立法會 Legislative Council

LC Paper No. CB(2)1479/19-20 (These minutes have been seen by the Administration)

Ref: CB2/PL/MP

absent

Panel on Manpower

Minutes of meeting held on Tuesday, 19 May 2020, at 4:30 pm in Conference Room 2 of the Legislative Council Complex

Members : Hon LEUNG Yiu-chung

present Hon Claudia MO

Hon YIU Si-wing, BBS Dr Hon KWOK Ka-ki

Hon KWOK Wai-keung, JP

Dr Hon Fernando CHEUNG Chiu-hung

Dr Hon Helena WONG Pik-wan Hon POON Siu-ping, BBS, MH Dr Hon CHIANG Lai-wan, SBS, JP

Hon CHUNG Kwok-pan Hon Andrew WAN Siu-kin

Hon SHIU Ka-chun Dr Hon Pierre CHAN Hon LUK Chung-hung, JP

Hon Vincent CHENG Wing-shun, MH, JP

Members : Hon HO Kai-ming (Chairman)

Hon CHU Hoi-dick (Deputy Chairman)

Hon WONG Kwok-kin, SBS, JP Hon Elizabeth QUAT, BBS, JP

Hon SHIU Ka-fai, JP Hon YUNG Hoi-yan, JP Hon Jeremy TAM Man-ho **Public Officers** attending

: <u>Item III</u>

Mr Carlson CHAN Ka-shun, JP Commissioner for Labour

Mr Charles HUI Pak-kwan, JP

Assistant Commissioner for Labour (Employment Services)

Miss Cindy YIM Lai-kwan

Senior Labour Officer (Employment Services) (Policy)

Labour Department

Mr Jack LAU Tin-leung

Senior Labour Officer (Selective Placement)

Labour Department

Item IV

Miss Mabel LI Po-yi, JP

Deputy Commissioner for Labour (Labour Administration)

Mr Raymond LIANG Lok-man

Assistant Commissioner for Labour (Labour Relations)

Mr Raymond LEUNG Kwok-kee

Chief Labour Officer (Working Hours Policy)

Labour Department

Clerk in attendance

: Miss Betty MA

Chief Council Secretary (2) 1

Staff in

Ms Rita LAI

attendance

Senior Council Secretary (2) 1

Ms Priscilla LAU

Council Secretary (2) 1

Ms Kiwi NG

Legislative Assistant (2) 1

[In accordance with Rule 77(5) of the Rules of Procedure, Mr LUK Chung-hung was elected among members to chair the meeting in the temporary absence of the Chairman and the Deputy Chairman.]

I. Information papers issued since the last meeting (LC Paper Nos. CB(2)959/19-20(01) and CB(2)967/19-20(01))

<u>Members</u> noted that the following papers had been issued since the last meeting:

- (a) the Administration's response to issues raised in the letter dated 3 April 2020 from Mr Andrew WAN regarding the remuneration and conditions of employment of non-skilled employees engaged under outsourcing service contracts of the Leisure and Cultural Services Department during the temporary closure of venues and suspension of facilities with services in view of the latest situation of the Coronavirus disease 2019 ("COVID-19"); and
- (b) letter dated 13 May 2020 from Dr Pierre CHAN suggesting the Panel to discuss issues relating to protection for employees contracting COVID-19, in particular prescribing the disease as an occupational disease under the Employees' Compensation Ordinance (Cap. 282).
- 2. With respect to paragraph 1(b) above, <u>members</u> further noted that the Administration had been requested to provide a written response to the issues raised in Dr Pierre CHAN's letter.

II. Date of next meeting and items for discussion (LC Paper Nos. CB(2)968/19-20(01) and (02))

Regular meeting in June 2020

- 3. <u>Members</u> agreed that the following items proposed by the Administration be discussed at the next regular meeting at 4:30 pm on 16 June 2020:
 - (a) Hong Kong's occupational safety performance in 2019; and

(b) Progress report on the review of the improvement measures for non-skilled employees engaged by government service contractors.

III. Latest development in the employment services of the Labour Department

(LC Paper Nos. CB(2)968/19-20(03) and (04))

- 4. At the invitation of the Chairman, the Commissioner for Labour ("C for L") briefed members on the latest development in the employment services of the Labour Department ("LD"), details of which were set out in the Administration's paper.
- 5. <u>Members</u> noted an updated background brief entitled "Employment support services of the Labour Department" prepared by the Legislative Council ("LegCo") Secretariat.

Measures to provide employment support

- Dr Fernando CHEUNG, Mr POON Siu-ping and Mr LUK expressed Chung-hung concern that the seasonally unemployment rate increased to 5.2% in February - April 2020, the highest in over a decade, with more distinct increases observed in the retail, accommodation and food service sectors, as well as the construction sector. As the COVID-19 epidemic had dealt a serious blow to the local economy and employment market, Dr CHEUNG was concerned about the strategy formulated by LD to alleviate the unemployment problem. Dr CHEUNG and Mr POON enquired about the measures put in place to promote employment. Noting that the Government had earmarked \$6 billion to create around 30 000 time-limited jobs in the public and private sectors, Dr CHEUNG was concerned whether these newly created jobs could ease the worsening unemployment situation, especially those sectors hard hit by the epidemic.
- 7. <u>C for L</u> advised that while keeping a close watch over the economic conditions in Hong Kong and their impact on the employment market, LD provided employment support which catered for the needs of the unemployed, particularly those job seekers with employment difficulties. To encourage employers hiring the elderly and middle-aged, young people and persons with disabilities, LD would raise the ceiling of on-the-job training allowance payable to employers under

their respective employment programmes, namely the Employment Programme for the Elderly and Middle-aged ("EPEM"), Youth Employment and Training Programme ("YETP") and Work Orientation and Placement Scheme ("WOPS"). A pilot scheme would also be launched to encourage the elderly aged 60 or above, young people and persons with disabilities to undergo and complete on-the-job training under EPEM, YETP and WOPS through the provision of a retention allowance, thereby stabilizing employment. In addition, LD had proactively reached out to employers in various trades and industries to canvass suitable vacancies so as to assist job seekers in securing employment. While welcoming these enhancement measures proposed by the Administration, Dr Fernando CHEUNG and Mr POON Siu-ping considered that the Administration should put in place new measures to alleviate the worsening unemployment and assist those unemployed job seekers.

- 8. Noting that an additional funding of \$30 million would be provided to enhance the employment programmes implemented by LD in the 2020-2021 Budget, Mr POON Siu-ping was concerned about the number of job seekers, especially those with employment difficulties, would be benefited from the enhancement measures. Assistant Commissioner for Labour (Employment Services) advised that raising the ceiling of on-the-job training allowance payable to employers under LD's employment programmes was estimated to benefit about 4 000 job seekers each year. Mr LUK Chung-hung considered that the Administration should streamline the application procedures under EPEM so as to facilitate employers to apply for the allowance and provide more on-the-job training places.
- 9. Mr Andrew WAN was concerned about the details of disbursement of retention allowance offered to the eligible employees engaged under EPEM, YETP and WOPS in the pilot scheme to be launched in the second half of 2020. In his view, the Administration should speed up the disbursement of retention allowance in order to encourage employees to undergo and complete the on-the-job training. C for L advised that retention allowance of \$3,000 would be offered directly to the eligible employees engaged under EPEM, YETP and WOPS if they stayed in the on-the-job training posts for three months. Thereafter, the employee would receive an additional allowance of \$1,000 for each ensuing month when he/she stayed in the same job until completion of the on-the-job training which lasted for six to 12 months. As LD maintained close contact with employers and employees participating in LD's employment

programmes, disbursement of retention allowance should be smooth and timely.

Employment services for job seekers

- 10. <u>Dr Fernando CHEUNG</u> noted with concern that the placements for able-bodied job seekers secured through LD's referral services decreased from over 14 000 in 2015 to about 8 100 in 2019. Citing Report No. 72 of the Director of Audit on the employment services provided by LD, <u>Dr CHEUNG</u> expressed concern about the decline in the number of LD's registered job seekers, the decrease in the job referrals and direct placements through LD's referrals, as well as the low retention rates for placements under EPEM. In view of the worsening labour market conditions, <u>Dr CHEUNG</u> queried whether LD's employment services and job referral services could provide adequate support in job search, employment matching and employment training to the unemployed.
- 11. <u>C for L</u> explained that job seekers might be placed into employment either through LD's referral service or by direct application to employers who advertised vacancies via LD. Currently, the vast majority of vacancies advertised through LD were open for direct application to employers by job seekers. In response to Dr Fernando CHEUNG's enquiry, <u>C for L</u> advised that, according to LD's periodic sample surveys with employers who advertised vacancies via LD, over 111 500 placements were recorded in 2019, including those made through job seekers' direct applications to employers.
- 12. In view of the economic downturn and the COVID-19 epidemic, Mr POON Siu-ping expressed concern that the job vacancy information and job referral services under the employment and recruitment services provided by LD would be limited. He was also concerned whether LD's job centres would provide job referral and matching services for the 30 000 time-limited jobs to be created in the public and private sectors under the Anti-epidemic Fund.
- 13. <u>C for L</u> advised that there was a drop in the number of job vacancies in LD due to the global recession and the COVID-19 epidemic. From January to April 2020, LD recorded more than 188 000 vacancies in the private sector, including around 27 600 part-time posts, and more than 32 600 placements. LD would step up its efforts in liaising with employers of various industries to canvass job vacancies for job seekers with different educational attainments and work experience.

Support for job seekers with employment difficulties

Employment support for young people

- 14. Pointing out that the seasonally adjusted unemployment rate rose to 5.2% in February April 2020, Mr SHIU Ka-chun was particularly concerned about the unemployment situation of the young people in Hong Kong and the financial difficulties faced by the unemployed young people. He sought the Administration's view on the suggestion of relaxing the age limit of the target service group of YETP to cover young people aged 15 to 29 with education attainment at degree level or below, instead of aged 15 to 24 with education attainment at sub-degree level or below. Apart from the launch of a new phase of employment project under which the subsidy offered to non-governmental organizations ("NGOs") providing 12-month on-the-job training to young people with special needs would increase from \$8,300 to \$9,000 per month per trainee, Mr SHIU enquired about the concrete measures that the Administration would introduce to alleviate the worsening youth employment situation.
- <u>C for L</u> advised that the unemployment rate of young people was often higher than the overall unemployment rate. For January to March 2020, while the overall unemployment rate was 4.2%, the unemployment rate of the 15 - 24 age group was 10% which was also higher than that of the 25 - 29 age group which stood at 5.1%. As young people with less working experience and low education attainment would encounter greater difficulties in job seeking, YETP was designed to provide one-stop pre-employment and on-the-job training for young school leavers aged 15 to 24 with education attainment at sub-degree level or The Administration considered it appropriate to maintain the existing age and education attainment limits of the target service group of However, it would keep in view the implementation of YETP and consider adjustments where necessary. To further encourage young people in acquiring hands-on working experience for entering the labour market, YETP had raised the workplace attachment allowance payable to trainees from \$4,500 to \$5,800. In addition, retention allowance would also be provided under a pilot scheme to encourage young people to undergo and complete on-the-job training under YETP.

Employment support for female job seekers

Dr Helena WONG was concerned about the difficulties 16. encountered by women in seeking employment, especially those middle-aged who had previously quitted their jobs due to family reasons and intended to rejoin the workforce. She called on the Administration to collate statistics on the employment situation of women, so as to facilitate the formulation of specific policy and measures to enhance the employability of women. C for L responded that the implementation of the Statutory Minimum Wage was conducive to encouraging more women to enter the labour market. Recognizing the difficulty of some middle-aged job seekers, including women, in re-entering the labour market, LD had implemented EPEM and organized large-scale job fairs targeted at the elderly and middle-aged job seekers to promote their employment. In view of the fact that some women could not work full-time due to family commitments or other reasons, LD had also organized district-based job fairs on part-time employment to facilitate their search for suitable part-time job vacancies.

Employment support for ethnic minority job seekers

- 17. Considering that some NGOs serving ethnic minorities ("EMs") might not have experience in providing employment services, Mr Andrew WAN enquired about the assessment criteria in selecting NGOs under the tendering exercises for a pilot programme to provide employment services for EMs. C for L advised that LD would launch a pilot programme in conjunction with NGOs to provide one-stop employment services for EM job seekers through a case management approach so as to utilize NGO's community network, expertise in case management and experiences in serving EMs. LD had taken into account the views of NGOs on the pilot programme and would consider, among other things, the experience of NGOs in serving EMs when conducting the tender assessment.
- 18. In response to Dr Helena WONG's enquiry about the target number of beneficiaries of the pilot programme for EM job seekers, <u>C for L</u> advised that it was expected that the commissioned NGOs would provide support to over 500 EMs in the first two years in job search, as well as post-placement follow-up and support services for them and their employers. Pointing out the large number of EMs in the Kowloon West district, <u>Dr WONG</u> called on the Administration to further increase the number of beneficiaries under the pilot programme so as to meet the service needs.

Protection of employees' rights and benefits

- 19. Mr KWOK Wai-keung said that many employees were required to take no pay leave in face of the worsening employment situation. He was gravely concerned about the protection of employees' rights and benefits under the no pay leave arrangement, as well as the compensation for the employees who were later being retrenched or forced to resign.
- 20. <u>C for L</u> advised that if employers requested their employees to take no-pay leave due to special needs of the business, they should conduct consultation and reach a mutually agreeable arrangement with their employees. Otherwise, the employment contract might be deemed to be void when the employer changed the employment terms unilaterally. An employee might also be taken to be laid off if the total number of days on which no work was provided and no wages were paid exceeded the stipulated number of days. Under such circumstances, the employer would be required to pay the statutory termination compensation. Employees who suspected their employment rights being infringed might seek assistance from LD. LD would take actions against those employers who had breached the law.

Importation of labour

- 21. Noting with concern that LD would increase the expenditure and staff establishment of its Supplementary Labour Division which administered the Supplementary Labour Scheme ("the Scheme") in 2019-2020, Dr Fernando CHEUNG doubted the necessity of importing workers under the Scheme having regard to the deteriorating employment situation. Mr LUK Chung-hung said that the six employee representatives of the Labour Advisory Board ("LAB") would not support new applications for importation of labour. In his view, employers should have no difficulties in finding suitable local staff if reasonable wage was offered. The importation of labour should be temporarily suspended so as to protect local workers. Mr POON Siu-ping shared a similar view.
- 22. <u>C for L</u> advised that under the Scheme, employers had to accord priority to filling available job vacancies with local workers so as to ensure employment priority for local workers and safeguard their wages and benefits. Imported workers were to be paid not less than the median monthly wages of local workers in comparable positions. Employers were also required to provide accommodation for imported workers.

However, <u>Dr Fernando CHEUNG</u> pointed out that there were reported cases involving imported workers being exploited by their employers or overcharging of intermediary fees by employment agencies. <u>Dr CHEUNG</u> and <u>Mr LUK Chung-hung</u> maintained the view that importation of labour should be suspended in order to protect local employment.

- 23. Mr YIU Si-wing was of the view that as the manpower shortage was much relieved under the high unemployment situation, the Administration should take into account the local labour situation in processing the new applications for importation of labour. He, however, cautioned that the Scheme remained the long-term policy to supplement the local labour force for those industries facing difficulties in local recruitment.
- 24. <u>C for L</u> advised that the number of applications for importing labour decreased in the last few months. The highest annual number of imported workers approved under the Scheme in recent years was no more than 4 000 which represented a very small percentage of the labour force. The majority of imported workers were engaged as care workers (elderly service), farm workers, gardening workers and construction workers. On the premise of safeguarding the employment priority of local workers, the Administration allowed importation of labour on an appropriate, limited and targeted basis to relieve the manpower shortage in individual sectors.

Other issues

25. Noting with concern that the number of unemployed persons increased to over 202 000 and the labour force also decreased by around 22 400, Mr LUK Chung-hung considered that the high unemployment rate was largely attributable to the COVID-19 epidemic and the recent social incidents with intensifying violence. In response to Mr LUK's query about the latest unemployment rate, C for L responded that the unemployment rate was compiled by the Census and Statistics Department based on a well-established scientific and statistical method. The latest unemployment rate was not as high as the period of the outbreak of Severe Acute Respiratory Syndrome, which might be partly because many employers had tried various means to retain their staff.

IV. Latest development in the formulation of sector-specific working hours guidelines and relevant initiatives (LC Paper Nos. CB(2)968/19-20(05) and (06))

- 26. <u>Deputy Commissioner for Labour (Labour Administration)</u> ("DC for L (LA)") briefed members on the latest development in the formulation of sector-specific working hours guidelines ("the guidelines") and relevant initiatives as set out in the Administration's paper.
- 27. <u>Members</u> noted an updated background brief entitled "Standard working hours" prepared by the LegCo Secretariat.

Sector-specific working hours guidelines

- 28. Pointing out that overtime work was common in the banking, accounting and design industries as well as employees undertaking administration and clerical duties, <u>Mr LUK Chung-hung</u> sought explanation for excluding these employees from the coverage of the guidelines which were being formulated.
- 29. <u>DC for L (LA)</u> explained that pursuant to the recommendations of the Standard Working Hours Committee ("SWHC"), the Government engaged the stakeholders of the existing nine industry-based tripartite committees of LD and two new ones set up for cleaning services and elderly homes sectors out of relatively long working hours in formulating the guidelines. Whether clerical and supporting staff posts of the 11 designated sectors would be covered in the guidelines was subject to the discussion of individual tripartite committees.
- 30. <u>Dr Fernando CHEUNG</u> was gravely concerned about the slow progress of the Administration's work in taking forward the regulation of working hours since the release of the Report of the Policy Study on Standard Working Hours in late 2012. Citing the establishment of the Labour Day to commemorate the eight-hour workday movement, <u>Dr CHEUNG</u> considered it imperative to provide basic protection for workers to address the work-life balance. The findings of two UBS Group surveys released in 2012 and 2016 further revealed that Hong Kong respectively ranked the fifth and the first among all countries/places in terms of total working hours. Referring to the Administration's adoption of SWHC's recommendation of drawing up the guidelines and not to proceed with legislating for "contractual working hours", <u>Dr CHEUNG</u> expressed dissatisfaction at the delaying tactic for legislating for standard

working hours ("SWH"). He criticized that although there was a strong community call for legislating for SWH to address the long working hours situation and uncompensated overtime work, the Administration had inclined to the interest of the business sector over legislating for SWH.

- 31. DC for L (LA) advised that SWHC had conducted two rounds of extensive public consultation on working hours policy directions before submitting its report to the Government in January 2017. The last-term Government endorsed in June 2017 SWHC's report recommendations as a general framework for guiding the future formulation of the working hours policy. However, the community had divergent views on the two legislative proposals on regulating working hours. In the absence of general consensus and broad-based support of the community, the Government decided in 2018 not to pursue for the time being the two legislative proposals on "contractual working hours" and "mandatory overtime compensation" but to focus efforts on formulating the guidelines for the 11 designated sectors. Through the industry-based tripartite committees, LD was committed to working together with the representatives of the employers and employees in drawing up the guidelines that best suited the specific needs of the sectors for reference and adoption by employers and their employees, thereby improving employees' working hours arrangements.
- Mr POON Siu-ping and Mr LUK Chung-hung said that the labour 32. sector had called for legislating for SWH for years and expressed reservation about formulation of the guidelines to address the working Mr LUK added that the labour sector also called for a hours issues. reasonable overtime pay rate at 1.5 times of the wage rate, which had made reference to the international standard. Mr KWOK Wai-keung, Dr Fernando CHEUNG and Mr LUK cast doubt about the effectiveness of the non-binding guidelines in addressing the labour sector's concerns over long working hours and uncompensated overtime work. respect to the report and recommendations of SWHC, which were endorsed by the last-term Government in June 2017 as a general framework for guiding the future formulation of the working hours policy, Mr POON drew members' attention to the fact that the six employee representatives of LAB on SWHC had ceased to participate in work of SWHC from November 2015. Mr POON was of the view that formulation of the guidelines was a delay tactic for legislating for SWH, having regard to the Administration's plan of conducting a stock-take and assessment of the effectiveness of the guidelines and exploring feasible

ways for improving the working hours policy three years after the release of all the guidelines for the 11 designated sectors.

- 33. In respect of the Administration's aim to issue progressively working hours guidelines for sectors that could reach consensus within 2020, Mr POON Siu-ping sought clarification as to which sectors they were referred to.
- 34. <u>DC for L (LA)</u> advised that the progress of the formulation of the guidelines in respect of the designated sectors was set out in Annex I to the Administration's paper, which was broadly categorized into three phases. As the discussion was on-going, it was yet to indicate which specific sectors could reach consensus on the content of the guidelines for issuance within 2020.
- 35. <u>Mr POON Siu-ping</u> further enquired how the Administration would take forward the formulation of the guidelines if no consensus could be reached by the respective industry-based tripartite committees.
- 36. <u>DC for L (LA)</u> advised that the industry-based tripartite committees provided effective platforms for representatives of employers (employers' associations) and employees (trade unions) of individual sectors and LD to work together in drawing up the guidelines. LD was making its best efforts to narrow down differences between the employee and employer sides, and seek consensus on the content of the guidelines.
- 37. Mr YIU Si-wing pointed out that both the inbound and outbound tourism comprised diversified job types and required great flexibility in the working hours arrangements. In view of this, it was difficult to implement the guidelines in the tourist industry. Mr YIU said that to his understanding, the employer representatives of the tripartite committee for the hotel and tourism-tourism sector held the view that implementation of the guidelines in the tourism industry was not practicable.
- 38. <u>DC for L (LA)</u> acknowledged the different operational characteristics, the variety of job types and complex working hours arrangements within and among individual sectors. For the same reason, it was difficult to legislate for SWH across-the-board. However, formulation of sector-specific working hours guidelines was conducive to improving employees' working hours arrangements, such as enhancing the transparency of the working hours terms and establishing the culture

of reasonable working hours arrangements which would help retain talents and attract new blood for the industries, and would in turn be beneficial to the sustainable development of the industries in the long run.

- 39. <u>DC for L (LA)</u> further advised that as a matter of fact, the tripartite committees, comprising representatives of employers (employers' associations), employees (trade unions) and the Government, had been established for years in promoting tripartite dialogue and collaboration at the industry level and serving as effective platforms for in-depth discussion on measures/policies to address industry-specific labour issues. LD would maintain the ongoing dialogue with the stakeholders of the industries with a view to formulating working hours management measures that best suited the needs of the industries.
- 40. Mr YIU Si-wing said that to his knowledge, the industry-based tripartite committee for the hotel and tourism-hotel sector met once only and no consensus had been reached on the formulation of the guidelines. In effect, the participating Federation of Hong Kong Hotel Owners had indicated that formulation of the guidelines for the hotel industry was not suitable. In the circumstances, Mr YIU queried about the basis for classifying the progress of the formulation of the guidelines for the sector as phase two. In the absence of a consensus reached in the discussion between the employer and employee sides, Mr YIU was concerned about how the Administration could take forward the formulation of the guidelines for the sector.
- 41. <u>DC for L (LA)</u> advised that the Administration had all along been striving for accord and narrowing down differences between the employee and the employer sides on labour matters. <u>Assistant Commissioner for Labour (Labour Relations)</u> ("AC for L (LR)") explained that the progress of the formulation of guidelines as set out in Annex I to the Administration's paper was broadly categorised into three phases according to the stages and progress of discussion. LD was making its best efforts to narrow down differences and seek consensus on the content of the guidelines, and aimed at releasing the guidelines for those sectors that could reach consensus.
- 42. Given that SWHC had already submitted its report to the Government in January 2017 and made recommendations on working hours policy direction, Mr KWOK Wai-keung expressed disappointment at the slow progress for taking forward the formulation of the working hours policy. In Mr KWOK's view, it was crucial to eradicate the

phenomenon of uncompensated overtime hours and to pitch the overtime pay rate at a rate higher than the agreed wages under the employment contract. Given the Administration would assess the effectiveness of the guidelines and further explore feasible ways for improving the working hours policy three years after the release of all the 11 sector-specific guidelines, Mr KWOK urged the Administration to implement the guidelines as soon as practicable. If the guidelines were found to be ineffective in addressing the working hours issues, the Administration should then proceed with legislating for SWH.

- 43. Mr LUK Chung-hung remarked that the Administration should take the initiative to legislate for SWH, having regard to the difficulty to forge a community consensus on the subject. Nevertheless, to his understanding, one-third of employers' organizations did not object to legislating for SWH according to a survey conducted by the Hong Kong Institute of Human Resource Management. Mr LUK then asked about the Administration's stance on uncompensated overtime work, which, in his view, should be regarded as wage default.
- 44. DC for L (LA) responded that the Administration was committed to taking forward the formulation of the guidelines and implementation as soon as practicable. With respect to overtime work and overtime compensation arrangements, the employer and the employee should agree on these terms before entering into employment. The guidelines under formulation would cover overtime work arrangements, overtime compensation methods and suggested overtime To promote good working hours management measures, LD had revised the sample employment contract and updated the booklet "Using Written Employment Contract" by enriching the content relating to working hours arrangements. This helped employers specify clearly the employment terms relating to working hours and overtime compensation arrangements when drawing up employment contracts, thereby increasing the transparency of the working hours terms and prompting employers to offer suitable working hours arrangements to employees. Employers were also encouraged to keep proper working hours records, including overtime work of their employees, to protect both parties' interests and avoid disputes.

Household survey on working hours situation

45. Mr LUK Chung-hung sought information on the trades/job types that the phenomenon of uncompensated overtime work was the severest.

In response, <u>DC for L (LA)</u> advised that the Government was going to conduct a new round of household survey on working hours situation ("the survey") so as to monitor the working hours trend of employees in general and capture detailed data on the working hours of employees of different sectors, including uncompensated overtime work.

- 46. Noting that LD had commissioned a service contractor in October 2019 to conduct the survey, <u>Mr POON Siu-ping</u> sought information on how the survey would be conducted and the relevant cost.
- 47. <u>DC for L (LA)</u> advised that enumerators of the service contractor would visit the randomly selected households and conduct face-to-face interviews to collect the required information, including detailed information on working hours and overtime hours. <u>Chief Labour Officer (Working Hours Policy)/LD</u> added that the service contractor was selected through an open tendering exercise and the tender was awarded at the price of \$4.68 million.
- 48. In closing, Mr LUK Chung-hung reiterated that there was an imminent need for the Administration to squarely address the labour sector's concern over long working hours and uncompensated overtime work.
- 49. There being no other business, the meeting ended at 6:32 pm.

Council Business Division 2
Legislative Council Secretariat
10 September 2020