

**立法會**  
*Legislative Council*

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**Report of the Panel on Public Service  
for submission to the Legislative Council**

**Purpose**

This report gives an account of the work of the Panel on Public Service ("the Panel") during the 2013-2014 legislative session. It will be tabled at the Council meeting on 9 July 2014 in accordance with Rule 77(14) of the Rules of Procedure.

**The Panel**

2. The Panel was formed pursuant to a resolution passed by the Legislative Council ("LegCo") on 8 July 1998 and as amended on 20 December 2000, 9 October 2002, 11 July 2007 and 2 July 2008 for the purpose of monitoring and examining government policies and issues of public concern relating to the civil service and the staff of Government-funded public bodies and other public service organizations. The terms of reference of the Panel are in **Appendix I**.

3. The Panel comprises 15 members, with Hon Mrs Regina IP and Hon POON Siu-ping elected as Chairman and Deputy Chairman of the Panel respectively. The membership list of the Panel is in **Appendix II**.

**Major Work**

Appointment and employment

*Consultation on extension of the service of civil servants*

4. In view of an ageing population and shrinking labour force, the Administration considered it an opportune time to examine possible options for extending the working life of civil servants. Also, it is anticipated that

the wastage of civil servants would be relatively high in the coming years due to the expansion of the civil service in the 1980s. Against this backdrop, the Administration began a study in late 2013 to assess the manpower and retirement situation of the civil service in the coming years.

5. In the light of the findings of the study, the Administration published a consultation paper on "Extension of the Service of Civil Servants" on 3 April 2014 for a four-month consultation on the following proposed initiatives—

- (a) adopting a higher retirement age for new recruits, i.e. 65 for the civilian grades, and 57 for disciplined services grades which may be further extended to 60 subject to an annual suitability assessment based on both physical fitness and work performance;
- (b) providing flexibility for Heads of Grade/Heads of Department to further employ civil servants without a break in service beyond their normal retirement age;
- (c) introducing a post-retirement service contract scheme for engaging retired civil servants, subject to the age limit of 65 for civilian staff and 60 for disciplined services staff, to perform ad hoc or time-limited tasks which require civil servant expertise and/or experience; and
- (d) streamlining the control regime of post-service employment for non-directorate civil servants by giving blanket permission to frontline and supporting civil servants to take up post-service outside work after retirement.

6. Issues related to the manpower situation of the civil service and retirement age of civil servants have received ongoing attention by the Panel. The Panel held a special meeting on 10 January 2014 to receive views from civil service unions and other concerned parties on the related issues. Following the launching of the consultation on 3 April 2014, the Panel received a briefing by the Administration on the consultation on 25 April 2014.

7. The Panel noted that a majority of the deputations from civil service unions/associations were supportive of extending the retirement age of civil servants. The deputations expressed the view that as the number of retiring civil servants would be on the rise in the next five to 10 years,

extending the retirement age of civil servants could help solve the succession problem in the civil service and alleviate the manpower shortage problem in some bureaux/departments ("B/Ds"). They opined that if any scheme to extend the retirement age of civil servants was implemented, serving civil servants should be allowed to opt for such new scheme or their existing retirement entitlements.

8. The Panel also noted that some other deputations indicated that there was no clear consensual view on the matter among the staff concerned. A few other deputations did not support extending the retirement age of civil servants. These deputations opined that such arrangement would create blockage to the posting and promotion prospects of younger civil servants, and fewer new recruits would be joining the civil service thereby slackening the regeneration process within the civil service.

9. Most Panel members were supportive of the extension of the service of civil servants. Some members however expressed concern about the financial implications and long-term fiscal sustainability of the proposal of adopting a higher retirement age for new recruits. The Administration advised that the proposal would result in an increase in the Government's voluntary contributions if the existing Civil Service Provident Fund Scheme and its contribution rates remained unchanged, since such contributions would increase progressively with the years of service of civil servants covered by the Scheme. There might be a need to consider adopting a phased approach by applying a higher retirement age to new recruits progressively in order to mitigate any adverse impacts such as promotion blockage on the civil service in the transition process.

10. On the suggestion that new recruits should be allowed to choose the proposed higher retirement age (i.e. 65), the Administration explained that the initiative of setting a higher retirement age for new recruits was proposed against the backdrop of an ageing population and a shrinking labour force. The suggestion might be difficult to implement and might cause considerable difficulties in manpower planning and the administration of the retirement age of civil servants.

11. Noting that the consultation will last for four months until 2 August 2014, members urged the Administration to engage in active exchange of views with staff sides, grade/department management and other parties concerned during the consultation period. The Panel will hold a public hearing to receive views from relevant civil service associations/unions on the subject on 21 July 2014.

*Employment of non-civil service contract staff by the Government*

12. The Panel continued to monitor the policy on employment of Non-Civil Service Contract ("NCSC") staff and discussed the issue at the meeting on 16 December 2013. Some members expressed grave concern that although the total number of NCSC had reduced from 14 535 to 12 900 over the period from June 2012 to June 2013, the number of NCSC staff who had worked for five or more years still stood high at around 4 700. They urged the Administration to speed up the pace of replacing NCSC positions by civil service posts, and to critically review the manpower situations of those B/Ds which had a relatively high ratio of NCSC staff.

13. The Administration advised that given the unique operational needs of some B/Ds, the employment of NCSC staff was necessary to provide B/Ds with the flexibility in manpower deployment to cope with service needs which might be seasonal, time-limited, or subject to market fluctuations etc. The number of NCSC staff varied from time to time according to the operational requirements of individual B/Ds. The duration of NCSC positions was not the most important consideration for conversion to civil service posts. The Administration needed to consider other factors such as the stability and long-term need of the services concerned. CSB would continue to review with individual B/Ds their employment of NCSC staff according to their actual operational needs and would seek to replace NCSC positions with civil service posts where appropriate.

14. Some members considered it unfair that the terms and conditions of service for NCSC staff were less favourable than civil servants in comparable ranks, and urged the Administration to improve the remuneration package for NCSC staff. The Administration explained that as the civil service and NCSC appointments were two different types of employment, it was inappropriate to make direct comparison between them. Overall speaking, the terms and conditions of employment for NCSC staff should be no less favourable than those prescribed under the Employment Ordinance (Cap. 57) and no more favourable than those applicable to civil servants in comparable civil service ranks. Apart from complying with the Employment Ordinance and the guiding principles for employing NCSC staff, B/Ds were also required to ensure the competitiveness and attractiveness of the terms and conditions of employment of the NCSC positions, so as to be able to recruit adequate persons of suitable calibre from the labour market and retain the NCSC staff.

15. Some members expressed dissatisfaction that under the current arrangement, the employer's contributions made by B/Ds to the Mandatory

Provident Fund ("MPF") schemes of their NCSC staff were used for offsetting the severance and long service payments to NCSC staff. In order to set a good example for other employers, some members urged the Administration to take the lead in abolishing the offsetting arrangement, and to offer all NCSC staff with end-of-contract gratuities. The Administration advised that the offsetting arrangement in the Government aligned with the relevant provisions in the Employment Ordinance (Cap. 57). There were diverse views on the offsetting arrangement under the MPF system in the community. Hence, the Administration needed to consider and examine the issue in a holistic and careful manner. In accordance with the prevailing guidelines, the end-of-contract gratuities plus the Government's MPF contributions in respect of the NCSC staff should not be more than 15% of the total basic salaries drawn during the contract period if the staff were required to perform skilled jobs. If the staff were required to perform non-skilled jobs, the percentage rate should not be more than 10%.

16. Some members suggested that those NCSC staff who had been working for the Government for a long period of time should be accorded priority when they applied for civil service posts. The Administration explained that since the Government's recruitment was based on fair competition and meritocracy, NCSC staff would need to make application and compete with other applicants if they wished to be considered for civil service posts. In general, those NCSC staff with suitable working experience in the Government would have advantage over other applicants in applying for relevant civil service posts. The success rate of former NCSC staff in applying for civil service posts was around 15%, whereas the success rate for other applicants was only about 2%.

#### *Manpower situation of the Hongkong Post*

17. Some members expressed grave concern about the employment of NCSC staff by B/Ds operating as trading funds, in particular the Hongkong Post ("HKP") which had the largest number of NCSC staff among B/Ds. The Panel examined the manpower situation of HKP as a separate discussion item at the meeting on 16 December 2013.

18. The Panel noted that as at 30 September 2013, there were 2 008 NCSC staff in HKP, and about half of the NCSC staff were engaged to meet service needs that required them to work less than the conditioned hours required of civil servants. Some members considered that owing to the intense competition in the postal industry in Hong Kong, HKP in operating as a trading fund in a labour-intensive industry could only resort to cost-saving measures, such as squeezing its manpower, to achieve a

breakeven of its account and meet its designated financial targets. In order to protect the interests of HKP's employees while ensuring sustainable and reliable postal services for the public, members urged the Administration to review the operation of HKP as a trading fund.

19. The Administration explained that as a trading fund, HKP enjoyed greater flexibility both operationally and financially. HKP could introduce new services to promptly capture emerging business opportunities, and retain income from its more profitable products/services to subsidise those loss-making products/services, so that the pressure for price increases of those loss-making postal services could be alleviated. To cope with its heavy workload, HKP had sought to relieve the work pressure of its staff and enhance productivity through various measures, such as automation and re-engineering of work processes. The Administration considered it not necessary to conduct a review on the trading fund mode of operation of HKP.

#### *Use of agency workers*

20. Agency workers are labour force supplied by employment agencies under service contracts and work under direct supervision of the procuring B/D. The Panel reviewed the use of agency workers by B/Ds at the meeting on 19 May 2014.

21. The Panel noted that the number of agency workers working in B/Ds stood at 972 as at 30 September 2013, representing a reduction of 17% compared with the position in September 2012. Some members were concerned that although CSB had issued guidelines covering the scope of using agency workers, approving authority, and wage requirement, individual B/Ds might not strictly follow those guidelines such as by engaging agency workers through consecutive service contracts. Some members also called on the Administration to improve the terms and conditions of employment of these workers, such as by providing agency workers with medical benefits similar to those of civil servants.

22. The Administration explained that agency workers were only used to meet urgent or unforeseen service needs or unexpected surge in service demands for the short term. As a general guideline, the short-term service demands under the circumstances where agency workers could be used should last for no more than nine months. Renewal or re-letting of service contracts required the approval from CSB and would only be granted with strong justification. Although agency workers work under the direct supervision of the procuring B/Ds, they did not have a contractual employment relationship with the B/Ds concerned, and their

remuneration and benefits were not decided by B/Ds but by the agencies which employed them. That said, B/Ds were required to specify in the service contracts the wage requirement and other basic requirements on employment benefits in accordance with CSB's guidelines.

*Employment of ethnic minorities in the civil service*

23. The Panel received a briefing by the Administration on 20 January 2014 on the findings of a voluntary and anonymous survey conducted in 2013 on the racial profile of the civil service. According to the findings of the survey, a total of 24 690 civil servants, i.e. 15.4% of the 160 441 civil servants serving on 31 March 2013, had responded to the survey. Of the respondents, 24 220 (98.1%) were of Chinese ethnicity whereas 470 (1.9%) were of non-Chinese ethnicities. The five largest non-Chinese ethnicities groups, in descending order of their size, were Mixed, White, Indian, Pakistani, and Other Asian. In response to the Panel's request, the Administration also briefed the Panel on the measures implemented by Hong Kong Police Force to facilitate non-ethnic Chinese candidates in applying for certain posts in the department, and the modified recruitment process that had been implemented in Correctional Services Department for selecting the most suitable candidates for appointment, as well as the department's proactive strategies to promote recruitment exercises to ethnic minority groups.

24. Some members expressed the view that the Administration should recruit more ethnic minorities to ensure that public services could be provided more effectively to the ethnic minority communities. They urged the Administration to adopt a more proactive approach in promoting the employment of ethnic minorities by setting a target ratio of ethnic minority employees in the civil service, and exercise flexibility as far as practicable in the Chinese language proficiency requirements ("LPRs") for appointments to civil service posts.

25. The Administration responded that generally speaking, holders of civil service posts were expected to be able to perform the full range of duties of the ranks concerned. Appointing ethnic minorities who did not fully meet the entry requirements, in particular the specified Chinese LPRs of the grades concerned, would limit the appointees' posting and promotion prospects. That said, where appropriate and when there were no comparable civil service grades performing the required tasks, B/Ds might engage ethnic minorities on NCSC terms to meet the specific operational needs.

26. As regards members' concern about the LPRs, the Administration advised that for some grades, applicants who possessed foreign language skills would be awarded extra marks in the recruitment selection process. CSB had worked with B/Ds to review the LPRs of all civil service grades to see if the LPRs could be adjusted having regard to the prevailing operational needs of the grades concerned. Since 2010, the Chinese LPRs of a total of 20 grades had been relaxed upon review.

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

27. The Panel discussed the employment of persons with disabilities ("PWDs") in the civil service at its meeting on 23 June 2014. Members noted with concern that the ratio of PWDs employed in the civil service had remained at 2% of the strength of civil service over the years, and that there was only a mere increase of 163 PWDs employed in the civil service over the past five years (i.e. 3 238 in 2008-09 as compared to 3 401 in 2012-13). They considered that the Administration had not made sufficient efforts to promote the employment of PWDs in the civil service. Members urged the Administration to communicate with relevant organizations/concern groups to understand the difficulties PWDs encountered in seeking employment, so as to devise the effective measures to facilitate their employment in the civil service and other sectors.

28. The Administration advised that a number of measures were in place to facilitate PWDs to apply for civil service posts and to enable them to compete with able-bodied applicants on equal footing. For the civil service recruitment exercises concluded in 2012-13 and 2013-14, 5.3% qualified applicants with disabilities were offered appointment (i.e. 118 out of 2 222 qualified applications). Apart from reminding B/Ds of the policy and recruitment guidelines on the employment of PWDs when conducting recruitment exercises and cultivating peer acceptance and integration of PWDs in the workplace, the Administration would, through the Labour Department, continue to provide assistance for job seekers with disabilities to apply for government jobs.

#### Pay and conditions of service

##### *2014-15 Civil Service Pay Adjustment*

29. The Panel discussed the 2014-15 civil service pay adjustment at the meeting on 23 June 2014. The Chief Executive-in-Council decided on 17 June 2014 that the civil service pay for 2014-15 should be adjusted in accordance with the following pay offers made to the staff sides of the four central consultative councils -



- (a) a pay increase of 5.96% (i.e. the net pay trend indicator ("PTI") for the upper salary band) for civil servants in the upper salary band and the directorate;
- (b) a pay increase of 4.71% (i.e. the net PTI for the middle salary band) for civil servants in the middle salary band; and
- (c) a pay increase of 4.71% (i.e. the net PTI for the middle salary band) for civil servants in the lower salary band, by invoking the "bring-up" arrangement.

30. While members generally did not object to the 2014-15 civil service pay adjustment, some members were of the view that the Administration had not fully considered the staff sides' pay claims in deciding the civil service pay for 2014-15. The members were particularly concerned that the pay offers for the civil servants in the middle and lower salary bands were below the headline Consumer Price Index (A) for the 12-month period ended March 2014 which was 5.1% and this might adversely affect the morale of the civil servants. The Administration responded that in arriving at the pay adjustment decision, the Chief Executive-in-Council had taken into full account the six relevant factors under the civil service pay adjustment mechanism (i.e. the net PTIs, the state of the economy, changes in the cost of living, the Government's fiscal position, pay claims of the staff sides and civil service morale) as well as the staff sides' responses to the pay offers. The decision was in line with the civil service pay policy objective of maintaining broad comparability between civil service and private sector pay.

31. Some members were concerned about the withdrawal of staff sides' representatives from the Pay Trend Survey ("PTS") Committee after the conclusion of the 2013-14 civil service pay adjustment and asked about the measures taken by the Administration to encourage the representatives of the staff sides who had withdrawn from the PTS Committee to participate in the committee again. The Administration advised that persistent efforts had been made in persuading these representatives to return to the committee. The Secretariat of the PTS Committee had kept these representatives informed of the deliberation of the 2014 PTS and welcomed any views from them.

#### *Conditioned hours of work for Model Scale 1 Grades*

32. There were two different systems of conditioned hours of work

for civil servants: gross and net. The gross conditioned hours system incorporated the time for meal breaks in the stipulated conditioned hours of work; the net system excluded the time for meal breaks in the stipulated conditioned hours of work. As at 30 June 2013, there were about 7 450 Model Scale 1 ("MOD 1") civil servants working 45 hours net per week.

33. In response to the call of the MOD 1 staff for the adoption of 44 or 45 gross conditioned hours of work per week, the Administration had embarked on a review in June 2013 to assess whether it would be feasible to reduce the conditioned hours of work of the MOD 1 grades to 45 hours gross per week ("the review"). At the meeting on 17 March 2014, the Panel discussed the findings of the first stage of the review and received views from the relevant civil service staff associations/unions on the subject.

34. The Panel noted the deputations' disappointment with the findings of the first stage of the review. According to the findings, based on the three prerequisites of cost-neutrality, no additional manpower and maintaining the same level of service to the public, the conditioned hours of work of some 1 460 MOD 1 staff could be reduced to 45 hours gross per week. However, as the Administration considered it necessary to adhere to the principle of "same grade, same conditioned hours of work", only 40 MOD 1 staff were found feasible to reduce their conditioned hours of work to 45 hours gross per week. Some members considered that the Administration should not insist on fulfilling the three prerequisites, which were rigid and inflexible. The members were also dissatisfied that the Administration had introduced an additional requirement of "same grade, same conditioned hours of work" in the review.

35. The Administration explained that as the stipulated conditioned hours of work had been taken into account in determining the overall remuneration package offered to different civil service grades, a reduction in the conditioned hours of work of a particular grade without any corresponding change to its pay was an improvement to the pay and conditions of service of that grade. To ensure prudent use of public funds, it was an established policy that the Administration would only consider a proposal to reduce the conditioned hours of work of a particular grade if the proposal complied with the three prerequisites of cost-neutrality, no additional manpower and maintaining the same level of service to the public, along with other relevant factors. For parity consideration and proper management of the civil service, the conditioned hours of work for all members of the same grade/rank should be the same.

36. Members asked the Administration to fully engage MOD 1 staff in the second stage of the review and seriously look into the situation of those MOD 1 staff whose conditioned hours of work could be reduced under the three prerequisites but could not under the principle of "same grade, same conditioned hours of work". The Panel would continue to monitor the progress of the review.

*Medical and dental benefits for civil service eligible persons*

37. The Panel regularly reviewed the provision of medical and dental benefits for civil service eligible persons ("CSEPs"), i.e. serving and retired civil servants and their eligible dependants. At the meeting on 17 February 2014, the Panel received an update on the subject by the Administration and received views from the relevant civil service staff associations/unions.

38. The Panel noted that in the coming year, the Administration planned to set up a new Families Clinic in the New Territories East and enhance various specialised dental services for CSEPs. While members welcomed the improvement measures, some members shared the deputations' view that the current level of provision of medical and dental services for CSEPs ("civil service medical benefits") was inadequate. Members urged the Administration to continue to improve the provision of such benefits.

39. On members' suggestion of the inclusion of Chinese medicine service in the scope of civil service medical benefits, the Administration explained that the scope of civil service medical benefits covered services provided by the Hospital Authority ("HA") and the Department of Health ("DH"). While the Administration would continue to further enhance the provision of such benefits, it also had to carefully balance competing claims in considering areas of improvements, in particular with regard to any proposed extension in the scope of such benefits that would require substantial additional resources. Currently, the services provided by the Chinese medicine clinics ("CMCs") under HA were not part of the standard services of HA and hence did not fall within the scope of civil service medical benefits. DH's role was more of a regulatory body over the Chinese medicine industry. The Administration had no plan to introduce a change to the service scope of DH's Families Clinics to cover Chinese medicine services, but would keep in view any significant changes to the nature and mode of service delivery of CMCs in future that would merit a review of their implications on civil service medical benefits.

40. On some members' suggestion that civil service medical benefits should be extended to serving NCSC staff, the Administration explained that NCSC staff were employed on fixed term contracts with an all-inclusive pay package. As such, no separate medical and dental benefits were provided.

41. Some members expressed concern that civil servants who had been appointed in and after the year of 2000 could not enjoy civil service medical benefits upon their retirement from the civil service. The Administration explained that the introduction of the new fringe benefits package in 2000 was devised after careful consideration and consultation with stakeholders concerned. The revised fringe benefits were considered adequate in attracting and retaining suitable persons as civil servants.

42. At the meeting, the Panel passed a motion urging the Administration to follow up the views and concerns of members on the matter as set out above.

#### *Provision of paternity leave to government employees*

43. Following the Chief Executive's announcement in the 2011-12 Policy Address that the Government would take the lead in promoting child-bearing and family-friendly practices, and would give active consideration to the provision of paid paternity leave for civil servants, the Government has provided five working days of paternity leave with full pay to eligible government employees with effect from 1 April 2012. At the request of the Panel, the Labour Department conducted a survey in early 2014 to collect information from 33 Government-funded public bodies regarding their practices on the provision of paternity leave to their employees. The Administration updated the Panel on the implementation of paternity leave in the Government and the findings of the survey at the meeting on 19 May 2014.

44. Members noted that among 33 Government-funded public bodies, 20 (61%) provided fully-paid paternity leave to their employees. Noting from the Administration that there was no significant staffing and financial implications incurred for the provision of paternity leave to government employees, some members suggested that the Administration convey this positive message to other employers in Hong Kong and encourage them to consider providing paternity leave to their employees. The Administration explained that as the biggest employer in Hong Kong, the Government had greater flexibility in staff deployment and was able to absorb the manpower implications arising from the provision of paternity leave without incurring additional resources despite the existing tight

manpower situation. The experience of the Government might not be readily applicable to the private sector. Notwithstanding this, the Administration had introduced the Employment (Amendment) Bill 2014 into the LegCo on 26 March 2014 proposing for full implementation of paid paternity leave in Hong Kong.

### Management and training

#### *Civil service disciplinary mechanism*

45. At the meeting on 18 November 2013, the Administration gave an overview of the civil service disciplinary mechanism and provided updated figures on disciplinary punishments on civil servants convicted of misconduct or criminal offences.

46. Some members considered that it was unfair for the Administration to reject applications for legal representation from civil servants who were subject to disciplinary proceedings, as the results of such proceedings might adversely affect the reputation of the accused civil servants and be recorded in their personal files.

47. The Administration explained that in considering an application for legal representation, the disciplinary authority would take into account various factors including the seriousness of the misconduct, the potential penalty etc. According to the Court of Final Appeal's judgment on *Lam Siu Po v. Commissioner of Police* (FACV 9/2008), legal representation was a matter for the disciplinary authority to consider under its discretion in accordance with the principle of fairness in common law. Nevertheless, the Administration had drawn up clear guidelines for the disciplinary authorities to consider applications for legal representation. To formalise the administrative arrangements for the approval of legal or other forms of representation at disciplinary hearings, and to introduce other improvements to the disciplinary proceedings, the Administration had been working with the management and staff sides on the proposed amendments to the subsidiary legislation on discipline made under the disciplined services legislation, and would report this matter to the Panel in due course.

#### *Training and development for civil servants*

48. At the meeting on 17 February 2014, the Panel received a briefing by the Administration on the provision of training and development for civil servants. The Panel noted that following the Chief Executive's 2014 Policy Address, the Administration planned to provide more training opportunities for civil servants, and encourage and provide subsidies for

them to attend training courses and exchange programmes.

49. Some members expressed concern about the contents of the national studies programmes conducted in the Mainland and the Basic Law seminars, in particular whether such courses would cover viewpoints from different perspectives. The Administration advised that many B/Ds had direct work contacts with Mainland authorities. There was a genuine operational need for civil servants to understand the systems and latest developments of the Mainland. Moreover, to facilitate the effective formulation and implementation of public policies, it was necessary for civil servants to keep themselves abreast of the latest developments relating to the Basic Law, including judgments of relevant court cases. The Administration assured members that speakers of different backgrounds had been invited to conduct the trainings on national studies and Basic Law so as to enable participants to benefit from different viewpoints and perspectives on the matter.

50. Members put forward various suggestions for enhancing civil service training, including strengthening the understanding among civil servants of the core values of the civil service and organizing courses to facilitate the exchange of ideas and experience between civil servants and personnel from non-government organizations. There was also a suggestion that more opportunities should be provided for civil servants to attend overseas courses of a longer duration with recognized qualifications.

#### Other issues

51. During the current legislative session, the Panel also received briefings from the Administration on the policy initiatives of CSB featured in the 2014 Policy Address, civil service-related issues featured in the 2014-2015 Budget, Civil Service Outstanding Service Award Scheme 2013 as well as civil service establishment, strength, retirement and age profile.

#### **Meetings held**

52. During the 2013-2014 legislative session (up to 9 July 2014), the Panel has held a total of 10 meetings.

**Legislative Council**

**Panel on Public Service**

**Terms of Reference**

1. To monitor and examine Government policies and issues of public concern relating to the civil service and Government-funded public bodies, and other public service organizations.
2. To provide a forum for the exchange and dissemination of views on the above policy matters.
3. To receive briefings and to formulate views on any major legislative or financial proposals in respect of the above policy areas prior to their formal introduction to the Council or Finance Committee.
4. To monitor and examine, to the extent it considers necessary, the above policy matters referred to it by a member of the Panel or by the House Committee.
5. To make reports to the Council or to the House Committee as required by the Rules of Procedure.

**Legislative Council  
Panel on Public Service**

**Membership list for 2013-2014 session**

**Chairman** Hon Mrs Regina IP LAU Suk-ye, GBS, JP

**Deputy Chairman** Hon POON Siu-ping, BBS, MH

**Members** Hon LEE Cheuk-yan  
Hon Emily LAU Wai-hing, JP  
Hon TAM Yiu-chung, GBS, JP  
Dr Hon LEUNG Ka-lau  
Hon LEUNG Kwok-hung  
Hon Claudia MO  
Hon LEUNG Che-cheung, BBS, MH, JP  
Hon KWOK Wai-keung  
Hon SIN Chung-kai, SBS, JP  
Hon IP Kin-yuen  
Hon Martin LIAO Cheung-kong, JP  
Hon TANG Ka-piu  
Hon Tony TSE Wai-chuen

(Total : 15 members)

**Clerk** Ms Anita SIT

**Legal Adviser** Mr YICK Wing-kin (up to 25 May 2014)  
Miss CHANG Mimi (since 26 May 2014)