

政府總部
公務員事務局
香港添馬添美道2號
政府總部西翼



LC Paper No. CB(4)912/16-17(01)

CIVIL SERVICE BUREAU
GOVERNMENT SECRETARIAT
WEST WING
CENTRAL GOVERNMENT OFFICES
2 TIM MEI AVENUE, TAMAR
HONG KONG

本函檔號 Our Ref.: PC/410/000/1 Pt. 50

來函檔號 Your Ref.:

電話號碼 Tel. No.: 2810 3074

傳真號碼 Fax No.: 2501 0749

電郵地址 E-mail Address: csbts@csb.gov.hk

網址 Homepage Address: <http://www.csb.gov.hk>

By post and email

24 April 2017

Ms Wendy Jan
Clerk of Panel on Public Services
Legislative Council
Legislative Council Complex
1 Legislative Council Road
Central
Hong Kong

Dear Ms JAN,

**Government Amenity Management Supervisors General Union
Submission on Five-day Week**

Your letter to the Civil Service Bureau dated 11 April 2017 is noted. Our response to the views of the Government Amenity Management Supervisors General Union on five-day week is set out at **Annex**.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Frederick YU'.

(Frederick YU)
for Secretary for Civil Service

c.c.:
Director of Leisure and Cultural Services

**Government's Response to
Government Amenity Management Supervisors General Union's
Submission on Five-day Week**

The Government has implemented the five-day week (FDW) initiative in three phases starting from 2006. The policy objective is to improve the quality of civil servants' family life without compromising the overall level and efficiency of public services or incurring additional costs to taxpayers. Under this policy objective, bureaux and departments are encouraged to migrate staff to FDW while following the four policy principles stated below –

- (a) no additional staffing resources;
- (b) no reduction in the conditioned hours of work of individual staff;
- (c) no reduction in emergency services; and
- (d) continued provision of essential counter services on Saturdays/Sundays.

In its letter, the Government Amenity Management Supervisors General Union (“the Union”) proposed the provision of additional staffing resources to enable the full implementation of FDW. The Union's proposal does not comply with the first policy principle as stated above, and hence, is not feasible.

The Government understands the requests of civil service staff for implementation of FDW. However, to avoid compromising the level and efficiency of public services and to comply with the four policy principles mentioned above, not all civil servants are able to work on a FDW work pattern. As far as the Amenities Assistant grade in the Leisure and Cultural Services Department is concerned, some staff, including those deployed in tree teams and individual leisure venues / facilities (e.g. parks and playgrounds), have been migrated to FDW after communication between the management and the staff side. In addition, some staff of the grade working in swimming pools or beaches are arranged to work on a FDW work pattern during seasonal closure of the venues. In the past two years, the Department has conducted FDW trial schemes for staff of the Amenities Assistant grade in three leisure venues (i.e. Lai Chi Kok Park, Kowloon Walled City Park and Carpenter Road Park).

The Civil Service Bureau will continue to encourage Departments which have yet to fully implement FDW to explore, in consultation with their staff and subject to the four policy principles, possible ways to migrate more staff to work on a FDW work pattern.

Civil Service Bureau
April 2017