

## **LEGISLATIVE COUNCIL BRIEF**

Employees Retraining Ordinance  
(Chapter 423)

### **EMPLOYEES RETRAINING ORDINANCE (AMENDMENT OF SCHEDULE 2) NOTICE 2014**

#### **INTRODUCTION**

The Employees Retraining Ordinance (ERO) (Chapter 423 of the Laws of Hong Kong) provides that a training body of the Employees Retraining Board (ERB) will need to be specified in Schedule 2 (the Schedule) to the ERO and that the ERB may, by notice in the Gazette, amend the Schedule. This brief informs Members that the ERB has recently (on 7 November 2014) made the Employees Retraining Ordinance (Amendment of Schedule 2) Notice 2014 (the Notice), a copy attached at the **Annex**, to amend the Schedule by adding four organisations as training bodies of the ERB, repealing 17 training bodies from the Schedule and revising the name of one training body in the Schedule.

#### **THE SCHEDULE**

2. The ERB is an independent statutory body established in 1992 under the ERO. ERB courses are market-driven and employment-oriented. To respond flexibly to changes in the job market, the ERB provides courses and services with market demand through coordinating the activities of, allocating resources to and monitoring the performance of its training bodies. Through the provision of suitable training courses and services, the ERB aims to improve the competitiveness of the local labour force for sustainable employment, thereby contributing to the promotion of the economic and social development of Hong Kong.

3. The ERB, in collaboration with its training bodies, offers over

800 courses straddling 28 industries with employment potential under the “Manpower Development Scheme”. The ERB also organises training courses on personal attributes and generic skills (workplace Chinese, English, Putonghua, business numeracy and application of information technology). To fully implement the “Manpower Development Scheme”, the ERB needs to establish partnership with training bodies of different backgrounds and specialisation.

4. The ERB vets and approves applications to become its training bodies on the basis of the following criteria –

- (a) organisation information and governance;
- (b) experience in youth/adult education and vocational training;
- (c) availability of relevant employers’ networks and capability and experience in providing placement services (applicable only to training providers offering placement-tied courses);
- (d) qualifications of instructors and quality of training facilities;
- (e) location of training centres; and
- (f) contribution to the “Manpower Development Scheme”.

5. After vetting the applications and supporting documents submitted by the training bodies, the Executive Office of the ERB will make recommendations to its “Quality Assurance and Review Committee” (the Committee) for approval. The Committee’s decision will need to be endorsed by the full Board of the ERB. The ERB will then, add the new training bodies into the Schedule and publish them in the form of a Gazette notice. Only training bodies which are listed in the Schedule may take part in the tendering exercises for organising ERB courses.

6. To ensure the quality of courses and services, all training bodies of the ERB are required to comply with a set of administrative guidelines on the proper delivery of ERB courses and services. Key performance indicators have been formulated for assessing the performance of the training bodies. A “risk-and-performance-based” quality assurance mechanism, including annual audits, surprise inspections, class visits by teaching advisors, observation of assessments by technical advisors, training of instructors, accreditation of courses, conduct of standardised practical skill assessments, etc., has also been put in place.

7. The training bodies of ERB are listed in the Schedule which is updated by the ERB as and when necessary. As at 6 November 2014, there were 114 training bodies on the Schedule.

#### Addition of Four New Training Bodies

8. On 7 November 2014, the ERB made the Notice to amend the Schedule to include (a) Hong Kong Sheng Kung Hui Welfare Council Limited; (b) Institute of Active Ageing, The Hong Kong Polytechnic University; (c) Star Chef Management School operated by Star Chef Management School Company Limited; and (d) Haven of Hope Christian Service to the Schedule, after these four organisations have been duly endorsed by the full Board of the ERB as its training bodies in accordance with the procedure as outlined in paragraphs 4 and 5 above.

#### Repeal of 17 Training Bodies

9. The Notice was also made to amend the Schedule to repeal the following 17 organisations as they are no longer the training bodies of the ERB -

- (a) Hong Kong Productivity Council;
- (b) Hong Kong Society for the Blind;
- (c) Richmond Fellowship of Hong Kong;
- (d) Hong Kong Sheng Kung Hui Welfare Council;
- (e) School of Professional And Continuing Education, The University of Hong Kong;
- (f) International Social Service (Hong Kong Branch);
- (g) Construction Industry Council;
- (h) HKIED School of Continuing and Professional Education Limited;
- (i) Division of Continuing and Professional Education, School of Chinese Medicine, Hong Kong Baptist University;
- (j) Jenny Beauty College;
- (k) Youth Outreach;
- (l) Industrial Centre, the Hong Kong Polytechnic University;
- (m) HKMA College of Further Education;
- (n) Tiptop Consultants Limited;
- (o) Hong Kong & Kowloon Restaurant & Cafe Workers General Union Vocational (Day/ Night) School;
- (p) Ming Salon Limited; and

- (q) Reach Profession Training Skills Development Centre.

### Revision of Name of One Training Body

10. The Notice also amended the English and Chinese names of one training body, i.e. “Management and Executive Development Centre, The Hong Kong Polytechnic University” and “香港理工大學企業經管人才發展中心”, as “Institute for Entrepreneurship, The Hong Kong Polytechnic University” and “香港理工大學企業發展院” respectively.

### **NEXT STEPS**

11. The Employees Retraining Ordinance (Amendment of Schedule 2) Notice 2014, which gives effect to the changes in paragraphs 8 to 10 above, was made by the ERB on 7 November 2014 pursuant to section 31(2) of the ERO. The Notice will be published in the Gazette on 28 November 2014 and will be tabled at the Legislative Council on 3 December 2014.

### **ENQUIRIES**

12. For enquiries on this brief, please contact Mr. Chak Shui Hang, Deputy Executive Director (Quality Assurance) of the ERB, at 3129 1105.

**Employees Retraining Board Executive Office**  
**25 November 2014**

## **Employees Retraining Ordinance (Amendment of Schedule 2) Notice 2014**

(Made by the Employees Retraining Board under section 31(2) of the Employees Retraining Ordinance (Cap. 423))

### **1. Employees Retraining Ordinance amended**

The Employees Retraining Ordinance (Cap. 423) is amended as set out in section 2.

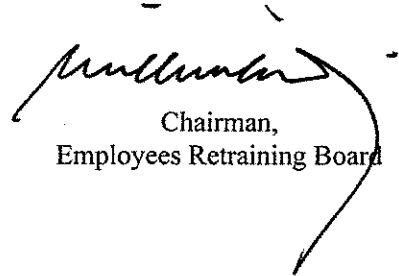
### **2. Schedule 2 amended (training bodies)**

- (1) Schedule 2—  
**Repeal item 8.**
- (2) Schedule 2—  
**Repeal item 14.**
- (3) Schedule 2—  
**Repeal item 28.**
- (4) Schedule 2—  
**Repeal item 56.**
- (5) Schedule 2—  
**Repeal item 59.**
- (6) Schedule 2—  
**Repeal item 68.**
- (7) Schedule 2—  
**Repeal item 72.**
- (8) Schedule 2—  
**Repeal item 79.**

- (9) Schedule 2, item 85—  
**Repeal**  
“Management and Executive Development Centre, The Hong Kong Polytechnic University”  
**Substitute**  
“Institute for Entrepreneurship, The Hong Kong Polytechnic University”.
- (10) Schedule 2—  
**Repeal item 92.**
- (11) Schedule 2—  
**Repeal item 97.**
- (12) Schedule 2—  
**Repeal item 99.**
- (13) Schedule 2—  
**Repeal item 106.**
- (14) Schedule 2—  
**Repeal item 115.**
- (15) Schedule 2—  
**Repeal item 119.**
- (16) Schedule 2—  
**Repeal item 124.**
- (17) Schedule 2—  
**Repeal item 131.**
- (18) Schedule 2—  
**Repeal item 147.**
- (19) Schedule 2, after item 156—

**Add**

- "157. Hong Kong Sheng Kung Hui Welfare Council Limited
- 158. Institute of Active Ageing, The Hong Kong Polytechnic University
- 159. Star Chef Management School operated by Star Chef Management School Company Limited
- 160. Haven of Hope Christian Service".

  
Chairman,  
Employees Retraining Board

7 Nov 2014

**Explanatory Note**

Schedule 2 to the Employees Retraining Ordinance (Cap. 423) contains a list of training bodies that may provide or conduct retraining courses for the purposes of the Ordinance.

- 2. This Notice amends the Schedule by—
  - (a) adding 4 training bodies to the list;
  - (b) deleting 17 training bodies from the list; and
  - (c) revising the name of 1 training body in the list.