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本函檔號 Our Ref.: HE/150/003/1 Pt.9

來函檔號 Your Ref.:

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12 February 2019

Clerk to the Establishment Subcommittee
(Attn: Miss Sharon Lo)
Legislative Council Complex
1 Legislative Council Road, Central
Hong Kong

Dear Miss Lo,

**Establishment Subcommittee
Follow-up to Meeting on 23 January 2019**

I refer to your letter of 24 January 2019 and provide the information requested on the flexible ranking system (the System) as set out below -

- (i) the System is only applicable to the Hong Kong Economic and Trade Offices (ETOs) or office outside Hong Kong maintained by the Commerce and Economic Development Bureau or the Constitutional and Mainland Affairs Bureau; and
- (ii) supernumerary posts created under the System since 2002¹ are summarised at **Annex** for Members' reference.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Sharon Ho'.

(Ms Sharon Ho)

for Secretary for the Civil Service

c.c. Secretary for Financial Services and the Treasury

¹ In March 2002, the Finance Committee approved the extension of the System to all directorate head and deputy head posts in the ETOs established in the Mainland.

**Supernumerary Posts Created under Flexible Ranking System
since 2002***

Serial No.	Office	Post Title of Permanent Post that was Established (Rank)	Supernumerary Post Created under Flexible Ranking System**	Period for the Use of Flexible Ranking System
1	Hong Kong Economic and Trade Office (ETO) in New York	Director (Administrative Officer Staff Grade C (AOSGC) (D2))	Administrative Officer Staff Grade B (AOSGB) (D3)	20.6.2002 – 10.4.2006
2	Geneva ETO	Permanent Representative of the Hong Kong Special Administrative Region of China to the World Trade Organisation (AOSGB1 (D4))	AOSGA (D6)	16.9.2002 – 4.8.2004
3	Brussels ETO	Special Representative for Hong Kong Economic and Trade Affairs to the European Communities (AOSGB1 (D4))	AOSGA (D6)	22.3.2004 – 29.7.2005

Serial No.	Office	Post Title of Permanent Post that was Established (Rank)	Supernumerary Post Created under Flexible Ranking System**	Period for the Use of Flexible Ranking System
4	Geneva ETO	Permanent Representative of the Hong Kong Special Administrative Region of China to the World Trade Organisation (AOSGB1 (D4))	AOSGA (D6)	17.8.2004 – 20.2.2007
5	San Francisco ETO	Director (AOSGC (D2))	AOSGB (D3)	10.3.2005 – 31.7.2009
6	Brussels ETO	Special Representative for Hong Kong Economic and Trade Affairs to the European Communities (AOSGB1 (D4))	AOSGA (D6)	1.6.2006 – 17.8.2008
7	Geneva ETO	Deputy Representative 2 (AOSGC (D2))	AOSGB (D3)	18.9.2006 – 4.10.2009
8	Berlin ETO	Director (AOSGC (D2))	Principal Government Counsel (DL3)	27.3.2007 – 15.1.2012
9	Sydney ETO	Director (AOSGC (D2))	AOSGB (D3)	20.9.2007 – 11.7.2010

Serial No.	Office	Post Title of Permanent Post that was Established (Rank)	Supernumerary Post Created under Flexible Ranking System**	Period for the Use of Flexible Ranking System
10	Geneva ETO	Deputy Representative 1 (AOSGC (D2))	AOSGB (D3)	19.9.2011 – 24.9.2012
11	Sydney ETO	Director (AOSGC (D2))	AOSGB (D3)	2.11.2011 – 4.8.2014
12	Berlin ETO	Director (AOSGC (D2))	AOSGB (D3)	16.1.2012 – 24.8.2014
13	Hong Kong Economic, Trade and Cultural Office in Taiwan (HKETCO)	Director (AOSGB (D3))	AOSGB1 (D4)	7.12.2011 – 11.8.2015
14	New York ETO	Director (AOSGC (D2))	AOSGB (D3)	13.8.2012 – 3.3.2014
15	Brussels ETO	Special Representative for Hong Kong Economic and Trade Affairs to the European Union (AOSGB1 (D4))	AOSGA (D6)	1.12.2012 – 6.5.2015
16	Geneva ETO	Deputy Representative 1 (AOSGC (D2))	AOSGB (D3)	8.1.2013 – 18.5.2014

Serial No.	Office	Post Title of Permanent Post that was Established (Rank)	Supernumerary Post Created under Flexible Ranking System**	Period for the Use of Flexible Ranking System
17	Chengdu ETO	Director (AOSGC (D2))	AOSGB (D3)	28.1.2013 – 2.11.2016
18	New York ETO	Director (AOSGC (D2))	AOSGB (D3)	5.8.2014 – 28.7.2017
19	HKETCO	Director (AOSGB (D3))	AOSGB1 (D4)	12.8.2015 – 27.7.2018
20	Wuhan ETO	Director (AOSGC (D2))	AOSGB (D3)	11.9.2017 - Present
21	Sydney ETO	Director (AOSGC (D2))	AOSGB (D3)	9.1.2018 – Present

* In March 2002, the Finance Committee approved the extension of the flexible ranking system to all directorate head and deputy head posts in the ETOs established in the Mainland.

** Under the flexible ranking system, the Secretary for the Civil Service may exercise delegated authority in specific situations to create supernumerary posts at a pre-determined higher rank to be held against the permanent directorate head and deputy head posts of the lower rank. For more background and details of the specific situations, please see Enclosure 3 to EC(2018-19)21.