper was available. Non-Panel members should also be invited to join the discussion.

*(Post-meeting note: The special meeting was subsequently held on 1 August 2011.)*

#### **IV Employment of the disabled in the civil service**

(LC Paper No. CB(1)2117 - Administration's paper on employment of persons with disabilities in the civil service /10-11(03)

LC Paper No. CB(1)2117 - Legislative Council question raised at the Council meeting on 5 January 2011 on employment of people with disabilities in government and the Administration's reply) /10-11(04)

15. SCS briefed members on the salient points of the Administration's paper on the policy on employment of persons with disabilities (PwDs) in the civil service, and the assistance currently available to PwDs who applied for vacancies in the civil service.

#### Employment of persons with disabilities in the civil service

16. Mr CHEUNG Man-kwong recalled that the Panel on Welfare Services had urged the Government and subvented organizations to recruit PwDs to fill at least 2% of the posts on their respective establishments. However, the Government had barely met the above target by keeping the number of civil servants with disabilities at only about 2.1% of the strength of the civil service over the years. He considered that the Government should make better efforts in this regard. Mr CHEUNG expressed concern that some bureaux/departments (B/Ds) including the Chief Executive's Office, Government Flying Service, the Development

Bureau, the Home Affairs Bureau, the Security Bureau, the Transport and Housing Bureau, Invest Hong Kong and the University Grants Committee had only one or even zero PwD staff in 2010. He said that although some of these B/Ds might have a relatively small size of staff establishment, the Government should seek to ensure that each B/D should recruit PwDs to fill at least 2% of their number of posts.

17. SCS responded that the above quoted examples were mostly policy bureaux which were mainly staffed by civil servants belonging to such general grades as Executive Officer (EO), Clerical Officer (CO), Clerical Assistant (CA), Administrative Officer (AO), etc. Officers of such general grades were all recruited by CSB for deployment to different B/Ds and were given a new posting every three to four years. The above quoted figures were only a snapshot of the numbers of disabled civil servants of the B/Ds concerned at a particular point in time.

18. SCS said that the Administration had not set a benchmark target for employing PwDs for each B/D. Instead of adopting a benchmarking approach, the Administration considered it more appropriate to remind all B/Ds of the importance of complying with the prevailing policy on employment of PwDs in the civil service and cultivating peer acceptance of disabled staff.

19. Pointing out that PwDs made up about 5.7% of Hong Kong's population, Dr PAN Pey-chyau opined that the percentage of PwDs in the civil service should be raised. He considered it undesirable that the number of civil servants with disabilities recruited from 2008 to 2010 had only slightly increased, as shown in Annex A to the Administration's reply (Annex A) to a LegCo question raised at the Council meeting on 5 January 2011 on employment of PwDs in government (LC Paper No. CB(1)2117/10-11(04)). SCS responded that the percentage of PwDs in the civil service might more appropriately be compared to the percentage of PwDs in the total employed population of Hong Kong, which she reckoned to be about 1.2%. Only some 41 000 of the 347 900 PwDs (excluding persons with intellectual disability) were employed persons in Hong Kong.

20. Mr LEUNG Kwok-hung opined that a benchmark target or a quota system should be implemented for the employment of PwDs in the civil service to facilitate monitoring of the Government's performance in this regard. Mr LEE Cheuk-yan expressed support for setting a benchmark target for employing PwDs for each B/D, e.g. 2% of their number of posts. He considered that setting a benchmark would motivate B/Ds to employ



more PwDs, and send a clear message to the private sector that they should follow suit to help reduce the high unemployment rate of PwDs.

21. SCS responded that the Equal Opportunities Commission (EOC) had advised against the adoption of a quota system for the employment of PwDs. The Administration had made sustained efforts in actively encouraging B/Ds to recruit PwDs and place them in appropriate jobs wherever possible and fair. SCS expressed reservations on the suggestion of setting a benchmark and advised that any proposed benchmark could only be arbitrarily set as there was no objective basis for determining such benchmark. Moreover, it might invite criticism of adversely affecting the right of able-bodied applicants to have equal opportunities of joining the civil service. SCS suggested that the Government's performance in employing PwDs could be assessed through the employment situation of PwDs in the civil service, and the provision of on-the-job assistance to PwDs working in the Government to facilitate them to carry out their duties. In this connection, SCS pointed out that a central fund had been set up by the Administration since 1996 to finance purchase of technical aids for officers with disabilities to facilitate their performance of duties. No ceiling was imposed on the amount of funds that might be drawn from this central fund. Besides, applications for use of the fund could be made by B/Ds or the disabled officers themselves.

22. Mr LEE Cheuk-yan opined that able-bodied civil servants would find the benchmark target acceptable if it was set at around 2%. He further suggested that EOC could be consulted on ways of setting the benchmark.

23. Dr Margaret NG noted from the Annex to the Administration's paper for this item (LC Paper No. CB(1)2117/10-11(03)) that the number of civil servants with disabilities had increased by only 50 from 2006 to 2010. Moreover, the numbers of disabled officers in certain types of disabilities, such as visual impairment and physical handicap, had even decreased. She expressed concern about the above trends, and urged the Administration to review whether sufficient efforts had been made to facilitate the employment of PwDs in the civil service, such as by ensuring a barrier-free working environment in the Government. She also enquired whether CSB had conducted any surveys to understand the practical difficulties faced by disabled civil servants.

24. SCS reiterated that CSB had actively encouraged B/Ds to employ PwDs and enhanced their awareness of the importance of complying with the prevailing policy on employment of PwDs in the civil service. The

message was made an integral part of training courses for human resources managers in the Government. As to the provision of a barrier-free working environment in the Government, SCS informed members that the Government was actively following up the recommendations made in this regard in an investigation report published by EOC and the matter was presently overseen by the Chief Secretary for Administration. She noted that a timetable for the relevant retrofitting programme for upgrading the barrier-free facilities in premises concerned (including Government premises and facilities) had been made available.

25. SCS said that there were indeed many channels for collection of views from disabled civil servants, such as through the departmental consultative committees, the regular visits conducted by SCS herself to various departments to meet with representatives of departments/grades, and her frequent contacts with civil service staff unions/associations which had members who were disabled civil servants, etc. SCS said that the message she had received from these contacts was that disabled civil servants did not regard their integration into the civil service and their working environment a major problem. Dr Margaret NG, however, remained concerned that the figures quoted from the Annex to the Administration's paper had revealed the lack of progress in enhancing employment opportunities for PwDs in the civil service.

26. Mr LEUNG Kwok-hung also considered enhancing accessibility of Government office buildings an important aspect. He considered that B/Ds which did not make active efforts in providing barrier-free facilities in their offices could not be expected to be supportive of the policy on employment of PwDs. SCS advised that to her understanding, so far no B/D had refused to take in any disabled civil servant deployed to it owing to unavailability of barrier-free facilities.

27. Referring to Annex A, Mr WONG Kwok-hing asked why more civil servants with disabilities served in disciplined services departments than in other departments. He considered the scenario intriguing because the former should have greater need for able-bodied staff.

28. SCS responded that some of the PwDs in disciplined services departments might have sustained injury on duty and become disabled only after joining the departments. The Chairman added that other possible reasons might be that disciplined services departments had larger establishments, and that some of their disabled officers were in fact clerical staff. In response, SCS advised that of the 514 disabled staff serving in the Hong Kong Police Force as at 31 March 2010, some 200

Admin were civilian civil servants. At Mr WONG Kwok-hing's request, SCS agreed to provide a paper to further explain the reasons. Mr LEE Cheuk-yan added that the Administration should also provide the percentages of disabled civil servants of each of the B/Ds covered in Annex A. In response, SCS agreed that the requested information would be included in the updated position reports on the employment of PwDs in the civil service to be provided by the Administration in future.

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29. In response to Mr WONG Kwok-hing, SCS advised that there were in fact many PwDs in the civilian grades, e.g. more than 400 PwDs served as Assistant Clerical Officers and CAs. The number of PwDs serving in the Artisan grade numbered some 170. CSB regularly issued circulars to remind and actively encourage B/Ds to consider PwDs on equal terms with other applicants when recruiting staff. In fact, under the Government's policy, PwDs found suitable for employment would be given an appropriate degree of preference for appointment over other applicants.

30. Dr PAN Pey-chyou expressed concern that some B/Ds such as the Drainage Services Department, the Food and Environmental Hygiene Department and the Electrical & Mechanical Services Department had shown a continued decline in their number of disabled staff from 2008 to 2010. SCS explained that such decreases might have been caused by the retirement of disabled officers whose replacements happened to be able-bodied persons. She suggested that conclusions could only be drawn by keeping track of the changes over a long period of time.

31. Ms LI Fung-ying stressed the need for the Government, as the largest employer in Hong Kong, to take a lead in employing PwDs as such practices would have a demonstration effect. She noted that the Selective Placement Division of the Labour Department was also assisting PwDs to secure jobs in open recruitment exercises conducted by the Government. Noting that civil service job applicants with disabilities had to compete with able-bodied applicants on equal terms, she enquired how, as claimed in paragraph 5 of LC Paper No. CB(1)2117/10-11(03), an appropriate degree of preference for appointment would be given to disabled applicants. In response, SCS explained that to strike the above balance, the following arrangements had been made –

- (a) candidates with a disability who met the basic entry requirements for a civil service post would not be subject to any shortlisting criteria and would be automatically invited to attend any written or skill tests or selection interviews.

They were however required to provide proof of disability at the interview stage;

- (b) during the selection process, allowance would be suitably given to the disability of a disabled candidate if he/she was required to sit for a skill test by lowering the relevant passing requirement. He/She would also be provided with any assistance or accommodation needed to facilitate him or her to attend the test/selection interview where appropriate; and
- (c) in prioritizing successful candidates, a disabled candidate found suitable for the job would have priority over able-bodied candidates in the same category of preference for appointment. Such an arrangement had been found appropriate after discussion with various B/Ds and the Public Service Commission.

Promotion prospects of disabled officers

32. Dr PAN Pey-chyou expressed concern whether a disabled officer would be put at a disadvantage if he/she was considered alongside other candidates against the same selection criteria in a promotion exercise. In response, SCS acknowledged that the promotion prospects of a disabled civil servant for further advancement might be affected by the staff's postability limitation. She, however, emphasized that this did not mean that the staff would have no prospect for further advancement. She pointed out that if there were many posts in the higher rank, the disabled officer concerned would have better postability in the higher rank concerned and therefore a better chance for advancement, and the vice versa. SCS further gave the example that there were at present PwDs serving at as senior as the D4 rank in the AO grade. Since there were many posts in the higher ranks in the AO grade, disabled AOs with good performance would also be considered for promotion to the higher rank where suitable posts were available for them.

33. In response to Dr PAN Pey-chyou's request for the number of disabled civil servants given promotion in the past five to seven years, SCS explained that at present, B/Ds were only required to report to CSB the number of new recruits who were PwDs, and the total number of disabled staff employed on an annual basis. She noted that large departments conducted many promotion exercises each year, and that B/Ds at present were not required to provide information to CSB on

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disabled civil servants who had been selected for promotion. SCS however agreed to consider requesting B/Ds to do so in future.

Other views and concerns

34. Mr LEE Cheuk-yan said that he had received complaints from disabled civil servants alleging that they had been discriminated against after producing medical certificates specifying that the certificate holder was able to only handle light workload. For example, they felt that the management had intentionally given them little work to do and let them become idle. The complainants considered that this was to pave the way to force them to apply for early retirement.

35. SCS assured members that the Administration fully recognized the need to take into account the health condition and special needs of staff in deciding on their deployment and the amount of work assigned to them. She requested Mr LEE Cheuk-yan to refer any complaint case in this regard to the Administration for follow-up actions.

**V Progress update on the preparation of the Civil Service Outstanding Service Award 2011 and other commendation schemes for civil servants**

(LC Paper No. CB(1)2117 - Administration's paper on the Civil Service Outstanding Service Award 2011 and other commendation schemes for civil servants)  
/10-11(05)

36. SCS briefed members on the preparation of the Civil Service Outstanding Service Award Scheme (the Award Scheme) 2011 and three other commendation schemes for civil servants.

Details of the commendation schemes

37. In response to the Chairman on details of the travel award under the Secretary for the Civil Service's Commendation Award Scheme (the SCS's Commendation Scheme), SCS explained that to qualify for an award under the SCS's Commendation Scheme, a civil servant needed to have provided outstanding performance for at least five consecutive years.

For those award recipients who had 20 or more years of service and had not enjoyed government sponsored travel outside Hong Kong before, they would also receive a travel award. If the award recipient was married, the travel award would also cover the spouse, provided that he/she would travel with the award recipient. Instead of receiving a fixed lump sum, travel award recipients would have their travel expenses reimbursed up to some \$20,000 per head, and the reimbursement ceiling would be adjusted according to the Consumer Price Index (C) annually. Every year some 2 000 civil servants would receive travel award under commendation schemes, and the reimbursement would need to be made within the financial year concerned.

38. Dr PAN Pey-chyou highlighted the great pressure civil servants currently had to face including heavier workload and higher public expectations and, noting that only some 1% of civil servants received commendations every year, urged the Administration to consider introducing more levels of commendation to enable more civil servants to be commended to sustain their morale. For example, by issuing two categories of commendation letters under the Commendation Letter Scheme instead of one, with one category of letters issued to civil servants whose performance was good though not outstanding.

39. SCS responded that it might not be desirable to issue commendations of lower grades lest civil servants who received such commendations might be unhappy. She further clarified that there was in fact no ceiling on the number of commendation letters that could be issued. As long as a civil servant's performance warranted special recognition, Heads of Departments/Grades could issue him a commendation letter. She therefore offered instead to remind Heads of Departments/Grades to issue commendations as appropriate without regard to the number, and to encourage them to nominate more staff from the junior ranks for commendation under the SCS's Commendation Scheme.

40. Dr PAN Pey-chyou opined that to ensure fairness, awards and commendation letters under different commendation schemes for civil servants should be issued to NCSC staff as well in recognition of their contributions to the Government. The Government's service contractors should also be required to issue commendations to agency workers working for the Government. SCS responded that the Government could neither commend nor discipline its agency workers because they were not staff of the Government. However, except for the travel award which required a 20-year service, awards and commendation letters under

Admin different commendation schemes for civil servants including the Chief Executive's Commendation for Government/Public Service were issued to NCSC staff as well. At Dr PAN's request, SCS agreed to provide figures on the numbers of such awards and commendation letters issued in 2010.

#### Effect of the commendation schemes

41. Noting that the purpose of the commendation schemes for civil servants was to boost staff morale and to encourage further improvements in the delivery of public service, Ms LI Fung-ying asked whether objective criteria were available to gauge civil servants' feedback to the schemes, so as to assess whether the schemes could really achieve the above purpose, whether the schemes were well-received by civil servants, or that the schemes were unwelcome because the preparatory work would increase civil servants' workload. SCS responded that while there might be resentment about the increase in workload arising from the commendation schemes, she was certain this would not be wide-spread or a cause for alarm. To support her view, she made the following points –

- (a) the following observations might help shed light on whether the commendation schemes were welcome: that a small number of complaints about not being selected to receive the travel awards were received every year; that no complaint about workload increase arising from preparation of the prize presentation ceremony of the Award Scheme had ever been received; that the prize presentation ceremony of the SCS's Commendation Scheme was always a happy occasion; and that she herself had received no relevant complaints despite her frequent contacts with civil service staff unions;
- (b) the Administration had always been introducing improvements to the commendation schemes as appropriate. For example, in response to Ms LI Fung-ying's suggestion in the year before, the awards under the Award Scheme would be recorded in the personal files of the civil servants concerned to register their contributions to winning the awards. The Regulatory/Enforcement Service Award had also been introduced under the Award Scheme in 2009 to address Mr LEE Cheuk-yan's concern about enforcement staff's comparatively greater difficulty in winning the awards due to their essentially confrontational job nature; and

- (c) to let the public know more about the exemplary performance of the winning departments and teams under the Award Scheme, a one-hour TV programme would be produced by Radio Television Hong Kong and broadcasted on television. In addition, the factors contributing to the success of the winners under the Award Scheme were developed into training and self-learning materials for further dissemination in the civil service. Not only would the above endeavours help promote good practices among civil servants but they would also help convey the message that civil servants were always doing their best to serve the public.

## **VI Any other business**

42. There being no other business, the meeting ended at 12:50 pm.

Council Business Division 1  
Legislative Council Secretariat  
31 August 2011