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Replies to initial written questions raised by Finance Committee Members in examining the Estimates of Expenditure 2021-22

Director of Bureau : Secretary for Civil Service

Session No. : 1

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CONTROLLING OFFICER'S REPLY

CSB001

(Question Serial No. 1392)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

In the coming year, the Civil Service Bureau will continue to implement the arrangements for requiring civil servants to take an oath or make a declaration that they will uphold the Basic Law of the Hong Kong Special Administrative Region of the People's Republic of China (Basic Law), bear allegiance to the Hong Kong Special Administrative Region of the People's Republic of China (HKSAR). Please inform this Committee of

- 1) the progress of the above plan, and the manpower involved in its implementation; and
- 2) the distribution of those leaving the civil service because of refusal to take the oath or make the declaration and their ranks, set out in table form and broken down by policy bureau/department; the number of those among them eligible for pension after departure, and the amount of pension involved.

Asked by: Hon CHAN Chun-ying (LegCo internal reference no.: 28)

Reply:

The Civil Service Bureau (CSB) issued a circular to all departments in October 2020 and another in January 2021, respectively requiring all civil servants joining the HKSAR Government on or after 1 July 2020 as well as all civil servants who joined the HKSAR Government before 1 July 2020 to declare that they will uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR Government. Civil servants appointed to senior positions such as Heads of Department (HoDs) are also required to take an oath. The CSB has also held an oath-taking ceremony for civil servants on 18 December 2020. Permanent Secretaries, HoDs and directorate civil servants at the rank of D6 or above took an oath which was witnessed by the Chief Executive, Mrs Carrie Lam. They have also signed the declaration. The CSB will arrange for all newly appointed Permanent Secretaries, HoDs and directorate civil servants at the rank of D6 or above to take the oath in the future.

All civil servants who joined the HKSAR Government on or after 1 July 2020 have signed the declaration. The signing of the declaration is a condition for appointment for

these officers. In case a prospective appointee neglects or refuses to duly sign and return the declaration, he/she will be treated as failing to meet the conditions for appointment and the conditional offer shall lapse accordingly.

As for civil servants who joined the HKSAR Government before 1 July 2020, according to the preliminary information gathered by the CSB, as at 15 March 2021, the great majority of them have signed the declaration with only 100 odd civil servants having failed to do so. The CSB is now verifying the figures with the departments and letters have been issued to request explanations from the civil servants who have failed to sign the declaration. The CSB will report in detail to the Panel on Public Service of the Legislative Council in April 2021 the civil service-wide situation in respect of the signing of declaration by civil servants.

The work related to requiring civil servants to take an oath or sign a declaration has been undertaken by respective bureaux/departments (B/Ds) within existing resources. The CSB does not keep information on the manpower arrangements of B/Ds in requiring civil servants to take an oath or sign a declaration.

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CONTROLLING OFFICER'S REPLY**CSB002****(Question Serial No. 1396)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The matters requiring special attention in 2021-22 include enhancing national studies training programmes for civil servants by further increasing the number of training places. Please inform this Committee of the following:

- 1) the provisions reserved by the Government for launching national studies training programmes in the past 3 years; apart from attending training in the Mainland, whether there were other online training programmes for new appointees to the civil service, if yes, the provisions involved;
- 2) the number of officers currently in the civil service who have attended the national studies training programmes, the percentage they accounted for in the entire civil service, and when all civil servants are expected to have attended the relevant programmes; and
- 3) whether the Civil Service Bureau has estimated how much manpower will be required to launch the relevant programmes in the coming 3 years.

Asked by: Hon CHAN Chun-ying (LegCo internal reference no.: 32)

Reply:

The Civil Service Training and Development Institute (CSTDI) under the Civil Service Bureau organises national studies training programmes for civil servants at different levels. The expenditure on national studies training programmes (including Basic Law training) in the past three years (which mainly covers speaker fees for local programmes, tuition fees for the Mainland programmes, expenses for participants' travelling between Hong Kong and the Mainland and their accommodation, study grants etc.) is as follows:

2018-19 Actual Expenditure	2019-20 Actual Expenditure	2020-21 Revised Estimate
21.1 million	21.2 million	1.2 million

In 2020, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes in the Mainland had to be cancelled, and some of the local programmes and seminars had to be delivered by way of e-learning programmes instead. As such, the expenditure on national studies training programmes dropped substantially when compared with the expenditure in 2019-20.

CSTDI provides civil servants with online learning resources on national studies, the Constitution of the People’s Republic of China, the Basic Law and the National Security Law through the e-learning platform Cyber Learning Centre Plus. (CLC Plus). Besides, CLC Plus also provides learning resources on management skills, language and communication skills, information technology application, etc. which are also suitable for new recruits. Given the large amount of learning resources involved, it would be difficult to account separately for the expenses only for those related to national studies. Overall speaking, the expenditure for the administration of the CLC Plus and updating of the training contents in the past three years is as follows:

2018-19 Actual Expenditure	2019-20 Actual Expenditure	2020-21 Revised Estimate
3.1 million	3.9 million	4.1 million

Civil servants attend national studies training (including Basic Law training) at different stages of their career. For programmes held in the Mainland, CSTDI currently collaborates with nine Mainland institutions (including National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University) to organise programmes for officers at middle, senior and directorate levels. We also arrange for middle and senior-level civil servants to participate in thematic visits and staff exchange programme in the Mainland. The number of training places for officers at middle, senior and directorate levels to attend training in the Mainland increased from 640 in 2015 to 1 000 in 2019. The majority of directorate officers have already attended training programmes in the Mainland. They account for about 75% of the total number of directorate officers, and about 8 000 civil servants at various levels attend local thematic seminars every year. For 2021, CSTDI looks forward to resuming, if circumstances allow, its training programmes and exchange activities as soon as possible, and further enhancing national studies training.

Currently, there are 25 Training Officers in CSTDI involved in organising national studies training programmes. As these officers are responsible not only for one single area of work, it would be difficult to account separately for the manpower only for work related to national studies training programmes. CSTDI will continue to enhance national studies training through internal deployment of manpower and resources.

- End -

CONTROLLING OFFICER'S REPLY

CSB003

(Question Serial No. 3052)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

In view of the local epidemic situation, the Government has implemented the work from home (WFH) arrangement and continues to provide emergency and essential services for the public. It is noted that some government departments, such as the magistracies, did not implement WFH arrangement for the civil servants. In this connection, will the Government inform this Committee:

1. which government departments did not implement WFH arrangement;
2. what impacts there are on public services due to the implementation of WFH arrangement by government departments;
3. how the Government disseminates messages on service interruption to users of public services;

Asked by: Hon CHAN Hak-kan (LegCo internal reference no.: 67)

Reply:

The Government implements special work arrangements for government employees in light of the development of the epidemic situation. Individual bureaux and departments are requested to deploy staff to suit their own modes of operation and make appropriate adjustments having regard to developing needs, such that in fighting the epidemic and safeguarding the safety of staff, the needs for the functioning of society are taken into account and public services are maintained. Individual government departments will make announcements on their service arrangements accordingly. Members of the public can also use alternative means, such as by post, drop-in boxes, telephone hotlines or online channels to receive the services they need.

Besides, all government departments have proactively mobilised government staff to join in the anti-epidemic effort in different roles and at different period of times. As of early March 2021, more than 70 000 staff, including civil servants, contract staff and retired civil servants, have been engaged in the implementation of various anti-epidemic programmes and operations. We do not keep information on the number of staff deployed from various disciplined services.

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CONTROLLING OFFICER'S REPLY

CSB004

(Question Serial No. 0903)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the national studies training programmes for civil servants in the past 3 years, how many contact hours were involved in patriotic education? What were the contents of the programmes? What were the expenditure and manpower involved in designing the programmes? How will the Government strengthen the content design of the relevant programmes in the future and what will be the expenditure involved?

Asked by: Hon CHAN Han-pan (LegCo internal reference no.: 24)

Reply:

The Hong Kong Special Administrative Region (HKSAR) Government attaches great importance to national studies training for civil servants. The Civil Service Training and Development Institute (CSTDI) under the Civil Service Bureau organises national studies training programmes for civil servants at different levels to help them fully understand the constitutional order of the HKSAR established by the Constitution of the People's Republic of China ("the Constitution") and the Basic Law under the principle of "one country, two systems". Apart from local programmes, CSTDI also organises training programmes, thematic visits and staff exchange programmes in the Mainland for civil servants to gain first-hand experience about the country's latest development, thereby fostering their sense of national identity.

The national studies training programmes mainly cover topics such as the Constitution and the Basic Law, the relationship between the Central Authorities and the HKSAR, the National Security Law and national security, the latest national policies (such as the "Belt and Road" Initiative, the Guangdong-Hong Kong-Macao Greater Bay Area Development), China's economic development, foreign affairs and national defence policies, environmental protection, advanced technology developments, social security issues, history and culture, etc.

To further enhance national studies training for civil servants, CSTDI will further increase the number of training places in the national studies training programmes jointly organised with 9 Mainland institutions (including National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University,

Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University). We will also extend the Civil Service Staff Exchange Programme between Hong Kong and the Mainland to cover the Mainland municipalities in the Greater Bay Area (GBA), and continue to enhance the contents of the thematic visits to the Mainland municipalities in the GBA. We will also arrange for more civil servants to participate in studies, visits and exchange programmes in the Mainland, which provide opportunities for gaining practical experience and fostering mutual communication and understanding, thereby further strengthening their national sense and national identity.

The number of civil servants participating in national studies training programmes (including Basic Law training) and the corresponding number of trainee-days involved in the past 3 years are as follows:

	2018	2019	2020
Number of Trainees	18 590	22 000	7 100
Number of Trainee-days	16 930	18 300	3100

The expenditure on national studies training programmes (including Basic Law training) in the past three years and the estimated expenditure in 2021-22 (which mainly covers speaker fees for local programmes, tuition fees for the Mainland programmes, expenses for participants' travelling between Hong Kong and the Mainland and their accommodation, study grants etc.) are as follows:

2018-19 Actual Expenditure	2019-20 Actual Expenditure	2020-21 Revised Estimate	2021-22 Estimated Expenditure
21.1 million	21.2 million	\$1.2 million	23.2 million

In 2020, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes in the Mainland had to be cancelled, and some of the local programmes and seminars had to be delivered by way of e-learning programmes instead. As such, there was a drop in the overall number of civil servants attending national studies training programmes and the number of trainee-days when compared with those in 2019. Expenditure on national studies training programmes also dropped substantially when compared with the expenditure in 2019-20. For 2021-22, CSTDI looks forward to resuming, if circumstances allow, its training programmes and exchange activities in the Mainland as soon as possible, and further enhancing national studies training for civil servants.

There are 25 Training Officers in CSTDI involved in organising national studies training programmes. As these officers are responsible not only for one single area of work, it would be difficult to account separately for the manpower only for work related to national studies training programmes.

- End -

CONTROLLING OFFICER'S REPLY

CSB005

(Question Serial No. 0911)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Recently, an official of the Food and Environmental Hygiene Department, who was in charge of duties including anti-rodent work, was given a promotion despite being considered as a non-performer by the public. Will the Civil Service Bureau (CSB) please inform this Committee of the criteria concerning the promotion mechanism of civil servants, and whether their assessments are determined by their supervisors, the CSB or others? How much public funds are spent on promotion annually? Will the Government refine the promotion mechanism of civil servants to make it more open and fair?

Asked by: Hon CHAN Han-pan (LegCo internal reference no.: 35)

Reply:

Civil servants are promoted on the criteria of character, ability, experience and any qualifications prescribed for the higher rank as set out in the Civil Service Regulations. The promotion board recommends the most suitable officer to fill a post at a higher rank. Moreover, all appointments and promotions concerning civil service posts with a maximum monthly salary at Master Pay Scale Point 26 or more generally have to be advised by the independent Public Service Commission.

The promotion system in the civil service has a long history and is well-established. Most promotions are made to make up for natural wastage such as retirements. No additional expenditure will generally be incurred as any increase arising from promotion would be offset by the decrease from wastage. The more senior the position, the greater the responsibilities. As such, the promotion system of the Government has all along been adopting a high and stringent standard to examine and assess the performance of individual officials in various posts. Only fully qualified officers will be provided with the opportunities. We therefore have confidence in all the colleagues who have been recommended for promotion and acting in higher ranks.

- End -

CONTROLLING OFFICER'S REPLY**CSB006****(Question Serial No. 0912)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): (-) Not SpecifiedProgramme: (2) Human Resource ManagementControlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

What are the numbers of permanent posts and supernumerary posts in the civil service establishment and the percentages of expenditure on remuneration of such staff in the past 5 years? What is the estimated amount of expenditure and manpower to be saved by the Government upon the full implementation of "iAM Smart"? Will the Government consider streamlining its manpower to achieve the objective of containing the size of its establishment; if yes, what is the estimated expenditure involved?

Asked by: Hon CHAN Han-pan (LegCo internal reference no.: 36)Reply:

The civil service establishment as set out in the 2016-17 to 2020-21 Estimates of Expenditure is as follows:

Financial Year	Civil Service Establishment
2016-17	178 495
2017-18	181 705
2018-19	188 451
2019-20	191 816
2020-21	197 845

As bureaux/departments may, taking into account operational needs, create or delete supernumerary posts in existing non-directorate ranks in accordance with established mechanism, hence, the Civil Service Bureau does not have information on the number of supernumerary posts created by individual bureaux/departments.

It is of utmost importance to maintain the sustainability of public finance amidst the economic downturn. Therefore, we will have zero growth in the civil service establishment in 2021-22 in order to contain the growth in establishment expenditure. We have

encouraged bureaux and departments to enhance effectiveness and efficiency through re-prioritisation, internal redeployment and streamlining of work processes, so that the workload can be coped with even without increase in civil service establishment.

According to the information provided by the Office of the Government Chief Information Officer, the one-stop personalised digital services platform “iAM Smart” is a smart city key infrastructure. Rather than aiming at cutting down expenses nor manpower, the implementation of “iAM Smart” aims at facilitating the development of innovative e-services by the Government, and bringing about overall benefits to society as a whole, including the convenience to the general public in using online services to deal with daily routines as well as the savings in cost and time for government departments, public bodies and commercial organisations in handling user authentication and development of new online services. The unified identity verification offered by “iAM Smart” also helps promote the development of cross-departmental or cross-organisational e-services and streamline business processes.

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CONTROLLING OFFICER'S REPLY

CSB007

(Question Serial No. 0001)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (1) Director of Bureau's Office

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Please list the estimated expenditure on the salary and allowances for the Secretary for the Civil Service (SCS), the Under Secretary for the Civil Service and the Political Assistant to SCS in 2021-22.

Asked by: Hon CHENG Chung-tai (LegCo internal reference no.: 1)

Reply:

For budgetary purposes, the provision for the salary for the post of the Secretary for the Civil Service (SCS) in 2021-22 is \$4.07million. No other allowances have been granted to the SCS and thus no estimated provisions have been reserved for these purposes. The Civil Service Bureau does not have the positions of Under Secretary and Political Assistant.

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CONTROLLING OFFICER'S REPLY

CSB008

(Question Serial No. 2855)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (1) Director of Bureau's Office

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Please provide a list of the destinations, dates and number of duty visits outside Hong Kong made by the Secretary last year and the actual expenditures incurred.

Asked by: Hon CHENG Chung-tai (LegCo internal reference no.: 244)

Reply:

Details of the duty visit made by the Secretary for the Civil Service in the financial year 2020-21 are as follows:

Date	Destination	Actual expenditure
22 December 2020	Shenzhen	Around \$2,300

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CONTROLLING OFFICER'S REPLY**CSB009****(Question Serial No. 2146)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): (-) Not SpecifiedProgramme: (2) Human Resource ManagementControlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

The Financial Secretary said that in 2020-21, the Government created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund. As at end-January, some 16 000 appointments were offered. The Government also proposed to further allocate \$6.6 billion to create around 30 000 time-limited jobs for a period up to 12 months. In this connection, would the Government inform this Committee of the following:

1. set out in table form by public/private sector, job title, headcount, range of monthly salary and duration of appointment for the 16 000 posts filled;

Organisation/ Department	Job title/Job nature	Headcount	Monthly salary	Duration of appointment
LCSD	Venue Helper			

2. set out in table form by public/private sector, job title, headcount, range of monthly salary and duration of appointment for the 15 000 posts for which recruitments have not yet completed or will commence soon; and
3. types of posts to be created, as well as their job titles and salary levels for the proposal to create another 30 000 time-limited jobs for a period up to 12 months.

Asked by: Hon CHENG Wing-shun, Vincent (LegCo internal reference no.: 56)Reply:

1. The financial impact of the Job Creation Scheme will be absorbed by the Anti-epidemic Fund, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created under Job Creation Scheme. Among the jobs already created, around 18 000 jobs have been filled, including 3 900 technical and non-skilled workers, 2 300 cleansing and relevant supporting staff, 1 500 staff providing administrative, executive and clerical

support and 840 staff for carrying out Coronavirus Disease 2019 related duties in government sector. In respect of non-governmental sector, it includes 1 900 jobs related to financial services industry or financial technology and 380 staff working in environmental protection industry. According to the information provided by bureaux and departments (B/Ds), the monthly pay of around 60% of filled jobs range from \$10,000 to \$20,000, and the monthly pay of around 40% of jobs are at \$20,000 or above. Regarding the duration of jobs, around 90% of filled jobs last from 6 to 12 months.

2. As at end February 2021, recruitment of around 13 000 jobs (including around 4 000 jobs in government sector and 9 000 jobs in non-governmental sector) is in progress or will commence shortly under the Job Creation Scheme. The Civil Service Bureau will continue to coordinate with other relevant B/Ds with a view to expediting the implementation progress of the Scheme and completing the recruitment as early as possible. The remuneration of the jobs varies depending on the requirements of the positions and the qualifications of appointees. Each job placement normally lasts up to 12 months while extension of duration beyond 12 months will be considered based on the merits of individual cases.
3. In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB010

(Question Serial No. 2215)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

1. Paragraph 32 of the Budget Speech states that the Government created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund in 2020-21. Nevertheless, only about 16 000 appointments were made as at end-January. Will the Government describe the specific job nature of these 31 000 time-limited jobs?
2. Only 16 000 people have been appointed to the 31 000 time-limited jobs created by the Government, why are the remaining 15 000 jobs unfilled?
3. As there are still 15 000 unfilled time-limited jobs, why did the Government decide to further allocate \$6.6 billion to create around 30 000 time-limited jobs?
4. What is the job nature of the additional 30 000 time-limited jobs to be created in this year?

Asked by: Hon CHEUNG Kwok-kwan (LegCo internal reference no.: 20)

Reply:

- 1.&2. The Government has earmarked \$6.6 billion under the Anti-epidemic Fund (AEF) in 2020-21 to create 30 000 time-limited jobs in the public and private sectors within two years for people of different skill sets and academic qualifications. The financial impact of the Job Creation Scheme will be absorbed by the AEF, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created under the Job Creation Scheme. Among the jobs already created, around 18 000 jobs have been filled while the recruitment of the remaining 13 000 jobs is in progress or will commence shortly. The Civil Service Bureau will continue to coordinate with other relevant bureaux and departments with a view to expediting the implementation progress of the Scheme and completing the recruitment as early as possible.
- 3.&4. In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or

relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB011

(Question Serial No. 1429)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

1. On recruitment of civil servants of all ranks, does the Bureau request the staff side to provide information on whether they have foreign nationalities or rights of abode in foreign countries? How to verify if the information provided is true? What punishment will be imposed in cases of concealment/deception?
2. Please provide information on the number of civil servants at directorate level or above who have acquired foreign nationalities or rights of abode in foreign countries.

Asked by: Hon CHEUNG Wah-fung, Christopher (LegCo internal reference no.: 39)

Reply:

1. According to Article 99 of the Basic Law, public servants serving in all government departments of the Hong Kong Special Administrative Region (HKSAR) must be permanent residents of the HKSAR except where otherwise provided for in Article 101 of the Basic Law.

In this regard, the Civil Service Bureau has provided guidelines to departments, explaining how to ascertain the permanent resident status of the applicants for civil service posts during recruitment, so as to ensure compliance with the requirement in Article 99 of the Basic Law. In this connection, applicants need to declare if they are Chinese nationals, or whether they have already declared a change of nationality with the Immigration Department. However, they are not required to provide information on their foreign nationality. Applicants are also required to declare if they are holding foreign passports but they are not required to provide information of their foreign passports.

When signing the aforesaid declaration, applicants have to declare that the information provided in the declaration is true. The declaration clearly states that if any of the information in the declaration is untrue, the declaration will not be valid which may result in the rejection of the application for appointment and will render the applicant liable to dismissal even if they have already been appointed to the Government. A person who knowingly and willfully makes a statement or gives information which

he/she knows to be false or does not believe to be true shall be guilty of an offence under the law.

2. As the Basic Law does not stipulate any requirement about the nationality or the right of abode of civil servants, we do not keep information on the number of directorate civil servants having foreign nationality or right of abode.

- End -

CONTROLLING OFFICER'S REPLY

CSB012

(Question Serial No. 1430)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (000) Operational expenses
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

According to the Bureau, it will continue to maintain and enhance the morale of the civil service, and encourage fuller use of various commendation schemes to recognise and motivate exemplary performance. Please inform this Committee of the following:

1. the expenditures on various commendation schemes over the past 3 years and the estimated expenditure for the coming year;
2. in addition to the award schemes, what plans does the Bureau have to enhance the morale of the civil service?

Asked by: Hon CHEUNG Wah-fung, Christopher (LegCo internal reference no.: 40)

Reply:

1. The Government strives to maintain and enhance the morale of the civil service, and encourage bureaux/departments (B/Ds) to fully use the following commendation schemes to recognise and motivate staff of exemplary performance:
 - (i) The Secretary for the Civil Service's Commendation Award Scheme (Commendation Award Scheme)
 - (ii) Long and Meritorious Service Travel Award Scheme (Travel Award Scheme)

Under the Commendation Award Scheme, the Secretary for the Civil Service gives recognition on behalf of the Government each year to selected civil servants with consistently exemplary performance. To qualify for an award under the Scheme, a civil servant should have had outstanding performance for at least 5 consecutive years. Each award recipient receives a certificate of recognition and a gold pin. For those award recipients who have 20 or more years of service and have not enjoyed government sponsored travel outside Hong Kong before, they will also receive a travel award. The travel award is granted in the same manner as that of the "Travel Award Scheme" (see below).

As regards the Travel Award Scheme, its objective is to recognise long and meritorious service of serving civil servants. All local non-directorate officers with a continuous service of 20 years or more, and who have a track record of consistently very good performance and have not received any government travel award before, are eligible for consideration for the grant of an award. The award is granted on one-off basis and in the form of an accountable travel allowance. An awardee can flexibly nominate a travelling companion to receive the same travel allowance.

The estimated expenditures of the Commendation Award Scheme and the Travel Award Scheme for the coming year and the expenditures in the past 3 years are as follows:

Year	Commendation Award Scheme	Travel Award Scheme
	Expenditure (\$ million)	Expenditure (\$ million)
2021-22	8.99 (Estimate) [Note]	245.97 (Estimate) [Note]
2020-21	1.22 (Revised Estimate) [Note]	33.77 (Revised Estimate) [Note]
2019-20	3.61	122.92
2018-19	3.84	104.87

[Note: For the Commendation Award Scheme and the Travel Award Scheme, as awardees in 2020-21 were unable to travel to places outside Hong Kong during the year due to the COVID-19 pandemic, we have extended the validity period of their travel awards to 31 March 2022, and have to earmark sufficient provisions in 2021-22 to meet the estimated requirements carried forward from 2020-21. Hence, the revised estimated expenditure for 2020-21 is lower than the expenditure for an ordinary year; and the total estimated expenditure for 2021-22, which in fact covers the expenditure for the awards in two years, is higher than the estimated expenditure for an ordinary year.]

(iii) Civil Service Outstanding Service Award Scheme

The scheme, which is organised every two to three years, aims to recognise the exceptional achievements of departments and teams in providing quality service, promote a customer focused culture in the civil service, inspire innovation, and share experience in pioneering public service improvement. The scheme was last successfully concluded at the end of 2019. Award-winning departments received trophies and funding for staff welfare purposes. Apart from trophies, award-winning teams also received letters of appreciation and gift coupons as a token of encouragement. The expenditure for 2019-20 was \$2.29 million.

The next run of the scheme is expected to take place in 2022. There was no expenditure incurred in 2020-21, and there was no need to earmark any provisions for the scheme in 2021-22.

2. Apart from the above schemes, Permanent Secretaries and Heads of Departments may issue commendation letters under the Commendation Letter Scheme to officers who have provided consistently outstanding service for at least 3 years; made a substantial contribution towards enhancing the efficiency or the image of the B/D; or performed an exceptionally meritorious or brave act warranting special recognition. B/Ds are also encouraged to organise their own award schemes to recognise the contributions of their staff.

- End -

CONTROLLING OFFICER'S REPLY

CSB013

(Question Serial No. 1719)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (000) Operational expenses
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

According to the Civil Service Bureau, during the 2021-22, it will “continue to implement the arrangements for requiring civil servants to take an oath or make a declaration that they will uphold the Basic Law of the Hong Kong Special Administrative Region of the People’s Republic of China (Basic Law), bear allegiance to the Hong Kong Special Administrative Region of the People’s Republic of China (HKSAR) and be responsible to the HKSAR Government”. In this connection, please advise this Committee on the following:

1. Will the arrangements incur additional expenditures? If yes, what are the details?
2. What are the respective numbers of officers who have taken the oath or made the declaration and those who have been unwilling to accept the oath or declaration arrangements so far? Please tabulate the respective departments of which the officers do not accept the arrangements.
3. How will the Government handle the officers who do not accept the oath or declaration arrangements?

Asked by: Hon CHEUNG Wah-fung, Christopher (LegCo internal reference no.: 54)

Reply:

1. The Civil Service Bureau (CSB) issued a circular to all departments in October 2020 and another in January 2021, respectively requiring all civil servants joining the HKSAR Government on or after 1 July 2020 as well as all civil servants who joined the HKSAR Government before 1 July 2020 to declare that they will uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR Government. Civil servants appointed to senior positions such as Heads of Department (HoDs) are also required to take an oath. The CSB has also held an oath-taking ceremony for civil servants on 18 December 2020. Permanent Secretaries, HoDs and directorate civil servants at the rank of D6 or above took an oath which was witnessed by the Chief Executive, Mrs Carrie Lam. They have also signed the declaration. The CSB will arrange for all newly appointed Permanent Secretaries, HoDs and directorate civil servants at the rank of D6 or above to take the oath in the future.

The work related to requiring civil servants to take an oath or sign a declaration has been undertaken by respective bureaux/departments (B/Ds) within existing resources. The CSB does not keep information on the expenditures of B/Ds in requiring civil servants to take an oath or sign a declaration.

2. All civil servants who joined the HKSAR Government on or after 1 July 2020 have signed the declaration. The signing of the declaration is a condition for appointment for these officers. In case a prospective appointee neglects or refuses to duly sign and return the declaration, he/she will be treated as failing to meet the conditions for appointment and the conditional offer shall lapse accordingly.

As for civil servants who joined the HKSAR Government before 1 July 2020, according to the preliminary information gathered by the CSB, as at 15 March 2021, the great majority of them have signed the declaration with only 100 odd civil servants having failed to do so. The CSB is now verifying the figures with the departments and letters have been issued to request explanations from the civil servants who have failed to sign the declaration. The CSB will report in detail to the Panel on Public Service of the Legislative Council in April 2021 the civil service-wide situation in respect of the signing of declaration by civil servants.

3. It has consistently been the duty of civil servants to uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR Government under the Basic Law and the Civil Service Code. This has all along been what the Government and the society expect from and require of them. All civil servants should in no uncertain terms acknowledge and accept these duties.

The requirement for civil servants to take an oath or sign a declaration is to enhance their awareness of the expectations and responsibilities brought on them by their official positions. These expectations and responsibilities have already been in existence whether before or after a civil servant has taken an oath or signed a declaration.

Negligence or refusal to take the oath or to duly sign and return the declaration by a civil servant casts serious doubts on his/her willingness to take up these basic duties as well as his/her sense of duty and commitment to serve as a civil servant. Furthermore, it will have an adverse impact on the entire civil service as well as good governance. In view of the resulting loss of confidence in the officer, the suitability of the officer concerned to remain in the civil service to continue discharging his/her official duties is questionable. Hence, the Government will, with regard to the specific circumstances of each case, decide whether to initiate action in accordance with the mechanisms under the Public Service (Administration) Order or the relevant disciplined services legislation as appropriate to terminate the service of the officer. The officer concerned will be given an opportunity to make representations in the process.

Where a civil servant who is on probationary or agreement terms neglects or refuses to take the oath or duly sign and return the declaration, his/her probationary/agreement terms service shall be terminated immediately.

- End -

CONTROLLING OFFICER'S REPLY

CSB014

(Question Serial No. 1720)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the handling of civil service disciplinary matters, will the Civil Service Bureau inform this Committee of:

- (1) the expenditure and manpower involved in handling civil service disciplinary matters in the past 3 years;
- (2) the number of civil servants investigated or prosecuted by the Police for suspected involvement in unlawful activities since June 2019; please set out in table form the departments to which these civil servants belong;
- (3) how does the Government handle the salary arrangements of the civil servants who were investigated or prosecuted by the Police for suspected involvement in unlawful activities?

Asked by: Hon CHEUNG Wah-fung, Christopher (LegCo internal reference no.: 53)

Reply:

- (1) As officers of our Bureau performing duties related to civil service disciplinary matters are responsible for more than one single area of work, it would not be possible to separately account for the expenditure and staff establishment only for the relevant area of work.
- (2)&(3) As at 28 February 2021, a total of 26 serving civil servants who had been arrested were under police investigation or being charged for suspected involvement in unlawful activities arising from the opposition to the proposed legislative amendments to the Fugitive Offenders Ordinance. These civil servants have been interdicted. To avoid prejudicing any relevant judicial or disciplinary proceedings, we are unable to provide further information on individual cases.

On the salary arrangement for civil servants during interdiction, generally speaking, a civil servant who is interdicted will normally have not more than 50% of his salary withheld upon being charged with a criminal offence. The civil servant concerned will have his salary withheld in full when he is convicted of a serious criminal offence. If the officer being interdicted is eventually imposed with removal

punishment upon conclusion of disciplinary proceedings, the withheld salary will be forfeited. In case a punishment other than removal punishment is imposed, the relevant authority may forfeit such proportion of the withheld salary during interdiction as he thinks fit.

- End -

CONTROLLING OFFICER'S REPLY

CSB015

(Question Serial No. 1721)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service Bureau stated that in 2021-22, it will “enhance national studies training programmes for civil servants by further increasing the number of training places in these programmes to allow more civil servants to attend training in the Mainland”. In this connection, will the Government inform this Committee of the following:

1. the estimated and actual expenditures for providing national studies training programmes to civil servants at different levels in 2021-22 and in each of the past 3 years?
2. the numbers of civil servants participating in national studies training programmes and the course duration in hours involved in each of the past 3 years? How many training places are expected to increase in 2021-22?
3. the contents of national studies training programmes and the feedback of participants on the programmes?

Asked by: Hon CHEUNG Wah-fung, Christopher (LegCo internal reference no.: 55)

Reply:

The Civil Service Training and Development Institute (CSTDI) under the Civil Service Bureau organises national studies training programmes for civil servants at different levels. Such programmes can broadly be classified into local programmes and programmes held in the Mainland. The programmes mainly cover topics such as the Constitution of the People's Republic of China and the Basic Law, the relationship between the Central Authorities and the HKSAR, the National Security Law and national security, the latest national policies (such as the “Belt and Road” Initiative, the Guangdong-Hong Kong-Macao Greater Bay Area Development), China's economic development, foreign affairs and national defence policies, environmental protection, advanced technology developments, social security issues, history and culture, etc.

The expenditure on national studies training programmes (including Basic Law training) in the past three years and the estimated expenditure in 2021-22 (which mainly covers the speaker fees for local programmes, tuition fees for the Mainland programmes, expenses for

participants' travelling between Hong Kong and the Mainland and their accommodation, study grants etc.) are as follows:

2018-19 Actual Expenditure	2019-20 Actual Expenditure	2020-21 Revised Estimate	2021-22 Estimated Expenditure
\$21.1 million	\$21.2 million	\$1.2 million	\$23.2 million

The number of civil servants participating in national studies training programmes (including Basic Law training) and the corresponding number of trainee-days involved in the past 3 years, as well as the estimated number in 2021 are as follows:

	2018 Actual	2019 Actual	2020 Actual	2021 Estimate
Number of Trainees	18 590	22 000	7 100	22 200
Number of Trainee-days	16 930	18 300	3 100	18 500

In 2020, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes in the Mainland had to be cancelled, and some of the local programmes and seminars had to be delivered by way of e-learning programmes instead. As such, there was a drop in the overall number of civil servants attending national studies training programmes and the number of trainee-days when compared with those in 2019. Expenditure on national studies training programmes also dropped substantially when compared with the expenditure in 2019-20. For 2021-22, CSTDI looks forward to resuming, if circumstances allow, its training programmes and exchange activities in the Mainland as soon as possible, and would discuss with relevant Mainland counterparts regarding the arrangements for provision of more training places.

The feedback of participating civil servants on national studies programmes has been positive. They generally consider that the programmes have enhanced their understanding on the development of our country. Most of the programmes have been rated as "Outstanding" or "Very effective" by over 90% of the participants.

- End -

CONTROLLING OFFICER'S REPLY

CSB016

(Question Serial No. 1302)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Provision for 2021-22 is \$102.7 million (26.7%) higher than the revised estimate for 2020-21. According to the Bureau, this is mainly due to the increased provision for salaries, and a projected increase in departmental expenses. Please advise the details of the increase in departmental expenses and the relevant expenditures.

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 57)

Reply:

The estimated departmental expenses for 2021-22 are higher than the revised estimate for 2020-21. This is mainly due to the estimated increase in the funding requirements for meeting the expenditure of various items, including expenses for replacement and procurement of information technology systems and computer equipment as well as payment of the related maintenance cost; expenses for replacement of office facilities, etc. Moreover, due to the COVID-19 epidemic, the awardees of the Secretary for the Civil Service's Commendation Award Scheme were unable to utilise the travel awards in 2020-21 as planned and some training programmes/projects scheduled to be organised in the same year were cancelled or deferred. Hence, the relevant funding requirements are carried forward to the 2021-22 estimate. Besides, some of the provision will also be used for meeting ad hoc funding requirements of new tasks and short-term projects that may arise in the year.

- End -

CONTROLLING OFFICER'S REPLY

CSB017

(Question Serial No. 1303)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

The Government suspended its services or provided limited services for several times in 2020. However, as many of the services cannot be provided under the “work-from-home” arrangement, e.g. suspension of immigration service due to closure of borders, suspension of library service due to closure of libraries, etc, how much expenditure involving salaries and allowances for civil servants and non-civil service contract staff has been reduced?

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 58)

Reply:

The Government implements special work arrangements for government employees in light of the development of the epidemic situation. Individual bureaux and departments are requested to deploy staff to suit their own modes of operation and make appropriate adjustments having regard to developing needs, such that in fighting the epidemic and safeguarding the safety of staff, the needs for the functioning of society are taken into account and public services are maintained. Government employees under the special work arrangements are not on vacation leave and must work from home. Besides, civil servants from different departments have been deployed to join in the anti-epidemic effort during different period of times and in different roles. Accordingly the special work arrangements do not involve reduction in expenses on salaries and allowances of government employees. In fact, over the past year, all government departments have proactively mobilised government staff to support the anti-epidemic work in different roles and at different period of times.

- End -

CSB018

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1304)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In 2020-21, in response to the epidemic, the Government conducted numerous operations of delineating restricted areas for conducting compulsory testing, during which a lot of manpower from non-public health departments was needed for assistance. In this connection, please advise this Committee from which departments the Government has solicited manpower to handle the compulsory testing operations in restricted areas. Have staff under the "work from home" arrangement been involved? Did such staff secondment incur extra salary expenditures? If yes, what are the details of such expenditures?

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 59)

Reply:

From 23 January 2021 to 24 February 2021, the Government exercised the power under the Prevention and Control of Disease (Compulsory Testing for Certain Persons) Regulation (Cap. 599J) in various districts to make "restriction-testing declarations", under which people within the specified "restricted areas" were required to stay in their premises and undergo compulsory testing. The Government also carried out enforcement actions to verify that all people in the "restricted areas" had undergone compulsory testing. During the period, a total of 27 declarations and associated enforcement operations have been made and carried out. Over 12 000 man-time of civil servants, including those from disciplinary forces and civilian staff members, from over 40 government bureaux and departments were mobilised (see Annex).

If civil servants are required to undertake work over and beyond their conditioned hours, respective departments will compensate the officers concerned for their overtime worked in accordance with the relevant Civil Service Regulations and Civil Service Bureau Circular (i.e. by way of time off in lieu or overtime allowance). Since civil servants mobilised to work in restricted areas came from different bureaux and departments (B/Ds) and involved different civil service grades, their working hours varied. B/Ds will deploy officers to undertake the relevant duties taking into account their actual manpower needs, and suitably compensate the officers concerned with time off in lieu or overtime allowance based on the work arrangements of the relevant operations. In addition, individual B/Ds have also deployed their staff to take part in the operations on a voluntary basis.

**Government departments participating in the
implementation of restriction-testing declarations**

1. Home Affairs Department (including its District Offices and the Office of the Licensing Authority)
2. Hong Kong Police Force
3. Fire Services Department
4. Correctional Services Department
5. Hong Kong Customs
6. Immigration Department
7. Labour Department
8. Water Supplies Department
9. Civil Engineering and Development Department
10. Drainage Services Department
11. Electrical and Mechanical Services Department
12. Housing Department
13. Working Family and Student Financial Assistance Agency
14. Architectural Services Department
15. Leisure and Cultural Services Department
16. Trade and Industry Department
17. Buildings Department
18. Highways Department
19. Lands Department
20. Transport Department
21. Agriculture, Fisheries and Conservation Department
22. Census and Statistics Department
23. Department of Health
24. Auxiliary Medical Service
25. Food and Environmental Hygiene Department
26. Social Welfare Department

And the Administrative Officer grade staff members from 14 bureaux and departments.

- End -

CONTROLLING OFFICER'S REPLY

CSB019

(Question Serial No. 1316)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Under the Civil Service Regulations, if a civil servant is charged with a criminal offence which is not corruption-related, or involved in civil proceedings or formal inquiries arising from the performance of official duties, he/she may apply for legal assistance. Having regard to the circumstances of the cases, the Government will consider whether legal representation should be arranged by the Department of Justice or by appointment of lawyers in the private practice. Please advise this Committee on the following:

1. How many civil servants have successfully applied for legal assistance in this regard since 2019? What were the expenditures involved and outcomes of the proceedings?
2. How many applications for legal assistance were rejected during the period? What were the offences involved in these cases and the reasons for rejection?

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 73)

Reply:

1. In the two financial years of 2019-20 and 2020-21 (up to 28 February 2021), the Civil Service Bureau has approved applications for legal assistance put forward by 101 officers under the Civil Service Regulations. Of the approved cases, there were 6 officers whose cases involved appointment of lawyers in the private practice during the period concerned, incurring a total expenditure of \$841,062 which was charged to Head 46 Subhead 028 Legal Assistance. Among them, the legal proceedings are still in progress for 1 officer. For the remaining 5 officers, the relevant legal proceedings of their cases have been completed, with 1 officer winning the litigation, 1 officer with charge(s) withdrawn, and 3 officers losing the litigation.
2. During the said period, the Civil Service Bureau has rejected applications for legal assistance put forward by 4 officers. According to the respective departments of these 4 officers, these officers were not acting in the course of their duties when the alleged offences were committed. Their applications thus failed to meet the requirements of the relevant Civil Service Regulation, and were therefore rejected. As the relevant legal proceedings are ongoing and in order to protect the identity of the officers

concerned, it would be inappropriate for us to provide further details on the alleged offences involved in the case.

- End -

CONTROLLING OFFICER'S REPLY

CSB020

(Question Serial No. 1317)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in the Budget Speech that in 2020-21, the Government created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund. In this Budget, the Financial Secretary proposes to further allocate \$6.6 billion to create around 30 000 time-limited jobs for a period up to 12 months. In this connection, will the Government advise the following:

1. the latest progress in the creation of the first batch of 31 000 time-limited jobs; how many of these jobs have lapsed and have not been extended and how many have been extended?
2. the posts, duties, entry requirements, salaries, estimated recruitment dates and durations of the new batch of 30 000 time-limited jobs for a period of up to 12 months; and
3. whether the new batch of 30 000 jobs includes any jobs among the first batch of 31 000 jobs which have lapsed and have been extended?

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 74)

Reply:

1. The financial impact of the Job Creation Scheme will be absorbed by the Anti-epidemic Fund, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created under the Job Creation Scheme. Among the jobs already created, around 18 000 jobs have been filled while the recruitment of the remaining 13 000 jobs is in progress or will commence shortly. Jobs under the first stage of the Job Creation Scheme are one-off and time-limited ones. They normally last up to 12 months.
- 2.&3. In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB21

(Question Serial No. 1318)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding Programme (4) Civil Service Training and Development, please provide information on the following:

1. the reason(s) for the revised expenditure being 31% lower than the estimate for 2020-21; the decreased expenditure involving training programmes postponed or cancelled due to the COVID-19 epidemic; and a list of the postponed or cancelled training programmes; and
2. the reason(s) for the revised expenditure for 2021-22 being 45.3% higher than the revised estimate for 2020-21; the additional expenditures involving resumption of training programmes which were postponed or cancelled due to the COVID-19 epidemic; and a list of the training programmes to be resumed.

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 75)

Reply:

1. The revised estimate for 2020-21 is lower than the original estimate, because most of the training programmes in the year had to be deferred or cancelled due to the COVID-19 epidemic. The programmes affected included courses, study tours and exchange activities in the Mainland, as well as senior executive courses at overseas institutions. As for local programmes, some of the courses and seminars on leadership management, language and communication, national studies, etc. had to be cancelled, deferred or turned online as well, so as to reduce social contact and the risk of spreading the virus in the community. The above led to a reduction of around \$48 million in training expenditure for 2020-21.
2. The increase in the estimated expenditure for 2021-22 over the revised estimate for 2020-21 is mainly due to the plan to resume in 2021-22 a number of training programmes which, as mentioned above, had to be deferred or cancelled in 2020-21 due to the epidemic, and the increased provision for salaries in 2021-22. The increase in the estimated expenditure for resumption of such programmes in 2021-22 is around \$42

million. When compared with the original estimate for 2020-21, the estimated expenditure for 2021-22 remains at a broadly comparable level.

- End -

CONTROLLING OFFICER'S REPLY

CSB022

(Question Serial No. 1319)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding Programme (4) Civil Service Training and Development, please inform this Committee of the contents, target trainees, training organisations/instructors in collaboration, expenditures of each course, numbers of contact hours and course assessment criteria of the senior leadership development programmes in the past 3 years.

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 76)

Reply:

The Civil Service Training and Development Institute (CSTDI) under the Civil Service Bureau organises senior leadership development programmes mainly for senior civil servants. These programmes are mostly held locally and cover topics on leadership competencies, public policy, communication with media and public, people management, innovation and design thinking, big data application strategy, smart city development, trends and application of new technologies, etc. CSTDI engages professors from local and overseas universities and consultants to conduct these programmes, and invites government officials and industry experts as guest speakers to share their experience. We also sponsor a number of high potential senior civil servants to attend senior executive courses at renowned overseas institutions, or arrange them to attach to regional and international organisations (such as Asian Development Bank and Asia-Pacific Economic Cooperation Secretariat) to broaden their perspectives. To understand the effectiveness of these programmes, CSTDI would collect participants' feedback through evaluation questionnaires, and observe participants' performance in project discussion and presentation in some programmes as well as conducting interviews with participants. The feedback of participants on the programmes has been highly positive. They generally consider the programmes effective in enhancing their leadership and management capabilities. On average, 95% of the participants have rated the programmes as "Outstanding" or "Very effective".

The number of trainee-days and expenditure on senior leadership development programmes in the past three years are as follows:

	2018	2019	2020
Number of Trainee-days	6 620	7 200	2 400

	2018-19 Actual Expenditure	2019-20 Actual Expenditure	2020-21 Revised Estimate
Expenditure	\$26 million	\$17.4 million	\$5.6 million

In 2020, owing to the epidemic, CSTDI deferred various in-person training programmes (including overseas programmes) and conducted some of the programmes by online mode. As such, there was a drop in the number of trainee days in 2020 when compared with that in 2019. The revised estimate of expenditure in 2020-21 also dropped substantially when compared with the expenditure in 2019-20. For 2021-22, CSTDI looks forward to resuming, if circumstances allow, the relevant in-person programmes as soon as possible.

- End -

CONTROLLING OFFICER'S REPLY

CSB023

(Question Serial No. 1320)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (4) Civil Service Training and Development
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the Cyber Learning Centre Plus (CLC Plus) of the Civil Service Training and Development Institute, what criteria are adopted for counting the number of page views? Apart from page views, are the total number of hours spent on browsing the webpages counted? Besides, has user opinion survey been conducted for the CLC Plus? If yes, what are the findings?

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 77)

Reply:

The number of page views of the Cyber Learning Centre Plus (CLC Plus) is counted by the total number of times its web pages are loaded by users. In addition to page views, the Civil Service Training and Development Institute (CSTDI) also records the number of visits to CLC Plus. In 2020, CLC Plus recorded 6 609 300 page views and 730 000 visits respectively. The duration of most of the web courses on CLC Plus ranges from 1 hour to 3 hours, and CLC Plus would record the progress of individual learners for specific web courses.

From time to time, CSTDI conducts surveys to collect users' feedback on CLC Plus. The last survey was conducted in 2019. We collected feedback by means of questionnaires from about 1 100 users on the design and content of CLC Plus. Over 95% of the respondents were satisfied with the layout and functions of the portal, as well as the variety and practicality of its content. 93% of the respondents indicated that the learning resources were useful in enhancing work efficiency.

- End -

CONTROLLING OFFICER'S REPLY

CSB024

(Question Serial No. 1321)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (4) Civil Service Training and Development
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

For matters requiring special attention in 2021–22, it is stated that the Bureau will enhance national studies training programmes for civil servants by further increasing the number of training places in these programmes to allow more civil servants to attend training in the Mainland, extending the Civil Service Staff Exchange Programme to cover the Mainland municipalities in the Greater Bay Area, and continuing to enhance the contents of the thematic visits to the Mainland municipalities in the Greater Bay Area. In this connection, please advise this Committee on the following:

1. How many places will be increased for the national studies training programmes? To which ranks of officers will the additional places be allocated?
2. How many civil servants are estimated to attend training in the Mainland in the coming year? What will be the content of the training courses? What are the percentage increases in the number of training places when compared with 2019 and 2018?
3. Which Mainland municipalities in the Greater Bay Area are currently covered by the Civil Service Staff Exchange Programme, and which Mainland municipalities in the Greater Bay Area will be covered in the coming year?
4. What thematic visits to the Mainland municipalities in the Greater Bay Area are expected to be organised in the coming year? What will be the estimated expenditures?
5. How does the Government assess the effectiveness of the national studies training programmes?

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 78)

Reply:

The Civil Service Training and Development Institute (CSTDI) under the Civil Service Bureau has in recent years enhanced substantially national studies training for civil servants, including arranging for more civil servants to attend national studies programmes in the Mainland and join thematic visits to the Mainland, and organising more local thematic seminars on national affairs. The number of training places for officers at middle, senior

and directorate levels to attend training in the Mainland increased from 640 in 2015 to 1 000 in 2019, and about 8000 civil servants at various levels attend local seminars every year.

In 2020, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes in the Mainland had to be cancelled, thus making it not possible for us to arrange for civil servants to attend training in the Mainland. For 2021, CSTDI looks forward to resuming, if circumstances allow, its training programmes and exchange activities in the Mainland as soon as possible, and increasing the number of training places in the national studies training programmes jointly organised with nine Mainland institutions (including the National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University). We are pursuing discussions with the relevant Mainland counterparts regarding the arrangements for provision of more training places.

The Mainland programmes mainly cover topics such as the Constitution of the People's Republic of China and the Basic Law, the relationship between the Central Authorities and the Hong Kong Special Administrative Region, the latest national policies (such as the "Belt and Road" Initiative, the Guangdong-Hong Kong-Macao Greater Bay Area Development), China's economic development, foreign affairs and national defence policies, environmental protection, advanced technology developments, social security issues, history and culture, etc.

To further promote cooperation amongst Hong Kong and the Mainland municipalities in the Greater Bay Area ("GBA"), we will extend the Civil Service Staff Exchange Programme between Hong Kong and the Mainland to cover the nine Mainland municipalities in the GBA, and continue to enhance the contents of the thematic visits to the Mainland municipalities in the GBA. Specific arrangements for the Staff Exchange Programme and the visits are subject to confirmation. The estimated expenditure for organising related thematic visits and exchange programme in 2021-2022 is about \$1 million. The expenditure mainly covers expenses for Hong Kong civil servants' travelling between Hong Kong and the Mainland participating cities, and their accommodation during the visits. The travelling and accommodation expenses incurred by Mainland civil servants joining the exchange programme are borne by the relevant Mainland authorities.

CSTDI would collect participants' feedback on national studies programmes through evaluation questionnaires and learning reports, and would conduct meetings with participants and keep regular liaison with the commissioned institutions to understand the learning effectiveness of the programmes.

- End -

CONTROLLING OFFICER'S REPLY

CSB025

(Question Serial No. 1426)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (1) Director of Bureau's Office

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

As regards Programme (1) Director of Bureau's Office,

1. what is the number of non-civil service contract (NCSC) staff employed by the Director of Bureau's Office and the relevant expenditures in the past 3 years?
2. are there any establishment and expenditure ceilings on the NCSC staff employed by the Director of Bureau? If yes, what are the relevant establishment and expenditure ceilings?

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 83)

Reply:

1. The Director of Bureau's Office has not employed any non-civil service contract (NCSC) staff in the past 3 years.
2. The Civil Service Bureau (CSB) has set a ceiling on the number of NCSC staff that can be employed by each bureau (including CSB)/department. The CSB has to seek prior approval from the relevant policy division of this Bureau for the employment of NCSC staff in excess of the assigned ceiling.

- End -

CONTROLLING OFFICER'S REPLY**CSB026****(Question Serial No. 3224)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

What were the respective expenditures paid by the Government to the Hospital Authority (HA) for the medical services provided to civil service eligible persons (CSEPs) by its clinics and hospitals, and the respective numbers of attendances of CSEPs at the HA clinics and hospitals in the past 5 years?

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 56)

Reply:

The annual lump sum provision allocated by the Government to the Hospital Authority (HA) has included the resources required for the provision of medical benefits to civil service eligible persons (CSEPs). The expenditures on the provision of medical services to CSEPs by HA in the past 5 financial years calculated on the basis of attendances of CSEPs and the average unit cost of the services are tabulated as follows –

2016-17 (\$ billion)	2017-18 (\$ billion)	2018-19 (\$ billion)	2019-20 (\$ billion)	2020-21 (Estimate) (\$ billion)
4.505	4.627	5.010	5.400	5.684

Apart from the annual lump sum provision, the Government also provides dedicated funding to HA to enhance the provision of diagnostic and specialist out-patient services for CSEPs. In 2020-21, the dedicated funding amounts to around \$92 million.

Statistics on the utilisation of HA’s medical services by CSEPs in the past 5 financial years are tabulated as follows –

	2016-17	2017-18	2018-19	2019-20	2020-21 (up to 31 December 2020) [provisional figures]
General outpatient services attendances	809 000	808 000	807 000	752 000	452 000
Specialist outpatient services attendances	1 202 000	1 230 000	1 277 000	1 214 000	857 000
Accident and emergency attendances	140 000	139 000	140 000	130 000	79 000
Inpatient patient days	415 000	405 000	410 000	392 000	249 000

^ The number of attendances and the number of patient days are rounded to the nearest thousand.

- End -

CONTROLLING OFFICER'S REPLY

CSB027

(Question Serial No. 1512)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service Bureau mentioned in the Matters Requiring Special Attention in 2021-2022 that in the coming year, it will continue to keep the size of the civil service establishment under control, while maintaining effectiveness to support the Government in taking forward initiatives and ensuring the stability of the civil service. In this connection, will the Government inform this Committee of the following:

1. The expected wastage rate of the civil service in this year, and the number of retirees out of the staff wastage;
2. The Financial Secretary mentioned in this year's Budget Speech that the civil service will not expand. As such, what measures will the Government take in this financial year to ensure that the demand for manpower within the civil service can be met? What are the financial commitments?
3. The Government will establish a civil service college in the near future, how will the Government ensure that efficiency can be maintained within the civil service?
4. Does the Government have any corresponding plans of integrating the manpower and resources of other training departments for cost saving after the establishment of the civil service college?
5. Earlier on, the state leaders have clearly stated the principle of "patriots administering Hong Kong". At this monumental juncture, no ambiguity should be allowed when dealing with issues regarding the nationality and allegiance of the Hong Kong people. The first thing to consider is our civil servants, who are the employees of the Government responsible for implementing government policies. Will the Government consider setting a requirement which prohibits civil servants and public officers from possessing dual nationalities?

Asked by: Hon HO Kwan-yiu, Junius (LegCo internal reference no.: 1)

Reply:

1. Retirement has always been the primary reason for departure of civil servants from the Civil Service. The estimated number of officers reaching normal retirement age in 2021-22 is around 6 300, representing a wastage rate (arising from retirement) of about 3.5% of the strength as at end June 2020.
2. It is of utmost importance to maintain the sustainability of public finance amidst the economic downturn. Therefore, we will have zero growth in the civil service establishment in 2021-22 in order to contain the growth in establishment expenditure. We have encouraged bureaux and departments to enhance effectiveness and efficiency through re-prioritisation, internal redeployment and streamlining of work processes, so that the workload can be coped with even without increase in civil service establishment.
3. Through the Civil Service Training and Development Institute (“CSTDI”), the Civil Service Bureau (“CSB”) is committed to providing suitable training to civil servants across departments in many areas, including leadership and innovation, design thinking, application of technology, work process improvement, supervisory management, customer service skills, etc. Such training seeks to enable civil servants to move ahead with times, enhance work efficiency and provide good quality service to the public. With the establishment of the Civil Service College and the eventual commissioning of the premises in Kwun Tong, we expect that the training facilities and training programmes will be enhanced to strengthen the capacity of the civil service in tackling different challenges and scaling higher in public service delivery.

Apart from enhancement in training, the Government also seeks to motivate civil servants to provide quality public service, strive for exemplary performance and enhance work effectiveness through various commendation schemes, including the Secretary for the Civil Service’s Commendation Award Scheme, the Long and Meritorious Service Travel Award Scheme, the Civil Service Outstanding Service Award Scheme and the Commendation Letter Scheme, etc.

4. CSTDI under CSB (or the future Civil Service College) is mainly responsible for training programmes that fulfil the common training needs of civil servants, while it is for individual government departments to arrange vocational training for their staff to meet their respective job and operation needs. The two complement each other and there is no overlapping in resource provisions.
5. It has consistently been the duty of civil servants of the Government of the Hong Kong Special Administrative Region (HKSAR) to uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR Government under the Basic Law and the Civil Service Code. All civil servants should in no uncertain terms acknowledge and accept these duties.

The Civil Service Bureau issued a circular to all departments in October 2020 and another in January 2021, respectively requiring all civil servants joining the HKSAR Government on or after 1 July 2020 as well as all civil servants who joined the HKSAR Government before 1 July 2020 to declare that they will uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR

Government. Civil servants appointed to senior positions such as Heads of Department are also required to take an oath.

The arrangement for requiring civil servants to take an oath or sign a declaration is a genuine manifestation of the expectations on and responsibilities of civil servants, thereby further safeguarding and promoting the core values that must be upheld by civil servants, and ensuring in turn the effective governance of the HKSAR Government. Such arrangement also manifests the relevant responsibilities and conditions under the principle of “patriots administering Hong Kong”.

According to Article 99 of the Basic Law, public servants serving in all government departments of the HKSAR must be permanent residents of the HKSAR, except where otherwise provided for in Article 101 of the Basic Law. There is no stipulated requirement in the Basic Law about the nationality of a civil servant.

- End -

CONTROLLING OFFICER'S REPLY

CSB028

(Question Serial No. 3279)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

For cultural and religious reasons, some ethnic minorities must grow a beard and wear a turban, thus preventing them from taking up civil service positions which require hat wearing or clean-shaven faces. Will the Government consider implementing appropriate measures for the ethnic minorities in this regard so that more ethnic minorities can apply to join the civil service? If yes, what are the details? If no, what are the reasons?

Asked by: Hon HO Kwan-yiu, Junius (LegCo internal reference no.: 4)

Reply:

The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants. In the recruitment process, bureaux/departments will continue to assess all candidates on the basis of their ability, performance, character, and the stipulated entry requirements set according to the job requirements. Race is not a relevant consideration.

In respect of the dress for government employees, bureaux and departments may draw up specific departmental guidelines on suitable dress for their staff having regard to their operational circumstances and needs, the image of the civil service as well as occupational health and safety.

- End -

CONTROLLING OFFICER'S REPLY

CSB029

(Question Serial No. 0395)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

It is stated in the Budget Speech that the Government created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund in the current year. A further allocation of \$6.6 billion is proposed to create around 30 000 time-limited jobs for a period up to 12 months. Will the Government inform this Committee of:

- 1) the details and pay levels of the time-limited jobs; and
- 2) the requirements on the academic and professional qualifications of the persons to be hired?

Asked by: Hon IP LAU Suk-ye, Regina (LegCo internal reference no.: 2)

Reply:

The Government has earmarked \$6.6 billion under the Anti-epidemic Fund (AEF) in 2020-21 to create 30 000 time-limited jobs in the public and private sectors within two years for people of different skill sets and academic qualifications. The financial impact of the Job Creation Scheme will be absorbed by the AEF, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created under the Job Creation Scheme. The remuneration of the jobs varies depending on the requirements of the positions and the qualifications of appointees. According to the information provided by bureaux and departments, the monthly pay of around 55% of time-limited jobs range from \$10,000 to \$20,000, and the monthly pay of around 40% of jobs are at \$20,000 or above. As for the academic and qualification requirements, around 60% of the jobs require tertiary education or above and the remaining 40% of the jobs require secondary education or below.

In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB030

(Question Serial No. 0403)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In 2021-22, the Government will have zero growth in the civil service establishment to reduce expenditure. In this connection, will the Government also contain the establishment of the outsourced staff? If yes, what are the details? If no, what are the reasons?

Asked by: Hon IP LAU Suk-ye, Regina (LegCo internal reference no.: 13)

Reply:

It is of utmost importance to maintain the sustainability of public finance amidst the economic downturn. Therefore, we will have zero growth in the civil service establishment in 2021-22 in order to contain the growth in establishment expenditure. We have encouraged bureaux and departments to enhance effectiveness and efficiency through re-prioritisation, internal redeployment and streamlining of work processes, so that the workload can be coped with even without increase in civil service establishment.

In general, outsourcing is one of the means for delivery of public services. Under the guiding principle of the proper use of public funds, bureaux/departments would, having regard to factors such as operational needs, service nature and cost-effectiveness, choose to deliver public services by employment of civil servants, non-civil service contract staff or by outsourcing. The Civil Service Bureau does not formulate policy to contain the establishment of outsourced staff.

- End -

CONTROLLING OFFICER'S REPLY

CSB031

(Question Serial No. 0492)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Currently, the proportion of ethnic minorities within the civil service is gradually growing, particularly in the establishments of the disciplined services. Nevertheless, the representatives of ethnic minorities associations have pointed out that many ethnic minorities are unable to learn Chinese well in schools, and some ethnic minorities students in Form Six have only the Chinese language ability of Primary Three. This has become a barrier for many non-Chinese ethnic minorities to join the Government. Furthermore, after the return of sovereignty to China, the social situation in Hong Kong has been unfavourable to the ethnic minorities, with the result of many of them choosing to emigrate to other countries or returning to their countries of origin. In this connection, will the Government inform this Committee of the following:

1. What are the additional numbers of ethnic minorities recruited annually and the overall proportions of ethnic minorities within the civil service in the past 3 financial years?
2. What are the numbers of ethnic minorities recruited in various government departments and disciplined services in the past 3 years?
3. Has the Government taken any targeted measures for assisting them to apply for jobs in the civil service?
4. What measures have been taken to encourage government departments to employ more ethnic minorities?
5. What are the manpower and expenditures involved in taking such measures?

Asked by: Hon IP LAU Suk-ye, Regina (LegCo internal reference no.: 68)

Reply:

The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants.

Since Chinese language proficiency (especially in writing), as an entry requirement of civil service posts, is a major difficulty for non-ethnic Chinese in applying for government jobs, the Civil Service Bureau has completed in February 2018 a comprehensive review on

the entry requirements relating to Chinese language proficiency for all the civil service grades, increasing the total number of grades that would lower their Chinese language proficiency requirements (LPRs) from 31 to 53. We will continue to monitor the recruitment situation of these grades and remind Heads of Department/Grade to keep on reviewing and ensuring that the Chinese LPRs of related government jobs are no more than necessary for performance of the job on the basis of maintaining satisfactory performance of duties, so as to avoid creating unreasonable hurdle for non-ethnic Chinese to join the Government. On the other hand, departments will continue to employ non-ethnic Chinese, where appropriate, to meet specific operational needs. For example, in respect of services with interface with non-ethnic Chinese communities, departments may engage people proficient in non-ethnic Chinese languages for the relevant jobs.

Since late 2018, we have regularly disseminated information on civil service vacancies with relatively lower Chinese LPRs or lowered Chinese LPRs to non-ethnic Chinese through the Home Affairs Department's support service centres for ethnic minorities, which are operated by non-profit-making organisations. Since early 2019, we have started introducing such civil service vacancies to non-ethnic Chinese job seekers through the Labour Department's job centres located across the territory. Starting from November 2020, non-ethnic Chinese job seekers could also obtain related information through the two non-governmental organisations commissioned by the Labour Department under the Racial Diversity Employment Programme.

In the civil service recruitment process, bureaux/departments will continue to assess all candidates on the basis of their ability, performance, character, and the stipulated entry requirements set according to the job requirements (including LPRs). Race is not a relevant consideration.

The Civil Service Bureau and the departments concerned will implement the aforesaid measures within their existing resources.

Given that neither job applicants for civil service jobs nor serving civil servants are required to declare their ethnic origins, we do not possess statistical information on the number of non-ethnic Chinese in the civil service.

- End -

CONTROLLING OFFICER'S REPLY

CSB032

(Question Serial No. 0502)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Will the Government inform this Committee of:

1. the detailed list of all civil service grades or posts for which the Chinese language requirement has been adjusted since 2010, by department/bureau/office, title/rank, grades (e.g. degree/professional/, when the requirement was adjusted and from which level of written and spoken Chinese to which level was it adjusted; and the changes in related expenses;
2. the number of non-ethnic Chinese or non-Chinese speaking applicants and the number of applicants employed for each of the posts in (1) since the Chinese language requirement was adjusted;
3. the detailed list of all civil service grades or posts for which CRE Chinese level 2 or CRE Chinese Level 1 is not required by department/bureau/office;
4. the number of civil service employees without CRE Chinese qualifications and those who are non-ethnic Chinese or non-Chinese speakers;
5. the detailed list of all civil service grades or posts for which alternative Chinese language qualifications (e.g. the GCSE (Chinese)) are accepted;
6. the detailed list of all civil service grades or posts for which Applied Learning Chinese (for non-Chinese speaking students) qualifications are accepted;
7. the number of applications for Government jobs by non-ethnic Chinese or non-Chinese speaking applicants received in each of the year from 2010 to 2019 with a breakdown by department/bureau, civil service grades or posts, job nature;
8. the number of non-ethnic Chinese or non-Chinese speaking civil servants recruited in each of the year from 2010 to 2019 disaggregated by ethnicity (if not available, why) and breakdown by department/bureau, civils service grades or posts, job nature;
9. the details of Chinese language training programmes and support services tailored made for non-ethnic Chinese including the type of programmes and services, frequency, the funds spent or allocated and the number of participants, held from 2010 to 2019;

10. the numbers of non-ethnic Chinese civil servants working at the Hong Kong Police Force, the Correctional Services Department, the Fire Services Department, the Immigration Department, the Customs and Excise Department and any other government bureaux/departments/offices respectively, disaggregated by the period in which they are recruited (before 1st July, 1997, from 1st July, 1997 to 2003, from 2004 to 2006 and each of the years from 2007 to 2019);
11. the average salary of all Chinese civil servants working at each of the Departments mentioned in (10) and the average salary of all non-ethnic Chinese civil servants working at each of these Departments;
12. the numbers of non-ethnic Chinese non-civil service contract staff members working at the Hong Kong Police Force, the Correctional Services Department, the Fire Services Department, the Immigration Department, the Customs and Excise Department and any other government bureaux/departments/offices, disaggregated by the period in which they are recruited (before 1st July, 1997, from 1st July, 1997 to 2003, from 2004 to 2006 and each of the years from 2007 to 2019);
13. the average salary of all Chinese non-civil servants working at each of the Departments mentioned in (12) and the average salary of all non-Chinese non-civil service contract staff members working at each of these Departments; and
14. the total number of civil servants in Hong Kong.
15. If the Government is unable to disaggregate data by ethnicities because it does not require its staff to declare their ethnic origins, will the Government conduct a survey on the ethnic backgrounds and pay scale of its staff to be presented to this Committee to ensure ethnic minorities are proportionately represented in all ranks and departments in the civil service body?

Asked by: Hon IP LAU Suk-ye, Regina (LegCo internal reference no.: 69)

Reply:

1. The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants.

Since Chinese language proficiency (especially in writing), as an entry requirement of civil service posts, is a major difficulty for non-ethnic Chinese in applying for government jobs, the Civil Service Bureau (CSB) completed in February 2018 a comprehensive review on the entry requirements relating to Chinese language proficiency for all the civil service grades, increasing the total number of grades that would lower their Chinese language proficiency requirements (LPRs) from 31 to 53. We will continue to monitor the recruitment situation of these grades and remind Heads of Department/Grade to keep on reviewing and ensuring that the Chinese LPRs of related government jobs are no more than necessary for performance of the job on the basis of maintaining satisfactory performance of duties, so as to avoid creating unreasonable hurdle for non-ethnic Chinese to join the Government. On the other hand, departments will continue to employ non-ethnic Chinese, where appropriate, to meet specific operational needs. For example, in respect of services with interface with non-ethnic Chinese communities, departments may engage people proficient in non-ethnic Chinese languages for the relevant jobs.

Since 2010, the 53 grades with lowered Chinese LPRs can be summarised as follows –

- (i) 18 grades belong to degree/professional grades. For example, Analyst/Programmer and Treasury Accountant have lowered the Chinese LPRs from Level 2 result of the Use of Chinese paper of the Common Recruitment Examination (CRE) to Level 1 result.
- (ii) For the other 35 grades, the Heads of Department/Grade concerned, after reviewing the prevailing job requirements, have lowered/will lower the Chinese LPRs of the grades concerned correspondingly. For example, some grades involve technical, operative or other duties, including Laboratory Attendant in Government Laboratory, Agriculture, Fisheries and Conservation Department and Food and Environmental Hygiene Department which will lower the Chinese LPRs from Secondary 3 level to Primary 6 level; Chainman in Civil Engineering and Development Department and Housing Department which have required written proficiency in simple Chinese in place of the previously adopted Primary 6 level; and Pilot in Government Flying Service which has removed the Chinese LPRs while maintaining only the English LPRs.

3. The LPRs of degree/professional grades are normally set at Level 2 or Level 1 result in the two language papers (viz. Use of Chinese and Use of English) in CRE, or equivalent. Apart from the degree/professional grades, other grades do not require applicants to take the language papers of CRE. In respect of LPRs, applicants are generally required to have language proficiency that is commensurate with the job requirements of the concerned grades, including common qualifications in Hong Kong, such as the results of the Hong Kong Diploma of Secondary Education Examination.

5.&6. The Government accepts Chinese language results of specified non-local public examinations in addition to local qualifications as meeting LPRs in civil service recruitment. Specifically, Chinese language results in the United Kingdom International General Certificate of Secondary Education (IGCSE), General Certificate of Secondary Education (GCSE), General Certificate of Education (GCE) ‘Ordinary’ (‘O’) Level and GCE ‘Advanced’/‘Advanced Subsidiary’ (‘A’/‘AS’) Levels are accepted. With the introduction of the Applied Learning Chinese (for non-Chinese speaking students) subject by the Education Bureau in the 2014-15 school year, CSB has promulgated guidelines on the acceptance arrangement for this subject. All departments should follow the above acceptance arrangement.

9. Civil Service Training and Development Institute (CSTDI) regularly provides different types of Chinese language training, including courses at introductory and advanced levels, thematic seminars and e-learning resources. Both Chinese and non-ethnic Chinese (NEC) civil servants may participate in these programmes according to their needs. In 2014 and 2015, CSTDI also organised two classes of the Introductory Course on Chinese Official Writing for NEC civil servants. Course contents included common Chinese expressions used by the Government and their departments, basic writing skills and format of Chinese official correspondence. A total of 15 NEC civil servants attended these classes. As the related Chinese language training was provided through deployment of in-house resources, we do not have breakdown on the expenditure incurred.

Other parts of the question (i.e. 2, 4, 7, 8, 10, 11, 12, 13, 14 and 15)

The Government currently employs about 180 000 civil servants and around 11 000 full-time Non-civil Service Contract staff ^(Note). Given that neither job applicants for civil service jobs nor serving civil servants are required to declare their ethnic origins, we do not possess the relevant statistical information.

In the recruitment process, bureaux/departments will continue to assess all candidates on the basis of their ability, performance, character, and the stipulated entry requirements set according to the job requirements (including LPRs). Race is not a relevant consideration and this principle also applies in determining employees' salary levels and in considering their promotion (if applicable).

(Note: The number of civil servants and Non-civil Service Contract staff reflects the position as at 30 June 2020.)

The Government all along has not required serving civil servants or applicants for civil service jobs to declare their ethnic origins. To gain a better understanding of the composition of the civil service by racial groups, CSB conducted surveys in 2011 and 2013 on an anonymous and voluntary basis on the racial profile of the civil service. Given that the surveys were conducted on an anonymous and voluntary basis, the practical value of statistics collected face certain limitations. Hence, conducting such surveys cannot fully reflect the employment of non-ethnic Chinese in the civil service.

Given that CSB completed a comprehensive review of the Chinese LPRs of civil service posts in 2018 and the departments concerned have been conducting recruitment exercises based on the lowered Chinese LPRs, we will continue to keep in view the recruitment situation of the relevant grades and assess if it is necessary to conduct a further survey on the racial profile of the civil service.

- End -

CONTROLLING OFFICER'S REPLY

CSB033

(Question Serial No. 0657)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the implementation of paternity leave, will the Government inform this Committee of the following:

- (1) the respective numbers and percentages of civil servants and non-civil service contract staff to whom paternity leave was granted in each of the past 5 years;
- (2) whether the Government knows how the subvented organisations have implemented the 5-day paternity leave arrangement, including the numbers and percentages of staff to whom paid paternity leave was granted; if yes, of the details; if no, of whether there is any plan to conduct relevant surveys; if yes, of the details and the estimated expenditure involved; if no, of the reasons; and
- (3) whether the Government will, in 2021-22, consider raising the paternity leave entitlement for civil servants to 7 days, with a view to enhancing this family-friendly employment practice; if yes, of the details and timetable; if no, of the reasons.

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 62)

Reply:

The Government has been providing five-day paternity leave to eligible government employees since 1 April 2012. From 2015-16 to 2019-20, about 3 200 paternity leave applications from government employees were approved each year, of which about 97% were from civil servants and the remaining approximate 3% were from non-civil service contract staff.

Generally speaking, the leave terms enjoyed by civil servants are no less favourable than those offered in the private sector. The leave arrangements of the Government already provide sufficient flexibility for civil servants to cope with different personal and family needs. The Civil Service Bureau has already appealed to the management of bureaux/departments to accord priority to leave applications made by officers on family care grounds. If individual staff has insufficient vacation leave balance, the staff may apply for advance or unpaid vacation leave when in need.

Five-day statutory paternity leave came into effect on 18 January 2019. Employers from all non-government organisations (including subvented organisations) must grant statutory paternity leave and paternity leave pay to their eligible employees in accordance with relevant provisions under the Employment Ordinance. The Government does not maintain statistics on the implementation of five-day paternity leave arrangement in subvented organisations.

- End -

CONTROLLING OFFICER'S REPLY

CSB034

(Question Serial No. 0658)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the salaries and benefits of the disciplined services, will the Government advise this Committee on the following:

- (1) the efforts and relevant measures taken by the Government to improve the salaries and benefits of the disciplined services in the past 3 years; and
- (2) the latest progress of the Grade Structure Review of the Disciplined Services made by the Standing Committee on Disciplined Services Salaries and Conditions of Service and the Standing Committee on Directorate Salaries and Conditions of Service, as well as the specific time for announcing the findings of the review.

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 61)

Reply:

In determining the remuneration for civil servants, our policy objective is to offer sufficient remuneration to attract, retain and motivate staff of a suitable calibre to provide the public with an effective and efficient service; and to maintain broad comparability in remuneration between the civil service and the private sector. To this end, the Government will conduct reviews on civil service pay in accordance with the established mechanism. In the past 3 years, the disciplined services pay has been adjusted in accordance with the established mechanism same as other civil servants.

Besides, the Government will also grant job-related allowances (JRAs) to civil servants (including disciplined services) to compensate the relevant staff for aspects of work which are not normally expected of their respective grades or ranks and which have not been taken into account in the determination of their pay scales. Recent examples of JRAs payable to staff of the disciplined services grades include the introduction of a Special Allowance (SA) for paramedic duties performed by eligible Operational Ambulance Personnel of the Fire Services Department since August 2019, as well as an SA for members of the Correctional Services Department's Regional Response Team and Correctional Emergency Response Team performing emergency response and high-risk escort duties since June 2018. The

Government will continue to monitor the payment of JRAs in accordance with the established mechanism.

As far as fringe benefits are concerned, the Government is committed to enhancing the fringe benefits of civil servants, taking into account views from the staff side and making reference to the practice in private sector. Recent examples include extending maternity leave to 14 weeks, refining the vacation leave accumulation limits for civil servants appointed on New and Common Terms with 10 years of service or more, introducing Chinese Medicine services for civil servants, setting up additional families clinics, general dental clinics and specialised dental clinics, enhancing the provision of dedicated diagnostic services for civil service eligible persons, re-distributing the priority discs for civil servants among General Outpatient Clinics, launching the Integrated Care Programme and the Stable Drug Use pilot programme in the families clinics with a view to improving the quality of care for patients with diabetes mellitus, and reducing improper drug use by patients with chronic diseases and enhancing drug use safety respectively. The Government will continue to allocate resources to improve civil service fringe benefits.

Insofar as the grade structure review for the disciplined services is concerned, the Standing Committee on Disciplined Services Salaries and Conditions of Service (SCDS) and the Standing Committee on Directorate Salaries and Conditions of Service commenced the relevant work in late 2018. The two consultative committees have received submissions from the management and staff side of each of the disciplined services. Through departmental visits and meetings with the management and staff side of each of the disciplined services, the SCDS has gained a better understanding of the work of the disciplined services and listened to their views. At present, the two consultative committees are consolidating and analysing the views and proposals received. The SCDS will invite the management and staff side of each of the disciplined services to exchange views again before finalising the report. It aims at completing the entire review and submitting the review report to the Chief Executive (CE) by mid-2021. Upon receipt of the report, the Government will consult the relevant stakeholders, including the Legislative Council, departmental management and staff side representatives, and submit recommendations on the way forward to the CE-in-Council for a decision.

- End -

CONTROLLING OFFICER'S REPLY**CSB035****(Question Serial No. 0661)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

A pilot scheme for provision of Chinese medicine (CM) services for civil service eligible persons (CSEPs) has been implemented since 2 March 2020. In this connection, will the Government inform this Committee of:

- (1) the respective numbers of attendees, numbers of attendances, utilisation rates, average waiting times and amounts of treatment fees involved in relation to the 2 Civil Service Chinese Medicine Clinics (CSCMCs) for CSEPs since the implementation of the pilot scheme, broken down by type of treatment;
- (2) the establishment and actual number of staff of the 2 CSCMCs, as well as the total payroll cost involved, broken down by job type; and
- (3) the Government's assessment of the service usage and effectiveness of the pilot scheme since its implementation, and whether long-term planning for the development of CM services has been undertaken; if yes, the details; if no, the reasons?

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 66)

Reply:

- (1) The Pilot Scheme on Civil Service Chinese Medicine Clinics (the Pilot Scheme) was launched on 2 March 2020. As at end February 2021, the number of attendances for CSCMC (Tsuen Wan) and CSCMC (Eastern District) was about 28 600 and 29 900 respectively, with overall utilisation rates of over 90 percent. The number of attendances by service types is listed in the table below –

CSCMCs	Number of Attendances [^]		
	General Consultation	Acupuncture	Total
CSCMC (Tsuen Wan)	14 400	14 200	28 600
CSCMC (Eastern District)	12 100	17 800	29 900

[^] The number of attendances is rounded to the nearest hundred

We provide an annual recurrent provision of about \$17.20 million to the Hospital Authority via the Food and Health Bureau for operating the two CSCMCs.

- (2) Under the Pilot Scheme, the Chinese Medicine services are run by the non-governmental organisation service providers of the two CSCMCs and therefore the employment of and remuneration packages for staff working at the clinics are determined by the respective service providers. We have not maintained the requested information.
- (3) To evaluate the use and effectiveness of the Pilot Scheme, we have been collecting relevant data from the service providers, and started collecting opinions from the users of the Pilot Scheme by way of questionnaires since August 2020. A review of the Pilot Scheme has commenced in the first quarter of 2021. Our aim is to increase the service capacity with a view to enhancing the civil service medical benefits.

- End -

CONTROLLING OFFICER'S REPLY**CSB036****(Question Serial No. 0664)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): (-) Not SpecifiedProgramme: (2) Human Resource ManagementControlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

Would the Government please provide the following information:

- (1) the number of government employees (including civil servants, non-civil service contract staff, those employed under outsourced service contracts and agency workers) who have been confirmed to have contracted the Coronavirus Disease 2019 (COVID-19) since its outbreak, with breakdowns by bureau/department (B/D) and job category; and
- (2) the occupational safety management measures and support that have been provided by B/Ds for their staff to minimise the risk of contracting COVID-19, and the expenditure involved?

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 59)

Reply:

- (1) Since mid July 2020, the Civil Service Bureau (CSB) has requested Bureaux/Departments (B/Ds) to report the number of confirmed cases of Coronavirus Disease 2019 (COVID-19) involving government employees (i.e. civil servants and non-civil service contract staff directly employed by the Government) (regardless of whether the officer is suspected to be infected in the working environment). As at 15 March 2021, a total of 197 cases are recorded, with the breakdown by B/Ds as follows –

B/D	Number of cases
Agriculture, Fisheries and Conservation Department	1
Architectural Services Department	2
Buildings Department	1
Civil Aviation Department	1
Commerce and Economic Development Bureau	4
Civil Engineering and Development Department	1
Customs and Excise Department	6

B/D	Number of cases
Census and Statistics Department	5
Correctional Services Department	5
Department of Health	9
Department of Justice	1
Education Bureau	4
Electrical and Mechanical Services Department	8
Environmental Protection Department	1
Food and Environmental Hygiene Department	14
Fire Services Department	23
Government Laboratory	1
Home Affairs Department	3
Housing Department	10
Hong Kong Police Force	27
Post Office	6
Highways Department	5
Immigration Department	8
Innovation and Technology Bureau	1
The Judiciary	2
Leisure and Cultural Services Department	19
Labour Department	2
Land Registry	1
Planning Department	1
Registration and Electoral Office	2
Radio Television Hong Kong	2
Rating and Valuation Department	2
Social Welfare Department	5
Transport Department	4
Transport and Housing Bureau	1
Trade and Industry Department	1
Working Family and Student Financial Assistance Agency	2
Water Supplies Department	6
Total	197

This Bureau does not keep the number of confirmed cases involving staff employed under outsourced service contracts and agency workers.

- (2) The Government attaches great importance to the occupational safety and health (OSH) of its employees. Having regard to their specific operational needs and circumstances as well as OSH risks, B/Ds would conduct risk assessments to put in place effective safety management systems and safety measures, including provision of proper protective equipment and OSH training to their staff, etc.

During the implementation of the special work arrangements in the past, B/Ds have suitably deployed manpower to cope with their individual operational circumstances and services that are essential to members of the public. To reduce people flow and social contact for the effective prevention and control of COVID-19 in the community, government employees were arranged to work from home subject to the actual operational needs as far as possible save for those required to provide emergency and essential public services and involved in anti-epidemic work. Taking into account the needs for the functioning of the society and the demands for public services, B/Ds had embarked on an orderly resumption of normal public services when the epidemic situation stabilised, subject to the implementation of social distancing and infection control measures.

To lower the risk of infection and spread of the virus, and to protect the health of staff and members of the public, B/Ds have put in place various infection control measures at government buildings and offices, including enhancing the cleansing of communal facilities such as lifts and escalators; conducting body temperature check for persons entering government premises and offices; providing alcohol-based hand sanitisers, using sanitising floor mats, etc. Hand sanitisers and swabs, gloves, safety goggles, etc. are also provided to staff with operational needs. To reduce people flow and social contact, B/Ds have continued to implement targeted measures while resuming public services, such as flexible and staggered working and lunch hours; using video conferencing to reduce the need for face-to-face meetings, etc. B/Ds have also appointed Infection Control Officers for dissemination of health advice on disease prevention, coordination of the demands for protective equipment, and answering staff enquiries. At the same time, the Government also encourages members of the public to continue to make use of alternative means, such as by post, drop-in boxes or online channels to receive the services they need. If they have to visit government buildings or offices, they should wear surgical masks at all times, and comply with the infection control measures implemented by relevant departments including temperature checks, using the “LeaveHomeSafe” mobile app and crowd control arrangements.

Extensive and large-scale testing is a key component of the Government’s overall anti-epidemic strategy. The Government has since 2020 arranged various targeted groups, including the high-risk groups, staff of critical infrastructure and services, and the high-exposure groups, for repeated testing or sentinel testing on a regular basis. Such targeted groups have covered staff of a number of government departments. To protect the health and safety of all colleagues and their families, Heads of Departments have been instructed to arrange a new round of targeted group testing for frontline officers engaged in high-risk duties (e.g. those working at quarantine facilities, arranging

compulsory testing at districts, regularly in close contact with large groups of service recipients, etc.)

To further safeguard the health and safety of government employees, starting from 21 January 2021, where a government staff member is confirmed to have contracted COVID-19, all staff working on the same floor and those who have worked with the confirmed case (even not working on the same floor) must undergo testing as soon as possible within a prescribed period. They should work from home until negative test results are produced. Where the testing arrangements concerned will affect the provision of services to the public, the relevant B/Ds shall make prompt announcements to the public. Besides, when there are two or more confirmed cases in a government premises, the managing department of that government building will also arrange testing for colleagues working there.

Swift and accurate contact-tracing is pivotal in breaking the transmission chains of the virus. Starting from 1 March, all government employees and members of the public are required to use the “LeaveHomeSafe” app or register their names, contact numbers and the dates and times of their visits before entering any government buildings and offices, to facilitate contact-tracing when there is a confirmed case.

CSB does not have the information on the expenditure incurred by B/Ds for implementing the various measures concerned.

- End -

CONTROLLING OFFICER'S REPLY

CSB037

(Question Serial No. 0665)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is stated in Matters Requiring Special Attention in 2021-22 that the Government will continue to implement the arrangements for requiring civil servants to take an oath or make a declaration that they will uphold the Basic Law of the Hong Kong Special Administrative Region of the People's Republic of China (Basic Law), bear allegiance to the Hong Kong Special Administrative Region of the People's Republic of China (HKSAR) and be responsible to the HKSAR Government. In this regard, would the Government please inform this Committee of the following:

- (1) the number of those who have taken the oath or made the declaration so far, with a breakdown by bureau/department/office, years of service and type of post;
- (2) the number of those who have not taken the oath or made the declaration so far, with a breakdown by bureau/department/office, years of service and type of post; as well as the reasons for not taking the oath or making the declaration; and
- (3) the number of those who have expressed their refusal to take the oath or make the declaration so far, with a breakdown by bureau/department/office, years of service and type of post; and if any of them have been punished, interdicted or dismissed for this reason; if yes, the details?

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 58)

Reply:

It has consistently been the duty of civil servants to uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR Government under the Basic Law and the Civil Service Code. This has all along been what the Government and the society expect from and require of them. All civil servants should in no uncertain terms acknowledge and accept these duties.

The Civil Service Bureau (CSB) issued a circular to all departments in October 2020 and another in January 2021, respectively requiring all civil servants joining the HKSAR Government on or after 1 July 2020 as well as all civil servants who joined the HKSAR

Government before 1 July 2020 to declare that they will uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR Government. Civil servants appointed to senior positions such as Heads of Department (HoDs) are also required to take an oath.

The requirement for civil servants to take an oath or sign a declaration is to enhance their awareness of the expectations and responsibilities brought on them by their official positions. These expectations and responsibilities have already been in existence whether before or after a civil servant has taken an oath or signed a declaration.

All civil servants who joined the HKSAR Government on or after 1 July 2020 have signed the declaration. The signing of the declaration is a condition for appointment for these officers. In case a prospective appointee neglects or refuses to duly sign and return the declaration, he/she will be treated as failing to meet the conditions for appointment and the conditional offer shall lapse accordingly.

As for civil servants who joined the HKSAR Government before 1 July 2020, according to the preliminary information gathered by the CSB, as at 15 March 2021, the great majority of them have signed the declaration with only 100 odd civil servants having failed to do so. The CSB is now verifying the figures with the departments and letters have been issued to request explanations from the civil servants who have failed to sign the declaration. The CSB will report in detail to the Panel on Public Service of the Legislative Council in April 2021 the civil service-wide situation in respect of the signing of declaration by civil servants.

In addition, the CSB held an oath-taking ceremony for civil servants on 18 December 2020. Permanent Secretaries, HoDs and directorate civil servants at the rank of D6 or above took an oath which was witnessed by the Chief Executive, Mrs Carrie Lam. They have also signed the declaration. The CSB will arrange for all newly appointed Permanent Secretaries, HoDs and directorate civil servants at the rank of D6 or above to take the oath in the future.

Negligence or refusal to take the oath or to duly sign and return the declaration by a civil servant casts serious doubts on his/her willingness to take up these basic duties as well as his/her sense of duty and commitment to serve as a civil servant. Furthermore, it will have an adverse impact on the entire civil service as well as good governance. In view of the resulting loss of confidence in the officer, the suitability of the officer concerned to remain in the civil service to continue discharging his/her official duties is questionable. Hence, the Government will, with regard to the specific circumstances of each case, decide whether to initiate action in accordance with the mechanisms under the Public Service (Administration) Order or the relevant disciplined services legislation as appropriate to terminate the service of the officer. The officer concerned will be given an opportunity to make representations in the process.

Where a civil servant who is on probationary or agreement terms neglects or refuses to take the oath or duly sign and return the declaration, his/her probationary/agreement terms service shall be terminated immediately.

- End -

CONTROLLING OFFICER'S REPLY

CSB038

(Question Serial No. 0666)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the employment of civil servants, will the Government inform this Committee of the following:

- (1) the numbers of civil servants recruited by various policy bureaux/departments/offices in the past 3 years, broken down by job type, post and pay level;
- (2) the numbers of civil servants having left various policy bureaux/departments/offices and the percentages they accounted for in the entire civil service in the past 3 years, broken down by reason of departure, age group and seniority; and
- (3) the expected numbers of civil service vacancies offered by various policy bureaux/departments/offices in 2021-22, broken down by job type and post. What are the expenditures and manpower arrangements involved for the recruitment work?

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 57)

Reply:

- (1) From 2017-18 to 2019-20, there were a total of 42 449 new recruits (i.e. assumed duty in the years concerned) to the civil service. A breakdown of the annual recruitment figures by bureau/department/office is set out at **Annex A**.
- (2) In the past 3 years from 2017-18 to 2019-20, the numbers of wastage of civil servants were 8 616, 8 557 and 8 311 respectively. When compared with the civil service strength at the beginning of the year concerned, the wastage rates were 5.1%, 5.0% and 4.8% respectively. A breakdown of the statistics by reasons of wastage, age groups, bureau/department/office and length of service is set out at **Annex B**.
- (3) Heads of Department/Grade would, having regard to the number of vacancies in different grades and ranks, conduct recruitment exercises each year with a view to filling the vacancies arising from creation of new civil service posts and other reasons as soon as possible. As the recruitment exercises are conducted by relevant departments/grades, the Civil Service Bureau does not keep information on the number of civil service

vacancies in various departments/grades or the expenditures and manpower arrangements involved in handling civil service recruitment.

**Number of New Recruits to the Civil Service in
2017-18 to 2019-20**

Bureau/Department/Office	New Recruits		
	2017/18	2018/19	2019/20
Agriculture, Fisheries and Conservation Department	278	245	138
Auxiliary Medical Service	4	6	3
Architectural Services Department	140	190	192
Audit Commission	4	16	9
Buildings Department	92	140	134
Civil Aviation Department	41	62	97
Civil Aid Service	8	10	3
Commerce and Economic Development Bureau	22	26	15
Civil Engineering and Development Department	137	247	268
Census and Statistics Department	53	46	61
Companies Registry	7	22	12
Civil Service Bureau	2 952	2 101	3 406
Correctional Services Department	554	356	423
Chief Executive's Office Chief Secretary for Administration's Office and Financial Secretary's Office	23	21	18
Customs and Excise Department	651	973	371
Development Bureau	12	9	8
Department of Health	278	320	362
Department of Justice	46	70	59
Drainage Services Department	19	57	19
Education Bureau	287	377	616
Electrical and Mechanical Services Department	412	495	488
Environment Bureau and Environmental Protection Department	83	205	130

Bureau/Department/Office	New Recruits		
	2017/18	2018/19	2019/20
Food and Environmental Hygiene Department	1 005	1 081	499
Fire Services Department	622	650	407
Government Flying Service	30	13	37
Government Logistics Department	312	253	335
Government Laboratory	11	8	34
Government Property Agency	1	-	16
Home Affairs Department	44	78	122
Housing Department	616	767	561
Hong Kong Observatory	8	22	24
Hong Kong Police Force	1 772	1 466	1 020
Hongkong Post	247	393	57
Highways Department	175	154	214
Immigration Department	914	1 002	370
Invest Hong Kong	1	-	-
Intellectual Property Department	4	4	2
Inland Revenue Department	135	153	161
Information Services Department	22	27	23
Innovation and Technology Bureau	-	1	14
Innovation and Technology Commission	8	6	13
Judiciary	41	61	46
Labour Department	51	147	164
Legal Aid Department	23	33	30
Land Registry	-	23	9
Lands Department	194	340	384
Leisure and Cultural Services Department	707	666	692
Marine Department	124	95	78
Office of the Communications Authority	15	9	10
Office of the Government Chief Information Officer	146	162	145
Official Receiver's Office	13	34	29
Planning Department	33	55	40
Registration and Electoral Office	-	3	1

Bureau/Department/Office	New Recruits		
	2017/18	2018/19	2019/20
Radio Television Hong Kong	61	33	24
Rating and Valuation Department	49	51	73
Security Bureau	1	3	-
Social Welfare Department	237	408	284
Transport Department	56	67	92
Treasury	46	63	75
University Grants Committee Secretariat	-	1	-
Water Supplies Department	427	328	624
Total	14 254	14 654	13 541

Note: The above figures exclude the recruitment relating to in-service transfer of civil servants working in the Hospital Authority.

**Statistics on Civil Servants Leaving the Service
2017-18 to 2019-20**

A. Reason of Wastage

Reason of Wastage	2017-18	2018-19	2019-20
Retirement	6 660	6 507	6 137
Resignation	1 333	1 443	1 571
Completion of Agreement	449	424	404
Death	124	130	130
Dismissal	14	14	14
Termination of Service	10	14	15
Other Reasons	26	25	40
Total	8 616	8 557	8 311

B. Age Group

Age Group	2017-18	2018-19	2019-20
Below 20	2	2	7
20 to below 30	580	676	709
30 to below 40	428	423	494
40 to below 50	278	281	266
50 to below 60	3 777	3 616	3 442
60 and above	3 551	3 559	3 393
Total	8 616	8 557	8 311

C. Bureau/Department/Office

Bureau/Department/Office	2017-18	2018-19	2019-20
Agriculture, Fisheries and Conservation Department	102	115	98
Architectural Services Department	89	113	109
Audit Commission	6	13	9
Auxiliary Medical Service	5	5	4
Buildings Department	49	62	48
Census and Statistics Department	54	48	52
Chief Executive's Office	1	2	4
Chief Secretary for Administration's Office	20	23	27
Civil Aid Service	10	7	2
Civil Aviation Department	41	33	31
Civil Engineering and Development Department	88	78	69
Civil Service Bureau	37	45	49
Commerce and Economic Development Bureau	14	16	18
Companies Registry	17	13	11
Constitutional and Mainland Affairs Bureau	2	7	8
Correctional Services Department	335	400	311
Customs and Excise Department	279	234	224
Department of Health	276	329	312
Department of Justice	63	54	65
Development Bureau	12	17	17
Drainage Services Department	100	100	107
Education Bureau	215	236	224
Electrical and Mechanical Services Department	192	165	205
Environmental Protection Department	69	57	70
Environment Bureau	2	2	0
Financial Services and the Treasury Bureau	56	9	9
Fire Services Department	407	436	440
Food and Environmental Hygiene Department	790	643	528
Food and Health Bureau	5	6	11

Bureau/Department/Office	2017-18	2018-19	2019-20
Government Flying Service	13	12	15
Government Laboratory	11	10	12
Government Logistics Department	42	44	41
Government Property Agency	13	10	11
Highways Department	98	121	127
Home Affairs Bureau	17	8	11
Home Affairs Department	101	90	96
Hong Kong Monetary Authority	2	3	0
Hong Kong Observatory	15	13	15
Hong Kong Police Force	1 786	1 714	1 802
Hongkong Post	293	286	304
Hospital Authority	192	185	164
Housing Department	432	429	427
Immigration Department	302	356	267
Information Services Department	26	9	10
Inland Revenue Department	138	153	147
Innovation and Technology Bureau	0	8	3
Innovation and Technology Commission	10	8	13
Intellectual Property Department	3	1	6
Invest Hong Kong	0	1	0
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	0	1	0
Judiciary	92	66	81
Labour and Welfare Bureau	6	4	0
Labour Department	88	99	76
Land Registry	24	26	23
Lands Department	197	208	220
Legal Aid Department	28	36	26
Leisure and Cultural Services Department	459	439	430
Marine Department	83	74	67
Office of the Communications Authority	17	22	21
Office of the Government Chief Information Officer	15	24	27

Bureau/Department/Office	2017-18	2018-19	2019-20
Official Receiver's Office	17	13	11
Planning Department	30	42	48
Public Service Commission	1	4	2
Radio Television Hong Kong	32	38	25
Rating and Valuation Department	49	54	50
Registration and Electoral Office	11	6	13
Secretariat, Commissioner on Interception of Communications and Surveillance	0	2	2
Security Bureau	7	10	7
Social Welfare Department	214	205	203
Trade and Industry Department	21	20	29
Transport and Housing Bureau	6	8	7
Transport Department	68	81	62
Treasury	26	28	29
University Grants Committee Secretariat	3	4	2
Water Supplies Department	252	266	265
Working Family and Student Financial Assistance Agency	40	48	52
Total	8 616	8 557	8 311

D. Length of Service

Length of Service	2017-18	2018-19	2019-20
Below 3 years	863	986	1 015
3 to below 5 years	213	151	174
5 to below 10 years	273	167	215
10 to below 20 years	226	146	152
20 to below 30 years	1 771	1 815	1 543
30 to below 40 years	4 915	4 797	4 656
40 years and above	355	495	556
Total	8 616	8 557	8 311

- End -

CONTROLLING OFFICER'S REPLY

CSB039

(Question Serial No. 1348)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (-) Not Specified
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

- A) It is mentioned in the Budget that there will be zero growth in the civil service establishment. Please set out, by rank (junior, middle, senior, directorate), the number of establishment and vacancies in each department.
- B) Given the freeze in the civil service establishment, will existing vacancies still be filled by recruitment? Will the vacancies be filled by internal redeployment as far as possible?
- C) In view of the increasing public expenditure, the Financial Secretary has required departments to reduce expenditure. What measures will be taken by the Government to streamline its structure, enhance the application of technology, and simplify work processes and procedures, with a view to reducing excessive manpower and expenditure?

Asked by: Hon LAM Kin-fung, Jeffrey (LegCo internal reference no.: 39)

Reply:

- A) The 2020-21 revised estimate of the civil service establishment of bureaux/departments (B/Ds) in the 2021-22 Estimates of Expenditure is set out at **Annex**. To allow flexibility in meeting their staffing needs, B/Ds may create or delete posts in existing non-directorate ranks provided that their respective establishment ceiling is not exceeded. They may also, having regard to the operational need and relevant considerations, decide on their own the grades which would require recruitment of civil servants and the number of civil servants required. Hence, the Civil Service Bureau does not have information on the number of posts and vacancies by rank in individual bureaux/departments in 2020-21.
- B) As in the past, Heads of Departments/Grades will assess from time to time the number of posts required in different grades and ranks. If there is deletion of posts and at the same time wastage of civil servants at the same rank arising from various reasons, departments will fill the vacancies arising from wastage through internal redeployment. Recruitment exercises will be conducted by departments if there is insufficient number of civil servants at the same rank to fill the vacancies.

- C) It is of utmost importance to maintain the sustainability of public finance amidst the economic downturn. Therefore, we will have zero growth in the civil service establishment in 2021-22 in order to contain the growth in establishment expenditure. We have encouraged bureaux and departments to enhance effectiveness and efficiency through re-prioritisation, internal redeployment and streamlining of work processes, so that the workload can be coped with even without increase in civil service establishment.

**Revised Estimate of Civil Service Establishment
by Bureaux/Departments in 2020-21**

Bureau / Department / Organisation	Establishment
Agriculture, Fisheries and Conservation Department	2 353
Architectural Services Department	2 046
Audit Commission	197
Auxiliary Medical Service	99
Buildings Department	2 130
Census and Statistics Department	1 371
Chief Executive's Office	103
Chief Secretary and Financial Secretary's Offices	549
Civil Aid Service	110
Civil Aviation Department	965
Civil Engineering and Development Department	2 117
Civil Service Bureau	676
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)	303
Commerce and Economic Development Bureau (Communications and Creative Industries Branch)	126
Companies Registry	394
Constitutional and Mainland Affairs Bureau	221
Correctional Services Department	7 281
Customs and Excise Department	7 866
Department of Health	7 044
Department of Justice	1 516
Development Bureau (Planning and Lands Branch)	210
Development Bureau (Works Branch)	461
Drainage Services Department	2 074
Education Bureau	6 467
Electrical and Mechanical Services Department	4 332
Environment Bureau	56
Environmental Protection Department	2 357
Financial Services and the Treasury Bureau (Financial Services Branch)	114

Bureau / Department / Organisation	Establishment
Financial Services and the Treasury Bureau (The Treasury Branch)	219
Fire Services Department	11 362
Food and Environmental Hygiene Department	11 517
Food and Health Bureau (Food Branch)	65
Food and Health Bureau (Health Branch)	226
General Expenses of the Civil Service	359
Government Flying Service	356
Government Laboratory	505
Government Logistics Department	750
Government Property Agency	346
Highways Department	2 552
Home Affairs Bureau	323
Home Affairs Department	2 308
Hong Kong Monetary Authority	5
Hong Kong Observatory	363
Hong Kong Police Force	38 406
Hospital Authority	648
Housing Authority	9 753
Immigration Department	9 208
Independent Commission Against Corruption	1 542
Information Services Department	456
Inland Revenue Department	2 939
Innovation and Technology Bureau	192
Innovation and Technology Commission	318
Intellectual Property Department	189
Invest Hong Kong	40
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	46
Judiciary	2 079
Labour and Welfare Bureau	139
Labour Department	2 592
Land Registry	591
Lands Department	4 831

Bureau / Department / Organisation	Establishment
Legal Aid Department	563
Legal Aid Services Council	4
Leisure and Cultural Services Department	10 406
Marine Department	1 500
Office for Film, Newspaper and Article Administration	68
Office of the Communications Authority	369
Office of the Government Chief Information Officer	736
Official Receiver's Office	296
Overseas Economic and Trade Offices	228
Planning Department	970
Post Office	5 347
Public Service Commission Secretariat	32
Radio Television Hong Kong	760
Rating and Valuation Department	1 011
Registration and Electoral Office	298
Secretariat, Commissioner on Interception of Communications and Surveillance	23
Security Bureau	241
Social Welfare Department	6 599
Trade and Industry Department	526
Transport and Housing Bureau (Transport Branch)	226
Transport Department	1 930
Treasury	572
University Grants Committee	97
Vocational Training Council	2
Water Supplies Department	4 803
Working Family and Student Financial Assistance Agency	1 374
Total	197 744

- End -

CONTROLLING OFFICER'S REPLY

CSB040

(Question Serial No. 1349)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the occupational safety and health of civil servants, please advise this Committee on the following:

- A) the number of cases involving occupational safety issues or injuries at work of civil servants (including non-civil service contract staff) in the past 3 years and the main circumstances involved;
- B) under the work-from-home arrangement, whether the Government's responsibilities on the occupational safety of civil servants have been affected; whether any guidelines have been formulated to help maintain the safety and health of civil servants under different work situations;
- C) some studies suggest that the work-from-home arrangement and family situation of the staff (such as the need to take care of children and practising breast-feeding) will affect his/her emotional and mental health. In this connection, whether the Civil Service Bureau has conducted any relevant research, provided guidelines and resources, kept in view the mental health of civil servants and offered appropriate arrangements and resources on this front; and
- D) the establishment and rank of officers dedicated to administering occupational safety and health related policies in the bureau, as well as the annual expenditure.

Asked by: Hon LAM Kin-fung, Jeffrey (LegCo internal reference no.: 41)

Reply:

- A) The number of occupational injuries reported by government departments from 2018 to the first 3 quarters of 2020, with breakdown by type of accident, is at **Annex**.
- B) The Government attaches great importance to the occupational safety and health (OSH) of its employees. Bureaux/Departments (B/Ds) would, having regard to their specific operational needs and circumstances as well as OSH risks, conduct risk assessments to put in place effective safety management systems and safety measures, including provision of proper protective equipment and OSH training to their staff, etc.

During the implementation of special work arrangements, the Government has adjusted its provision of services in light of the development of the epidemic situation. Individual B/Ds have also made appropriate arrangements for different public services having regard to operational needs; and provided proper personal protective equipment to their staff who had to return to the workplace for work so as to better balance among safeguarding the safety of staff, maintaining departmental operations and serving members of the public.

- C) Promoting OSH in the civil service is an on-going commitment of the Government. In view of the special work arrangements arising from the epidemic situation, the Civil Service Training and Development Institute has produced an on-line wellness video series titled “Combating Virus Through Positive Lifestyle” in mid 2020 in which experts and civil service colleagues are invited to share health tips on maintaining physical and mental well-being. The videos have been uploaded to the Cyber Learning Centre Plus to facilitate viewing by staff. Moreover, to help staff cope with stress from work and other personal problems, the Civil Service Bureau (CSB) has not only organised seminars on “occupational stress” for participation by colleagues from B/Ds but has also commissioned a professional counselling agency to provide a professional hotline counselling service on stress management to staff of B/Ds who would like to seek such help. Some departments also offer dedicated counselling services to help their staff cope with stress arising from work and other personal problems. They include the Correctional Services Department, Customs and Excise Department, Department of Health, Electrical and Mechanical Services Department, Fire Services Department, Hong Kong Police Force, Hongkong Post, Housing Department, Immigration Department, Social Welfare Department and Transport Department.

From time to time, the Occupational Safety and Health Council also organises online seminars (which are opened to all) on emotional and mental health and the content includes ways to deal with stress arising from working from home during the epidemic situation. CSB has all along been disseminating information of these seminars to civil servants through the website on “OSH in the Civil Service”.

- D) In CSB, 1 Principal Executive Officer, 1 Chief Executive Officer, 1 Senior Executive Officer, 1 Executive Officer I and 1 Assistant Clerical Officer are responsible for planning and implementing OSH promotion activities. The estimated expenditure required for the educational and promotional activities on OSH in 2021-22 is around \$480,000.

**Numbers of Occupational Injuries
Reported by Government Departments (Breakdown by Type of Accident)
in 2018, 2019 and the First 3 Quarters of 2020**

Type of Accident	2018	2019	First 3 Quarters of 2020
Trapped in or between objects	34	44	18
Injured whilst lifting or carrying	231	234	155
Slip, trip or fall on same level	556	532	341
Fall of person from height	43	29	14
Striking against fixed or stationary object	97	101	66
Striking against or struck by moving object	134	115	70
Stepping on object	28	22	4
Exposure to or contact with harmful substance	8	14	2
Contact with electricity or electric discharge	1	1	-
Trapped by collapsing or overturning object	8	4	-
Struck by falling object	26	21	12
Struck by moving vehicle	119	119	58
Contact with moving machinery or object being machined	4	7	4
Drowning	1	1	3
Exposure to fire	-	4	2
Injured by hand tool	26	29	17
Contact with hot surface or substance	10	15	6
Injured by animal	47	37	39
Injured in workplace violence	101	184	73
Others	128	120	99
Total	1 602	1 633	983

Notes:

- a. Occupational injuries refer to injury cases in workplaces reported under the Employees' Compensation Ordinance (Cap. 282), resulting in fatalities or incapacity for work of over 3 days.
- b. The latest available statistics are up to the first 3 quarters of 2020.

- End -

CONTROLLING OFFICER'S REPLY

CSB041

(Question Serial No. 1225)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

During 2021–22, the Civil Service Bureau will continue to implement the arrangements for requiring civil servants to take an oath or make a declaration that they will uphold the Basic Law of the Hong Kong Special Administrative Region of the People's Republic of China (Basic Law), bear allegiance to the Hong Kong Special Administrative Region of the People's Republic of China (HKSAR) and be responsible to the HKSAR Government. In this connection, will the Government inform this Committee of the following:

1. how many serving civil servants have taken the oath or signed and returned the declaration so far? Prior to this, how many civil servants have left the service due to their refusal to take the oath or duly sign and return the declaration?
2. how does the Government ensure that the civil servants who have taken the oath or signed and returned the declaration will actually uphold the Basic Law, bear allegiance to the HKSAR and be responsible to the HKSAR Government?
3. what are the expenditures and manpower arrangements for the above-mentioned oath-taking and declaration work? What are the estimates for the coming year?

Asked by: Hon LAU Ip-keung, Kenneth (LegCo internal reference no.: 11)

Reply:

1. The Civil Service Bureau (CSB) issued a circular to all departments in October 2020 and another in January 2021, respectively requiring all civil servants joining the HKSAR Government on or after 1 July 2020 as well as all civil servants who joined the HKSAR Government before 1 July 2020 to declare that they will uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR Government. Civil servants appointed to senior positions such as Heads of Department (HoDs) are also required to take an oath.

All civil servants who joined the HKSAR Government on or after 1 July 2020 have signed the declaration. The signing of the declaration is a condition for appointment for these officers. In case a prospective appointee neglects or refuses to duly sign and

return the declaration, he/she will be treated as failing to meet the conditions for appointment and the conditional offer shall lapse accordingly.

As for civil servants who joined the HKSAR Government before 1 July 2020, according to the preliminary information gathered by the CSB, as at 15 March 2021, the great majority of them have signed the declaration with only 100 odd civil servants having failed to do so. The CSB is now verifying the figures with the departments and letters have been issued to request explanations from the civil servants who have failed to sign the declaration. The CSB will report in detail to the Panel on Public Service of the Legislative Council in April 2021 the civil service-wide situation in respect of the signing of declaration by civil servants.

In addition, the CSB held an oath-taking ceremony for civil servants on 18 December 2020. Permanent Secretaries, HoDs and directorate civil servants at the rank of D6 or above took an oath which was witnessed by the Chief Executive, Mrs Carrie Lam. They have also signed the declaration. The CSB will arrange for all newly appointed Permanent Secretaries, HoDs and directorate civil servants at the rank of D6 or above to take the oath in the future.

2. It has consistently been the duty of civil servants to uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR Government under the Basic Law and the Civil Service Code. This has all along been what the Government and the society expect from and require of them. All civil servants should in no uncertain terms acknowledge and accept these duties.

The requirement of oath-taking or signing the declaration by civil servants is an open acknowledgement of their acceptance and a genuine manifestation of the responsibilities of and expectations on civil servants. It also enables civil servants to have clearer awareness of the duties, responsibilities and requirements entailed by their official positions. We have elaborated in the circular, which should be read by all officers, on the content of the oath/declaration and what constitutes a breach of the oath/declaration. We have also produced a short video to introduce the content of the oath/declaration to civil servants in a clear and lucid manner. The relevant elaborations and short video can help enhance civil servants' awareness of misconduct that constitutes a breach of oath/declaration. If a civil servant commits a misconduct which constitutes a breach of oath/declaration in future, the Government will, having regard to the specific circumstances of the case, impose disciplinary punishment that can suitably reflect the severity and gravity of the misconduct committed in accordance with the disciplinary mechanism.

3. Since the work related to requiring civil servants to take an oath or sign a declaration has been undertaken by respective bureaux/departments (B/Ds) within existing resources, the CSB does not keep information on the expenditures or manpower arrangements of B/Ds in requiring civil servants to take an oath or sign a declaration, or estimate the relevant expenditures or manpower arrangements for the coming year.

- End -

CONTROLLING OFFICER'S REPLY

CSB042

(Question Serial No. 1227)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In 2021-22, the Civil Service Bureau will press ahead with the preparatory work for the establishment of a new civil service college, and work closely with other relevant bureaux and departments to take forward the Kwun Tong composite development project which will, among others, provide the long-term accommodation for the college. In this connection, will the Government inform this Committee of:

1. the expenditure involved and manpower arrangement for the above work; and
2. the categories of in-service training for civil servants to be provided by the civil service college and how to equip civil servants with the latest knowledge and know-how to achieve effective governance?

Asked by: Hon LAU Ip-keung, Kenneth (LegCo internal reference no.: 12)

Reply:

In 2021-22, the Civil Service Bureau will continue to take forward, through internal redeployment of existing manpower and resources, the preparatory work for establishing the Civil Service College. As the relevant officers are responsible not only for one single area of work, it would be difficult to account separately for the manpower and expenses only for work related to the establishment of the Civil Service College.

The Civil Service College will enhance training for civil servants in different areas, including understanding of our country's development and the relationship between the Central Authorities and the Hong Kong Special Administrative Region, leadership development, innovation and technology applications, and international collaboration, etc. Apart from delivering and arranging training programmes, workshops and thematic seminars of different types, and inviting experts and academics to conduct case analysis and share experience for the relevant programmes, we envisage that the College will also collaborate with Mainland institutions in organising national studies programmes for civil servants, send officers with high potential to advanced public administration programmes in renowned institutions, and arrange for attachments of civil servants to regional and international organisations to enhance exchange with counterparts in different places and sharing on

development trends in public administration and management experience. We hope that, by way of upgrading the training facilities and enhancing the training programmes, the civil service will be better equipped to meet various challenges and scale higher in public service delivery.

- End -

CONTROLLING OFFICER'S REPLY

CSB043

(Question Serial No. 1229)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In 2021-22, the Civil Service Bureau will enhance national studies training programmes for civil servants by further increasing the number of training places in these programmes to allow more civil servants to attend training in the Mainland, extending the Civil Service Staff Exchange Programme to cover the Mainland municipalities in the Greater Bay Area, and continuing to enhance the contents of the thematic visits to the Mainland municipalities in the Greater Bay Area. In this connection, will the Government inform this Committee of the following:

1. the expenditures involved and manpower arrangement for the above training programmes, exchange programmes and thematic visits in each of the past 3 years;
2. the numbers of civil servants participating in training, exchange programmes and thematic visits in the Mainland in each of the past 3 years, broken down by department, rank, age, headcount and region visited;
3. specific contents of the national studies training programmes; and
4. specific contents of the thematic visits to the Mainland municipalities in the Greater Bay Area.

Asked by: Hon LAU Ip-keung, Kenneth (LegCo internal reference no.: 13)

Reply:

The Civil Service Training and Development Institute (CSTDI) under the Civil Service Bureau organises national studies training programmes for civil servants at different levels. Such programmes can broadly be classified into local programmes and programmes held in the Mainland. The programmes mainly cover topics such as the Constitution of the People's Republic of China and the Basic Law, the relationship between the Central Authorities and the Hong Kong Special Administrative Region, the National Security Law and national security, the latest national policies (such as the "Belt and Road" Initiative, the Guangdong-Hong Kong-Macao Greater Bay Area Development), China's economic development, foreign affairs and national defence policies, environmental protection, advanced technology developments, social security issues, history and culture, etc.

Starting from 2019, CSTDI has been organising thematic visits to the Greater Bay Area (GBA) for civil servants to learn more about the latest development of the Mainland municipalities in the GBA in innovation and technology and smart city development. Participants also engage in exchanges with relevant officials, experts and practitioners during the visits. The visits mainly cover the areas of innovation and technology, economic development, smart city planning, environmental protection, etc.

The expenditure on national studies training programmes (including Basic Law training) in the past 3 years (which mainly covered speaker fees for local programmes, tuition fees for the Mainland programmes, expenses for participants' travelling between Hong Kong and the Mainland and their accommodation, study grants etc.) are as follows:

2018-19 Actual Expenditure	2019-20 Actual Expenditure	2020-21 Revised Estimate
\$21.1 million	\$21.2 million	\$1.2 million

In 2018 and 2019, there were respectively 930 and 1 180 civil servants at middle, senior and directorate levels participating in national studies training in the Mainland. Given the large number of participants involved, we are unable to provide the breakdown by department, rank, age, headcount and region visited. In 2020, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes in the Mainland had to be cancelled, thus making it not possible for us to arrange for civil servants to attend training in the Mainland. As such, the expenditure on national studies training programmes dropped substantially when compared with that in 2019-20. For 2021-22, CSTDI looks forward to resuming, if circumstances allow, its training programmes and exchange activities in the Mainland as soon as possible, and further enhancing national studies training for civil servants.

There are 25 Training Officers in CSTDI involved in organising national studies training programmes. As these officers are responsible not only for one single area of work, it would be difficult to account separately for the manpower only for work related to national studies training programmes.

- End -

CONTROLLING OFFICER'S REPLY

CSB044

(Question Serial No. 1575)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned under Matters Requiring Special Attention in 2021-22 that the Bureau will “enhance national studies training programmes for civil servants by further increasing the number of training places in these programmes to allow more civil servants to attend training in the Mainland” and “extending the Civil Service Staff Exchange Programme to cover the Mainland municipalities in the Greater Bay Area”. Please advise this Committee on the following:

- a) the numbers of middle and senior-level and directorate officers who attended training in the Mainland in each of the past 3 years;
- b) the specific number of additional training places expected in these programmes in the coming year and the timetable concerned;
- c) whether consideration has been given to further extending the Civil Service Staff Exchange Programme to cover municipalities outside the Greater Bay Area; if yes, what is the timetable; and whether the implementation of medium and long-term exchange programmes for civil servants will be considered; if yes, what are the details of such programmes; if not, what are the reasons?

Asked by: Hon LAU Kwok-fan (LegCo internal reference no.: 38)

Reply:

In 2018 and 2019, the number of civil servants at middle, senior and directorate levels participating in national studies training in the Mainland stood at 930 and 1 180 respectively. In 2020, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes in the Mainland had to be cancelled, thus making it not possible for us to arrange for civil servants to attend training in the Mainland. For 2021, CSTDI looks forward to resuming, if circumstances allow, its training programmes and exchange activities in the Mainland as soon as possible. CSTDI would continue the discussions with relevant Mainland counterparts regarding the arrangements for provision of more training places.

Since 2002, the Civil Service Bureau has been collaborating with the Mainland municipalities to organise the Civil Service Staff Exchange Programme. The Mainland municipalities which participated in the programme included Beijing, Shanghai, Chongqing, Hangzhou, Wuhan and Changsha. The Staff Exchange Programme for 2021 is now under preparation and we will extend the programme to cover the nine Mainland municipalities in the Greater Bay Area (“GBA”) to further promote cooperation amongst Hong Kong and the Mainland municipalities in the GBA. We will also arrange more training and exchange opportunities in the Mainland for civil servants so as to promote exchanges between officers in Hong Kong and the Mainland.

- End -

CSB045

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1832)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service Bureau issued a circular to all departments in mid-January, requiring all serving civil servants who were appointed before last July to sign a declaration within 4 weeks that they would uphold the Basic Law and bear allegiance to the Hong Kong Special Administrative Region (HKSAR). Officers who refuse to do so will be required to leave the service. The deadline for signing such declaration was end of February. Please provide a breakdown of the number of civil servants who left the service in 2021 (up to February) by department. How many of them left the service on retirement? How many of them left the service upon completion of contracts? What is the distribution of ranks among the rest of the civil servants who left the service for other reasons? Are there plans to fill the vacancies so arising?

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 10)

Reply:

It has consistently been the duty of civil servants to uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR Government under the Basic Law and the Civil Service Code. This has all along been what the Government and the society expect from and require of them. All civil servants should in no uncertain terms acknowledge and accept these duties.

The Civil Service Bureau (CSB) issued a circular to all departments in October 2020 and another in January 2021, respectively requiring all civil servants joining the HKSAR Government on or after 1 July 2020 as well as all civil servants who joined the HKSAR Government before 1 July 2020 to declare that they will uphold the Basic Law, bear allegiance to the HKSAR, be dedicated to their duties and be responsible to the HKSAR Government. Civil servants appointed to senior positions such as Heads of Department (HoDs) are also required to take an oath.

The requirement for civil servants to take an oath or sign a declaration is to enhance their awareness of the expectations and responsibilities brought on them by their official positions.

These expectations and responsibilities have already been in existence whether before or after a civil servant has taken an oath or signed a declaration.

Negligence or refusal to take the oath or to duly sign and return the declaration by a civil servant casts serious doubts on his/her willingness to take up these basic duties as well as his/her sense of duty and commitment to serve as a civil servant. Furthermore, it will have an adverse impact on the entire civil service as well as good governance. In view of the resulting loss of confidence in the officer, the suitability of the officer concerned to remain in the civil service to continue discharging his/her official duties is questionable. Hence, the Government will, with regard to the specific circumstances of each case, decide whether to initiate action in accordance with the mechanisms under the Public Service (Administration) Order or the relevant disciplined services legislation as appropriate to terminate the service of the officer. The officer concerned will be given an opportunity to make representations in the process.

Where a civil servant who is on probationary or agreement terms neglects or refuses to take the oath or duly sign and return the declaration, his/her probationary/agreement terms service shall be terminated immediately.

The CSB is now verifying the figures with the departments and letters have been issued to request explanations from the civil servants who have failed to sign the declaration. The CSB will report in detail to the Panel on Public Service of the Legislative Council in April 2021 the civil service-wide situation in respect of the signing of declaration by civil servants.

HoDs/Heads of Grades would, having regard to the number of vacancies in different grades and ranks, continue to conduct recruitment and promotion exercises with a view to filling the vacancies arising from various reasons (such as natural wastage) as soon as possible. The recruitment and promotion exercises will be conducted by relevant departments/grades according to the established procedures.

- End -

CONTROLLING OFFICER'S REPLY

CSB046

(Question Serial No. 1836)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

The Government is committed to promoting that ethnic minorities, like other applicants, have equal access to job opportunities in the Government. Chinese language proficiency, as an entry requirement of civil service posts, is a major difficulty for ethnic minorities in applying for government jobs. The Civil Service Bureau (CSB) completed in February 2018 a comprehensive review on the entry requirements relating to Chinese language proficiency for all the civil service grades, ensuring that the Chinese language proficiency requirements (LPRs) of related government jobs are no more than necessary for performance of the job. How many grades have lowered their Chinese LPRs after the review so far? How many posts are involved?

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 14)

Reply:

The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants.

Since Chinese language proficiency (especially in writing), as an entry requirement of civil service posts, is a major difficulty for non-ethnic Chinese in applying for government jobs, the Civil Service Bureau completed in February 2018 a comprehensive review on the entry requirements relating to Chinese language proficiency for all the civil service grades, increasing the total number of grades that would lower their Chinese language proficiency requirements (LPRs) from 31 to 53. We will continue to monitor the recruitment situation of these grades and remind Heads of Department/Grade to keep on reviewing and ensuring that the Chinese LPRs of related government jobs are no more than necessary for performance of the job on the basis of maintaining satisfactory performance of duties, so as to avoid creating unreasonable hurdle for non-ethnic Chinese to join the Government. On the other hand, departments will continue to employ non-ethnic Chinese, where appropriate, to meet specific operational needs. For example, in respect of services with interface with non-ethnic Chinese communities, departments may engage people proficient in non-ethnic Chinese languages for the relevant jobs.

- End -

CONTROLLING OFFICER'S REPLY

CSB047

(Question Serial No. 1837)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (1) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Civil servants in Hong Kong practise political neutrality. Nevertheless, amid the disturbances arising from the opposition to the amendments to the Fugitive Offenders Ordinance, a number of civil servants were alleged of participating in unlawful assemblies or violent activities, or publicly making remarks discrediting the “one country, two systems”, which necessitated follow-up actions by government departments. Would the Government advise this Committee on the number of civil servants who have been prosecuted and convicted because of opposition to the proposed legislative amendments, the number of such cases that necessitated follow-up actions by departments, details of such cases, as well as the department and ranks of those involved?

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 15)

Reply:

The Government attaches great importance to the conduct and integrity of civil servants and adopts a zero-tolerance attitude towards the breaching of the law by civil servants. The Government has an established mechanism for handling civil service disciplinary matters. For civil servants convicted of criminal offence, disciplinary action will be taken against the civil servants concerned upon conclusion of the relevant criminal proceedings. The disciplinary punishment which may be imposed includes verbal warning, written warning, reprimand, severe reprimand, reduction in rank, compulsory retirement or dismissal, etc. In determining the level of punishment, the relevant authority will examine the judgement and sentence of the criminal offence and take into account factors including the nature and gravity of the criminal offence, the level of punishment for similar criminal offence(s), mitigating factors (if any), the rank of the concerned officer and his/her service and disciplinary records, etc.

As at 28 February 2021, a total of 26 serving civil servants who had been arrested were under police investigation or being charged for suspected involvement in unlawful activities arising from the opposition to the proposed legislative amendments to the Fugitive Offenders Ordinance. These civil servants have been interdicted. In addition, five officers have been convicted, with some cases under appeal or pending sentencing. The relevant departments

will take disciplinary action against the officers concerned after conclusion of the criminal proceedings.

- End -

CONTROLLING OFFICER'S REPLY

CSB048

(Question Serial No. 1850)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (-) Not Specified
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

“In 2020-21, the Government created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund. As at end-January, some 16 000 appointments were made. I propose to further allocate \$6.6 billion to create around 30 000 time-limited jobs for a period up to 12 months.”

1. Concerning the 31 000 time-limited jobs mentioned above, please set out their distribution among departments, job nature, the reasons why some jobs are not filled, and the expected time for filling the vacancies.
2. Concerning the additional 30 000 time-limited jobs, please set out their distribution among departments, job nature, and earliest expected time of appointment.

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 40)

Reply:

1. The Government has earmarked \$6.6 billion under the Anti-epidemic Fund (AEF) to create 30 000 time-limited jobs in the public and private sectors within two years for people of different skill sets and academic qualifications. The financial impact of the Job Creation Scheme will be absorbed by the AEF, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created, with about half of the jobs are created in the government sector, including around 5 200 technical and non-skilled workers, 2 800 cleansing and supporting staff, 2 000 staff providing administrative, executive and clerical support, and 1 400 staff for carrying out Coronavirus Disease 2019 related duties.

Among the 31 000 jobs already created under the Scheme, around 18 000 jobs have been filled while the recruitment of the remaining 13 000 jobs is in progress or will commence shortly. The Civil Service Bureau will continue to coordinate with other relevant bureaux and departments with a view to expediting the implementation progress of the Scheme and completing the recruitment of the remaining 13 000 jobs in 2021.

2. In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB049

(Question Serial No. 2447)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (-) Not Specified
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

In each of the past 3 years, how many civil servants were subject to formal disciplinary action initiated by the Civil Service Bureau because of (i) conviction of criminal offences or repeated minor misconduct and (ii) more serious misconduct? How many of these civil servants were punished with dismissal, compulsory retirement, reduction in rank, severe reprimand plus financial penalty, severe reprimand, reprimand plus financial penalty, reprimand and warning (please provide a breakdown by department)?

In addition, since June 2019, how many civil servants have been interdicted following their arrest and being put under police investigation or charged for suspected involvement in unlawful public activities relating to the Anti-Fugitive Offenders Ordinance amendment exercise, and how many civil servants have been summarily dismissed upon arrest and prosecution for involvement in unlawful public activities during the probationary period so far?

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 3)

Reply:

The numbers of cases of civil servants punished with formal disciplinary action taken against them for conviction of criminal offences or misconduct in three financial years from 2018-19 to 2020-21 (as at 31 December 2020) are set out at Annex.

As at 28 February 2021, a total of 26 serving civil servants who had been arrested were under police investigation or being charged for suspected involvement in unlawful activities arising from the opposition to the proposed legislative amendments to the Fugitive Offenders Ordinance ("FOO"). These civil servants have been interdicted. To avoid prejudicing any relevant judicial or disciplinary proceedings, we are unable to provide further information on individual cases. Separately, among those who had been arrested for suspected involvement in unlawful activities arising from the opposition to the proposed legislative amendments to the FOO, there were eight probationers whose service had been terminated under the Civil Service Regulations.

Numbers of cases of civil servants punished with formal disciplinary action taken against them for conviction of criminal offences or misconduct ^(Note 1)

Bureau/Department	2018-19 financial year		2019-20 financial year		2020-21 financial year (as at 31 December 2020)	
	Removal (Note 2)	Other punishment (Note 3)	Removal	Other punishment	Removal	Other punishment
Agriculture, Fisheries and Conservation Department	0	2	0	1	0	3
Architectural Services Department	0	1	0	0	0	1
Auxiliary Medical Service	0	2	0	0	0	0
Buildings Department	0	1	1	1	0	1
Chief Secretary for Administration's Office	0	1	0	1	0	1
Civil Engineering and Development Department	0	2	0	2	0	0
Commerce and Economic Development Bureau	0	0	0	1	0	0
Constitutional and Mainland Affairs Bureau	0	1	0	0	0	0
Correctional Services Department	2	3	4	2	0	7
Customs and Excise Department	1	3	0	2	2	2
Department of Health	0	1	1	2	0	1
Drainage Services Department	0	2	1	0	1	0
Education Bureau	0	1	1	0	0	3
Electrical and Mechanical Services Department	0	1	1	3	0	3
Environmental Protection Department	0	5	0	0	0	0
Financial Services and the Treasury Bureau	0	1	0	0	0	0
Fire Services Department	1	148	1	26	0	8
Food and Environmental Hygiene Department	2	33	1	36	1	22
Government Logistics Department	0	3	0	1	0	1
Hong Kong Police Force	18	52	13	44	6	21
Housing Department	1	2	0	2	1	3
Immigration Department	1	8	1	3	1	2
Inland Revenue Department	0	0	0	1	0	0
Judiciary	0	1	0	1	2	0

Bureau/Department	2018-19 financial year		2019-20 financial year		2020-21 financial year (as at 31 December 2020)	
	Removal (Note 2)	Other punishment (Note 3)	Removal	Other punishment	Removal	Other punishment
Labour Department	0	1	0	3	0	1
Lands Department	0	1	0	1	0	0
Leisure and Cultural Services Department	3	2	3	7	1	0
Marine Department	1	1	0	1	0	0
Office of the Communications Authority	0	2	0	0	0	0
Office of the Government Chief Information Officer	0	2	0	0	0	0
Post Office	2	17	0	11	0	5
Radio Television Hong Kong	0	1	0	0	0	0
Rating and Valuation Department	0	0	0	0	0	1
Security Bureau	0	1	0	0	0	0
Social Welfare Department	0	0	0	3	1	0
Transport Department	0	1	0	1	0	0
Water Supplies Department	0	0	1	7	1	4
Working Family and Student Financial Assistance Agency	0	1	0	0	0	0
Sub-total	32	304	29	163	17	90
Total	336		192		107	

Note 1: Including cases where disciplinary actions were taken in accordance with the provisions under the Public Service (Administration) Order processed by the Civil Service Bureau and the respective Disciplined Services Legislation and the related subsidiary regulations on discipline processed by the disciplined services departments.

Note 2: Including dismissal and compulsory retirement.

Note 3: Including reduction in rank, severe reprimand, reprimand, financial penalty, verbal warning and written warning, etc.

- End -

CONTROLLING OFFICER'S REPLY

CSB050

(Question Serial No. 2456)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Budget has mentioned that \$6.6 billion will be further allocated to create around 30 000 time-limited jobs for a period up to 12 months. Please inform this Committee of the details, including the job types, time of creation, etc.

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 19)

Reply:

In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB051

(Question Serial No. 2469)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (4) Civil Service Training and Development
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Please provide the following information:

1. the staff establishments, salary expenditures and total expenditures of the Civil Service Training and Development Institute (CSTDI) for the past 3 years and the coming year;
2. the numbers of civil servants who were eligible to participate in the national studies programmes (those on Point 28 to Point 44 of the Master Pay Scale (MPS) or equivalent), the numbers of civil servants who have completed the programmes, the training places of the programmes and the number of participants of the programmes in each of the past 3 years; as well as the number of eligible civil servants and the training places of the programmes in the coming year;
3. the numbers of training events in relation to the Constitution and the Basic Law organised by the CSTDI; the numbers of civil servants who have received such training in the past 3 years; and the expected numbers of training events and participants in the coming year.

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 86)

Reply:

1. The staff establishment, salary expenditure and total expenditure of the Civil Service Training and Development Institute (CSTDI) under the Civil Service Bureau in the past three years and 2021-22 are as follows:

Establishment

2018-19	2019-20	2020-21	2021-22
126	133	134	134

Salary Expenditure (including personal emoluments, and Mandatory Provident Fund or Civil Service Provident Fund contribution)

2018-19 Actual Expenditure	2019-20 Actual Expenditure	2020-21 Revised Estimate	2021-22 Estimated Expenditure
78.8 million	86.3 million	86.1 million	94.2 million

Total Expenditure

2018-19 Actual Expenditure	2019-20 Actual Expenditure	2020-21 Revised Estimate	2021-22 Estimated Expenditure
153.8 million	155.5 million	117.5 million	170.7 million

2. Civil servants attend national studies training at different stages of their career, including training programmes held locally and in the Mainland. For programmes held in the Mainland, CSTDI currently collaborates with nine Mainland institutions (including the National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University) to organise programmes for officers at middle, senior and directorate levels. We also arrange for middle and senior-level civil servants to participate in thematic visits and staff exchange programme in the Mainland. In the past few years, CSTDI has been increasing the number of places for civil servants to attend training programmes in the Mainland, and the number of places provided to officers at middle, senior and directorate levels increased from 640 in 2015 to 1 000 in 2019. The majority of directorate officers have already attended training programmes in the Mainland. They account for about 75% of the total number of directorate officers, and about 8 000 civil servants at various levels attend local thematic seminars every year.

In the past three years (2018-2020), around 19 200 civil servants participated in national studies training (including training programmes held locally and in the Mainland). In 2020, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes in the Mainland had to be cancelled, and some of the local programmes and seminars had to be delivered by way of e-learning programmes instead. As such, there was a drop in the overall number of civil servants attending national studies training. For 2021, CSTDI looks forward to resuming, if circumstances allow, its training programmes and exchange activities as soon as possible, and further enhancing national studies training.

3. CSTDI has in recent years enhanced substantially Basic Law training for civil servants, including organising regular training programmes and thematic seminars, as well as developing e-learning resources. The training programmes cover the topics of the relationship between the Constitution of the People’s Republic of China (“the Constitution”) and the Basic Law, and the principle of “one country, two systems”, etc. Currently, all new recruits attend the Basic Law foundation training within three years

after joining the service. Middle and senior-level officers attend more advanced Basic Law courses and thematic seminars. In the past three years (2018-2020), CSTDI organised about 300 Basic Law training programmes and thematic seminars, and the number of trainees was around 28 500. The target number of civil servants receiving Basic Law training each year is 13 000 now. CSTDI also provides multi-media learning resources at the dedicated Basic Law webpage “Basic Law Portal”, which include web courses, video clips, podcasts, seminars’ recording etc., so as to enhance civil servants’ understanding of the Constitution and the Basic Law.

- End -

CONTROLLING OFFICER'S REPLY**CSB052****(Question Serial No. 2490)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (-) Not Specified

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

What are the numbers of trainees enrolled on the national studies training programmes in the past 3 years? In face of the COVID-19 epidemic, have the national studies training programmes moved online; if yes, please advise on the number of trainees receiving online training and the trainee-days; the expenditures involved for providing these programmes in the past 3 years and the coming year.

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 143)

Reply:

The Civil Service Training and Development Institute (CSTDI) under the Civil Service Bureau organises national studies training programmes for civil servants at different levels. Apart from local programmes and thematic seminars, CSTDI has also collaborated with nine Mainland institutions to organise national studies programmes in the Mainland, and arranged for civil servants to participate in thematic visits and exchange programme in the Mainland. The number of civil servants participating in national studies training programmes (including Basic Law training) in the past 3 years is as follows:

	2018	2019	2020
Number of Trainees	18 590	22 000	7 100

The expenditure on national studies training programmes (including Basic Law training) in the past three years and the estimated expenditure in 2021-22 (which mainly covers the speaker fees for local programmes, tuition fees for the Mainland programmes, expenses for participants' travelling between Hong Kong and the Mainland and their accommodation, study grants etc.) are as follows:

2018-19 Actual Expenditure	2019-20 Actual Expenditure	2020-21 Revised Estimate	2021-22 Estimated Expenditure
\$21.1 million	\$21.2 million	\$1.2 million	\$23.2 million

In 2020, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes in the Mainland had to be cancelled, and some of the local programmes and seminars had to be delivered by way of e-learning programmes instead. As such, there was a drop in the overall number of civil servants attending national studies training programmes and the number of trainee-days when compared with those in 2019. Expenditure on national studies training programmes also dropped substantially when compared with the expenditure in 2019-20.

CSTDI provides civil servants with online seminars and learning resources on national studies, the Constitution of the People’s Republic of China, the Basic Law and the National Security Law through the e-learning platform Cyber Learning Centre Plus. We have also collaborated with the Tsinghua University to launch the “Tsinghua Lecture Series” to provide the middle and senior-level civil servants with a series of pre-recorded lectures on national policies and the latest development in the Mainland. The total number of page views for the above national studies online training and learning resources is about 770 000 in 2020. For 2021, CSTDI looks forward to resuming, if circumstances allow, its training programmes and exchange activities in the Mainland as soon as possible, and further enhancing national studies training for civil servants.

- End -

CONTROLLING OFFICER'S REPLY

CSB053

(Question Serial No. 2594)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

What is the latest development in the establishment of the civil service college as well as the manpower and expenditure involved in the coming year? As regards the establishment of the civil service college, from which countries and regions has the Bureau learned the lessons?

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 142)

Reply:

The Government has been proactively pressing ahead with the work of establishing the Civil Service College, and plans to establish the College in 2021.

The Government has identified a "Government, Institution or Community" site in Kwun Tong for composite development using the "single site, multiple uses" model. We plan to construct two buildings on the site, comprising a high block and a low block. The high block will mainly house the Civil Service College and other civil service supporting facilities, while the low block will mainly provide social welfare and community facilities. The Government consulted the Kwun Tong District Council on the initial planning of the project in May 2019, and briefed the District Council in March 2021 on some follow-up work regarding the composite development project and related facilities. We will tender for the design and construction of the project later this year, and it is our plan to consult the relevant Panel of the Legislative Council on the funding proposal and submit a funding application to the Finance Committee in 2022. If everything goes smoothly and subject to timely funding approval by the Legislative Council, the relevant construction works are expected to commence in the same year (2022). Depending on the actual progress of the construction works, the composite development is expected to be completed by phase beginning from the end of 2026.

While construction of the premises in Kwun Tong takes time, we are upgrading the existing facilities of the Civil Service Training and Development Institute which is located on 3/F to 5/F in the North Point Government Offices. The upgrading works are expected to be completed in 2021 to enable the premises to be used as interim accommodation for the Civil Service College.

Apart from the hardware facilities, the Government is also committed to enhancing the training programmes for civil servants on the software front. A Civil Service Training Advisory Board comprising professionals and government officials was set up in November 2019 to give guidance on training programmes for the civil service and its long-term development strategy, and to prepare for the development of the new Civil Service College. The Advisory Board has set up four working groups to examine four key areas of training for civil servants in a focused manner. These four key areas include national studies and the Basic Law, leadership development, innovation and technology applications, and international collaboration. The working groups have already commenced work, and will map out the way forward for enhancing training in the respective areas, with a view to strengthening training and development for the civil service.

In 2021-22, the Civil Service Bureau will continue to take forward, through internal redeployment of existing manpower and resources, the preparatory work for establishing the Civil Service College. As the relevant officers are responsible not only for one single area of work, it would be difficult to account separately for the manpower and expenses only for work related to the establishment of the Civil Service College.

The Civil Service Bureau made visits to the Mainland, Singapore, Australia, Europe and North America to learn more about the relevant training and management experience of the civil service training institutions there. We will also maintain contact with the relevant institutions to keep abreast of the latest developments.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 2595)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Please provide a breakdown by bureau and department on the numbers of civil servants who are eligible to choose to extend their retirement age and who have already chosen to extend their retirement age. How many of them made the choice in 2020?

Since some young civil servants are concerned that choosing to extend their retirement age will affect their promotion prospects, what measures are in place to alleviate their concerns and discontent?

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 144)

Reply:

In July 2018, the Government launched the option for serving civil servants who joined the Government between 1 June 2000 and 31 May 2015 (hereafter referred to as “Eligible Civil Servants”) to choose to retire at the age of 65 (for civilian grades) or 60 (for disciplined services grades, regardless of ranks) (hereafter referred to as “the Option”). Eligible Civil Servants can decide whether or not to take the Option within the two-year option period commencing on 17 September 2018. The option period ended on 16 September 2020. About 47 000 (or 83%) out of some 56 000 Eligible Civil Servants had taken the Option. A breakdown of the statistics by bureaux/departments/offices is set out at Annex. Since the number of staff and the civil service grades involved vary in different bureaux/departments/offices, and the posting of general grades staff to different bureaux/departments/offices from time to time will result in changes in the related figures and composition due to staff changes, it is inappropriate to directly compare the number of Eligible Civil Servants who had taken the Option among different bureaux/departments/offices.

Since the majority of civil servants who joined the Government between 1 June 2000 and 31 May 2015 are relatively young, and should mostly be at the lower ranks of their grades, there should not be any problem of promotion blockage in the long term.

**Number of Eligible Civil Servants who had taken the Option
(as at 16 September 2020)**

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Agriculture, Fisheries and Conservation Department	702	611
Architectural Services Department	518	438
Audit Commission	55	49
Auxiliary Medical Service	37	34
Buildings Department	881	770
Census and Statistics Department	338	284
Chief Executive's Office	28	19
Chief Secretary for Administration's Office and Financial Secretary's Office	124	91
Civil Aid Service	22	17
Civil Aviation Department	270	183
Civil Engineering and Development Department	557	496
Civil Service Bureau	276	163
Commerce and Economic Development Bureau	163	74
Companies Registry	88	64
Constitutional and Mainland Affairs Bureau	64	31
Correctional Services Department	2 238	2 030
Customs and Excise Department	2 112	1 966
Department of Health	1 985	1 237
Department of Justice	414	270
Development Bureau	256	168
Drainage Services Department	461	410
Education Bureau	1 251	685

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Electrical and Mechanical Services Department	1 270	1 201
Environment Bureau	17	14
Environmental Protection Department	601	485
Financial Services and the Treasury Bureau	131	65
Fire Services Department	4 177	3 865
Food and Environmental Hygiene Department	3 922	3 563
Food and Health Bureau	81	48
Government Flying Service	71	65
Government Laboratory	191	166
Government Logistics Department	223	203
Government Property Agency	76	64
Highways Department	595	522
Home Affairs Bureau	100	57
Home Affairs Department	618	449
Hong Kong Observatory	78	55
Hong Kong Police Force	11 539	9 744
Hongkong Post	1 304	1 096
Housing Department	2 608	2 255
Immigration Department	2 737	2 494
Information Services Department	231	156
Inland Revenue Department	670	425
Innovation and Technology Bureau	47	26
Innovation and Technology Commission	99	74
Intellectual Property Department	67	41
Invest Hong Kong	11	8

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	18	16
Judiciary	542	435
Labour and Welfare Bureau	39	27
Labour Department	734	524
Land Registry	100	76
Lands Department	1 282	1 139
Legal Aid Department	153	101
Leisure and Cultural Services Department	3 110	2 637
Marine Department	411	386
Office of the Communications Authority	122	102
Office of the Government Chief Information Officer	116	89
Office of the Government Economist	29	17
Official Receiver's Office	80	67
Planning Department	207	150
Public Service Commission	9	6
Radio Television Hong Kong	259	207
Rating and Valuation Department	172	132
Registration and Electoral Office	87	49
Secretariat, Commissioner on Interception of Communications and Surveillance	12	8
Security Bureau	77	43
Social Welfare Department	2 119	1 623
Trade and Industry Department	118	81
Transport and Housing Bureau	75	49
Transport Department	644	497
Treasury	111	76

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
University Grants Committee Secretariat	21	13
Water Supplies Department	1 037	964
Working Family and Student Financial Assistance Agency	300	232
Total	56 288	46 977

- End -

CONTROLLING OFFICER'S REPLY

CSB055

(Question Serial No. 0315)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In recent years, the Government has been offering short-term internship opportunities in the Government and the public sector for students to gain work experience, thereby encouraging them to join the government sector after graduation. In this connection, please inform this Committee of the following:

1. the number of short-term internship places to be offered by the Government in 2021-22;
2. the numbers of short-term internship places and applicants in the past 3 years set out by government department or public organisation in table form;
3. the total amount of allowance received by the student interns in each of the past 3 years;
4. how the internship opportunities have been publicised and promoted, as well as the expenditures involved; and
5. whether statistics have been compiled on the percentage of students who have enrolled in the internship programmes joining the Government within 2 years after graduation, and how to assess the effectiveness of the policy.

Asked by: Hon LIAO Cheung-kong, Martin (LegCo internal reference no.: 3)

Reply:

1. The Civil Service Bureau (CSB) will continue to implement the Administrative Service Internship Programme (ASIP), the Internship Scheme for Students with Disabilities (ISSD) and the Internship Programme for Non-ethnic Chinese Students (IPNECS) in 2021-22. It is estimated that a total of about 210 short-term internship placements will be offered, which is similar to that of last year. Other bureaux and departments (B/Ds) will also continue to provide internship opportunities for young people through different programmes, according to their respective operational and professional needs.
2. According to our available information, a total of about 2 890 internship places were offered by bureaux/offices (including departments under their purview and related public organisations) in 2019-20. In 2020-21, despite the outbreak of the COVID-19 pandemic which has affected the implementation plans of various internship

programmes, including those of the HKSAR Government's Economic and Trade Offices outside Hong Kong and the Hospital Authority, bureaux/offices offered a total of about 3 600 internship places, which was a marked increase of 25% compared to last year. The general distribution of the places is at **Annex**. As for the internship places offered in 2018-19 and the number of applicants for different internship programmes in the past 3 years, CSB has not kept such information.

3. The total amount of allowance involved in ASIP, ISSD and IPNECS implemented by CSB in the past 3 years is set out below:

Year	Allowance in total (\$ million)
2018-19 ^{Note}	2.67
2019-20	3.24
2020-21	3.78

(Note: The total amount of allowance in 2018-19 did not include that for IPNECS as the programme was introduced on a pilot basis in the summer of 2019.)

CSB does not keep information on the total amount of allowance for internship programmes implemented by other B/Ds.

4. Currently, details and vacancies of internship programmes are publicised on the websites of the B/Ds concerned and CSB. They are also disseminated to students through relevant tertiary institutions. Publicity and promotion by these means do not incur additional costs.
5. To understand the work situation and learning experience of the student interns, the Secretary for the Civil Service and officers responsible for the programmes will meet the students participating in ASIP, ISSD and IPNECS to listen to their views on these programmes. Moreover, feedback will be collected from the participating students / organisations of the above 3 internship programmes through questionnaires. Regarding ASIP, of the 150-odd Administrative Officers recruited in the past 5 years, 25 had participated in the programme.

Bureau/Office (including departments under its purview and related public organisations)	Internship places (approx.)	
	2019-20	2020-21
Chief Secretary for Administration's Office, Financial Secretary's Office and Department of Justice	130	240
Civil Service Bureau	110	125
Commerce and Economic Development Bureau	225	220
Constitutional and Mainland Affairs Bureau	5	5
Development Bureau	350	685
Education Bureau	50	55
Environment Bureau	40	60
Financial Services and the Treasury Bureau	470	760
Food and Health Bureau	930	155 ^{Note}
Home Affairs Bureau	55	120
Innovation and Technology Bureau	80	565
Labour and Welfare Bureau	35	70
Security Bureau	285	185
Transport and Housing Bureau	125	355
Total	2 890	3 600

Note: The reduction in the number of internship places offered by the Food and Health Bureau in 2020-21 as compared to that in 2019-20 is mainly due to the suspension of the 2020 summer internship programme by the Hospital Authority in view of the Emergency Response Level at public hospitals and the infection control measures implemented amid the COVID-19 pandemic.

- End -

CONTROLLING OFFICER'S REPLY

CSB056

(Question Serial No. 0324)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Paragraph 173 of the Budget Speech mentioned that in 2021-22, the Government would have zero growth in the civil service establishment, so as to strengthen fiscal discipline by cutting expenditure. As regards the civil service establishment, please inform this Committee of the following:

1. the staff wastage figures and wastage rates of different ranks in the civilian and disciplined services grades in each of the past 3 years, set out in table form;
2. the recruitment targets, numbers of applicants and intakes of different ranks in the civilian and disciplined services grades in each of the past 3 years, set out in table form; and
3. in view of the zero growth to be implemented in the civil service establishment, whether the Government has assessed which departments are having the greatest shortages in manpower, the underlying causes and how the problem would be tackled.

Asked by: Hon LIAO Cheung-kong, Martin (LegCo internal reference no.: 12)

Reply:

1. In the past 3 years from 2017-18 to 2019-20, the numbers of wastage of civil servants were 8 616, 8 557 and 8 311 respectively, involving more than 600 civil service ranks each year. When compared with the civil service strength at the beginning of the year concerned, the wastage rates were 5.1%, 5.0% and 4.8% respectively. A breakdown of the number of wastage of civil servants by bureau/department/office is set out at **Annex**.
2. In the past three years, bureaux/departments (B/Ds) conducted recruitment exercises for over 300 civil service ranks and received about 1.5 million applications. From 2017-18 to 2019-20, there were a total of 42 449 new recruits (i.e. assumed duty in the years concerned). A breakdown of the annual recruitment figures of disciplined services grades and civilian grades is set out below –

Year	2017-18	2018-19	2019-20
Disciplined Services Grades			
No. of applications	About 119 000	About 87 000	About 76 000
No. of new recruits	4 283	4 270	2 427
Civilian Grades			
No. of applications	About 428 000	About 475 000	About 313 000
No. of new recruits	9 971	10 384	11 114

Note 1: The above figures exclude the recruitment relating to in-service transfer of civil servants working in Hospital Authority.

Note 2: As a recruitment exercise may straddle two financial years, the number of applications received and the number of new recruits appointed in the same recruitment exercise may not be counted under the same financial year. Therefore, the recruitment figures cannot be used to directly calculate and compare the success rates of applying for civil service jobs.

3. We have encouraged bureaux and departments to enhance effectiveness and efficiency through re-prioritisation, internal redeployment and streamlining of work processes, so that the workload can be coped with even without increase in civil service establishment. In addition, to allow flexibility in meeting their staffing needs, B/Ds may create or delete posts in existing non-directorate ranks provided that their respective establishment ceiling is not exceeded. They may also, having regard to the operational need and relevant considerations, decide on their own the grades which would require recruitment of civil servants and the number of civil servants required.

**Number of Wastage of Civil Servants
from 2017-18 to 2019-20**

Bureau/Department/Office	2017-18	2018-19	2019-20
Agriculture, Fisheries and Conservation Department	102	115	98
Architectural Services Department	89	113	109
Audit Commission	6	13	9
Auxiliary Medical Service	5	5	4
Buildings Department	49	62	48
Census and Statistics Department	54	48	52
Chief Executive's Office	1	2	4
Chief Secretary for Administration's Office	20	23	27
Civil Aid Service	10	7	2
Civil Aviation Department	41	33	31
Civil Engineering and Development Department	88	78	69
Civil Service Bureau	37	45	49
Commerce and Economic Development Bureau	14	16	18
Companies Registry	17	13	11
Constitutional and Mainland Affairs Bureau	2	7	8
Correctional Services Department	335	400	311
Customs and Excise Department	279	234	224
Department of Health	276	329	312
Department of Justice	63	54	65
Development Bureau	12	17	17
Drainage Services Department	100	100	107
Education Bureau	215	236	224
Electrical and Mechanical Services Department	192	165	205
Environmental Protection Department	69	57	70
Environment Bureau	2	2	0

Bureau/Department/Office	2017-18	2018-19	2019-20
Financial Services and the Treasury Bureau	56	9	9
Fire Services Department	407	436	440
Food and Environmental Hygiene Department	790	643	528
Food and Health Bureau	5	6	11
Government Flying Service	13	12	15
Government Laboratory	11	10	12
Government Logistics Department	42	44	41
Government Property Agency	13	10	11
Highways Department	98	121	127
Home Affairs Bureau	17	8	11
Home Affairs Department	101	90	96
Hong Kong Monetary Authority	2	3	0
Hong Kong Observatory	15	13	15
Hong Kong Police Force	1 786	1 714	1 802
Hongkong Post	293	286	304
Hospital Authority	192	185	164
Housing Department	432	429	427
Immigration Department	302	356	267
Information Services Department	26	9	10
Inland Revenue Department	138	153	147
Innovation and Technology Bureau	0	8	3
Innovation and Technology Commission	10	8	13
Intellectual Property Department	3	1	6
Invest Hong Kong	0	1	0
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	0	1	0
Judiciary	92	66	81
Labour and Welfare Bureau	6	4	0
Labour Department	88	99	76
Land Registry	24	26	23
Lands Department	197	208	220

Bureau/Department/Office	2017-18	2018-19	2019-20
Legal Aid Department	28	36	26
Leisure and Cultural Services Department	459	439	430
Marine Department	83	74	67
Office of the Communications Authority	17	22	21
Office of the Government Chief Information Officer	15	24	27
Official Receiver's Office	17	13	11
Planning Department	30	42	48
Public Service Commission	1	4	2
Radio Television Hong Kong	32	38	25
Rating and Valuation Department	49	54	50
Registration and Electoral Office	11	6	13
Secretariat, Commissioner on Interception of Communications and Surveillance	0	2	2
Security Bureau	7	10	7
Social Welfare Department	214	205	203
Trade and Industry Department	21	20	29
Transport and Housing Bureau	6	8	7
Transport Department	68	81	62
Treasury	26	28	29
University Grants Committee Secretariat	3	4	2
Water Supplies Department	252	266	265
Working Family and Student Financial Assistance Agency	40	48	52
Total	8 616	8 557	8 311

- End -

CONTROLLING OFFICER'S REPLY

CSB057

(Question Serial No. 0325)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service Bureau (CSB) is responsible for coordinating the Job Creation Scheme (the Scheme) under the Anti-epidemic Fund so as to create about 31 000 time-limited jobs in the public and private sectors in 2020-21. It is pointed out in paragraph 32 of the Budget Speech that the Government plans to further allocate \$6.6 billion to create around 30 000 time-limited jobs in 2021-22. In this connection, please advise this Committee on the following:

1. Please set out in table form the categories and respective numbers of time-limited jobs created and to be created in 2020-21 and 2021-22;
2. The Government said that about 16 000 appointments had been offered as at the end of January. What is the progress of recruitment for the remaining 15 000 jobs? and
3. Many of the jobs under the Scheme are created for fresh graduates and young people. However, some of them are administrative supporting ones which are non-professional or technical in nature. How will the Government help young people who are offered such jobs to move up their career ladder?

Asked by: Hon LIAO Cheung-kong, Martin (LegCo internal reference no.: 13)

Reply:

1. To relieve the worsening unemployment situation due to the epidemic and the anti-epidemic measures, the Government has earmarked \$6.6 billion under the Anti-epidemic Fund (AEF) in 2020-21 to create 30 000 time-limited jobs in the public and private sectors within two years for people of different skill sets and academic qualifications. The financial impact of the Job Creation Scheme will be absorbed by the AEF, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created under the Job Creation Scheme, including around 5 200 technical and non-skilled workers, 2 800 cleansing and supporting staff, 2 000 staff providing administrative, executive and clerical support, and 1 400 staff for carrying out Coronavirus Disease 2019 related duties.

2. Among the 31 000 jobs already created, around 18 000 jobs have been filled while the recruitment of the remaining 13 000 jobs is in progress or will commence shortly. The Civil Service Bureau will continue to coordinate with other relevant bureaux and departments with a view to expediting the implementation progress of the Scheme and completing the recruitment of the remaining 13 000 jobs in 2021.

3. Many of the jobs under the Job Creation Scheme are created specifically for fresh graduates, or especially suitable for young people to apply. Around 10 000 jobs already created under the Job Creation Scheme belong to this type of positions. For example, in the government sector, there are time-limited Executive Service Assistant/Executive Assistant/Administrative Assistant positions (equivalent to civil service Executive Officer (EO) II post and do not require the applicants to possess any working experience) created for providing various executive support services in the government departments. Other jobs such as Arts Administration/Museum/Stage Management Trainee positions in the Leisure and Cultural Services Department are also suitable for young people to apply. These jobs would provide young people with on-the-job training in the relevant sectors and opportunities to acquire the relevant working experience, and thus be conducive to their career development.

- End -

CONTROLLING OFFICER'S REPLY

CSB058

(Question Serial No. 0034)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in paragraph 32 of the Budget that in 2020-21, the Government created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund (AEF). As at end-January, some 16 000 appointments were made. In this connection, please advise on the following:

1. Among the appointments made as mentioned above, what are the respective numbers of construction and related engineering professionals employed by the relevant government departments (including the Planning Department, Housing Department, Buildings Department, Civil Engineering and Development Department, Drainage Services Department, Water Supplies Department, Electrical and Mechanical Services Department, Transport Department, Highways Department and Environmental Protection Department)?
2. According to the Financial Secretary, he will further allocate \$6.6 billion to create around 30 000 time-limited jobs for a period up to 12 months. Apart from the Employment Support Scheme, will the Government consider using the allocation to render practicable assistance to young people who aspire to pursue their career along the professional paths? If yes, what are the details, and if no, what are the reasons?

Asked by: Hon LO Wai-kwok (LegCo internal reference no.: 6)

Reply:

1. The financial impact of the Job Creation Scheme will be absorbed by the Anti-epidemic Fund, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. Under the scheme, in addition to jobs created in government bureaux and departments (B/Ds), jobs are also created through non-governmental organisations under the purview of respective bureaux or subsidy schemes administered by relevant associations acting as the agents. As at end February 2021, there were around 2 700 construction and related engineering professionals employed under the Job Creation Scheme. Details are set out at Annex.

2. In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course. We welcome respective professional sectors to continue to participate in the job creation.

**Number of jobs filled
by the construction and related engineering professionals^{Note}
under the Job Creation Scheme**

Bureau/Department (B/Ds)	Number of jobs filled by the construction and related engineering professionals	
	Jobs created in government sector	Jobs created in non- governmental sector through subsidy schemes or in public bodies under B/Ds' purview
Development Bureau	42	1 812
Planning Department	13	-
Housing Department	-	2
Buildings Department	98	-
Civil Engineering and Development Department	79	-
Drainage Services Department	38	-
Water Supplies Department	19	-
Electrical and Mechanical Services Department	59	-
Transport Department	3	-
Highways Department	142	-
Environmental Protection Department	-	378
Lands Department	22	-
Total	515	2 192

Note: The relevant professionals refer to Architect, Building Services Engineer, Building Surveyor, Electrical and Mechanical Engineer, Electrical Engineer, Electronics Engineer, Engineer, Estate Surveyor, Geotechnical Engineer, Land Surveyor, Landscape Architect, Maintenance Surveyor, Mechanical Engineer, Planning Officer, Quantity Surveyor, Shift Charge Engineer, Structural Engineer, Town Planner, Cartographer, Chemist, Waterworks Chemist and staff performing work related to environmental protection, as well as relevant graduate trainees of the aforementioned sectors.

- End -

CONTROLLING OFFICER'S REPLY

CSB059

(Question Serial No. 0035)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

According to paragraph 190 of the Budget, the Government's target is to have zero growth in the civil service establishment in 2021-22. In this regard, please advise on the following:

1. Please illustrate in a table, the respective additional numbers and increase rates of construction and related engineering professionals to be employed and actually employed by the relevant government departments (including the Planning Department, Housing Department, Buildings Department, Civil Engineering and Development Department, Drainage Services Department, Water Supplies Department, Electrical and Mechanical Services Department, Transport Department, Highways Department and Environmental Protection Department) in 2020/21. If there are remaining quota, will the relevant departments complete the recruitment exercise as planned? If yes, what are the details, and if no, what are the reasons?
2. If the Government aims at an across-the-board zero growth in the civil service establishment, has it considered the adverse impact on the relevant departments which are under urgent need to implement land and housing supply initiatives or take forward new railway projects? If yes, what are the details, and if no, what are the reasons?

Asked by: Hon LO Wai-kwok (LegCo internal reference no.: 8)

Reply:

1. Among the new civil service posts approved to be created in 2020-21 in the departments referred to in the question, there are 319 posts in the construction and relevant engineering professional grades. Details are set out at **Annex**.

Heads of Departments/Grades would, having regard to the number of vacancies in different grades and ranks, conduct recruitment and promotion exercises each year with a view to filling the vacancies arising from creation of new civil service posts and other reasons as soon as possible. As the recruitment and promotion exercises are conducted by relevant departments/grades, CSB does not have information on the filling of vacancies of the new posts in 2020-21.

2. It is of utmost importance to maintain the sustainability of public finance amidst the economic downturn. Therefore, we will have zero growth in the civil service establishment in 2021-22 in order to contain the growth in establishment expenditure. We have encouraged bureaux and departments to enhance effectiveness and efficiency through re-prioritisation, internal redeployment and streamlining of work processes, so that the workload can be coped with even without increase in civil service establishment.

**Civil service posts approved to be created
in the construction and relevant engineering professional grades^{Note} in 2020-21**

Department	Number of new posts approved in 2020-21	Percentage of the existing establishment of the relevant professional grades
Planning Department	11	3.5%
Housing Department	61	5.3%
Buildings Department	43	6.2%
Civil Engineering and Development Department	42	5.6%
Drainage Services Department	21	5.7%
Water Supplies Department	18	4.7%
Electrical and Mechanical Services Department	37	6.9%
Transport Department	22	9.4%
Highways Department	35	5.4%
Environmental Protection Department	29	4.2%
Total	319	5.5%

Note: The relevant professional grades refer to Architect, Building Services Engineer, Building Surveyor, Electrical and Mechanical Engineer, Electrical Engineer, Electronics Engineer, Engineer, Estate Surveyor, Geotechnical Engineer, Land Surveyor, Landscape Architect, Maintenance Surveyor, Mechanical Engineer, Planning Officer, Quantity Surveyor, Shift Charge Engineer, Structural Engineer, Town Planner, Cartographer, Chemist, Environmental Protection Officer and Waterworks Chemist.

- End -

CONTROLLING OFFICER'S REPLY

CSB060

(Question Serial No. 0051)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Government has indicated that it will further allocate \$6.6 billion to create around 30 000 time-limited jobs for a period up to 12 months in 2021-22. In this connection, please inform this Committee of:

1. the present progress; when recruitment will commence;
2. the proportion of government and non-government posts among the 30 000 jobs; the types of work; the number of jobs for each type of work; and
3. the number of jobs for various industries such as anti-epidemic support, healthcare, environmental maintenance and elderly service.

Asked by: Hon LO Wai-kwok (LegCo internal reference no.: 14)

Reply:

In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB061

(Question Serial No. 0033)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is stated in paragraph 32 of the Budget Speech that the Government created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund (AEF) last year. As at end-January, some 16 000 appointments were made. The Government proposes to further allocate \$6.6 billion to create around 30 000 time-limited jobs for a period up to 12 months. In this connection, please inform this Committee of:

- (a) the posts and expected salaries of the 31 000 time-limited jobs created under the AEF which have already been filled and yet to be filled, as well as the Government's manpower deployment for carrying out the scheme;
- (b) the details such as employing organisations, posts, areas of work and expected salaries of the 30 000 time-limited jobs proposed to be created for a period up to 12 months.

Asked by: Hon LUK Chung-hung (LegCo internal reference no.: 6)

Reply:

- (a) The financial impact of the Job Creation Scheme will be absorbed by the Anti-epidemic Fund, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created under the Job Creation Scheme. Among the jobs already created, around 18 000 jobs have been filled while the recruitment of the remaining 13 000 jobs is in progress or will commence shortly. The remuneration of the jobs varies depending on the requirements of the positions and the qualifications of appointees. According to the information provided by bureaux and departments (B/Ds), the monthly pay of around 55% of time-limited jobs range from \$10,000 to \$20,000, and the monthly pay of around 40% of jobs are at \$20,000 or above. The Civil Service Bureau coordinates with respective B/Ds to implement the relevant scheme with existing manpower resources.
- (b) In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant

associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY**CSB062****(Question Serial No. 0733)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): (-) Not SpecifiedProgramme: (2) Human Resource ManagementControlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the disciplinary issues of civil servants, would the Government inform this Committee of the following:

- (1) the numbers of cases where punishment was imposed due to conviction of criminal offences or misconduct in each of the past 3 years, set out by bureau/department concerned, type of misconduct and mode of punishment; and
- (2) the work plan, specific measures and estimated expenditures in respect of the disciplinary training of civil servants in 2021-22, and how the effectiveness of such measures will be assessed?

Asked by: Hon LUK Chung-hung (LegCo internal reference no.: 51)Reply:

- (1) The numbers of cases of civil servants punished for conviction of criminal offences or misconduct in the financial years from 2018-19 to 2020-21 (as at 31 December 2020) broken down by bureaux/departments are as follows:

Bureau/Department	2018-19 financial year			2019-20 financial year			2020-21 financial year (as at 31 December 2020)		
	Formal disciplinary action		Summary disciplinary action (Note 3)	Formal disciplinary action		Summary disciplinary action	Formal disciplinary action		Summary disciplinary action
	Removal (Note 1)	Other punishment (Note 2)		Removal	Other punishment		Removal	Other punishment	
Agriculture, Fisheries and Conservation Department	0	2	6	0	1	4	0	3	2

Bureau/Department	2018-19 financial year			2019-20 financial year			2020-21 financial year (as at 31 December 2020)		
	Formal disciplinary action		Summary disciplinary action (Note 3)	Formal disciplinary action		Summary disciplinary action	Formal disciplinary action		Summary disciplinary action
	Removal (Note 1)	Other punishment (Note 2)		Removal	Other punishment		Removal	Other punishment	
Architectural Services Department	0	1	0	0	0	0	0	1	0
Auxiliary Medical Service	0	2	4	0	0	0	0	0	0
Buildings Department	0	1	0	1	1	2	0	1	0
Census and Statistics Department	0	0	3	0	0	0	0	0	0
Chief Secretary for Administration's Office	0	1	0	0	1	1	0	1	0
Civil Engineering and Development Department	0	2	1	0	2	0	0	0	0
Civil Service Bureau	0	0	0	0	0	1	0	0	0
Commerce and Economic Development Bureau	0	0	0	0	1	0	0	0	0
Companies Registry	0	0	0	0	0	0	0	0	1
Constitutional and Mainland Affairs Bureau	0	1	0	0	0	0	0	0	0
Correctional Services Department	2	3	32	4	2	30	0	7	24
Customs and Excise Department	1	3	10	0	2	17	2	2	8
Department of Health	0	1	7	1	2	6	0	1	5
Department of Justice	0	0	2	0	0	1	0	0	1
Drainage Services Department	0	2	0	1	0	4	1	0	4
Education Bureau	0	1	4	1	0	10	0	3	12
Electrical and Mechanical Services Department	0	1	9	1	3	10	0	3	6
Environmental Protection Department	0	5	0	0	0	0	0	0	2
Financial Services and the Treasury Bureau	0	1	0	0	0	0	0	0	0
Fire Services Department	1	148	14	1	26	12	0	8	13
Food and Environmental Hygiene Department	2	33	30	1	36	34	1	22	16
Government Laboratory	0	0	0	0	0	0	0	0	2
Government Logistics Department	0	3	0	0	1	1	0	1	0

Bureau/Department	2018-19 financial year			2019-20 financial year			2020-21 financial year (as at 31 December 2020)		
	Formal disciplinary action		Summary disciplinary action (Note 3)	Formal disciplinary action		Summary disciplinary action	Formal disciplinary action		Summary disciplinary action
	Removal (Note 1)	Other punishment (Note 2)		Removal	Other punishment		Removal	Other punishment	
Government Property Agency	0	0	1	0	0	0	0	0	0
Highways Department	0	0	2	0	0	2	0	0	0
Home Affairs Department	0	0	0	0	0	1	0	0	1
Hong Kong Observatory	0	0	0	0	0	2	0	0	0
Hong Kong Police Force	18	52	136	13	44	79	6	21	79
Housing Department	1	2	5	0	2	5	1	3	4
Immigration Department	1	8	45	1	3	21	1	2	6
Inland Revenue Department	0	0	7	0	1	2	0	0	4
Judiciary	0	1	1	0	1	0	2	0	1
Labour Department	0	1	3	0	3	1	0	1	1
Lands Department	0	1	3	0	1	3	0	0	6
Legal Aid Department	0	0	1	0	0	0	0	0	0
Leisure and Cultural Services Department	3	2	17	3	7	23	1	0	7
Marine Department	1	1	1	0	1	3	0	0	5
Office of the Communications Authority	0	2	0	0	0	0	0	0	0
Office of the Government Chief Information Officer	0	2	0	0	0	0	0	0	0
Official Receiver's Office	0	0	0	0	0	0	0	0	2
Post Office	2	17	66	0	11	54	0	5	43
Radio Television Hong Kong	0	1	1	0	0	0	0	0	1
Rating and Valuation Department	0	0	0	0	0	2	0	1	2
Security Bureau	0	1	0	0	0	0	0	0	0
Social Welfare Department	0	0	2	0	3	1	1	0	1
Trade and Industry Department	0	0	1	0	0	0	0	0	0
Transport Department	0	1	2	0	1	1	0	0	1
Treasury	0	0	0	0	0	1	0	0	0
University Grants Committee Secretariat	0	0	0	0	0	1	0	0	0
Water Supplies Department	0	0	5	1	7	4	1	4	5

Bureau/Department	2018-19 financial year			2019-20 financial year			2020-21 financial year (as at 31 December 2020)		
	Formal disciplinary action		Summary disciplinary action (Note 3)	Formal disciplinary action		Summary disciplinary action	Formal disciplinary action		Summary disciplinary action
	Removal (Note 1)	Other punishment (Note 2)		Removal	Other punishment		Removal	Other punishment	
Working Family and Student Financial Assistance Agency	0	1	0	0	0	0	0	0	0
Sub-total	32	304	421	29	163	339	17	90	265
Total	757			531			372		

Note 1 : Including dismissal and compulsory retirement.

Note 2 : Including reduction in rank, severe reprimand, reprimand, financial penalty, verbal warning and written warning, etc.

Note 3 : Including verbal warning, written warning, and admonishment/admonition.

- (2) On the whole, civil servants are law-abiding and dedicated to their duties. We have spared no efforts in putting across the message to all civil servants, through various means, on the great importance attached by the Government to civil service discipline and the Government's expectations and requirements on their conduct and integrity.

All new recruits are provided with the Civil Service Code ("the Code"), and are required to familiarise themselves with the contents of the Code and comply with the relevant requirements. The new recruits are also briefed on the code in the induction programmes organised by the Civil Service Training and Development Institute. Moreover, civil servants are reminded through various means that they should uphold the core values and standards of conduct, and that the Government adopts a zero-tolerance attitude towards civil servants who violate the law and would take a serious approach against any such officers.

The Government requires all civil servants to take an oath/sign a declaration that they will uphold the Basic Law, bear allegiance to the Hong Kong Special Administrative Region ("HKSAR"), be dedicated to their duties and be responsible to the HKSAR Government. Taking the oath or signing the declaration is an open acknowledgement of the acceptance and a genuine manifestation of the responsibilities of and expectations on civil servants, which enable civil servants to have clearer awareness of the duties, responsibilities and requirements entailed by their official positions. We have elaborated in the relevant circular, which should be read by all officers, on the content of the oath/declaration and what constitutes a breach of the oath/declaration. We have also produced a short video to introduce the content of the oath/declaration to civil servants in a clear and lucid manner. The relevant elaborations and short video can help enhance civil servants' awareness of misconduct which constitutes a breach of the oath/declaration.

In addition, the Civil Service Bureau (“CSB”) and the Independent Commission Against Corruption continue to organise training programmes to enhance the understanding of civil servants on anti-bribery laws and raise their alertness to corruption, conflict of interest and integrity issues.

The above-mentioned work constitutes part of the overall operation of CSB. It would be impracticable for us to provide a breakdown on the expenses involved.

- End -

CONTROLLING OFFICER'S REPLY

CSB063

(Question Serial No. 0734)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Please set out the numbers of non-civil service contract posts created by various departments for anti-epidemic work against the novel coronavirus in the past year, with a breakdown by bureau/department concerned, type of work, pay level and mode of employment. What were the expenditures involved?

Asked by: Hon LUK Chung-hung (LegCo internal reference no.: 50)

Reply:

Under the Non-Civil Service Contract (NCSC) Staff Scheme, Heads of Bureaux/Departments may employ NCSC staff to meet changing operational and service needs. They include those: (a) which may be time-limited, seasonal, or subject to market fluctuations; or (b) which require staff to work less than the conditioned hours; or (c) which require tapping the latest expertise in a particular area from the labour market; or (d) where the mode of service delivery is under review or likely to be changed. As far as the anti-epidemic work against the Coronavirus Disease 2019 is concerned, the Government has taken into account the development of the pandemic in implementing various targeted measures at different stages of the pandemic. Having regard to the prevailing service needs, Bureaux/Departments (B/Ds) would decide on the employment of additional NCSC staff for anti-epidemic work which would be handled in accordance with the established procedures. The Civil Service Bureau (CSB) does not collect the complete data on the related information.

Regarding the expenditure on employment NCSC staff, Heads of Departments are required to meet from their own resources the entire cost for the employment as well as any operating expenditure arising from or in connection with the employment of these staff. CSB does not collect the information on the expenditure of respective B/Ds on the employment of NCSC staff.

- End -

CONTROLLING OFFICER'S REPLY

CSB064

(Question Serial No. 0735)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding occupational safety and health in the civil service, will the Government advise this Committee on the following:

- (1) the number of occupational injuries involving civil servants in the past 3 years, broken down by work type, post and type of accident; and
- (2) the measures in place to enhance occupational safety and health in the civil service in 2021-22; and the expenditure involved?

Asked by: Hon LUK Chung-hung (LegCo internal reference no.: 49)

Reply:

- (1) The number of occupational injuries reported by government departments from 2018 to the first 3 quarters of 2020, with breakdown by type of accident, is at **Annex**. The Labour Department (LD) does not keep breakdowns by work type and post.
- (2) In 2021-22, the Civil Service Bureau will continue to organise various promotional activities on occupational safety and health (OSH), including organising thematic seminars for government employees to enhance their understanding of the major types of accidents and ways of prevention; strengthening training for officers responsible for OSH in bureaux/departments; and arranging visits and experience-sharing seminars to enable the officers concerned to learn from the successful experience of different departments/organisations and exchange views. In arranging promotional activities, we will closely keep in view the development of the epidemic situation, adopt appropriate anti-epidemic measures and conduct activities flexibly by different means (including online classes). Moreover, this Bureau will update the website on OSH in the Civil Service to provide colleagues with more up-to-date information and news on OSH. Furthermore, on publicity, we will organise thematic roving exhibitions in various government offices buildings and produce publicity materials to reinforce civil servants' awareness and understanding of OSH. The estimated expenditure involved is around \$480,000.

In respect of inspection and enforcement, LD adopts a risk-based approach in prioritising inspections based on the OSH risk level and the changes in risk level in individual government departments. In particular, for those with relatively higher number of accidents, LD inspects/visits the workplaces concerned from time to time to give advice on OSH issues to the relevant officers. LD would also urge these officers to implement and improve their safety management systems, to formulate OSH initiatives and to strengthen safety training, with a view to improving OSH performance. The inspection and enforcement work targeting government departments is part of LD's on-going work and the expenditure involved cannot be computed separately.

**Number of Occupational Injuries
Reported by Government Departments (Breakdown by Type of Accident)
in 2018, 2019 and the First 3 Quarters of 2020**

Type of Accident	2018	2019	First 3 Quarters of 2020
Trapped in or between objects	34	44	18
Injured whilst lifting or carrying	231	234	155
Slip, trip or fall on same level	556	532	341
Fall of person from height	43	29	14
Striking against fixed or stationary object	97	101	66
Striking against or struck by moving object	134	115	70
Stepping on object	28	22	4
Exposure to or contact with harmful substance	8	14	2
Contact with electricity or electric discharge	1	1	-
Trapped by collapsing or overturning object	8	4	-
Struck by falling object	26	21	12
Struck by moving vehicle	119	119	58
Contact with moving machinery or object being machined	4	7	4
Drowning	1	1	3
Exposure to fire	-	4	2
Injured by hand tool	26	29	17
Contact with hot surface or substance	10	15	6
Injured by animal	47	37	39
Injured in workplace violence	101	184	73
Others	128	120	99
Total	1 602	1 633	983

Notes:

- a. Occupational injuries refer to injury cases in workplaces reported under the Employees' Compensation Ordinance (Cap. 282), resulting in fatalities or incapacity for work of over 3 days.
- b. The latest available statistics are up to the first 3 quarters of 2020.

- End -

CONTROLLING OFFICER'S REPLY

CSB065

(Question Serial No. 0742)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the employment of non-civil service contract (NCSC) staff, please advise this Committee on the following:

- (1) the numbers of NCSC staff employed by various bureaux/departments/offices in the last year, broken down by mode of appointment (full-time/part-time), work type and position;
- (2) the numbers of NCSC staff in various bureaux/departments/offices with continuous service of less than 3 years, 3 years to less than 5 years, 5 years to less than 10 years and 10 years or more, and their percentages to the total number of NCSC staff, broken down by mode of appointment (full-time/part-time), work type and position; of these, the numbers of NCSC staff with continuous service of 5 years or more in the same position and their percentages to the total number of NCSC staff; and
- (3) the numbers of positions recruited on NCSC terms for 5 years or more in various bureaux/departments/offices to date, broken down by mode of appointment (full-time/part-time), work type and position; will the Administration consider including these positions with long term service need into the civil service establishment; if yes, of the details; if no, of the reasons?

Asked by: Hon LUK Chung-hung (LegCo internal reference no.: 48)

Reply:

- (1) The breakdown of the number of full-time^(Note 1) and part-time^(Note 2) non-civil service contract (NCSC) staff by bureaux/departments (B/Ds) and work types as at 30 June 2020 is set out at **Annex A**.
- (2) The breakdown of the number of full-time NCSC staff by B/Ds, work types and length of continuous service^(Note 3), and its percentage to the total number of NCSC staff as at 30 June 2020 are set out at **Annex B**. Among them, there were 2 345 full-time NCSC staff with continuous service of five years or more in the same position, representing about 21% of the total number of full-time NCSC staff. The Civil Service Bureau does

not collect information on the length of continuous service of part-time NCSC staff employed by B/Ds.

- (3) The breakdown of the number of full-time NCSC staff with continuous service of five years or more, by B/Ds and work types, as at 30 June 2020 is set out at **Annex C**. As far as the recruitment of civil servants is concerned, it is the Government's policy to select the most suitable persons to fill civil service vacancies through an open, fair and competitive process. In this regard, B/Ds will not accord priority to employing NCSC staff as civil servants. That said, we welcome serving NCSC staff to apply for civil service posts through an open recruitment process if they are interested. Since relevant working experience is one of the factors to be taken into consideration in the recruitment of civil servants, NCSC staff who meet the basic entry requirements of the relevant civil service ranks should generally enjoy a competitive edge over other applicants because of their working experience in the Government.

Note 1: "Full-time" employment means employment under a "continuous contract" as defined by the Employment Ordinance (EO). According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

Note 2: "Part-time" employment means employment whereby the number of working hours of the NCSC staff is less than those under a "continuous contract" as defined by the EO. The number of part-time NCSC staff set out at the annex refers to those with employment contractual relations with the user B/Ds as at 30 June 2020 and only some of them were called upon to perform duty on that date.

Note 3: "Continuous service" refers to employment in the same NCSC position, as well as employment in different NCSC positions of the same department without a break in service.

**Breakdown of full-time and part-time non-civil service contract (NCSC) staff
by bureaux/departments and work types
(position as at 30 June 2020)**

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Agriculture, Fisheries and Conservation Department	Administration / Executive support / Project co-ordination staff	14	7
	Clerical support staff	4	8
	General support staff	-	1
	Professional support staff	4	8
	Technical support staff	154	84
	Education staff	1	-
	Non-skilled staff	1	4
Architectural Services Department	Administration / Executive support / Project co-ordination staff	10	2
	Clerical support staff	-	2
	Professional support staff	20	2
	Technical support staff	-	4
	Non-skilled staff	-	3
Auxiliary Medical Service	Operations and training staff	1	-
Buildings Department	Clerical support staff	35	-
	Professional support staff	36	-
	Technical support staff	53	-
	Customer services / Public relations staff	2	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Census and Statistics Department	Administration / Executive support / Project co-ordination staff	3	-
	Clerical support staff	50	-
	IT support staff	3	-
	Professional support staff	24	-
	Research work staff	288	-
Chief Executive's Office	Administration / Executive support / Project co-ordination staff	1	-
	General support staff	4	-
Chief Secretary and Financial Secretary's Offices	Administration / Executive support / Project co-ordination staff	13	-
	Clerical support staff	4	2
	General support staff	2	-
	IT support staff	1	-
	Professional support staff	5	-
	Accounting staff	2	-
	Customer services / Public relations staff	3	-
	Legal services staff	4	-
Civil Aid Service	Quarantine supporting staff	27	-
Civil Aviation Department	Professional support staff	1	1
	Technical support staff	2	84
	Non-skilled staff	-	1
Civil Engineering and Development Department	Administration / Executive support / Project co-ordination staff	6	-
	Clerical support staff	3	-
	IT support staff	1	-
	Professional support staff	3	-
	Technical support staff	2	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Civil Service Bureau	Administration / Executive support / Project co-ordination staff	-	4
	Research work staff	1	-
Commerce and Economic Development Bureau	Administration / Executive support / Project co-ordination staff	21	1
	Clerical support staff	4	-
	Secretarial support staff	1	-
	Research work staff	4	-
	Customer services / Public relations staff	1	5
	Trade-related staff	6	-
Companies Registry	Administration / Executive support / Project co-ordination staff	74	-
	Clerical support staff	49	-
	Accounting staff	2	-
	Legal services staff	1	-
Constitutional and Mainland Affairs Bureau	Administration / Executive support / Project co-ordination staff	7	-
	Customer services / Public relations staff	1	-
Correctional Services Department	Administration / Executive support / Project co-ordination staff	2	1
	Clerical support staff	-	1
	Professional support staff	2	-
	Education staff	-	4
	Supplies staff	-	1
	Leisure and culture services staff	1	1
	Customer services / Public relations staff	-	1
Customs and Excise Department	Administration / Executive support / Project co-ordination staff	10	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Department of Health	Administration / Executive support / Project co-ordination staff	40	7
	Clerical support staff	11	31
	General support staff	216	66
	IT support staff	2	-
	Professional support staff	1	-
	Technical support staff	2	1
	Accounting staff	2	-
	Customer services / Public relations staff	3	-
	Medical / Hygiene / Welfare-related work staff	96	244
Department of Justice	Clerical support staff	1	-
	General support staff	1	-
	Translation staff	1	-
	Customer services / Public relations staff	1	-
	Legal services staff	36	-
Development Bureau	Administration / Executive support / Project co-ordination staff	18	1
	Clerical support staff	9	-
	Professional support staff	18	-
	Technical support staff	5	-
	Research work staff	2	-
	Translation staff	1	-
	Leisure and culture services staff	13	-
	Legal services staff	3	-
	Non-skilled staff	2	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Drainage Services Department	Administration / Executive support / Project co-ordination staff	11	-
	Clerical support staff	11	-
	IT support staff	7	-
	Secretarial support staff	2	-
	Professional support staff	15	-
	Technical support staff	16	-
	Accounting staff	1	-
	Customer services / Public relations staff	10	-
Education Bureau	Administration / Executive support / Project co-ordination staff	151	-
	Clerical support staff	191	5
	General support staff	1	-
	IT support staff	100	-
	Professional support staff	42	4
	Technical support staff	11	-
	Education staff	477	57
	Research work staff	2	-
	Translation staff	2	-
	Supplies staff	-	1
	Customer services / Public relations staff	1	-
	Medical / Hygiene / Welfare-related work staff	7	-
	Legal services staff	1	-
	Design staff	1	-
	Investigation staff	-	21
Non-skilled staff	305	2	

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Efficiency Office	Administration / Executive support / Project co-ordination staff	10	-
	Clerical support staff	12	-
	IT support staff	22	-
	Education staff	12	-
	Research work staff	1	-
	Customer services / Public relations staff	416	148
Electrical and Mechanical Services Department	Administration / Executive support / Project co-ordination staff	12	-
	Clerical support staff	22	-
	IT support staff	120	-
	Professional support staff	30	-
	Technical support staff	541	-
	Accounting staff	1	-
	Customer services / Public relations staff	5	-
	Non-skilled staff	7	-
Environment Bureau	Administration / Executive support / Project co-ordination staff	2	-
	Professional support staff	1	-
	Customer services / Public relations staff	2	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Environmental Protection Department	Administration / Executive support / Project co-ordination staff	14	14
	Clerical support staff	-	3
	General support staff	12	66
	Professional support staff	31	6
	Technical support staff	40	23
	Accounting staff	2	1
	Education staff	1	-
	Supplies staff	-	2
	Legal services staff	1	-
Financial Services and the Treasury Bureau	Administration / Executive support / Project co-ordination staff	3	-
	Secretarial support staff	2	-
Fire Services Department	Administration / Executive support / Project co-ordination staff	-	21
	Clerical support staff	-	206
	IT support staff	3	-
	Professional support staff	-	2
	Technical support staff	24	9
	Translation staff	-	3
	Customer services / Public relations staff	-	3

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Food and Environmental Hygiene Department	Administration / Executive support / Project co-ordination staff	20	-
	Clerical support staff	23	-
	Professional support staff	1	-
	Technical support staff	3	-
	Accounting staff	3	-
	Customer services / Public relations staff	2	-
	Medical / Hygiene / Welfare-related work staff	104	-
	Non-skilled staff	2	-
Food and Health Bureau	Administration / Executive support / Project co-ordination staff	23	-
	Clerical support staff	4	-
	Medical / Hygiene / Welfare-related work staff	3	-
Government Flying Service	Administration / Executive support / Project co-ordination staff	2	1
	Education staff	2	-
	Transport services staff	-	1
Government Laboratory	Clerical support staff	2	-
	General support staff	3	-
	IT support staff	2	-
	Professional support staff	1	-
	Technical support staff	2	-
	Supplies staff	2	-
	Non-skilled staff	2	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Government Logistics Department	Administration / Executive support / Project co-ordination staff	1	-
	Clerical support staff	9	-
	Printing staff	9	-
	Non-skilled staff	7	-
Government Property Agency	Administration / Executive support / Project co-ordination staff	3	-
	Professional support staff	2	-
Highways Department	Administration / Executive support / Project co-ordination staff	1	-
	Clerical support staff	3	-
	Professional support staff	46	-
	Technical support staff	1	-
Home Affairs Bureau	Administration / Executive support / Project co-ordination staff	114	-
	Clerical support staff	14	-
	Project review staff	-	1
Home Affairs Department	Administration / Executive support / Project co-ordination staff	403	18
	Clerical support staff	80	92
	General support staff	1	11
	IT support staff	4	-
	Professional support staff	1	1
	Technical support staff	37	33
	Accounting staff	1	-
	Translation staff	9	-
	Customer services / Public relations staff	-	234
	Legal services staff	3	-
	Non-skilled staff	1	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Hong Kong Observatory	IT support staff	17	-
	Customer services / Public relations staff	3	-
	Design staff	1	-
Hong Kong Police Force	Clerical support staff	5	4
	Technical support staff	1	-
	Education staff	1	-
	Customer services / Public relations staff	6	2
	Investigation staff	1	-
Hongkong Post	Administration / Executive support / Project co-ordination staff	9	-
	General support staff	4	-
	IT support staff	42	-
	Professional support staff	16	-
	Technical support staff	2	-
	Accounting staff	5	-
	Education staff	2	-
	Postal services staff	845	-
	Sales staff	4	-
	Non-skilled staff	661	-
Immigration Department	Administration / Executive support / Project co-ordination staff	2	-
	Clerical support staff	15	-
	Translation staff	11	-
	Customer services / Public relations staff	539	-
Information Services Department	Clerical support staff	1	-
	Customer services / Public relations staff	22	1

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Inland Revenue Department	Clerical support staff	94	-
	General support staff	29	-
	IT support staff	10	-
	Professional support staff	2	-
	Accounting staff	28	-
Innovation and Technology Bureau	Administration / Executive support / Project co-ordination staff	1	-
	Accounting staff	1	-
Innovation and Technology Commission	Administration / Executive support / Project co-ordination staff	1	3
	IT support staff	2	-
	Professional support staff	10	-
	Accounting staff	2	-
	Translation staff	1	-
	Customer services / Public relations staff	3	-
	Trade-related staff	19	-
Intellectual Property Department	Education staff	-	6
	Customer services / Public relations staff	5	-
	Intellectual property examination staff	8	-
Invest Hong Kong	IT support staff	3	-
	Trade-related staff	86	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Judiciary	Administration / Executive support / Project co-ordination staff	9	-
	Clerical support staff	26	1
	General support staff	15	-
	Secretarial support staff	10	-
	Professional support staff	1	-
	Accounting staff	3	-
	Legal services staff	49	4
Labour and Welfare Bureau	Administration / Executive support / Project co-ordination staff	16	-
	Accounting staff	1	-
	Research work staff	6	-
	Customer services / Public relations staff	4	1
Labour Department	Administration / Executive support / Project co-ordination staff	24	-
	Clerical support staff	2	-
	IT support staff	1	-
	Medical / Hygiene / Welfare-related work staff	1	-
	Investigation staff	10	4
Land Registry	Administration / Executive support / Project co-ordination staff	1	-
	Clerical support staff	68	-
	Accounting staff	2	-
	Customer services / Public relations staff	1	-
	Legal services staff	3	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Lands Department	Administration / Executive support / Project co-ordination staff	10	-
	Clerical support staff	4	-
	IT support staff	16	-
	Professional support staff	22	-
	Technical support staff	9	-
	Legal services staff	3	-
	Land administration staff	24	-
Legal Aid Department	Administration / Executive support / Project co-ordination staff	2	-
	Research work staff	1	-
	Non-skilled staff	5	-
Leisure and Cultural Services Department	Administration / Executive support / Project co-ordination staff	29	-
	Clerical support staff	72	-
	IT support staff	22	-
	Professional support staff	1	-
	Technical support staff	275	-
	Research work staff	7	-
	Transport services staff	5	-
	Leisure and culture services staff	237	4 662
	Customer services / Public relations staff	15	-
	Sports instructors	13	-
	Publicity staff	2	-
	Non-skilled staff	2	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Marine Department	Administration / Executive support / Project co-ordination staff	1	-
	Professional support staff	2	-
	Technical support staff	1	-
	Vessel traffic services operations staff	-	9
	Marine supervision staff	-	1
Office of the Communications Authority	Administration / Executive support / Project co-ordination staff	14	-
	Clerical support staff	33	-
	General support staff	2	-
	IT support staff	10	-
	Secretarial support staff	6	-
	Technical support staff	16	-
	Accounting staff	3	-
	Supplies staff	1	-
	Transport services staff	11	-
	Customer services / Public relations staff	29	-
	Regulatory affairs staff	12	-
	Broadcasting affairs staff	10	-
	Audio-visual technical staff	2	-
	Non-skilled staff	4	-
Office of the Government Chief Information Officer	Administration / Executive support / Project co-ordination staff	2	-
	Customer services / Public relations staff	1	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Official Receiver's Office	Administration / Executive support / Project co-ordination staff	3	-
	Clerical support staff	2	-
	Accounting staff	8	-
	Legal services staff	6	-
Planning Department	Clerical support staff	3	-
	IT support staff	3	-
	Professional support staff	3	-
	Technical support staff	10	-
	Research work staff	2	-
	Transport services staff	1	-
Radio Television Hong Kong	Administration / Executive support / Project co-ordination staff	3	-
	Clerical support staff	1	11
	IT support staff	4	-
	Professional support staff	13	-
	Technical support staff	14	-
	Customer services / Public relations staff	127	303
Rating and Valuation Department	Administration / Executive support / Project co-ordination staff	2	-
	General support staff	8	-
	IT support staff	12	-
	Professional support staff	3	-
	Technical support staff	10	-
	Recovery staff	1	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Registration and Electoral Office	Administration / Executive support / Project co-ordination staff	463	-
	Clerical support staff	549	-
	Accounting staff	7	-
	Supplies staff	1	-
	Non-skilled staff	105	-
Security Bureau	Administration / Executive support / Project co-ordination staff	17	-
	Clerical support staff	10	-
	Technical support staff	6	-
	Customer services / Public relations staff	2	-
	Legal services staff	2	-
Social Welfare Department	Administration / Executive support / Project co-ordination staff	51	-
	Clerical support staff	5	7
	Professional support staff	3	-
	Technical support staff	-	142
	Accounting staff	3	-
	Research work staff	10	-
	Customer services / Public relations staff	1	-
	Medical / Hygiene / Welfare-related work staff	-	8
	Non-skilled staff	1	23
Trade and Industry Department	Clerical support staff	9	-
	IT support staff	1	-
	Trade-related staff	38	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Transport and Housing Bureau	Administration / Executive support / Project co-ordination staff	5	-
	Professional support staff	1	-
	Research work staff	1	-
	Customer services / Public relations staff	1	-
Transport Department	Administration / Executive support / Project co-ordination staff	1	-
	Clerical support staff	10	54
	Professional support staff	10	-
	Technical support staff	1	-
	Accounting staff	2	2
	Transport services staff	29	-
Treasury	Administration / Executive support / Project co-ordination staff	4	-
	Clerical support staff	33	-
	Accounting staff	19	-
University Grants Committee Secretariat	Administration / Executive support / Project co-ordination staff	18	-
	Clerical support staff	5	-
	IT support staff	2	-
	Accounting staff	2	-
	Research work staff	1	-

Bureau / Department / Office	Work type	No. of full-time NCSC staff	No. of part-time NCSC staff
Water Supplies Department	Administration / Executive support / Project co-ordination staff	6	-
	IT support staff	5	-
	Professional support staff	12	-
	Technical support staff	3	-
	Accounting staff	8	-
	Education staff	1	-
	Customer services / Public relations staff	22	-
Working Family and Student Financial Assistance Agency	Administration / Executive support / Project co-ordination staff	79	-
	Clerical support staff	363	-
	General support staff	1	-
	IT support staff	21	-
	Non-skilled staff	1	-
Total		11 027	6 819

**Breakdown of full-time non-civil service contract (NCSC) staff
by bureaux/departments, work types and years of continuous service
and the percentage to the total number of NCSC staff
(position as at 30 June 2020)**

Bureau / Department / Office	Work type	No. of NCSC staff				Percentage
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	
Agriculture, Fisheries and Conservation Department	Administration / Executive support / Project co-ordination staff	6	3	4	1	0.13%
	Clerical support staff	-	1	2	1	0.03%
	Professional support staff	3	-	-	1	0.03%
	Technical support staff	135	15	4	-	1.40%
	Education staff	1	-	-	-	0.01%
	Non-skilled staff	-	-	-	1	0.01%
Architectural Services Department	Administration / Executive support / Project co-ordination staff	3	7	-	-	0.09%
	Professional support staff	16	3	1	-	0.18%
Auxiliary Medical Service	Operations and training staff	1	-	-	-	0.01%
Buildings Department	Clerical support staff	-	3	26	6	0.32%
	Professional support staff	33	-	1	2	0.33%
	Technical support staff	41	6	4	2	0.48%
	Customer services / Public relations staff	2	-	-	-	0.02%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Census and Statistics Department	Administration / Executive support / Project co-ordination staff	3	-	-	-	0.03%
	Clerical support staff	50	-	-	-	0.45%
	IT support staff	3	-	-	-	0.03%
	Professional support staff	23	1	-	-	0.22%
	Research work staff	288	-	-	-	2.61%
Chief Executive's Office	Administration / Executive support / Project co-ordination staff	-	1	-	-	0.01%
	General support staff	2	2	-	-	0.03%
Chief Secretary and Financial Secretary's Offices	Administration / Executive support / Project co-ordination staff	12	-	1	-	0.12%
	Clerical support staff	4	-	-	-	0.03%
	General support staff	1	-	1	-	0.02%
	IT support staff	1	-	-	-	0.01%
	Professional support staff	4	1	-	-	0.04%
	Accounting staff	2	-	-	-	0.02%
	Customer services / Public relations staff	3	-	-	-	0.03%
	Legal services staff	4	-	-	-	0.03%
Civil Aid Service	Quarantine supporting staff	27	-	-	-	0.24%
Civil Aviation Department	Professional support staff	-	-	1	-	0.01%
	Technical support staff	-	-	2	-	0.02%

Bureau / Department / Office	Work type	No. of NCSC staff				Percentage
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	

Civil Engineering and Development Department	Administration / Executive support / Project co-ordination staff	3	1	1	1	0.05%
	Clerical support staff	1	1	1	-	0.03%
	IT support staff	-	-	-	1	0.01%
	Professional support staff	2	1	-	-	0.03%
	Technical support staff	2	-	-	-	0.02%
Civil Service Bureau	Research work staff	-	1	-	-	0.01%
Commerce and Economic Development Bureau	Administration / Executive support / Project co-ordination staff	4	3	9	5	0.19%
	Clerical support staff	-	2	2	-	0.03%
	Secretarial support staff	-	-	-	1	0.01%
	Research work staff	3	1	-	-	0.03%
	Customer services / Public relations staff	-	1	-	-	0.01%
	Trade-related staff	4	1	-	1	0.05%
Companies Registry	Administration / Executive support / Project co-ordination staff	58	10	6	-	0.67%
	Clerical support staff	38	4	7	-	0.44%
	Accounting staff	1	1	-	-	0.02%
	Legal services staff	1	-	-	-	0.01%
Constitutional and Mainland Affairs Bureau	Administration / Executive support / Project co-ordination staff	7	-	-	-	0.06%

Bureau / Department / Office	Work type	No. of NCSC staff				Percentage
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	
	Customer services / Public relations staff	1	-	-	-	0.01%

Correctional Services Department	Administration / Executive support / Project co-ordination staff	1	-	1	-	0.02%
	Professional support staff	2	-	-	-	0.02%
	Leisure and culture services staff	-	1	-	-	0.01%
Customs and Excise Department	Administration / Executive support / Project co-ordination staff	8	1	1	-	0.09%
Department of Health	Administration / Executive support / Project co-ordination staff	30	1	1	8	0.36%
	Clerical support staff	3	-	1	7	0.10%
	General support staff	9	4	44	159	1.96%
	IT support staff	1	-	1	-	0.02%
	Professional support staff	1	-	-	-	0.01%
	Technical support staff	-	-	1	1	0.02%
	Accounting staff	-	-	2	-	0.02%
	Customer services / Public relations staff	2	-	-	1	0.03%
	Medical / Hygiene / Welfare-related work staff	41	22	16	17	0.87%
Department of Justice	Clerical support staff	-	1	-	-	0.01%
	General support staff	1	-	-	-	0.01%
	Translation staff	1	-	-	-	0.01%
	Customer services / Public relations staff	1	-	-	-	0.01%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
		Legal services staff	17	6	12	1

Development Bureau	Administration / Executive support / Project co-ordination staff	10	3	5	-	0.16%
	Clerical support staff	9	-	-	-	0.08%
	Professional support staff	11	4	2	1	0.16%
	Technical support staff	3	1	1	-	0.04%
	Research work staff	-	2	-	-	0.02%
	Translation staff	1	-	-	-	0.01%
	Leisure and culture services staff	13	-	-	-	0.12%
	Legal services staff	1	-	2	-	0.03%
	Non-skilled staff	2	-	-	-	0.02%
Drainage Services Department	Administration / Executive support / Project co-ordination staff	4	2	4	1	0.10%
	Clerical support staff	1	1	8	1	0.10%
	IT support staff	3	1	1	2	0.06%
	Secretarial support staff	-	-	1	1	0.02%
	Professional support staff	8	2	3	2	0.14%
	Technical support staff	13	1	2	-	0.15%
	Accounting staff	1	-	-	-	0.01%
	Customer services / Public relations staff	4	4	1	1	0.09%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Education Bureau	Administration / Executive support / Project co-ordination staff	118	22	10	1	1.37%
	Clerical support staff	140	21	14	16	1.73%
	General support staff	1	-	-	-	0.01%
	IT support staff	75	9	9	7	0.91%
	Professional support staff	28	7	6	1	0.38%
	Technical support staff	3	-	5	3	0.10%
	Education staff	412	32	22	11	4.33%
	Research work staff	2	-	-	-	0.02%
	Translation staff	2	-	-	-	0.02%
	Customer services / Public relations staff	-	1	-	-	0.01%
	Medical / Hygiene / Welfare-related work staff	5	2	-	-	0.06%
	Legal services staff	1	-	-	-	0.01%
	Design staff	1	-	-	-	0.01%
	Non-skilled staff	163	57	52	33	2.77%
Efficiency Office	Administration / Executive support / Project co-ordination staff	3	-	6	1	0.09%
	Clerical support staff	4	3	4	1	0.11%
	IT support staff	5	2	11	4	0.20%
	Education staff	-	4	1	7	0.11%
	Research work staff	-	-	-	1	0.01%
	Customer services / Public relations staff	217	55	67	77	3.77%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Electrical and Mechanical Services Department	Administration / Executive support / Project co-ordination staff	-	-	3	9	0.11%
	Clerical support staff	-	-	10	12	0.20%
	IT support staff	-	-	20	100	1.09%
	Professional support staff	20	2	3	5	0.27%
	Technical support staff	63	178	126	174	4.90%
	Accounting staff	-	-	-	1	0.01%
	Customer services / Public relations staff	-	-	-	5	0.04%
	Non-skilled staff	-	-	1	6	0.06%
Environment Bureau	Administration / Executive support / Project co-ordination staff	2	-	-	-	0.02%
	Professional support staff	-	1	-	-	0.01%
	Customer services / Public relations staff	2	-	-	-	0.02%
Environmental Protection Department	Administration / Executive support / Project co-ordination staff	10	4	-	-	0.13%
	General support staff	5	2	5	-	0.11%
	Professional support staff	24	4	2	1	0.28%
	Technical support staff	36	2	2	-	0.36%
	Accounting staff	-	-	2	-	0.02%
	Education staff	1	-	-	-	0.01%
	Legal services staff	1	-	-	-	0.01%
Financial Services and the Treasury Bureau	Administration / Executive support / Project co-ordination staff	2	1	-	-	0.03%
	Secretarial support staff	2	-	-	-	0.02%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Fire Services Department	IT support staff	1	1	-	1	0.03%
	Technical support staff	17	4	3	-	0.22%
Food and Environmental Hygiene Department	Administration / Executive support / Project co-ordination staff	18	-	2	-	0.18%
	Clerical support staff	15	6	1	1	0.21%
	Professional support staff	-	-	1	-	0.01%
	Technical support staff	-	-	3	-	0.03%
	Accounting staff	3	-	-	-	0.03%
	Customer services / Public relations staff	1	1	-	-	0.02%
	Medical / Hygiene / Welfare-related work staff	57	14	16	17	0.94%
	Non-skilled staff	-	-	-	2	0.02%
Food and Health Bureau	Administration / Executive support / Project co-ordination staff	19	1	1	2	0.21%
	Clerical support staff	3	-	1	-	0.03%
	Medical / Hygiene / Welfare-related work staff	2	1	-	-	0.03%
Government Flying Service	Administration / Executive support / Project co-ordination staff	2	-	-	-	0.02%
	Education staff	1	-	-	1	0.02%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Government Laboratory	Clerical support staff	1	-	1	-	0.02%
	General support staff	2	-	1	-	0.03%
	IT support staff	-	-	-	2	0.02%
	Professional support staff	1	-	-	-	0.01%
	Technical support staff	1	1	-	-	0.02%
	Supplies staff	1	-	1	-	0.02%
	Non-skilled staff	1	1	-	-	0.02%
Government Logistics Department	Administration / Executive support / Project co-ordination staff	1	-	-	-	0.01%
	Clerical support staff	-	1	7	1	0.08%
	Printing staff	2	1	-	6	0.08%
	Non-skilled staff	2	1	2	2	0.06%
Government Property Agency	Administration / Executive support / Project co-ordination staff	2	1	-	-	0.03%
	Professional support staff	2	-	-	-	0.02%
Highways Department	Administration / Executive support / Project co-ordination staff	1	-	-	-	0.01%
	Clerical support staff	1	1	1	-	0.03%
	Professional support staff	36	3	6	1	0.42%
	Technical support staff	-	1	-	-	0.01%
Home Affairs Bureau	Administration / Executive support / Project co-ordination staff	104	2	5	3	1.03%
	Clerical support staff	14	-	-	-	0.13%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Home Affairs Department	Administration / Executive support / Project co-ordination staff	341	24	24	14	3.65%
	Clerical support staff	61	6	8	5	0.72%
	General support staff	-	-	1	-	0.01%
	IT support staff	2	-	1	1	0.03%
	Professional support staff	1	-	-	-	0.01%
	Technical support staff	10	8	14	5	0.34%
	Accounting staff	-	-	-	1	0.01%
	Translation staff	3	3	3	-	0.08%
	Legal services staff	2	-	1	-	0.03%
	Non-skilled staff	-	-	-	1	0.01%
Hong Kong Observatory	IT support staff	17	-	-	-	0.15%
	Customer services / Public relations staff	3	-	-	-	0.03%
	Design staff	1	-	-	-	0.01%
Hong Kong Police Force	Clerical support staff	2	3	-	-	0.04%
	Technical support staff	-	-	1	-	0.01%
	Education staff	1	-	-	-	0.01%
	Customer services / Public relations staff	2	3	1	-	0.05%
	Investigation staff	-	-	1	-	0.01%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Hongkong Post	Administration / Executive support / Project co-ordination staff	7	1	1	-	0.08%
	General support staff	-	-	-	4	0.03%
	IT support staff	29	6	1	6	0.38%
	Professional support staff	12	1	2	1	0.15%
	Technical support staff	2	-	-	-	0.02%
	Accounting staff	4	1	-	-	0.04%
	Education staff	-	-	1	1	0.02%
	Postal services staff	205	65	173	402	7.66%
	Sales staff	-	-	2	2	0.03%
	Non-skilled staff	122	74	124	341	5.99%
Immigration Department	Administration / Executive support / Project co-ordination staff	-	-	-	2	0.02%
	Clerical support staff	-	-	-	15	0.14%
	Translation staff	1	5	3	2	0.10%
	Customer services / Public relations staff	539	-	-	-	4.89%
Information Services Department	Clerical support staff	1	-	-	-	0.01%
	Customer services / Public relations staff	6	4	10	2	0.20%
Inland Revenue Department	Clerical support staff	94	-	-	-	0.85%
	General support staff	29	-	-	-	0.26%
	IT support staff	-	2	6	2	0.09%
	Professional support staff	-	-	-	2	0.02%
	Accounting staff	26	-	2	-	0.25%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Innovation and Technology Bureau	Administration / Executive support / Project co-ordination staff	1	-	-	-	0.01%
	Accounting staff	1	-	-	-	0.01%
Innovation and Technology Commission	Administration / Executive support / Project co-ordination staff	-	-	-	1	0.01%
	IT support staff	-	-	-	2	0.02%
	Professional support staff	4	5	-	1	0.09%
	Accounting staff	1	-	1	-	0.02%
	Translation staff	1	-	-	-	0.01%
	Customer services / Public relations staff	3	-	-	-	0.03%
	Trade-related staff	8	3	2	6	0.17%
Intellectual Property Department	Customer services / Public relations staff	2	-	-	3	0.04%
	Intellectual property examination staff	6	1	1	-	0.07%
Invest Hong Kong	IT support staff	1	-	-	2	0.03%
	Trade-related staff	35	7	12	32	0.78%
Judiciary	Administration / Executive support / Project co-ordination staff	7	1	-	1	0.08%
	Clerical support staff	19	-	1	6	0.24%
	General support staff	8	1	1	5	0.14%
	Secretarial support staff	3	1	5	1	0.09%
	Professional support staff	1	-	-	-	0.01%
	Accounting staff	2	-	1	-	0.03%
	Legal services staff	40	5	3	1	0.44%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Labour and Welfare Bureau	Administration / Executive support / Project co-ordination staff	7	2	6	1	0.15%
	Accounting staff	1	-	-	-	0.01%
	Research work staff	4	-	2	-	0.05%
	Customer services / Public relations staff	3	1	-	-	0.03%
Labour Department	Administration / Executive support / Project co-ordination staff	-	-	2	22	0.22%
	Clerical support staff	1	1	-	-	0.02%
	IT support staff	1	-	-	-	0.01%
	Medical / Hygiene / Welfare-related work staff	-	-	-	1	0.01%
	Investigation staff	4	-	1	5	0.09%
Land Registry	Administration / Executive support / Project co-ordination staff	-	-	-	1	0.01%
	Clerical support staff	42	2	6	18	0.62%
	Accounting staff	-	1	-	1	0.02%
	Customer services / Public relations staff	-	-	-	1	0.01%
	Legal services staff	1	1	-	1	0.03%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Lands Department	Administration / Executive support / Project co-ordination staff	7	2	1	-	0.09%
	Clerical support staff	-	4	-	-	0.03%
	IT support staff	15	1	-	-	0.15%
	Professional support staff	22	-	-	-	0.20%
	Technical support staff	9	-	-	-	0.08%
	Legal services staff	1	2	-	-	0.03%
	Land administration staff	15	8	1	-	0.22%
Legal Aid Department	Administration / Executive support / Project co-ordination staff	2	-	-	-	0.02%
	Research work staff	1	-	-	-	0.01%
	Non-skilled staff	5	-	-	-	0.04%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Leisure and Cultural Services Department	Administration / Executive support / Project co-ordination staff	13	3	9	4	0.26%
	Clerical support staff	18	2	10	42	0.65%
	IT support staff	-	1	9	12	0.20%
	Professional support staff	-	-	-	1	0.01%
	Technical support staff	273	-	-	2	2.49%
	Research work staff	1	1	5	-	0.06%
	Transport services staff	3	-	-	2	0.04%
	Leisure and culture services staff	92	12	19	114	2.15%
	Customer services / Public relations staff	7	1	5	2	0.14%
	Sports instructors	10	-	3	-	0.12%
	Publicity staff	2	-	-	-	0.02%
	Non-skilled staff	-	-	-	2	0.02%
Marine Department	Administration / Executive support / Project co-ordination staff	1	-	-	-	0.01%
	Professional support staff	-	1	1	-	0.02%
	Technical support staff	-	-	1	-	0.01%

Bureau / Department / Office	Work type	No. of NCSC staff				Percentage
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	
Office of the Communications Authority	Administration / Executive support / Project co-ordination staff	8	2	4	-	0.13%
	Clerical support staff	11	9	5	8	0.30%
	General support staff	-	-	1	1	0.02%
	IT support staff	3	-	2	5	0.09%
	Secretarial support staff	1	1	2	2	0.05%
	Technical support staff	14	-	2	-	0.15%
	Accounting staff	2	-	-	1	0.03%
	Supplies staff	-	-	1	-	0.01%
	Transport services staff	4	2	2	3	0.10%
	Customer services / Public relations staff	7	4	6	12	0.26%
	Regulatory affairs staff	12	-	-	-	0.11%
	Broadcasting affairs staff	-	4	5	1	0.09%
	Audio-visual technical staff	-	-	1	1	0.02%
	Non-skilled staff	-	-	3	1	0.03%
Office of the Government Chief Information Officer	Administration / Executive support / Project co-ordination staff	-	-	2	-	0.02%
	Customer services / Public relations staff	1	-	-	-	0.01%
Official Receiver's Office	Administration / Executive support / Project co-ordination staff	3	-	-	-	0.03%
	Clerical support staff	-	-	-	2	0.02%
	Accounting staff	5	2	-	1	0.07%
	Legal services staff	4	2	-	-	0.05%

Bureau / Department / Office	Work type	No. of NCSC staff				Percentage
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	
Planning Department	Clerical support staff	3	-	-	-	0.03%
	IT support staff	1	2	-	-	0.03%
	Professional support staff	1	1	1	-	0.03%
	Technical support staff	2	2	4	2	0.09%
	Research work staff	1	1	-	-	0.02%
	Transport services staff	-	1	-	-	0.01%
Radio Television Hong Kong	Administration / Executive support / Project co-ordination staff	1	1	1	-	0.03%
	Clerical support staff	-	1	-	-	0.01%
	IT support staff	1	-	1	2	0.03%
	Professional support staff	2	4	7	-	0.12%
	Technical support staff	6	1	4	3	0.13%
	Customer services / Public relations staff	69	22	20	16	1.15%
Rating and Valuation Department	Administration / Executive support / Project co-ordination staff	2	-	-	-	0.02%
	General support staff	8	-	-	-	0.07%
	IT support staff	5	2	2	3	0.11%
	Professional support staff	3	-	-	-	0.03%
	Technical support staff	10	-	-	-	0.09%
	Recovery staff	1	-	-	-	0.01%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Registration and Electoral Office	Administration / Executive support / Project co-ordination staff	420	21	20	2	4.20%
	Clerical support staff	474	34	37	4	4.98%
	Accounting staff	7	-	-	-	0.06%
	Supplies staff	-	-	1	-	0.01%
	Non-skilled staff	68	15	18	4	0.95%
Security Bureau	Administration / Executive support / Project co-ordination staff	10	7	-	-	0.15%
	Clerical support staff	10	-	-	-	0.09%
	Technical support staff	-	1	2	3	0.05%
	Customer services / Public relations staff	1	1	-	-	0.02%
	Legal services staff	2	-	-	-	0.02%
Social Welfare Department	Administration / Executive support / Project co-ordination staff	37	10	4	-	0.46%
	Clerical support staff	2	2	1	-	0.04%
	Professional support staff	1	2	-	-	0.03%
	Accounting staff	2	-	1	-	0.03%
	Research work staff	10	-	-	-	0.09%
	Customer services / Public relations staff	1	-	-	-	0.01%
	Non-skilled staff	-	-	-	1	0.01%
Trade and Industry Department	Clerical support staff	1	2	4	2	0.08%
	IT support staff	-	-	-	1	0.01%
	Trade-related staff	12	2	11	13	0.33%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Transport and Housing Bureau	Administration / Executive support / Project co-ordination staff	-	5	-	-	0.04%
	Professional support staff	1	-	-	-	0.01%
	Research work staff	1	-	-	-	0.01%
	Customer services / Public relations staff	1	-	-	-	0.01%
Transport Department	Administration / Executive support / Project co-ordination staff	1	-	-	-	0.01%
	Clerical support staff	6	1	1	2	0.09%
	Professional support staff	10	-	-	-	0.09%
	Technical support staff	-	-	-	1	0.01%
	Accounting staff	1	-	1	-	0.02%
	Transport services staff	22	2	5	-	0.26%
Treasury	Administration / Executive support / Project co-ordination staff	4	-	-	-	0.03%
	Clerical support staff	32	-	1	-	0.30%
	Accounting staff	19	-	-	-	0.17%
University Grants Committee Secretariat	Administration / Executive support / Project co-ordination staff	15	2	-	1	0.16%
	Clerical support staff	4	-	-	1	0.04%
	IT support staff	1	-	-	1	0.02%
	Accounting staff	1	-	1	-	0.02%
	Research work staff	1	-	-	-	0.01%

Bureau / Department / Office	Work type	No. of NCSC staff				
		With less than three years of continuous service	With three years to less than five years of continuous service	With five years to less than ten years of continuous service	With ten years or more of continuous service	Percentage
Water Supplies Department	Administration / Executive support / Project co-ordination staff	4	2	-	-	0.05%
	IT support staff	-	-	-	5	0.04%
	Professional support staff	12	-	-	-	0.11%
	Technical support staff	2	-	1	-	0.03%
	Accounting staff	-	-	8	-	0.07%
	Education staff	-	-	1	-	0.01%
	Customer services / Public relations staff	5	-	2	15	0.20%
Working Family and Student Financial Assistance Agency	Administration / Executive support / Project co-ordination staff	45	15	7	12	0.72%
	Clerical support staff	255	60	11	37	3.29%
	General support staff	-	-	1	-	0.01%
	IT support staff	8	4	6	3	0.19%
	Non-skilled staff	-	1	-	-	0.01%
Total		6 581	1 106	1 325	2 015	100%

**Breakdown of full-time non-civil service contract (NCSC) staff
with continuous service of five years or more
by bureaux/departments and work types
(position as at 30 June 2020)**

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Agriculture, Fisheries and Conservation Department	Administration / Executive support / Project co-ordination staff	5
	Clerical support staff	3
	Professional support staff	1
	Technical support staff	4
	Non-skilled staff	1
Architectural Services Department	Professional support staff	1
Buildings Department	Clerical support staff	32
	Professional support staff	3
	Technical support staff	6
Chief Secretary and Financial Secretary's Offices	Administration / Executive support / Project co-ordination staff	1
	General support staff	1
Civil Aviation Department	Professional support staff	1
	Technical support staff	2
Civil Engineering and Development Department	Administration / Executive support / Project co-ordination staff	2
	Clerical support staff	1
	IT support staff	1
Commerce and Economic Development Bureau	Administration / Executive support / Project co-ordination staff	14
	Clerical support staff	2
	Secretarial support staff	1
	Trade-related staff	1

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Companies Registry	Administration / Executive support / Project co-ordination staff	6
	Clerical support staff	7
Correctional Services Department	Administration / Executive support / Project co-ordination staff	1
Customs and Excise Department	Administration / Executive support / Project co-ordination staff	1
Department of Health	Administration / Executive support / Project co-ordination staff	9
	Clerical support staff	8
	General support staff	203
	IT support staff	1
	Technical support staff	2
	Accounting staff	2
	Customer services / Public relations staff	1
	Medical / Hygiene / Welfare-related work staff	33
Department of Justice	Legal services staff	13
Development Bureau	Administration / Executive support / Project co-ordination staff	5
	Professional support staff	3
	Technical support staff	1
	Legal services staff	2

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Drainage Services Department	Administration / Executive support / Project co-ordination staff	5
	Clerical support staff	9
	IT support staff	3
	Secretarial support staff	2
	Professional support staff	5
	Technical support staff	2
	Customer services / Public relations staff	2
Education Bureau	Administration / Executive support / Project co-ordination staff	11
	Clerical support staff	30
	IT support staff	16
	Professional support staff	7
	Technical support staff	8
	Education staff	33
	Non-skilled staff	85
Efficiency Office	Administration / Executive support / Project co-ordination staff	7
	Clerical support staff	5
	IT support staff	15
	Education staff	8
	Research work staff	1
	Customer services / Public relations staff	144

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Electrical and Mechanical Services Department	Administration / Executive support / Project co-ordination staff	12
	Clerical support staff	22
	IT support staff	120
	Professional support staff	8
	Technical support staff	300
	Accounting staff	1
	Customer services / Public relations staff	5
	Non-skilled staff	7
Environmental Protection Department	General support staff	5
	Professional support staff	3
	Technical support staff	2
	Accounting staff	2
Fire Services Department	IT support staff	1
	Technical support staff	3
Food and Environmental Hygiene Department	Administration / Executive support / Project co-ordination staff	2
	Clerical support staff	2
	Professional support staff	1
	Technical support staff	3
	Medical / Hygiene / Welfare-related work staff	33
	Non-skilled staff	2
Food and Health Bureau	Administration / Executive support / Project co-ordination staff	3
	Clerical support staff	1
Government Flying Service	Education staff	1

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Government Laboratory	Clerical support staff	1
	General support staff	1
	IT support staff	2
	Supplies staff	1
Government Logistics Department	Clerical support staff	8
	Printing staff	6
	Non-skilled staff	4
Highways Department	Clerical support staff	1
	Professional support staff	7
Home Affairs Bureau	Administration / Executive support / Project co-ordination staff	8
Home Affairs Department	Administration / Executive support / Project co-ordination staff	38
	Clerical support staff	13
	General support staff	1
	IT support staff	2
	Technical support staff	19
	Accounting staff	1
	Translation staff	3
	Legal services staff	1
	Non-skilled staff	1
Hong Kong Police Force	Technical support staff	1
	Customer services / Public relations staff	1
	Investigation staff	1

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Hongkong Post	Administration / Executive support / Project co-ordination staff	1
	General support staff	4
	IT support staff	7
	Professional support staff	3
	Education staff	2
	Postal services staff	575
	Sales staff	4
	Non-skilled staff	465
Immigration Department	Administration / Executive support / Project co-ordination staff	2
	Clerical support staff	15
	Translation staff	5
Information Services Department	Customer services / Public relations staff	12
Inland Revenue Department	IT support staff	8
	Professional support staff	2
	Accounting staff	2
Innovation and Technology Bureau	Administration / Executive support / Project co-ordination staff	1
	IT support staff	2
	Professional support staff	1
	Accounting staff	1
	Trade-related staff	8
Intellectual Property Department	Customer services / Public relations staff	3
	Intellectual property examination staff	1
Invest Hong Kong	IT support staff	2
	Trade-related staff	44

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Judiciary	Administration / Executive support / Project co-ordination staff	1
	Clerical support staff	7
	General support staff	6
	Secretarial support staff	6
	Accounting staff	1
	Legal services staff	4
Labour and Welfare Bureau	Administration / Executive support / Project co-ordination staff	7
	Research work staff	2
Labour Department	Administration / Executive support / Project co-ordination staff	24
	Medical / Hygiene / Welfare-related work staff	1
	Investigation staff	6
Land Registry	Administration / Executive support / Project co-ordination staff	1
	Clerical support staff	24
	Accounting staff	1
	Customer services / Public relations staff	1
	Legal services staff	1
Lands Department	Administration / Executive support / Project co-ordination staff	1
	Land administration staff	1

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Leisure and Cultural Services Department	Administration / Executive support / Project co-ordination staff	13
	Clerical support staff	52
	IT support staff	21
	Professional support staff	1
	Technical support staff	2
	Research work staff	5
	Transport services staff	2
	Leisure and culture services staff	133
	Customer services / Public relations staff	7
	Sports instructors	3
	Non-skilled staff	2
Marine Department	Professional support staff	1
	Technical support staff	1

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Office of the Communications Authority	Administration / Executive support / Project co-ordination staff	4
	Clerical support staff	13
	General support staff	2
	IT support staff	7
	Secretarial support staff	4
	Technical support staff	2
	Accounting staff	1
	Supplies staff	1
	Transport services staff	5
	Customer services / Public relations staff	18
	Broadcasting affairs staff	6
	Audio-visual technical staff	2
Non-skilled staff	4	
Office of the Government Chief Information Officer	Administration / Executive support / Project co-ordination staff	2
Official Receiver's Office	Clerical support staff	2
	Accounting staff	1
Planning Department	Professional support staff	1
	Technical support staff	6
Radio Television Hong Kong	Administration / Executive support / Project co-ordination staff	1
	IT support staff	3
	Professional support staff	7
	Technical support staff	7
	Customer services / Public relations staff	36
Rating and Valuation Department	IT support staff	5

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Registration and Electoral Office	Administration / Executive support / Project co-ordination staff	22
	Clerical support staff	41
	Supplies staff	1
	Non-skilled staff	22
Security Bureau	Technical support staff	5
Social Welfare Department	Administration / Executive support / Project co-ordination staff	4
	Clerical support staff	1
	Accounting staff	1
	Non-skilled staff	1
Trade and Industry Department	Clerical support staff	6
	IT support staff	1
	Trade-related staff	24
Transport Department	Clerical support staff	3
	Technical support staff	1
	Accounting staff	1
	Transport services staff	5
Treasury	Clerical support staff	1
University Grants Committee Secretariat	Administration / Executive support / Project co-ordination staff	1
	Clerical support staff	1
	IT support staff	1
	Accounting staff	1

Bureau / Department / Office	Work type	No. of NCSC staff with five years or more of continuous service
Water Supplies Department	IT support staff	5
	Technical support staff	1
	Accounting staff	8
	Education staff	1
	Customer services / Public relations staff	17
Working Family and Student Financial Assistance Agency	Administration / Executive support / Project co-ordination staff	19
	Clerical support staff	48
	General support staff	1
	IT support staff	9
Total		3 340

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CONTROLLING OFFICER'S REPLY

CSB066

(Question Serial No. 3268)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the waiting for public housing among disciplined services staff, will the Government inform this Committee of the number of officers (including serving and retired civil servants) of each disciplined service department waiting for public housing and the average waiting time in the past 3 years?

Besides, what is the number of successful applicants (including serving and retired civil servants) of each disciplined service department who were allocated public housing through the Quota Scheme?

Asked by: Hon MAK Mei-kuen, Alice (LegCo internal reference no.: 94)

Reply:

Currently, junior civil servants (including junior disciplined services staff and junior civilian staff) may apply for public rental housing (PRH) or Green Form Certificates for purchasing subsidised sale flats (including flats sold under the Home Ownership Scheme (HOS)/HOS Secondary Market Scheme and the Green Form Subsidised Home Ownership Scheme) through the Civil Service Public Housing Quota (CSPHQ) Scheme. CSPHQ Scheme is not a condition of service or retirement benefits of civil servants. It aims to facilitate, on a discretionary basis subject to resource availability, junior civil servants to have a higher chance of acquiring public housing. Relevant applications are made in response to the annual CSPHQ circular memoranda issued by the Civil Service Bureau and there is no waiting list arrangement. In the past three CSPHQ exercises (i.e. 2017/2018 to 2019/2020 exercises), the number of PRH quota places provided for junior civil servants amounted to 1 400, 1 000 and 1 000 respectively.

Eligible officers may choose to apply for CSPHQ at an appropriate time, having regard to their own circumstances and preference, or submit applications under different exercises. Eligible applicants not allocated a quota in a year may decide whether to apply again when the next annual exercise is launched. We do not maintain statistics on the time lapsed between the disciplined services staff or other applicants' first applications and their successful (or last) applications.

In the past three financial years, the number of successful applications from disciplined services staff (including serving civil servants and retirees) who have been allocated PRH units through CSPHQ exercises is as follows:

Disciplined services	Number of successfully housed applications		
	2017-18	2018-19	2019-20
Correctional Services Department	86	110	35
Customs and Excise Department	68	97	41
Fire Services Department	133	181	69
Hong Kong Police Force	301	398	262
Immigration Department	21	36	18
Independent Commission Against Corruption	1	4	1
Total	610	826	426

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CONTROLLING OFFICER'S REPLY

CSB067

(Question Serial No. 1189)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

1. It is mentioned in the Budget Speech of 2021-22 that the Government had created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund. As at end-January, some 16 000 appointments were offered. In this connection, will the Bureau provide information on the following:
 - a) the sectors in which the appointments were offered and the numbers of people involved;
 - b) the ranges of salary and the numbers of people involved (broken down by \$5,000 - \$10,000, \$10,000 - \$15,000 and above \$15,000);
 - c) the longest and shortest contract periods, and the numbers of people involved; and
 - d) when the remaining recruitment is expected to be completed.
2. The Government is going to further allocate \$6.6 billion to create around 30 000 time-limited jobs for a period of up to 12 months. In this connection, please provide the following information:
 - a) the sectors which are expected to offer new appointments and the numbers of people involved;
 - b) the ranges of salary and the numbers of people involved (broken down by \$5,000 - \$10,000, \$10,000 - \$15,000 and above \$15,000);
 - c) the longest and shortest contract periods, and the numbers of people involved; and
 - d) when the recruitment is expected to be completed.
3. Given that the recruitment for the 31 000 time-limited jobs created in 2020-21 has not been fully completed, and it is proposed in paragraph 32 of the Budget that \$6.6 billion will be further allocated to create 30 000 time-limited job for a period of up to 12 months, will the Bureau commence the work after the recruitment for the 31 000 time-limited jobs in 2020-21 is completed? If yes, when is the second phase of the recruitment scheme expected to begin? If no, how will the two phases of the recruitment scheme for the time-limited jobs be coordinated?

Asked by: Hon POON Siu-ping (LegCo internal reference no.: 36)

Reply:

1. a) The financial impact of the Job Creation Scheme will be absorbed by the Anti-epidemic Fund, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created under Job Creation Scheme. Among the jobs already created, around 18 000 jobs have been filled, including around 3 900 technical and non-skilled workers, 2 300 cleansing and relevant supporting staff, 1 500 staff providing administrative, executive and clerical support, 840 staff for carrying out Coronavirus Disease 2019 related duties, 1 900 jobs related to financial services industry or financial technology, and 380 staff working in environmental protection industry.
 - b) The remuneration of the jobs varies depending on the requirements of the positions and the qualifications of appointees. According to the information provided by bureaux and departments (B/Ds), among the 31 000 jobs already created, the monthly pay of around 55% of time-limited jobs range from \$10,000 to \$20,000, and the monthly pay of around 40% of jobs are at \$20,000 or above.
 - c) Under Job Creation Scheme, each job placement normally lasts up to 12 months while extension of duration beyond 12 months will be considered based on the merits of individual cases. Among the 31 000 jobs already created, around 90% of jobs last from 6 to 12 months.
 - d) Regarding the remaining 13 000 jobs which have not been filled, relevant recruitment is in progress or will commence shortly. The Civil Service Bureau will continue to coordinate with other relevant B/Ds with a view to expediting the implementation progress of the Scheme and completing the recruitment of the remaining 13 000 jobs in 2021.
- 2.&3. In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

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CONTROLLING OFFICER'S REPLY

CSB068

(Question Serial No. 1192)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding non-civil service contract (NCSC) staff, please advise this Committee on the following:

- a) the latest figure of NCSC staff employed by various government departments, broken down by rank (high, middle and low by reference to the Master Pay Scale of civil servants) and by length of continuous service (less than 3 years, 3 to 5 years, 5 to 10 years, and over 10 years);
- b) the number of those who have all along been serving in the same position, broken down by the length of continuous service as provided in (a);
- c) the number of those who have changed positions twice or more, broken down by the continuous service lengths of 5 to 10 years and over 10 years; and
- d) the number and the percentage of NCSC staff successfully converted to civil servants in various departments in the past 2 years (2019-20 and 2020-21) and in the estimate for 2021-22.

Asked by: Hon POON Siu-ping (LegCo internal reference no.: 37)

Reply:

- a) As at 30 June 2020, there were 11 027 full-time^(Note 1) NCSC staff employed by bureaux/departments (B/Ds). The Civil Service Bureau does not collect information on the breakdown by salary band of the relevant positions as mentioned in the question. Nevertheless, according to the statistical information provided by B/Ds on the salary range, about 34.7% of NCSC staff received monthly pay between \$8,000 and \$15,999, 42.6% received monthly pay between \$16,000 and \$29,999, and 20.3% received monthly pay of \$30,000 or above. Details are set out at **Annex A**. The breakdown of the number of full-time NCSC staff by B/Ds and length of continuous service^(Note 2) as at 30 June 2020 is set out at **Annex B**.
- b) For NCSC staff with continuous service of less than five year, the Civil Service Bureau does not collect information on whether they have served in the same or different

positions. As at 30 June 2020, the number of full-time NCSC staff with continuous service of five years to less than 10 years and of 10 years or more in the same position are 982 and 1 363 respectively.

- c) The Civil Service Bureau does not collect information on NCSC staff who have changed position twice or more.
- d) It is the Government's policy to select the most suitable persons to fill civil service vacancies through an open, fair and competitive process. Serving NCSC staff may apply for civil service posts through an open recruitment process if they are interested. Since relevant working experience is in general one of the factors considered in the recruitment of civil servants, NCSC staff who meet the basic entry requirements of civil service ranks should generally enjoy a competitive edge over other applicants in the recruitment process because of their working experience in the Government. During the periods from September 2018 to August 2019, and from September 2019 to August 2020, for those qualified serving NCSC applicants performing comparable duties to the rank under recruitment, the number of applicants successfully appointed as civil servants were about 560 and 390 respectively, and the success rates of appointment as civil servants were 11% and 32% respectively, which were higher than the corresponding success rates of other applicants during the same periods (3% and 5% respectively). In 2021-22, the number of civil servants to be recruited by B/Ds would depend on service needs. Relevant information is not available at this stage.

Note 1: "Full-time" employment means employment under a "continuous contract" as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

Note 2: "Continuous service" refers to employment in the same NCSC position, as well as employment in different NCSC positions of the same department without a break in service.

**Breakdown of full-time non-civil service contract (NCSC) staff
by salary range
(position as at 30 June 2020)**

Monthly salary	No. of NCSC staff (and percentage to total)	
\$30,000 or above	2 236	(20.3%)
\$16,000 – \$29,999	4 696	(42.6%)
\$8,000 – \$15,999	3 825	(34.7%)
Below \$8,000	270	(2.4%)
Total	11 027	(100%)

**Breakdown of full-time non-civil service contract (NCSC) staff
by years of continuous service
(position as at 30 June 2020)**

Bureau /Department /Office	No. of NCSC staff				Total
	with less than three years of continuous service	with three years to less than five years of continuous service	with five years to less than ten years of continuous service	with ten years or more of continuous service	
Agriculture, Fisheries and Conservation Department	145	19	10	4	178
Architectural Services Department	19	10	1	-	30
Auxiliary Medical Service	1	-	-	-	1
Buildings Department	76	9	31	10	126
Census and Statistics Department	367	1	-	-	368
Chief Executive's Office	2	3	-	-	5
Chief Secretary and Financial Secretary's Offices	31	1	2	-	34
Civil Aid Service	27	-	-	-	27
Civil Aviation Department	-	-	3	-	3
Civil Engineering and Development Department	8	3	2	2	15
Civil Service Bureau	-	1	-	-	1
Commerce and Economic Development Bureau	11	8	11	7	37
Companies Registry	98	15	13	-	126
Constitutional and Mainland Affairs Bureau	8	-	-	-	8
Correctional Services Department	3	1	1	-	5
Customs and Excise Department	8	1	1	-	10
Department of Health	87	27	66	193	373
Department of Justice	20	7	12	1	40

Bureau /Department /Office	No. of NCSC staff				Total
	with less than three years of continuous service	with three years to less than five years of continuous service	with five years to less than ten years of continuous service	with ten years or more of continuous service	
Development Bureau	50	10	10	1	71
Drainage Services Department	34	11	20	8	73
Education Bureau	951	151	118	72	1 292
Efficiency Office	229	64	89	91	473
Electrical and Mechanical Services Department	83	180	163	312	738
Environment Bureau	4	1	-	-	5
Environmental Protection Department	77	12	11	1	101
Financial Services and the Treasury Bureau	4	1	-	-	5
Fire Services Department	18	5	3	1	27
Food and Environmental Hygiene Department	94	21	23	20	158
Food and Health Bureau	24	2	2	2	30
Government Flying Service	3	-	-	1	4
Government Laboratory	7	2	3	2	14
Government Logistics Department	5	3	9	9	26
Government Property Agency	4	1	-	-	5
Highways Department	38	5	7	1	51
Home Affairs Bureau	118	2	5	3	128
Home Affairs Department	420	41	52	27	540
Hong Kong Observatory	21	-	-	-	21
Hong Kong Police Force	5	6	3	-	14
Hongkong Post	381	148	304	757	1 590
Immigration Department	540	5	3	19	567

Bureau /Department /Office	No. of NCSC staff				Total
	with less than three years of continuous service	with three years to less than five years of continuous service	with five years to less than ten years of continuous service	with ten years or more of continuous service	
Information Services Department	7	4	10	2	23
Inland Revenue Department	149	2	8	4	163
Innovation and Technology Bureau	2	-	-	-	2
Innovation and Technology Commission	17	8	3	10	38
Intellectual Property Department	8	1	1	3	13
Invest Hong Kong	36	7	12	34	89
Judiciary	80	8	11	14	113
Labour and Welfare Bureau	15	3	8	1	27
Labour Department	6	1	3	28	38
Land Registry	43	4	6	22	75
Lands Department	69	17	2	-	88
Legal Aid Department	8	-	-	-	8
Leisure and Cultural Services Department	419	20	60	181	680
Marine Department	1	1	2	-	4
Office of the Communications Authority	62	22	34	35	153
Office of the Government Chief Information Officer	1	-	2	-	3
Official Receiver's Office	12	4	-	3	19
Planning Department	8	7	5	2	22
Radio Television Hong Kong	79	29	33	21	162
Rating and Valuation Department	29	2	2	3	36
Registration and Electoral Office	969	70	76	10	1 125
Security Bureau	23	9	2	3	37

Bureau /Department /Office	No. of NCSC staff				Total
	with less than three years of continuous service	with three years to less than five years of continuous service	with five years to less than ten years of continuous service	with ten years or more of continuous service	
Social Welfare Department	53	14	6	1	74
Trade and Industry Department	13	4	15	16	48
Transport and Housing Bureau	3	5	-	-	8
Transport Department	40	3	7	3	53
Treasury	55	-	1	-	56
University Grants Committee Secretariat	22	2	1	3	28
Water Supplies Department	23	2	12	20	57
Working Family and Student Financial Assistance Agency	308	80	25	52	465
Total	6 581	1 106	1 325	2 015	11 027

- End -

CONTROLLING OFFICER'S REPLY

CSB069

(Question Serial No. 1196)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the number of civil service retirees and the various flexible measures for extending the service of civil servants, please advise on the following:

1. the numbers of civil service retirees under the New Pension Scheme and the Old Pension Scheme in the coming 5 years respectively and the expenditures involved;
2. figures relating to the flexible measures for extending the service of civil servants in various government departments in 2020-21 (broken down by department and rank (high, middle and low)), including:
 - (a) the actual numbers of contract staff employed under the Post-retirement Service Contract Scheme, their contract period or time limit;
 - (b) the numbers of applicants for final extension of service for 120 days and the application results; and
 - (c) the latest actual numbers of applicants under the mechanism for further employment beyond retirement age and, among which, the numbers of cases where selection process has commenced.
3. Extension of service has all along been the request of pensionable civil servants who joined the Government before 2000. Now that the disciplined services are given a go-ahead, will consideration be given to extending the arrangement to other departments and grades in the future? If yes, what are the details and timetable? If no, what are the reasons?

Asked by: Hon POON Siu-ping (LegCo internal reference no.: 38)

Reply:

1. Based on the information available to the Civil Service Bureau (CSB), it is estimated that the annual average number of civil servants who will reach normal retirement age will be around 6 200 for the five-year period from 2020-21 to 2024-25, and out of them, about 5 300 and 130 are under the New Pension Scheme and the Old Pension Scheme respectively. The remaining civil servants are under other terms of appointment.

Taking into account the provision for the pension payments to all public and judicial service pensioners, the 2020-21 (Revised Estimate) and 2021-22 (Estimate) are \$41,688.9 million and \$45,790.0 million respectively. The estimate of pension payments hinges on a number of factors. Hence we cannot provide the relevant estimates for the period from 2022-23 to 2024-25 at this stage.

2. As at 30 June 2020, bureaux/departments (B/Ds) employed a total of 4 242 full-time^(Note) post-retirement service contract (PRSC) staff with 18 322 applications received. A breakdown of the number of PRSC staff and the corresponding number of applications by B/Ds is set out at **Annex A**.

Positions under the PRSC scheme could only be non-directorate positions and CSB does not collect detailed information on the rank of these positions. Under the scheme, the contract duration would not exceed three years at the maximum and, for about 88% of the PRSC staff, the contract duration is of one year or less. B/Ds are all along based on the well-established principle of merit to offer employment to suitable candidates taking into account the number of PRSC positions as well as candidates' relevant qualification and experience.

Note: "Full-time" employment means employment under a "continuous contract" as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

The revised arrangements for processing applications for final extension of service, including raising the maximum period from 90 days to 120 days and suitably relaxing the approval criteria, have taken effect since 25 February 2016. In considering an application, approval criteria include satisfactory performance, conduct and physical fitness of the officer concerned, and no undue promotion blockage. There should also be genuine and operational needs, need to retain valuable experience/expertise or to facilitate succession planning. As at 24 February 2021, i.e. five years after implementation of the revised arrangements, 13 408 applications were received by B/Ds, of which 12 902 applications (96%) had been processed. Among the processed applications, 10 345 applications were approved (approval rate of 80%). A breakdown of the number by B/Ds is set out at **Annex B**. A breakdown of the number by salary groups is as follows –

Salary Group	Number of applications received	Number of applications processed and approved
Ranks with maximum pay point above Master Pay Scale Point (MPS Pt.) 33, or equivalent	2 340	1 966
Ranks with maximum pay point at or below MPS Pt. 33, or equivalent	11 068	8 379
Total	13 408	10 345

As regards further employment for a longer duration (FE) than final extension of service, the adjusted mechanism was implemented on 1 June 2017. Under the adjusted FE mechanism, the relevant Head of Department/Head of Grade should determine whether there is a need for FE in a rank under his purview and the number of FE vacancies by taking into account relevant factors (including overall manpower situation, genuine and operational needs, need to retain valuable experience/expertise and to facilitate succession planning) and other objective data. If there is a need for FE, applications would be invited from officers in the rank concerned who will reach retirement age within the specified period. In considering whether to approve the applications, the department/grade concerned should assess the applications received having regard to the number of FE vacancies, the applicants' relevant qualification and experience, and factors like their performance, conduct and physical fitness. As at 28 February 2021, 139 FE selection exercises were completed, involving 6 190 applications, of which 5 512 applications were approved. A breakdown of the number by B/Ds is set out at **Annex C**. A breakdown of the number by salary groups is as follows –

Salary Group	Number of selection exercises completed	Number of applications	Number of applications approved
Ranks with maximum pay point above MPS Pt. 33, or equivalent	71	375	313
Ranks with maximum pay point at or below MPS Pt. 33, or equivalent	68	5 815	5 199
Total	139	6 190	5 512

- To be more targeted in achieving the goal of expanding the labour force, the Government launched in July 2018 the option for serving civil servants who joined the Government between 1 June 2000 and 31 May 2015 to choose to retire at the age of 65 (for civilian grades) or 60 (for disciplined services grades, regardless of ranks) (hereafter referred to as “the Option”). As for civil servants who joined the Government before 1 June 2000 (“Pre-2000”), the majority of them will reach their currently applicable retirement age in the next decade or so, but the overall labour force in Hong Kong will only become relatively critical after 2030. Therefore, from the population policy perspective, it is unjustifiable to allow these officers to choose to retire later. In particular, quite a number of Pre-2000 civil servants will retire soon. If they are allowed to choose to extend their retirement age, departments may not have sufficient time to adjust their manpower planning accordingly, and to address management problems that might arise immediately, such as promotion blockage, hindrance to healthy turnover, and mismatch of human resources. All these will affect the planning and deployment of manpower resources in departments.

Although the Pre-2000 civil servants cannot choose to retire later, departments may, taking into account factors such as their overall manpower situation, genuine and operational needs, and succession arrangement, flexibly employ various initiatives for extending the service of civil servants, including the PRSC scheme, final extension of service and the adjusted FE mechanism, to retain experienced civil servants reaching their retirement age and meet the manpower demand and operational needs. Such

measures also provide different avenues for serving civil servants to serve beyond their retirement age.

In addition, if individual departments request other arrangements on extending the service of their civil service staff having regard to their specific manpower needs, they may put up a proposal. With the support of the relevant policy bureaux, CSB will assess the operational needs of the departments concerned and the justifications provided, and consider whether there is still room for them to deploy the existing measures for extension of service, or whether there is a genuine need to make special arrangements for them.

As regards the Hong Kong Police Force (HKPF), CSB has all along been assisting them to make effective use of the various measures for extension of service to address their manpower problem. This notwithstanding, over the past year or so, HKPF encountered great challenges. In the light of the need to strengthen the manpower and the severe setback in recruitment, HKPF submitted a proposal to the Security Bureau (SB) and CSB to launch a special scheme for extending the service of police officers to allow HKPF to retain more flexibly the service of police officers who will retire in the next decade or so, which will in turn facilitate them to make better medium to long-term manpower planning and succession arrangement. After detailed consideration of the special situations and the acute manpower problem of HKPF, the Chief Executive (CE) had approved HKPF's proposal to launch a scheme for all serving Pre-2000 police officers at non-directorate level to **apply** for extending their service beyond the retirement age (i.e. 55) up to the age of 60. The scheme was launched on 1 April 2021. With reference to the existing FE mechanism, HKPF will set up selection board to assess each application against the criteria of the applicant's performance, conduct and physical fitness, etc., and make recommendations to the approving authority. The approving authority will grant in-principle approval to the recommended applicants. Formal approval will be granted to them only upon their passage of a final screening to be conducted when they reach the age of 54. The scheme is different from the Option offered to the civil servants who joined the Government between 1 June 2000 and 31 May 2015 for them to **choose** to retire later.

Although the situation of the other disciplined services departments (DSDs) is not exactly the same, given the many challenges under the current social environment, it is highly important to maintain unity among the DSDs so as to maintain social stability. In addition, disciplined services officers are still generally physically fit, and possess the enthusiasm and capability to serve the community when they reach the original retirement age (i.e. 55). In the light of the above, CE had also given in-principle approval for other DSDs to explore launching a similar scheme for their serving Pre-2000 disciplined services officers. Details of the scheme will be worked out by the Heads of the DSDs concerned after detailed assessments of their individual situations. In this regard, it is necessary to take into account the vacancy number of individual ranks, the quota available for application for extension of service in each rank, the need to ensure that there would still be sufficient number of vacancies for recruitment to the entry ranks so as to maintain a healthy turnover, as well as the views of the staff side (including the Pre-2000 staff and those who joined the Government on or after 1 June 2000), etc. SB and CSB are assisting the DSDs concerned in working out the details of the scheme, with a view to launching a suitable and feasible scheme for other Pre-

2000 disciplined services officers as soon as possible after finalising the details and consulting the Public Service Commission. In the meantime, CSB, SB and the management of the DSDs concerned will continue to maintain close communication with the staff side and listen to their views.

**Breakdown of full-time Post-retirement Service Contract
(PRSC) staff and applications involved by
Bureaux/Departments/Offices
(position as at 30 June 2020)**

Bureau / Department / Office	Number of full-time PRSC staff	Number of applications involved
Agriculture, Fisheries and Conservation Department	188	552
Architectural Services Department	40	125
Audit Commission	3	3
Auxiliary Medical Service	1	1
Buildings Department	41	145
Census and Statistics Department	1	11
Chief Executive's Office	2	2
Chief Secretary for Administration's Office and Financial Secretary's Office	21	38
Civil Aid Service	4	5
Civil Aviation Department	43	165
Civil Engineering and Development Department	72	282
Civil Service Bureau	11	152
Commerce and Economic Development Bureau	18	84
Companies Registry	17	34
Constitutional and Mainland Affairs Bureau	6	10
Correctional Services Department	121	305
Customs and Excise Department	207	622
Department of Health	281	719
Department of Justice	30	62
Development Bureau	35	83
Drainage Services Department	88	215
Education Bureau	43	145

Bureau / Department / Office	Number of full-time PRSC staff	Number of applications involved
Electrical and Mechanical Services Department	329	983
Environmental Protection Department	109	512
Financial Services and the Treasury Bureau	4	17
Fire Services Department	86	651
Food and Environmental Hygiene Department	268	863
Food and Health Bureau	6	15
Government Flying Service	21	24
Government Laboratory	1	4
Government Logistics Department	2	10
Government Property Agency	4	4
Highways Department	85	257
Home Affairs Bureau	8	12
Home Affairs Department	8	67
Hong Kong Observatory	5	32
Hong Kong Police Force	676	1 506
Hongkong Post	78	133
Housing Department	7	34
Immigration Department	253	1 157
Information Services Department	4	9
Inland Revenue Department	1	5
Innovation and Technology Bureau	11	57
Innovation and Technology Commission	8	11
Invest Hong Kong	1	1
Judiciary	73	222
Labour and Welfare Bureau	1	1
Labour Department	51	367

Bureau / Department / Office	Number of full-time PRSC staff	Number of applications involved
Land Registry	8	89
Lands Department	131	534
Legal Aid Department	8	8
Leisure and Cultural Services Department	129	760
Marine Department	29	62
Office of the Communications Authority	2	2
Office of the Government Chief Information Officer	74	240
Official Receiver's Office	23	125
Planning Department	8	50
Radio Television Hong Kong	12	162
Rating and Valuation Department	12	17
Registration and Electoral Office	1	1
Security Bureau	9	22
Social Welfare Department	154	465
Trade and Industry Department	4	15
Transport and Housing Bureau	11	67
Transport Department	43	71
Treasury	9	18
University Grants Committee Secretariat	2	2
Water Supplies Department	153	673
Working Family and Student Financial Assistance Agency	47	4 225
Total	4 242	18 322

Applications for Final Extension of Service

Bureau / Department / Office	Number of applications (25 February 2016 – 24 February 2021)	
	Received	Processed and Approved
Agriculture, Fisheries and Conservation Department	227	213
Architectural Services Department	47	6
Audit Commission	6	5
Auxiliary Medical Service	4	3
Buildings Department	110	109
Census and Statistics Department	22	6
Chief Executive's Office	2	2
Chief Secretary for Administration's Office and Financial Secretary's Office	4	2
Civil Aid Service	7	5
Civil Aviation Department	15	11
Civil Engineering and Development Department	256	222
Civil Service Bureau	1 840	1 695
Commerce and Economic Development Bureau	3	3
Companies Registry	2	2
Correctional Services Department	315	207
Customs and Excise Department	437	258
Department of Health	280	246
Department of Justice	20	18
Development Bureau	10	10
Drainage Services Department	76	66
Education Bureau	215	192

Bureau / Department / Office	Number of applications (25 February 2016 – 24 February 2021)	
	Received	Processed and Approved
Efficiency Office	5	5
Electrical and Mechanical Services Department	77	10
Environmental Protection Department	111	87
Financial Services and the Treasury Bureau	1	1
Fire Services Department	811	748
Food and Environmental Hygiene Department	1 270	838
Government Flying Service	24	24
Government Laboratory	14	13
Government Logistics Department	462	298
Government Property Agency	1	1
Highways Department	204	168
Home Affairs Department	31	30
Hong Kong Monetary Authority	2	2
Hong Kong Observatory	11	11
Hong Kong Police Force	2 482	1 857
Hongkong Post	468	299
Housing Department	914	805
Immigration Department	653	529
Information Services Department	8	8
Inland Revenue Department	53	44
Innovation and Technology Commission	7	7
Invest Hong Kong	2	2
Judiciary	51	50
Labour Department	15	7

Bureau / Department / Office	Number of applications (25 February 2016 – 24 February 2021)	
	Received	Processed and Approved
Land Registry	5	3
Lands Department	296	227
Legal Aid Department	16	15
Leisure and Cultural Services Department	617	405
Marine Department	156	119
Office of the Communications Authority	9	3
Office of the Government Chief Information Officer	48	38
Official Receiver's Office	1	1
Planning Department	18	13
Radio Television Hong Kong	4	4
Rating and Valuation Department	13	4
Security Bureau	2	2
Social Welfare Department	191	109
Trade and Industry Department	1	0
Transport and Housing Bureau	1	1
Transport Department	14	2
Treasury	31	31
University Grants Committee Secretariat	1	1
Water Supplies Department	409	242
Total	13 408	10 345

**Completed Further Employment Selection Exercises
(as at 28 February 2021)**

Bureau / Department	Number of selection exercises completed	Number of applications	Number of applications approved
Audit Commission	3	4	3
Census and Statistics Department	1	1	1
Civil Aviation Department	2	2	2
Companies Registry	1	1	1
Correctional Services Department	4	6	6
Department of Health	6	12	11
Department of Justice	2	2	2
Education Bureau	48	114	110
Fire Services Department	10	286	270
Food and Environmental Hygiene Department	6	22	16
General Grades Office	10	2 409	2 225
Government Flying Service	1	1	1
Government Logistics Department	5	460	318
Hong Kong Police Force	12	2 131	1 820
Hongkong Post	1	1	1
Immigration Department	3	5	4
Lands Department	1	1	1
Leisure and Cultural Services Department	4	283	277
Marine Department	8	22	22
Rating and Valuation Department	1	1	1
Transport Department	2	2	2
Water Supplies Department	8	424	418
Total	139	6 190	5 512

- End -

CONTROLLING OFFICER'S REPLY

CSB070

(Question Serial No. 3230)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

1. As at present, what are the numbers and percentages of civil servants working on the five-day work week (FDWW) pattern in various government departments?
2. The Government has launched the FDWW trial scheme. Please set out the latest progress of implementation in various departments, the number of officers who have switched to working on the FDWW pattern under the FDWW trial scheme in various departments, and whether the number of places under the trial scheme will be increased so that more civil servants can benefit from the FDWW.
3. According to the Bureau, it is unavoidable that some civil servants involved in leisure and cultural services cannot work on the FDWW pattern having regard to actual operational needs. In this connection, will the Bureau provide the following information?
 - (a) the number of sports centres where the FDWW has been implemented by the Leisure and Cultural Services Department (LCSD) and its percentage in the total number of sports centres;
 - (b) the number of sports grounds where the FDWW has been implemented by the LCSD and its percentage in the total number of sports grounds;
 - (c) the number of swimming pools where the FDWW has been implemented by the LCSD and its percentage in the total number of swimming pools;
 - (d) a breakdown of the types of posts already on FDWW pattern in the establishment of the LCSD and the numbers of staff involved in such posts.
4. What is the Bureau's expected time for fully implementing the FDWW pattern?

Asked by: Hon POON Siu-ping (LegCo internal reference no.: 39)

Reply:

1. The Civil Service Bureau (CSB) conducts biennial surveys on the implementation of five-day week in bureaux and departments. According to the results of the last survey,

as at 30 September 2018, there were about 123 500 civil servants working on a five-day week pattern, representing about 75% of the total number of civil servants at the time.

CSB is currently collating the data from the biennial survey capturing the position of the implementation of five-day week in the Government as at 30 September 2020, and will report the latest situation to the Legislative Council Panel on Public Service in due course.

2. All along, CSB encourages departments to enable more civil servants to work under a five-day week pattern in compliance with the four basic principles (i.e. no additional staffing resources; no reduction in conditioned hours of work of individual staff; no reduction in emergency services; and continued provision of essential counter services on Saturdays/Sundays). Examples of successful migration to five-day week in the Government in 2019-20 include –
 - (a) around 3 500 police officers of the Hong Kong Police Force (HKPF);
 - (b) around 50 staff of the Leisure and Cultural Services Department (LCSD);
 - (c) around 13 staff of the Water Supplies Department; and
 - (d) around 120 staff of the Food and Environmental Hygiene Department.

In addition, departments with five-day week trial schemes currently underway include HKPF (around 2 370 police officers) and LCSD (around 15 civilian grades staff).

CSB will continue to encourage those departments that have not fully migrated to five-day week to explore the feasibility of further migration.

- 3(a)-(c) Based on the information provided by LCSD, the number of sports centres, sports grounds and swimming pools with five-day week implemented as at 30 September 2020 is set out in the table below –

Types of venues	Total number of venues	Number of venues with five-day week implemented (including those with some staff working on five-day week)	Percentage of total number of venues
Sports Centres	102	0	0%
Sports Grounds	25	19	76%
Swimming Pools	44	0	0%

- 3(d) According to the information provided by LCSD, as at 30 September 2020, 5 783 civil servants of the department were working on a five-day week pattern. The relevant breakdown is set out in the table below –

Grades	Number of civil servants working on five-day week
Directorate grades	7 ^{Note 1}
Departmental grades ^{Note 2}	2 608
General and common grades ^{Note 3}	2 534
Model Scale 1 grades ^{Note 4}	634
Total	5 783

Notes

1. Exclude officers acting in directorate grades.
 2. Departmental grades include Amenities Assistant, Cultural Services Assistant, Curator, Leisure Services Manager, Librarian, Manager (Cultural Services), Music Officer and Technical Officer (Cultural Services).
 3. General and common grades include Accounting Officer, Administrative Officer, Analyst/Programmer, Artisan, Architect, Calligraphist, Clerical Assistant, Clerical Officer, Clerk of Works, Computer Operator, Confidential Assistant, Executive Officer, Information Officer, Laboratory Technician, Maintenance Surveyor, Management Services Officer, Motor Driver, Office Assistant, Official Languages Officer, Personal Secretary, Photographer, Senior Artisan, Special Driver, Statistical Officer, Statistician, Structural Engineer, Supplies Assistant, Supplies Officer, Supplies Supervisor, Technical Officer, Training Officer, Transport Services Officer, Treasury Accountant, Typist, Veterinary Laboratory Technician and Veterinary Officer.
 4. Model Scale 1 grades include Supplies Attendant, Workman I and Workman II.
4. Whether individual departments can fully implement five-day week depends on whether the department can comply with the aforementioned four basic principles. Hence, CSB is unable to predict when five-day week will be fully implemented in the Government. We also have not drawn up a timetable for the civil service to fully migrate to five-day week.

CSB will continue to encourage departments that have not fully migrated to a five-day week pattern to explore possible ways to enable more staff to work on a five-day week pattern in compliance with the aforementioned principles, and to allow staff to rotate to five-day week posts where appropriate. CSB also welcomes the staff side to maintain dialogue with the departmental management and put forth proposals for migration to five-day week.

- End -

CONTROLLING OFFICER'S REPLY

CSB071

(Question Serial No. 3233)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

1. The Government launched the pilot scheme on Civil Service Chinese Medicine Clinics (the pilot scheme) in March 2020, setting up Civil Service Chinese Medicine Clinics (CSCMCs) at the Chinese Medicine Clinic cum Training and Research Centre in Pamela Youde Nethersole Eastern Hospital and Yan Chai Hospital to provide free general consultation and acupuncture services for Civil Service Eligible Persons. In this connection, please provide the following data:
 - a) the attendance and expenditure of each CSCMC;
 - b) the utilisation rates of general consultation and acupuncture services and average waiting times for follow-up consultations;
 - c) the grades, establishment and actual number of staff (including those employed on civil service terms and contract terms) involved in the provision of Chinese medicine services for civil servants.
2. In view of the overwhelming response of the pilot scheme, back in August 2020, the Civil Service Bureau has started to collect from service users their feedback on the pilot scheme by means of questionnaires. What is the number of submissions received so far and the percentages of positive and negative feedback? The Bureau has also mentioned that it will conduct a review on the arrangement of the pilot scheme in the first quarter of 2021, what is the latest progress? Is there a specific timetable to increase service capacity; if yes, the details; if not, the reasons?

Asked by: Hon POON Siu-ping (LegCo internal reference no.: 53)

Reply:

1. a) The Pilot Scheme on Civil Service Chinese Medicine Clinics (the Pilot Scheme) was launched on 2 March 2020. As at end February 2021, the number of attendances for CSCMC (Tsuen Wan) and CSCMC (Eastern District) was about 28 600 and 29 900 respectively.

We provide an annual recurrent provision of about \$17.20 million to the Hospital Authority via the Food and Health Bureau for operating the two CSCMCs.

- b) The overall utilisation rates of CSCMC (Tsuen Wan) and CSCMC (Eastern District) are over 90 percent. We have not maintained information on the average waiting time for follow-up appointments.
 - c) To coordinate the Pilot Scheme, 3 posts including 1 Senior Executive Officer (time-limited post for 3 years), 1 Executive Officer I and 1 Assistant Clerical Officer (time-limited post for 3 years) have been created in the Civil Service Bureau in 2019-20. Under the Pilot Scheme, the Chinese Medicine services are run by the non-governmental organisation service providers of the two CSCMCs and the staff working at the clinics are employed by the respective service providers. We have not maintained the requested information.
- 2) To evaluate the use and effectiveness of the Pilot Scheme, we have been collecting relevant data from the service providers. We have started collecting opinions from the users of the Pilot Scheme by way of questionnaires since August 2020. As at end February 2021, about 1 400 questionnaires have been received and over 90 percent of the respondents commended the overall provision of service. A review of the Pilot Scheme has commenced in the first quarter of 2021. Our aim is to increase the service capacity with a view to enhancing the civil service medical benefits.

- End -

CONTROLLING OFFICER'S REPLY**CSB072****(Question Serial No. 0696)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): (-) Not SpecifiedProgramme: (2) Human Resource ManagementControlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

1. Please provide the recruitment figures, including names of posts, numbers of applications and intakes, of the disciplined services grades and the civilian grades in each of the past 2 years, and the numbers of non-Chinese applicants and number of such applicants recruited in the disciplined services grades and the civilian grades;
2. Please provide the wastage figures and wastage rates, in table form, of staff in different ranks of the disciplined services grades and the civilian grades in each of the past 2 years;
3. Whether the Government has found out the reasons for staff wastage in the disciplined services grades and the civilian grades; if yes, the details; if no, the reasons?

Asked by: Hon QUAT Elizabeth (LegCo internal reference no.: 39)Reply:

1. In the past two years, bureaux/departments (B/Ds) conducted recruitment exercises for nearly 300 civil service ranks and received about 950 000 applications. There were 28 195 new recruits (i.e. assumed duty in that year) from 2018-19 to 2019-20. A breakdown of the recruitment figures of disciplined services grades and civilian grades in the past two years is set out below –

Year	2018-19	2019-20
Disciplined Services Grades		
No. of applications	About 87 000	About 76 000
No. of new recruits	4 270	2 427
Civilian Grades		
No. of applications	About 475 000	About 313 000
No. of new recruits	10 384	11 114

Note 1: The above figures exclude the recruitment relating to in-service transfer of civil servants working in the Hospital Authority.

Note 2: As a recruitment exercise may straddle two financial years, the number of applications received and the number of new recruits appointed in the same recruitment exercise may not be counted under the same financial year. Therefore, the recruitment figures cannot be used to directly calculate and compare the success rates of applying for civil service jobs.

The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants. In the civil service recruitment process, B/Ds will continue to assess all candidates on the basis of their ability, performance, character, and the stipulated entry requirements set according to the job requirements. Race is not a relevant consideration. Given that neither job applicants for civil service jobs nor serving civil servants are required to declare their ethnic origins, we do not possess the relevant statistical information.

2. In the past two years from 2018-19 to 2019-20, the numbers of wastage of civil servants were 8 557 and 8 311 respectively, involving more than 600 civil service ranks each year. When compared with the civil service strength at the beginning of the year concerned, the wastage rates were 5.0% and 4.8% respectively. A breakdown of the number of wastage of civil servants by bureaux/departments/offices is set out at **Annex A**.
3. Retirement has always been the primary reason for departure of civil servants from the Civil Service. The portion of other reasons (including resignation, completion of agreement, etc.) is relatively small. A breakdown of the statistics by reasons of wastage is set out at **Annex B**.

**Wastage of Civil Servants
2018-19 to 2019-20**

Bureau / Department / Office	2018-19	2019-20
Agriculture, Fisheries and Conservation Department	115	98
Architectural Services Department	113	109
Audit Commission	13	9
Auxiliary Medical Service	5	4
Buildings Department	62	48
Census and Statistics Department	48	52
Chief Executive's Office	2	4
Chief Secretary for Administration's Office	23	27
Civil Aid Service	7	2
Civil Aviation Department	33	31
Civil Engineering and Development Department	78	69
Civil Service Bureau	45	49
Commerce and Economic Development Bureau	16	18
Companies Registry	13	11
Constitutional and Mainland Affairs Bureau	7	8
Correctional Services Department	400	311
Customs and Excise Department	234	224
Department of Health	329	312
Department of Justice	54	65
Development Bureau	17	17
Drainage Services Department	100	107
Education Bureau	236	224

Bureau / Department / Office	2018-19	2019-20
Electrical and Mechanical Services Department	165	205
Environmental Protection Department	57	70
Environment Bureau	2	0
Financial Services and the Treasury Bureau	9	9
Fire Services Department	436	440
Food and Environmental Hygiene Department	643	528
Food and Health Bureau	6	11
Government Flying Service	12	15
Government Laboratory	10	12
Government Logistics Department	44	41
Government Property Agency	10	11
Highways Department	121	127
Home Affairs Bureau	8	11
Home Affairs Department	90	96
Hong Kong Monetary Authority	3	0
Hong Kong Observatory	13	15
Hong Kong Police Force	1 714	1 802
Hongkong Post	286	304
Hospital Authority	185	164
Housing Department	429	427
Immigration Department	356	267
Information Services Department	9	10
Inland Revenue Department	153	147
Innovation and Technology Bureau	8	3

Bureau / Department / Office	2018-19	2019-20
Innovation and Technology Commission	8	13
Intellectual Property Department	1	6
Invest Hong Kong	1	0
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	1	0
Judiciary	66	81
Labour and Welfare Bureau	4	0
Labour Department	99	76
Land Registry	26	23
Lands Department	208	220
Legal Aid Department	36	26
Leisure and Cultural Services Department	439	430
Marine Department	74	67
Office of the Communications Authority	22	21
Office of the Government Chief Information Officer	24	27
Official Receiver's Office	13	11
Planning Department	42	48
Public Service Commission	4	2
Radio Television Hong Kong	38	25
Rating and Valuation Department	54	50
Registration and Electoral Office	6	13
Secretariat, Commissioner on Interception of Communications and Surveillance	2	2
Security Bureau	10	7
Social Welfare Department	205	203
Trade and Industry Department	20	29

Bureau / Department / Office	2018-19	2019-20
Transport and Housing Bureau	8	7
Transport Department	81	62
Treasury	28	29
University Grants Committee Secretariat	4	2
Water Supplies Department	266	265
Working Family and Student Financial Assistance Agency	48	52
Total	8 557	8 311

**Statistics on Reasons of Civil Servants Leaving the Service
2018-19 to 2019-20**

Reason of Wastage	2018-19	2019-20
Retirement	6 507	6 137
Resignation	1 443	1 571
Completion of Agreement	424	404
Death	130	130
Dismissal	14	14
Termination of Service	14	15
Other Reasons	25	40
Total	8 557	8 311

- End -

CONTROLLING OFFICER'S REPLY

CSB073

(Question Serial No. 0698)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Last year, the Secretary for the Civil Service said that the Standing Committee on Disciplined Services Salaries and Conditions of Service and the Standing Committee on Directorate Salaries and Conditions of Service were respectively carrying out the grade structure review for the disciplined services independently in accordance with their terms of reference and the review framework. The two committees have already invited submissions from the management and staff side of each of the disciplined services. In this connection, will the Government inform the Committee of the following:

1. the progress of the above review, and when the relevant recommendations are expected to be implemented; and
2. whether the staff members of each of the disciplined services have been fully consulted. If yes, what are the numbers of consultations, and if no, what are the reasons?

Asked by: Hon QUAT Elizabeth (LegCo internal reference no.: 40)

Reply:

The Standing Committee on Disciplined Services Salaries and Conditions of Service (SCDS) and the Standing Committee on Directorate Salaries and Conditions of Service commenced work in relation to the grade structure review for the disciplined services in late 2018. The two consultative committees have received submissions from the management and staff side of each of the disciplined services. Through departmental visits and meetings with the management and staff side of each of the disciplined services, the SCDS has gained a better understanding of the work of the disciplined services and listened to their views. By the end of February this year, 20 meetings have been conducted with the staff side of the disciplined services as mentioned above. At present, the two consultative committees are consolidating and analysing the views and proposals received. The SCDS will invite the management and staff side of each of the disciplined services to exchange views again before finalising the report. It aims at completing the entire review and submitting the review report to the Chief Executive (CE) by mid-2021. Upon receipt of the report, the Government will consult the relevant stakeholders, including the Legislative Council, departmental management and staff side representatives, and submit recommendations on the way forward

to the CE-in-Council for a decision. Should there be any proposed changes to the pay and/or grade structure of the disciplined services grades, after obtaining approval of the CE-in-Council, the approval of the Establishment Sub-Committee and Finance Committee of the Legislative Council will be sought for the formal implementation of the recommendations.

- End -

CSB074

CONTROLLING OFFICER'S REPLY

(Question Serial No. 0699)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is learnt that the Civil Service Bureau (CSB) has given approval to raise the retirement age of police officers who joined the Force before 2000 to the age of 60. What are the specific details? Will the CSB consider extending the arrangement to other disciplined services? If yes, what are the details? If no, what are the reasons?

Asked by: Hon QUAT Elizabeth (LegCo internal reference no.: 46)

Reply:

To be more targeted in achieving the goal of expanding the labour force, the Government launched in July 2018 the option for serving civil servants who joined the Government between 1 June 2000 and 31 May 2015 to choose to retire at the age of 65 (for civilian grades) or 60 (for disciplined services grades, regardless of ranks) (hereafter referred to as “the Option”). As for civil servants who joined the Government before 1 June 2000 (“Pre-2000”), the majority of them will reach their currently applicable retirement age in the next decade or so, but the overall labour force in Hong Kong will only become relatively critical after 2030. Therefore, from the population policy perspective, it is unjustifiable to allow these officers to choose to retire later. In particular, quite a number of Pre-2000 civil servants will retire soon. If they are allowed to choose to extend their retirement age, departments may not have sufficient time to adjust their manpower planning accordingly, and to address management problems that might arise immediately, such as promotion blockage, hindrance to healthy turnover, and mismatch of human resources. All these will affect the planning and deployment of manpower resources in departments.

Although the Pre-2000 civil servants cannot choose to retire later, departments may, taking into account factors such as their overall manpower situation, genuine and operational needs, and succession arrangement, flexibly employ various initiatives for extending the service of civil servants, including the Post-retirement Service Contract Scheme, final extension of service and the adjusted further employment (FE) mechanism, to retain experienced civil servants reaching their retirement age and meet the manpower demand and operational needs. Such measures also provide different avenues for serving civil servants to serve beyond their retirement age.

In addition, if individual departments request other arrangements on extending the service of their civil service staff having regard to their specific manpower needs, they may put up a proposal. With the support of the relevant policy bureaux, the Civil Service Bureau (CSB) will assess the operational needs of the departments concerned and the justifications provided, and consider whether there is still room for them to deploy the existing measures for extension of service, or whether there is a genuine need to make special arrangements for them.

As regards the Hong Kong Police Force (HKPF), CSB has all along been assisting them to make effective use of the various measures for extension of service to address their manpower problem. This notwithstanding, over the past year or so, HKPF encountered great challenges. In the light of the need to strengthen the manpower and the severe setback in recruitment, HKPF submitted a proposal to the Security Bureau (SB) and CSB to launch a special scheme for extending the service of police officers to allow HKPF to retain more flexibly the service of police officers who will retire in the next decade or so, which will in turn facilitate them to make better medium to long-term manpower planning and succession arrangement. After detailed consideration of the special situations and the acute manpower problem of HKPF, the Chief Executive (CE) had approved HKPF's proposal to launch a scheme for all serving Pre-2000 police officers at non-directorate level to **apply** for extending their service beyond the retirement age (i.e. 55) up to the age of 60. The scheme was launched on 1 April 2021. With reference to the existing FE mechanism, HKPF will set up selection board to assess each application against the criteria of the applicant's performance, conduct and physical fitness, etc., and make recommendations to the approving authority. The approving authority will grant in-principle approval to the recommended applicants. Formal approval will be granted to them only upon their passage of a final screening to be conducted when they reach the age of 54. The scheme is different from the Option offered to the civil servants who joined the Government between 1 June 2000 and 31 May 2015 for them to **choose** to retire later.

Although the situation of the other disciplined services departments (DSDs) is not exactly the same, given the many challenges under the current social environment, it is highly important to maintain unity among the DSDs so as to maintain social stability. In addition, disciplined services officers are still generally physically fit, and possess the enthusiasm and capability to serve the community when they reach the original retirement age (i.e. 55). In the light of the above, CE had also given in-principle approval for other DSDs to explore launching a similar scheme for their serving Pre-2000 disciplined services officers. Details of the scheme will be worked out by the Heads of the DSDs concerned after detailed assessments of their individual situations. In this regard, it is necessary to take into account the vacancy number of individual ranks, the quota available for application for extension of service in each rank, the need to ensure that there would still be sufficient number of vacancies for recruitment to the entry ranks so as to maintain a healthy turnover, as well as the views of the staff side (including the Pre-2000 staff and those who joined the Government on or after 1 June 2000), etc. SB and CSB are assisting the DSDs concerned in working out the details of the scheme, with a view to launching a suitable and feasible scheme for other Pre-2000 disciplined services officers as soon as possible after finalising the details and consulting the Public Service Commission. In the meantime, CSB, SB and the management of the DSDs concerned will continue to maintain close communication with the staff side and listen to their views.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 0056)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the zero growth in the civil service establishment to be implemented in 2021-22, please advise on:

1. whether any forecasts have been made in respect of the numbers of civil servants retiring and leaving the service in the current financial year. If yes, what are the numbers? If no, what are the reasons?
2. whether zero growth in the establishment means that recruitment will be allowed only when vacancies arise in departments or coordinating arrangements will be made by the Civil Service Bureau; and
3. whether assessments will be conducted on the current strength and staffing needs of the civil service. If yes, what are the details? If no, what are the reasons?

Asked by: Hon SHEK Lai-him, Abraham (LegCo internal reference no.: 5)

Reply:

1. Retirement has always been the primary reason for departure of civil servants from the Civil Service. The estimated number of officers reaching normal retirement age in 2021-22 is around 6 300. The Civil Service Bureau has not projected the number of officers leaving the Civil Service due to other reasons in 2021-22.
- 2.&3. We have encouraged bureaux and departments to enhance effectiveness and efficiency through re-prioritisation, internal redeployment and streamlining of work processes, so that the workload can be coped with even without increase in civil service establishment. In addition, to allow flexibility in meeting their staffing needs, B/Ds may create or delete posts in existing non-directorate ranks provided that their respective establishment ceiling is not exceeded. They may also, having regard to the operational need and relevant considerations, decide on their own the grades which would require recruitment of civil servants and the number of civil servants required.

As in the past, Heads of Departments/Grades would, having regard to the number of vacancies in different grades and ranks, conduct recruitment exercises with a view to

filling the vacancies arising from various reasons (e.g. natural wastage) as soon as possible. The recruitment exercises are conducted by relevant departments/grades in accordance with the established procedures.

- End -

CONTROLLING OFFICER'S REPLY

CSB076

(Question Serial No. 1725)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

In 2020-21, the Government created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund. As at end-January, some 16 000 appointments were made. Will the Government inform this Committee of the scope of duties and median monthly salary of these posts (please list in table form)? The Government plans to further allocate \$6.6 billion to create around 30 000 time-limited jobs. What are the expected scope of duties to be covered, duration and median monthly salary (if any) of these posts?

Asked by: Hon SHIU Ka-fai (LegCo internal reference no.: 55)

Reply:

The financial impact of the Job Creation Scheme will be absorbed by the Anti-epidemic Fund, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created under the Job Creation Scheme. Among the jobs already created, around 18 000 jobs have been filled, including around 3 900 technical and non-skilled workers, 2 300 cleansing and relevant supporting staff, 1 500 staff providing administrative, executive and clerical support, 840 staff for carrying out Coronavirus Disease 2019 related duties, 1 900 jobs related to financial services industry or financial technology, and 380 staff working in environmental protection industry. The remuneration of the jobs varies depending on the requirements of the positions and the qualifications of appointees. According to the information provided by bureaux and departments, the monthly pay of around 60% of filled jobs range from \$10,000 to \$20,000, and the monthly pay of around 40% of jobs are at \$20,000 or above.

In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB077

(Question Serial No. 0587)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Government announced several rounds of work-from-home arrangement for civil servants in 2020. In this connection,

- a. please set out, in table form, the number of work-from-home days of civil servants of each department; and
- b. please set out, by department and in table form, the total number of related complaints from the public.

Asked by: Hon TIEN Puk-sun, Michael (LegCo internal reference no.: 28)

Reply:

- a. Under the special work arrangements, government employees are required to work from home or continue to provide emergency and essential public services as well as limited basic public services to members of the public. Even during the time when the epidemic situation was severe, there were still 50% to 60% of staff returning to their workplace to provide emergency and essential services to the Hong Kong community, including most of the staff in the disciplined services and those involved in anti-epidemic work. The Civil Service Bureau (CSB) does not keep the statistics asked in the question.
- b. As regards public complaints regarding the work-from-home arrangement for civil servants, the CSB received 52 complaints in 2020 about the operation and management of individual departments being affected by the special work arrangements. Such complaints have been referred to the departments concerned for follow-up according to the established mechanism. These departments include the Buildings Department, Efficiency Office, Environmental Protection Department, Food and Environmental Hygiene Department, Department of Health, Home Affairs Department, Hong Kong Police Force, Housing Department, Immigration Department, Inland Revenue Department, Department of Justice, Labour Department, Leisure and Cultural Services Department, Post Office, Registration and Electoral Office, Social Welfare Department,

Transport Department, and Working Family and Student Financial Assistance Agency. Besides, the CSB has followed up on 36 complaints about the policy on work-from-home arrangement for civil servants.

- End -

CONTROLLING OFFICER'S REPLY

CSB078

(Question Serial No. 0801)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It was mentioned in last year's Budget that the Government would increase the manpower of various departments as appropriate in 2020-21. The civil service establishment was expected to expand by 6 082 posts to 197 845, representing a year-on-year increase of about 3.2%. The increase in manpower was to cope with additional workload and support the implementation of new government policies and initiatives. However, it is stated in this year's Budget that there may be zero growth in the civil service establishment in the next financial year. Will the Government inform this Committee on the following:

- a) the posts created in various government departments, their percentages of increase, and the total numbers of staff in respective departments for the last 5 years in tabulated form.
- b) the additional manpower recruited for boundary control points for each of the last 5 years in tabulated form.
- c) the posts to be created in various government departments in the coming year, their percentages of increase, and the total numbers of staff in respective departments.

Asked by: Hon TIEN Puk-sun, Michael (LegCo internal reference no.: 26)

Reply:

- (a) The estimated changes in the civil service establishment of bureaux/departments (B/Ds) and relevant percentages in the Estimates of Expenditure from 2016-17 to 2020-21 are set out at **Annex A**. The annual establishment of B/Ds is set out at **Annex B**.
- (b) Details on the number of new posts approved for supporting the operation of the boundary control points from 2016-17 to 2020-21 are set out at **Annex C**.
- (c) The estimated civil service establishment of B/Ds, the changes in establishment and relevant percentages in 2021-22 are set out at **Annex D**.

Change in Civil Service Establishment ^{Note}
by Bureaux/Departments from 2016-17 to 2020-21

Bureau / Department / Organisation	2016-17		2017-18		2018-19		2019-20		2020-21	
	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change
Agriculture, Fisheries and Conservation Department	+ 72	3.5%	+ 22	1.0%	+ 102	4.7%	+ 36	1.6%	+ 76	3.3%
Architectural Services Department	+ 24	1.3%	+ 23	1.3%	+ 47	2.5%	+ 81	4.2%	+ 58	2.9%
Audit Commission	+ 1	0.5%	-1	-0.5%	+ 5	2.6%	-	-	+ 1	0.5%
Auxiliary Medical Service	-	-	-	-	-	-	-	-	-	-
Buildings Department	+ 86	5.1%	+ 55	3.1%	+ 125	6.8%	+ 72	3.7%	+ 106	5.2%
Census and Statistics Department	-38	-2.9%	-12	-1.0%	+ 7	0.6%	+ 74	5.9%	+ 50	3.8%
Chief Executive's Office	-1	-1.0%	-	-	-	-	-	-	-	-
Chief Secretary and Financial Secretary's Offices	+ 14	2.5%	-4	-0.7%	-45	-7.9%	+ 8	1.5%	+ 19	3.6%
Civil Aid Service	-	-	-	-	+ 2	1.9%	-	-	+ 7	6.7%
Civil Aviation Department	+ 9	1.2%	+ 33	4.5%	+ 82	10.6%	+ 26	3.0%	+ 85	9.7%
Civil Engineering and Development Department	+ 77	4.2%	+ 6	0.3%	+ 91	4.8%	+ 69	3.5%	+ 52	2.5%
Civil Service Bureau	+ 8	1.3%	+ 6	1.0%	+ 13	2.1%	+ 25	3.9%	+ 10	1.5%
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)	+ 23	11.7%	+ 22	10.0%	+ 26	10.7%	+ 30	11.2%	+ 7	2.3%

Bureau / Department / Organisation	2016-17		2017-18		2018-19		2019-20		2020-21	
	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change
Commerce and Economic Development Bureau (Communications and Creative Industries Branch)	+ 10	9.1%	+ 1	0.8%	-	-	+ 4	3.3%	+ 2	1.6%
Companies Registry	+ 6	1.9%	+ 29	9.0%	+ 28	8.0%	+ 9	2.4%	+ 6	1.5%
Constitutional and Mainland Affairs Bureau	+ 14	8.0%	+ 3	1.6%	+ 7	3.6%	+ 22	11.2%	+ 3	1.4%
Correctional Services Department	+ 44	0.6%	+ 62	0.9%	+ 66	0.9%	+ 33	0.5%	+ 130	1.8%
Customs and Excise Department	+ 19	0.3%	+ 455	7.4%	+ 766	11.6%	+ 186	2.5%	+ 293	3.9%
Department of Health	+ 116	1.9%	+ 130	2.1%	+ 183	2.8%	+ 336	5.1%	+ 76	1.1%
Department of Justice	+ 37	2.9%	+ 32	2.4%	+ 79	5.8%	+ 15	1.0%	+ 57	3.9%
Development Bureau (Planning and Lands Branch)	+ 3	2.1%	+ 6	4.1%	+ 18	11.8%	+ 22	12.9%	+ 17	8.8%
Development Bureau (Works Branch)	+ 17	7.1%	+ 20	7.8%	+ 10	3.6%	+ 140	48.1%	+ 30	7.0%
Drainage Services Department	+ 20	1.0%	+ 5	0.3%	+ 58	3.0%	+ 30	1.5%	+ 58	2.9%
Education Bureau	+ 133	2.4%	+ 121	2.1%	+ 117	1.9%	+ 199	3.2%	+ 115	1.8%
Electrical and Mechanical Services Department	+ 9	0.2%	+ 56	1.4%	+ 104	2.6%	+ 79	1.9%	+ 97	2.3%
Environment Bureau	+ 2	4.1%	+ 2	3.9%	-	-	+ 3	5.7%	-	-
Environmental Protection Department	+ 36	1.9%	+ 24	1.3%	+ 211	11.1%	+ 176	8.3%	+ 61	2.7%
Financial Services and the Treasury Bureau (Financial Services Branch)	-4	-2.3%	+ 1	0.6%	+ 10	9.6%	+ 1	0.9%	-	-
Financial Services and the Treasury Bureau (The Treasury Branch)	-	-	+ 10	5.6%	+ 3	1.6%	+ 4	2.1%	+ 22	11.2%

Bureau / Department / Organisation	2016-17		2017-18		2018-19		2019-20		2020-21	
	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change
Fire Services Department	+ 61	0.6%	+ 331	3.2%	+ 383	3.6%	+ 116	1.0%	+ 177	1.6%
Food and Environmental Hygiene Department	+ 3	0.03%	-	-	+ 107	1.0%	+ 83	0.7%	+ 138	1.2%
Food and Health Bureau (Food Branch)	+ 5	10.2%	+ 3	5.6%	+ 4	7.0%	+ 1	1.6%	+ 3	4.8%
Food and Health Bureau (Health Branch)	+ 2	1.6%	+ 4	3.2%	+ 43	34.1%	+ 28	16.6%	+ 29	14.7%
General Expenses of the Civil Service	-	-	-	-	-	-	-	-	-	-
Government Flying Service	+ 32	13.9%	+ 31	11.8%	+ 11	3.8%	+ 30	9.9%	+ 22	6.6%
Government Laboratory	+ 3	0.6%	-	-	-	-	+ 15	3.1%	+ 3	0.6%
Government Logistics Department	-	-	+ 2	0.3%	+ 3	0.4%	+ 20	2.8%	+ 16	2.2%
Government Property Agency	-	-	-2	-0.9%	-	-	+ 69	33.0%	+ 70	25.2%
Highways Department	+ 59	2.7%	+ 45	2.0%	+ 153	6.8%	+ 71	2.9%	+ 66	2.7%
Home Affairs Bureau	+ 42	16.1%	-23	-7.6%	+ 20	7.1%	+ 17	5.7%	+ 7	2.2%
Home Affairs Department	+ 51	2.6%	+ 5	0.2%	+ 125	6.1%	+ 69	3.2%	+ 66	2.9%
Hong Kong Monetary Authority	-3	-16.7%	-5	-33.3%	-3	-30.0%	- 2	-28.6%	- 3	-50.0%
Hong Kong Observatory	+ 4	1.3%	+ 4	1.3%	+ 17	5.4%	+ 25	7.5%	+ 7	2.0%
Hong Kong Police Force	+ 87	0.3%	+ 608	1.8%	+1 057	3.1%	+ 179	0.5%	+2543	7.1%
Hospital Authority	-135	-8.8%	-156	-11.4%	-146	-12.5%	- 135	-13.9%	- 105	-13.2%
Housing Authority	+ 188	2.1%	+ 72	0.8%	+ 251	2.7%	+ 90	0.9%	+ 173	1.8%
Immigration Department	+ 183	2.5%	+ 711	9.6%	+ 824	10.2%	+ 60	0.7%	+ 215	2.4%
Independent Commission Against Corruption	+ 12	0.8%	+ 17	1.1%	+ 6	0.4%	+ 18	1.2%	+ 20	1.3%

Bureau / Department / Organisation	2016-17		2017-18		2018-19		2019-20		2020-21	
	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change
Information Services Department	+ 2	0.5%	-2	-0.5%	+ 5	1.2%	+ 3	0.7%	+ 20	4.6%
Inland Revenue Department	+ 9	0.3%	+ 12	0.4%	+ 37	1.3%	+ 36	1.2%	+ 14	0.5%
Innovation and Technology Bureau	+ 12	38.7%	+ 15	34.9%	+ 120	206.9%	+ 4	2.2%	+ 10	5.5%
Innovation and Technology Commission	+ 21	10.3%	+ 14	6.2%	+ 50	21.2%	+ 40	14.6%	+ 4	1.3%
Intellectual Property Department	+ 15	10.8%	+ 4	2.6%	+ 3	1.9%	+ 18	11.2%	+ 10	5.6%
Invest Hong Kong	+ 1	2.9%	-	-	+ 1	2.8%	+ 1	2.7%	+ 2	5.3%
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	-2	-6.1%	-	-	+ 3	9.7%	+ 10	29.4%	+ 2	4.5%
Judiciary	+ 53	2.9%	+ 53	2.8%	+ 37	1.9%	+ 68	3.4%	+ 35	1.7%
Labour and Welfare Bureau	+ 2	1.7%	-6	-5.0%	+ 7	6.1%	+ 16	13.1%	+ 1	0.7%
Labour Department	+ 6	0.3%	+ 12	0.5%	+ 139	5.8%	- 18	-0.7%	+ 70	2.8%
Land Registry	+ 2	0.4%	-	-	+ 5	0.9%	-	-	+ 5	0.9%
Lands Department	+ 33	0.8%	+ 55	1.3%	+ 378	9.0%	+ 175	3.8%	+ 98	2.1%
Legal Aid Department	-	-	-	-	+ 3	0.6%	+ 12	2.2%	+ 5	0.9%
Legal Aid Services Council	-	-	-	-	-	-	-	-	-	-
Leisure and Cultural Services Department	+ 271	2.9%	+ 107	1.1%	+ 242	2.5%	+ 87	0.9%	+ 298	2.9%
Marine Department	+ 28	2.0%	+ 26	1.8%	+ 9	0.6%	+ 20	1.4%	+ 16	1.1%
Office for Film, Newspaper and Article Administration	-	-	+ 1	1.5%	+ 1	1.5%	-	-	-	-
Office of the Communications Authority	+ 4	1.2%	+ 3	0.9%	+ 12	3.5%	+ 20	5.9%	+ 22	6.2%

Bureau / Department / Organisation	2016-17		2017-18		2018-19		2019-20		2020-21	
	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change
Office of the Government Chief Information Officer	+ 26	4.1%	+ 7	1.1%	+ 16	2.4%	+ 23	3.4%	+ 29	4.1%
Official Receiver's Office	-	-	-	-	+ 31	12.8%	+ 20	7.3%	+ 3	1.0%
Overseas Economic and Trade Offices	+ 5	3.2%	-1	-0.6%	+ 7	4.2%	+ 53	30.5%	+ 1	0.4%
Planning Department	+ 18	2.1%	-14	-1.6%	+ 50	5.8%	+ 24	2.6%	+ 29	3.1%
Post Office	-	-	-	-	-	-	-	-	-	-
Public Service Commission Secretariat	+ 4	14.3%	-	-	-	-	-	-	-	-
Radio Television Hong Kong	+ 19	2.7%	+ 9	1.2%	+ 7	1.0%	+ 17	2.3%	+ 6	0.8%
Rating and Valuation Department	+ 2	0.2%	+ 9	1.0%	+ 18	2.1%	+ 87	9.7%	+ 29	3.0%
Registration and Electoral Office	+ 6	2.3%	-8	-3.0%	+ 3	1.2%	+ 30	11.6%	+ 9	3.1%
Secretariat, Commissioner on Interception of Communications and Surveillance	-	-	-	-	-	-	-	-	-	-
Security Bureau	+ 18	9.1%	+ 8	3.7%	+ 33	14.7%	- 14	-5.4%	+ 6	2.5%
Social Welfare Department	+ 108	1.8%	+ 120	2.0%	+ 292	4.8%	+ 71	1.1%	+ 170	2.6%
Trade and Industry Department	+ 9	1.8%	+ 4	0.8%	+ 6	1.2%	+ 6	1.2%	+ 4	0.8%
Transport and Housing Bureau (Transport Branch)	+ 8	4.2%	+ 9	4.5%	+ 2	1.0%	+ 11	5.3%	+ 6	2.7%
Transport Department	+ 78	5.0%	+ 62	3.8%	+ 122	7.2%	+ 38	2.1%	+ 65	3.5%
Treasury	+ 7	1.4%	+ 13	2.6%	+ 2	0.4%	+ 13	2.5%	+ 52	9.9%
University Grants Committee	+ 3	4.5%	+ 2	2.9%	+ 9	12.5%	+ 10	12.3%	+ 6	6.6%
Vocational Training Council	-2	-22.2%	-2	-28.6%	-1	-20.0%	- 2	-50.0%	-	-

Bureau / Department / Organisation	2016-17		2017-18		2018-19		2019-20		2020-21	
	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change	Change in Establishment	Percentage Change
Water Supplies Department	+ 45	1.0%	+ 22	0.5%	+ 83	1.9%	+ 78	1.7%	+ 168	3.6%
Working Family and Student Financial Assistance Agency	+ 81	7.3%	+ 90	7.5%	-2	-0.2%	+ 90	7.0%	+ 2	0.1%
Total	+2 223	+1.3%	+3 378	+1.9%	+6 700	+3.7%	+3 481	+1.8%	+6 082	+3.2%

Note: The changes in civil service establishment are the comparison between the original estimate of the relevant financial year and the revised estimate of the previous financial year.

Change in Civil Service Establishment ^{Note}
by Bureaux/Departments from 2016-17 to 2020-21

Bureau / Department / Organisation	2016-17	2017-18	2018-19	2019-20	2020-21
Agriculture, Fisheries and Conservation Department	2 153	2 175	2 277	2 297	2 371
Architectural Services Department	1 838	1 861	1 908	1 989	2 046
Audit Commission	193	192	197	197	198
Auxiliary Medical Service	99	99	99	99	99
Buildings Department	1 776	1 831	1 956	2 028	2 134
Census and Statistics Department	1 255	1 243	1 250	1 321	1 371
Chief Executive's Office	103	103	103	103	103
Chief Secretary and Financial Secretary's Offices	565	561	523	531	551
Civil Aid Service	103	103	105	105	112
Civil Aviation Department	739	772	854	880	965
Civil Engineering and Development Department	1 903	1 909	1 997	2 066	2 118
Civil Service Bureau	625	631	643	668	677
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)	220	242	268	298	305
Commerce and Economic Development Bureau (Communications and Creative Industries Branch)	120	121	121	125	127
Companies Registry	322	351	379	388	394
Constitutional and Mainland Affairs Bureau	189	192	199	218	221
Correctional Services Department	6 990	7 052	7 118	7 151	7 281
Customs and Excise Department	6 166	6 621	7 387	7 573	7 866
Department of Health	6 324	6 451	6 634	6 970	7 045
Department of Justice	1 333	1 365	1 444	1 459	1 516
Development Bureau (Planning and Lands Branch)	147	153	171	193	210

Bureau / Department / Organisation	2016-17	2017-18	2018-19	2019-20	2020-21
Development Bureau (Works Branch)	256	278	291	431	461
Drainage Services Department	1 941	1 945	2 003	2 033	2 091
Education Bureau	5 716	5 837	6 153	6 352	6 467
Electrical and Mechanical Services Department	3 970	4 026	4 130	4 212	4 315
Environment Bureau	51	53	53	56	56
Environmental Protection Department	1 885	1 909	2 120	2 296	2 357
Financial Services and the Treasury Bureau (Financial Services Branch)	173	173	114	114	114
Financial Services and the Treasury Bureau (The Treasury Branch)	180	190	193	197	219
Fire Services Department	10 462	10 709	11 077	11 188	11 365
Food and Environmental Hygiene Department	11 189	11 189	11 296	11 379	11 517
Food and Health Bureau (Food Branch)	54	57	61	62	65
Food and Health Bureau (Health Branch)	124	128	169	197	226
General Expenses of the Civil Service	359	359	359	359	359
Government Flying Service	262	293	304	334	356
Government Laboratory	487	487	487	502	505
Government Logistics Department	712	714	717	734	750
Government Property Agency	213	211	211	278	348
Highways Department	2 217	2 262	2 415	2 486	2 552
Home Affairs Bureau	303	280	300	316	323
Home Affairs Department	2 046	2 051	2 176	2 244	2 310
Hong Kong Monetary Authority	15	10	7	5	3
Hong Kong Observatory	312	316	332	357	364
Hong Kong Police Force	34 081	34 660	35 684	35 863	38 406
Hospital Authority	1 401	1 208	1 019	833	689
Housing Authority	9 145	9 217	9 490	9 580	9 753
Immigration Department	7 398	8 109	8 933	8 993	9 208
Independent Commission Against Corruption	1 481	1 498	1 504	1 522	1 542

Bureau / Department / Organisation	2016-17	2017-18	2018-19	2019-20	2020-21
Information Services Department	436	432	434	437	456
Inland Revenue Department	2 842	2 854	2 889	2 925	2 939
Innovation and Technology Bureau	43	58	178	182	192
Innovation and Technology Commission	225	239	286	314	318
Intellectual Property Department	154	158	161	179	189
Invest Hong Kong	36	36	37	38	40
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	31	31	34	44	46
Judiciary	1 900	1 943	1 980	2 045	2 080
Labour and Welfare Bureau	121	115	122	138	139
Labour Department	2 398	2 409	2 547	2 526	2 592
Land Registry	554	576	586	586	591
Lands Department	4 125	4 180	4 558	4 733	4 831
Legal Aid Department	543	543	546	558	563
Legal Aid Services Council	4	4	4	4	4
Leisure and Cultural Services Department	9 672	9 779	10 021	10 108	10 406
Marine Department	1 429	1 455	1 464	1 484	1 500
Office for Film, Newspaper and Article Administration	67	68	68	68	68
Office of the Communications Authority	337	339	351	361	379
Office of the Government Chief Information Officer	664	671	684	707	736
Official Receiver's Office	242	242	273	293	296
Overseas Economic and Trade Offices	159	167	174	227	228
Planning Department	881	867	917	941	970
Post Office	5 347	5 347	5 347	5 347	5 347
Public Service Commission Secretariat	32	32	32	32	32
Radio Television Hong Kong	722	731	738	755	761
Rating and Valuation Department	868	877	895	982	1 011

Bureau / Department / Organisation	2016-17	2017-18	2018-19	2019-20	2020-21
Registration and Electoral Office	265	257	260	289	298
Secretariat, Commissioner on Interception of Communications and Surveillance	23	23	23	23	23
Security Bureau	216	224	257	243	247
Social Welfare Department	5 947	6 066	6 358	6 429	6 599
Trade and Industry Department	506	510	516	522	526
Transport and Housing Bureau (Transport Branch)	199	208	209	220	226
Transport Department	1 643	1 705	1 827	1 865	1 930
Treasury	496	509	511	523	575
University Grants Committee	70	72	81	91	97
Vocational Training Council	7	5	4	2	2
Water Supplies Department	4 497	4 488	4 566	4 641	4 803
Working Family and Student Financial Assistance Agency	1 198	1 288	1 282	1 372	1 374
Total	178 495	181 705	188 451	191 816	197 845

Note: The civil service establishment of bureaux/departments is set out in the Estimates of Expenditure of the relevant financial year.

**Number of new posts approved for supporting the operation of
the boundary control points from 2016-17 to 2020-21**

Hong Kong-Zhuhai-Macao Bridge Hong Kong Port						
Financial Year	2016-17	2017-18	2018-19	2019-20	2020-21	Total
Department						
Agriculture, Fisheries and Conservation Department	-	3	4	-	-	7
Customs and Excise Department	-	301	130	93	-	524
Department of Health	-	6	12	-	-	18
Drainage Services Department	-	3	-	2	3	8
Fire Services Department	-	6	-	-	-	6
Government Property Agency	-	-	-	27	26	53 (Note 1)
Highways Department	-	20	35	14	-	69
Hong Kong Police Force	-	85	45	33	-	163
Immigration Department	-	320	127	57	-	504
Leisure and Cultural Services Department	-	1	-	-	-	1
Transport Department	-	8	29	-	5	42
Total	-	753	382	226	34	1 395

Note 1: These posts are mainly for supporting the Hong Kong-Zhuhai-Macao Bridge Hong Kong Port and planning the future takeover of the other boundary control points by the Government Property Agency.

Express Rail Link West Kowloon Station						
Financial Year	2016-17	2017-18	2018-19	2019-20	2020-21	Total
Department						
Agriculture, Fisheries and Conservation Department	-	2	1	-	-	3
Customs and Excise Department	-	93	188	2	-	283
Department of Health	-	3	2	-	-	5
Electrical and Mechanical Services Department	-	-	2	-	-	2
Fire Services Department	-	-	-	21	-	21
Highways Department	-	-	8	-	-	8
Hong Kong Police Force	-	-	77	-	-	77
Immigration Department	-	307	100	-	-	407
Transport Department	-	-	3	-	-	3
Total	-	405	381	23	-	809

Heung Yuen Wai Boundary Control Point

Financial Year Department	2016-17	2017-18	2018-19	2019-20	2020-21	Total
Agriculture, Fisheries and Conservation Department	-	-	6	-	-	6
Architectural Services Department	-	-	-	8 (Note 2)	-	8
Customs and Excise Department	-	-	264	-	-	264
Department of Health	-	-	14	-	-	14
Fire Services Department	-	9	39	-	-	48
Government Property Agency	-	-	-	-	9	9
Highways Department	-	-	-	11	-	11
Hong Kong Police Force	-	-	96	-	-	96
Immigration Department	-	-	204	-	-	204
Transport Department	-	-	9	-	-	9
Total	-	9	632	19	9	669

Note 2: These posts are for supporting Hong Kong-Zhuhai-Macao Bridge Hong Kong Port, Express Rail Link West Kowloon Station and Heung Yuen Wai Boundary Control Point.

Shenzhen Bay Port

Financial Year Department	2016-17	2017-18	2018-19	2019-20	2020-21	Total
Customs and Excise Department	-	-	-	-	82	82
Hong Kong Police Force	-	-	-	-	21	21
Immigration Department	-	-	-	-	94	94
Total	-	-	-	-	197	197

Hong Kong International Airport

Financial Year Department	2016-17	2017-18	2018-19	2019-20	2020-21	Total
Immigration Department	-	-	-	-	10	10
Total	-	-	-	-	10	10

**Change in Civil Service Establishment
of Bureaux/Departments in 2021-22**

Bureau / Department / Organisation	Establishment	Change in Establishment	Percentage Change
Agriculture, Fisheries and Conservation Department	2 367	+ 14	+ 0.6%
Architectural Services Department	2 042	- 4	- 0.2%
Audit Commission	198	+ 1	+ 0.5%
Auxiliary Medical Service	99	-	-
Buildings Department	2 128	- 2	- 0.1%
Census and Statistics Department	1 276	- 95	- 6.9%
Chief Executive's Office	103	-	-
Chief Secretary and Financial Secretary's Offices	546	- 3	- 0.5%
Civil Aid Service	112	+ 2	+ 1.8%
Civil Aviation Department	966	+ 1	+ 0.1%
Civil Engineering and Development Department	2 104	- 13	- 0.6%
Civil Service Bureau	673	- 3	- 0.4%
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)	290	- 13	- 4.3%
Commerce and Economic Development Bureau (Communications and Creative Industries Branch)	126	-	-
Companies Registry	394	-	-
Constitutional and Mainland Affairs Bureau	221	-	-
Correctional Services Department	7 281	-	-
Customs and Excise Department	7 864	- 2	- 0.03%
Department of Health	7 120	+ 76	+ 1.1%
Department of Justice	1 508	- 8	- 0.5%
Development Bureau (Planning and Lands Branch)	217	+ 7	+ 3.3%
Development Bureau (Works Branch)	462	+ 1	+ 0.2%
Drainage Services Department	2 074	-	-
Education Bureau	6 477	+ 10	+ 0.2%

Bureau / Department / Organisation	Establishment	Change in Establishment	Percentage Change
Electrical and Mechanical Services Department	4 323	- 9	- 0.2%
Environment Bureau	56	-	-
Environmental Protection Department	2 349	- 8	- 0.3%
Financial Services and the Treasury Bureau (Financial Services Branch)	114	-	-
Financial Services and the Treasury Bureau (The Treasury Branch)	222	+ 3	+ 1.4%
Fire Services Department	11 474	+ 112	+ 1%
Food and Environmental Hygiene Department	11 515	- 2	- 0.02%
Food and Health Bureau (Food Branch)	65	-	-
Food and Health Bureau (Health Branch)	226	-	-
General Expenses of the Civil Service	359	-	-
Government Flying Service	361	+ 5	+ 1.4%
Government Laboratory	511	+ 6	+ 1.2%
Government Logistics Department	750	-	-
Government Property Agency	346	-	-
Highways Department	2 510	- 42	- 1.6%
Home Affairs Bureau	358	+ 35	+ 10.8%
Home Affairs Department	2 300	- 8	- 0.3%
Hong Kong Monetary Authority	3	- 2	- 40.0%
Hong Kong Observatory	364	+ 1	+ 0.3%
Hong Kong Police Force	38 390	- 16	- 0.04%
Hospital Authority	553	- 95	- 14.7%
Housing Authority	9 826	+ 73	+ 0.7%
Immigration Department	9 223	+ 15	+ 0.2%
Independent Commission Against Corruption	1 542	-	-
Information Services Department	455	- 1	- 0.2%
Inland Revenue Department	2 934	- 5	- 0.2%
Innovation and Technology Bureau	177	- 15	- 7.8%
Innovation and Technology Commission	311	- 7	- 2.2%
Intellectual Property Department	189	-	-
Invest Hong Kong	40	-	-

Bureau / Department / Organisation	Establishment	Change in Establishment	Percentage Change
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	35	- 11	- 23.9%
Judiciary	2 083	+ 4	+ 0.2%
Labour and Welfare Bureau	139	-	-
Labour Department	2 578	- 14	- 0.5%
Land Registry	591	-	-
Lands Department	4 824	- 7	- 0.1%
Legal Aid Department	563	-	-
Legal Aid Services Council	4	-	-
Leisure and Cultural Services Department	10 431	+ 25	+ 0.2%
Marine Department	1 499	- 1	- 0.1%
Office for Film, Newspaper and Article Administration	66	- 2	- 2.9%
Office of the Communications Authority	374	+ 5	+ 1.4%
Office of the Government Chief Information Officer	725	- 11	- 1.5%
Official Receiver's Office	289	- 7	- 2.4%
Overseas Economic and Trade Offices	228	-	-
Planning Department	965	- 5	- 0.5%
Post Office	5 347	-	-
Public Service Commission Secretariat	33	+ 1	+ 3.1%
Radio Television Hong Kong	760	-	-
Rating and Valuation Department	918	- 93	- 9.2%
Registration and Electoral Office	312	+ 14	+ 4.7%
Secretariat, Commissioner on Interception of Communications and Surveillance	23	-	-
Security Bureau	247	+ 6	+ 2.5%
Social Welfare Department	6 593	- 6	- 0.1%
Trade and Industry Department	526	-	-
Transport and Housing Bureau (Transport Branch)	227	+ 1	+ 0.4%
Transport Department	1 931	+ 1	+ 0.1%
Treasury	573	+ 1	+ 0.2%
University Grants Committee	97	-	-
Vocational Training Council	2	-	-

Bureau / Department / Organisation	Establishment	Change in Establishment	Percentage Change
Water Supplies Department	4 797	- 6	- 0.1%
Working Family and Student Financial Assistance Agency	1 372	- 2	- 0.1%
Total	197 646	- 98	- 0.05%

- End -

CONTROLLING OFFICER'S REPLY

CSB079

(Question Serial No. 0072)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Government proposed to allocate \$6.6 billion to create around 30 000 time-limited jobs for a period up to 12 months. In this connection, please advise on:

the estimated proportion of jobs to be created in government departments and in public and private organisations among the above time-limited jobs, as well as the respective average monthly salaries.

Asked by: Hon TSE Wai-chuen, Tony (LegCo internal reference no.: 61)

Reply:

In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB080

(Question Serial No. 0073)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

With regard to the civil service establishment relating to the Architectural, Surveying, Planning and Landscape professions in 2020-21 and the projected establishment in 2021-22, please advise on the staff establishment, strength, wastage, number of staff opted for extension of service, as well as number of retirees by relevant government departments and ranks.

Asked by: Hon TSE Wai-chuen, Tony (LegCo internal reference no.: 62)

Reply:

According to the information provided by relevant bureaux/departments/offices, the estimated establishment of the grades relating to the Architectural, Surveying, Planning and Landscape professions in 2020-21 and 2021-22 are set out at **Annex A**. The strength of the relevant professional grades as at 31 January 2021 is set out at **Annex B**.

Retirement has always been the primary reason for departure of civil servants from the Civil Service. According to the information provided by relevant Heads of Grades, the estimated number of retirees in grades relating to the Architectural, Surveying, Planning and Landscape professions in 2020-21 and 2021-22 are set out at **Annex C**.

In addition, in July 2018, the Government launched the option for serving civil servants who joined the Government between 1 June 2000 and 31 May 2015 (hereafter referred to as "Eligible Civil Servants") to choose to retire at the age of 65 (for civilian grades) or 60 (for disciplined services grades, regardless of ranks) (hereafter referred to as "the Option"). Eligible Civil Servants can decide whether or not to take the Option within the two-year option period commencing on 17 September 2018. The option period ended on 16 September 2020. Among some 56 000 Eligible Civil Servants (comprising about 35 000 civilian officers and 21 000 disciplined services officers), about 28 000 civilian officers and 19 000 disciplined services officers (i.e. a total of about 47 000 Eligible Civil Servants, or 83% of them) had taken the Option. Officers in grades relating to the Architectural, Surveying, Planning and Landscape professions are all civilian staff. A breakdown of the statistics by bureaux/departments/offices is set out at **Annex D**. Since the number of staff and the civil service grades involved vary in different bureaux/departments/offices, and the

posting of general grades staff to different bureaux/departments/offices from time to time will result in changes in the related figures and composition due to staff changes, it is inappropriate to directly compare the number of Eligible Civil Servants who had taken the Option among different bureaux/departments/offices.

**Estimated number of posts in the grades relating to the
Architectural, Surveying, Planning and Landscape Professions
of Bureaux / Departments in 2020-21 and 2021-22**

Bureau/ Department/ Office	Professional Grades		Architect		Building Surveyor		Estate Surveyor		Land Surveyor		Maintenance Surveyor		Quantity Surveyor		Valuation Surveyor		Town Planner		Planning Officer		Landscape Architect		Total	
	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	-	-	-	-	-	-	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1	
Architectural Services Department	175	175	-	-	-	-	-	-	96	96	108	108	-	-	-	-	-	-	24	23	403	402		
Buildings Department	-	-	421	421	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	421	421		
Chief Secretary and Financial Secretary's Offices	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1	-	-	-	-	1	1		
Civil Aviation Department	-	-	-	-	-	-	-	-	1	1	1	1	-	-	-	-	-	-	-	-	2	2		
Civil Engineering and Development Department	10	11	1	1	-	-	12	12	-	-	3	3	-	-	9	9	-	-	23	23	58	59		
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)	-	-	-	-	2	1	-	-	-	-	-	-	-	-	1	1	-	-	-	-	3	2		

Bureau/ Department/ Office	Professional Grades		Architect		Building Surveyor		Estate Surveyor		Land Surveyor		Maintenance Surveyor		Quantity Surveyor		Valuation Surveyor		Town Planner		Planning Officer		Landscape Architect		Total	
	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22
Department of Health	-	-	-	-	-	-	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1
Development Bureau (Planning and Lands Branch)	5	6	1	1	3	4	7	8	-	-	2	2	-	-	13	15	-	-	1	2	32	38		
Development Bureau (Works Branch)	23	23	1	1	1	1	2	2	2	2	4	4	-	-	5	5	-	-	8	8	46	46		
Drainage Services Department	-	-	-	-	-	-	2	2	-	-	1	1	-	-	-	-	-	-	3	3	6	6		
Education Bureau	2	2	-	-	-	-	-	-	15	15	5	5	-	-	-	-	-	-	-	-	22	22		
Environment Bureau	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	2	-	-	-	-	2	2		
Environmental Protection Department	4	4	-	-	-	-	-	-	-	-	-	-	-	-	1	1	-	-	1	1	6	6		
Financial Services and the Treasury Bureau (The Treasury Branch)	-	-	-	-	-	-	-	-	-	-	1	1	-	-	-	-	-	-	-	-	1	1		
Fire Services Department	-	-	-	-	-	-	2	2	1	1	-	-	-	-	-	-	-	-	-	-	3	3		
Food and Health Bureau	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1		

Bureau/ Department/ Office	Professional Grades		Architect		Building Surveyor		Estate Surveyor		Land Surveyor		Maintenance Surveyor		Quantity Surveyor		Valuation Surveyor		Town Planner		Planning Officer		Landscape Architect		Total	
	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22
Government Property Agency	9	9	-	-	18	18	-	-	10	10	1	1	42	42	-	-	-	-	2	2	82	82		
Highways Department	2	2	2	2	-	-	11	11	-	-	6	6	-	-	-	-	-	-	23	23	44	44		
Home Affairs Bureau	5	3	-	-	-	-	-	-	-	-	3	3	-	-	1	1	-	-	2	2	11	9		
Home Affairs Department	11	11	14	14	-	-	3	3	-	-	1	1	-	-	-	-	-	-	-	-	29	29		
Housing Authority	252	249	5	5	98	98	9	9	136	131	85	85	-	-	-	-	61	61	30	30	676	668		
Judiciary	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1		
Labour Department	-	-	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1		
Lands Department	-	-	2	2	334	334	123	123	-	-	-	-	-	-	-	-	-	-	5	5	464	464		
Leisure and Cultural Services Department	1	1	-	-	-	-	-	-	2	2	-	-	-	-	-	-	-	-	1	1	4	4		
Marine Department	-	-	-	-	-	-	8	8	-	-	-	-	-	-	-	-	-	-	-	-	8	8		
Planning Department	-	-	-	-	-	-	-	-	-	-	-	-	-	-	311	309	-	-	11	11	322	320		

Bureau/ Department/ Office	Professional Grades		Architect		Building Surveyor		Estate Surveyor		Land Surveyor		Maintenance Surveyor		Quantity Surveyor		Valuation Surveyor		Town Planner		Planning Officer		Landscape Architect		Total	
	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22
Post Office	-	-	-	-	-	-	-	-	-	-	1	1	-	-	-	-	-	-	-	-	-	-	1	1
Rating and Valuation Department	-	-	-	-	-	-	-	-	-	-	-	-	-	-	120	107	-	-	-	-	-	-	120	107
Social Welfare Department	5	5	5	5	-	-	-	-	-	-	2	2	6	6	-	-	-	-	-	-	-	-	18	18
Transport and Housing Bureau (Transport Branch)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	2	-	-	-	-	2	2
Water Supplies Department	-	-	-	-	-	-	1	1	-	-	-	-	2	2	-	-	-	-	-	-	2	2	5	5
Total	506	503	453	453	456	456	182	183	266	261	229	229	162	149	346	346	61	61	136	136	2 797	2 777		

**Strength of the grades relating to the Architectural, Surveying,
Planning and Landscape Professions of Bureaux / Departments
(position as at 31 January 2021)**

Professional Grades Bureau/ Department/ Office	Architect	Building Surveyor	Estate Surveyor	Land Surveyor	Maintenance Surveyor	Quantity Surveyor	Valuation Surveyor	Town Planner	Planning Officer	Landscape Architect	Total
Agriculture, Fisheries and Conservation Department	-	-	-	1	-	-	-	-	-	-	1
Architectural Services Department	165	-	-	-	90	108	-	-	-	19	382
Buildings Department	-	407	-	-	-	-	-	-	-	-	407
Chief Secretary and Financial Secretary's Offices	-	-	-	-	-	-	-	1	-	-	1
Civil Aviation Department	-	-	-	-	1	1	-	-	-	-	2
Civil Engineering and Development Department	7	1	-	12	-	1	-	9	-	20	50
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)	-	-	1	-	-	-	-	1	-	-	2

Professional Grades Bureau/ Department/ Office	Architect	Building Surveyor	Estate Surveyor	Land Surveyor	Maintenance Surveyor	Quantity Surveyor	Valuation Surveyor	Town Planner	Planning Officer	Landscape Architect	Total
Department of Health	-	-	-	1	-	-	-	-	-	-	1
Development Bureau (Planning and Lands Branch)	5	1	3	6	-	2	-	13	-	1	31
Development Bureau (Works Branch)	19	2	-	2	2	4	-	5	-	7	41
Drainage Services Department	-	-	-	2	-	1	-	-	-	3	6
Education Bureau	2	-	-	-	15	5	-	-	-	-	22
Environment Bureau	-	-	-	-	-	-	-	2	-	-	2
Environmental Protection Department	5	-	-	-	-	-	-	-	-	-	5
Financial Services and the Treasury Bureau (The Treasury Branch)	-	-	-	-	-	1	-	-	-	-	1
Fire Services Department	-	-	-	2	1	-	-	-	-	-	3
Food and Health Bureau	1	-	-	-	-	-	-	-	-	-	1
Government Property Agency	8	-	17	-	9	1	35	-	-	1	71
Highways Department	2	2	-	11	-	5	-	-	-	19	39

Professional Grades Bureau/ Department/ Office	Architect	Building Surveyor	Estate Surveyor	Land Surveyor	Maintenance Surveyor	Quantity Surveyor	Valuation Surveyor	Town Planner	Planning Officer	Landscape Architect	Total
Home Affairs Bureau	5	-	-	-	-	3	-	1	-	2	11
Home Affairs Department	10	15	-	3	-	1	-	-	-	-	29
Housing Authority	235	8	84	9	129	85	-	-	51	31	632
Judiciary	1	-	-	-	-	-	-	-	-	-	1
Labour Department	-	1	-	-	-	-	-	-	-	-	1
Lands Department	-	2	312	111	-	-	-	-	-	4	429
Leisure and Cultural Services Department	1	-	-	-	3	-	-	-	-	1	5
Marine Department	-	-	-	8	-	-	-	-	-	-	8
Planning Department	-	-	-	-	-	-	-	291	-	9	300
Post Office	-	-	-	-	1	-	-	-	-	-	1
Rating and Valuation Department	-	-	-	-	-	-	98	-	-	-	98
Social Welfare Department	6	5	-	-	2	6	-	-	-	-	19
Transport and Housing Bureau (Transport Branch)	-	-	-	-	-	-	-	2	-	-	2

Professional Grades Bureau/ Department/ Office	Architect	Building Surveyor	Estate Surveyor	Land Surveyor	Maintenance Surveyor	Quantity Surveyor	Valuation Surveyor	Town Planner	Planning Officer	Landscape Architect	Total
Water Supplies Department	-	-	-	1	-	2	-	-	-	2	5
Total	472	444	417	169	253	226	133	325	51	119	2 609

**Estimated Number of Retirees in Grades Relating to the
Architectural, Surveying, Planning and Landscape Professions
in 2020-21 and 2021-22**

Grade	Estimated Number of Retirees	
	2020-21	2021-22
Architect	22	32
Building Surveyor	5	12
Estate Surveyor	13	10
Land Surveyor	5	5
Maintenance Surveyor	11	10
Quantity Surveyor	6	7
Valuation Surveyor	4	7
Town Planner	12	8
Planning Officer	0	0
Landscape Architect	5	3

**Number of Eligible Civil Servants who had taken the Option
(as at 16 September 2020)**

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Agriculture, Fisheries and Conservation Department	702	611
Architectural Services Department	518	438
Audit Commission	55	49
Auxiliary Medical Service	37	34
Buildings Department	881	770
Census and Statistics Department	338	284
Chief Executive's Office	28	19
Chief Secretary for Administration's Office and Financial Secretary's Office	124	91
Civil Aid Service	22	17
Civil Aviation Department	270	183
Civil Engineering and Development Department	557	496
Civil Service Bureau	276	163
Commerce and Economic Development Bureau	163	74
Companies Registry	88	64
Constitutional and Mainland Affairs Bureau	64	31
Correctional Services Department	2 238	2 030
Customs and Excise Department	2 112	1 966
Department of Health	1 985	1 237
Department of Justice	414	270
Development Bureau	256	168
Drainage Services Department	461	410
Education Bureau	1 251	685

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Electrical and Mechanical Services Department	1 270	1 201
Environment Bureau	17	14
Environmental Protection Department	601	485
Financial Services and the Treasury Bureau	131	65
Fire Services Department	4 177	3 865
Food and Environmental Hygiene Department	3 922	3 563
Food and Health Bureau	81	48
Government Flying Service	71	65
Government Laboratory	191	166
Government Logistics Department	223	203
Government Property Agency	76	64
Highways Department	595	522
Home Affairs Bureau	100	57
Home Affairs Department	618	449
Hong Kong Observatory	78	55
Hong Kong Police Force	11 539	9 744
Hongkong Post	1 304	1 096
Housing Department	2 608	2 255
Immigration Department	2 737	2 494
Information Services Department	231	156
Inland Revenue Department	670	425
Innovation and Technology Bureau	47	26
Innovation and Technology Commission	99	74
Intellectual Property Department	67	41
Invest Hong Kong	11	8

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	18	16
Judiciary	542	435
Labour and Welfare Bureau	39	27
Labour Department	734	524
Land Registry	100	76
Lands Department	1 282	1 139
Legal Aid Department	153	101
Leisure and Cultural Services Department	3 110	2 637
Marine Department	411	386
Office of the Communications Authority	122	102
Office of the Government Chief Information Officer	116	89
Office of the Government Economist	29	17
Official Receiver's Office	80	67
Planning Department	207	150
Public Service Commission	9	6
Radio Television Hong Kong	259	207
Rating and Valuation Department	172	132
Registration and Electoral Office	87	49
Secretariat, Commissioner on Interception of Communications and Surveillance	12	8
Security Bureau	77	43
Social Welfare Department	2 119	1 623
Trade and Industry Department	118	81
Transport and Housing Bureau	75	49
Transport Department	644	497
Treasury	111	76

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
University Grants Committee Secretariat	21	13
Water Supplies Department	1 037	964
Working Family and Student Financial Assistance Agency	300	232
Total	56 288	46 977

- End -

CONTROLLING OFFICER'S REPLY

CSB081

(Question Serial No. 0154)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

It was proposed that the civil service establishment would expand by 6 082 posts in the financial year 2020-21. In this connection, please advise on the following:

1. The occupancy of the above proposed additional posts falling within the professional grades of architecture, surveying, planning and landscape architecture. How many posts are there for which recruitment has not been completed and what are the reasons? Please set out the information by government department, grade, number of post and number of vacancy.

Asked by: Hon TSE Wai-chuen, Tony (LegCo internal reference no.: 60)

Reply:

1. Among the 6 082 posts proposed to be created in 2020-21, 164 are in the grades relating to the Architectural, Surveying, Planning and Landscape professions. Heads of Department/Grade would, having regard to the number of vacancies in different grades and ranks, conduct recruitment and promotion exercises each year with a view to filling the vacancies arising from creation of new civil service posts and other reasons as soon as possible. As the recruitment and promotion exercises are conducted by relevant departments/grades, the Civil Service Bureau does not have information on the progress of departments/grades in filling the newly created posts in 2020-21.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1004)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in the Budget Speech that in 2020-21, the Government created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund. The Government will further allocate \$6.6 billion to create around 30 000 time-limited jobs for a period up to 12 months. In this connection, will the Government provide the following information:

1. What is the number of time-limited jobs actually created and amount of financial resources allocated in 2020-21? How many of them are related to the tourism industry? What is the duration of such jobs?
2. What is the number of time-limited jobs to be created and amount of financial provision earmarked in the coming year? How many of them will be related to the tourism industry? What will be the duration of such jobs?

Asked by: Hon YIU Si-wing (LegCo internal reference no.: 37)

Reply:

1. To relieve the worsening unemployment situation due to the epidemic and the anti-epidemic measures, the Government has earmarked \$6.6 billion under the Anti-epidemic Fund (AEF) in 2020-21 to create 30 000 time-limited jobs within two years. The financial impact of the Job Creation Scheme will be absorbed by the AEF, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created under the Job Creation Scheme. Among the jobs already created, around 850 are tourism-related jobs. Each job placement normally lasts up to 12 months under the Job Creation Scheme.
2. In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB083

(Question Serial No. 1443)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in paragraph 32 of the Budget Speech that in 2020-21, the Government created about 31 000 time-limited jobs in the public and private sectors through the Anti-epidemic Fund. As at end-January, some 16 000 appointments were offered. The Financial Secretary proposed to further allocate \$6.6 billion to create around 30 000 time-limited jobs for a period of up to 12 months. In this connection, please advise on the following:

1. while it was planned that 31 000 time-limited jobs would be created in 2020-21, yet only 16 000 appointments were offered as at end-January this year, representing only 51.6% of the total number of jobs; what are the reasons for the rather low appointment rate? Is the Government satisfied with the appointment situation, and was the original target met?
2. regarding the 30 000 time-limited jobs to be created in 2021-22 with an allocation of \$6.6 billion, which departments will be involved and how are the posts distributed? Which job areas and age groups will mainly be involved? When will recruitment commence at the soonest?

Asked by: Hon YUNG Hoi-yan (LegCo internal reference no.: 15)

Reply:

1. To relieve the worsening unemployment situation due to the epidemic and the anti-epidemic measures, the Government has earmarked \$6.6 billion under the Anti-epidemic Fund (AEF) in 2020-21 to create 30 000 time-limited jobs within two years. The financial impact of the Job Creation Scheme will be absorbed by the AEF, which does not form part of the Appropriation Bill or the estimates on the General Revenue Account. As at end February 2021, around 31 000 jobs have been created under the Job Creation Scheme. Among the jobs already created, around 18 000 jobs have been filled while the recruitment of the remaining 13 000 jobs is in progress or will commence shortly. The Civil Service Bureau will continue to coordinate with other relevant bureaux and departments with a view to expediting the implementation progress of the Scheme and completing the recruitment as early as possible.

2. In view of the impact of the epidemic and the persistently high unemployment rate, the Government plans to create an additional 30 000 time-limited jobs. Relevant government departments will liaise with the non-governmental organisations or relevant associations under their purview to formulate details of the additional jobs which will be announced in due course.

- End -

CONTROLLING OFFICER'S REPLY

CSB084

(Question Serial No. 1453)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (4) Civil Service Training and Development
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service Bureau will enhance national studies training programmes for civil servants in 2021-22. In this regard, please inform this Committee of:

1. the number of additional training places in these programmes so as to allow more civil servants to attend training in the Mainland, and the quota for upper, middle and lower ranking civil servants respectively;
2. the expected number of civil service exchange tours to respective municipalities in the Greater Bay Area after the Civil Service Staff Exchange Programme is extended to cover the Mainland municipalities in the Greater Bay Area; and
3. the expected number of thematic visits to the Mainland municipalities in the Greater Bay Area under the Civil Service Staff Exchange Programme, and how the contents will be enhanced.

Asked by: Hon YUNG Hoi-yan (LegCo internal reference no.: 35)

Reply:

The Civil Service Training and Development Institute (CSTDI) under the Civil Service Bureau has in recent years enhanced substantially national studies training for civil servants, including arranging for more civil servants to attend national studies programmes in the Mainland and join thematic visits to the Mainland. The number of training places for officers at middle, senior and directorate levels to attend training in the Mainland increased from 640 in 2015 to 1 000 in 2019. In 2020, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes in the Mainland had to be cancelled, thus making it not possible for us to arrange for civil servants to attend training in the Mainland. For 2021, CSTDI looks forward to resuming, if circumstances allow, its training programmes and exchange activities in the Mainland as soon as possible, and increasing the number of training places in the national studies training programmes jointly organised with nine Mainland institutions (including the National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University). We are pursuing discussions with the relevant Mainland counterparts regarding the arrangements for provision of more training places.

To further promote cooperation amongst Hong Kong and the Mainland municipalities in the Greater Bay Area (“GBA”), we will extend the Civil Service Staff Exchange Programme between Hong Kong and the Mainland to cover the nine Mainland municipalities in the GBA, and continue to enhance the contents of the thematic visits to the Mainland municipalities in the GBA. Specific arrangements for the Staff Exchange Programme and the visits in 2021 are subject to confirmation. We will also continue to arrange for middle-level civil servants to participate in national studies programmes provided by the Mainland institutions in the GBA (Jinan University and Sun Yat-sen University), so as to enhance their understanding of national policies and the development of the GBA.

- End -

CONTROLLING OFFICER'S REPLY

CSB085

(Question Serial No. 1402)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (013) Personal allowances

Programme: General Expenses of the Civil Service

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

Personal allowances under Subhead 013 include an allocation of \$10,000 for the provision of air-conditioning allowance to eligible judges and judicial officers. Meanwhile, provision of air-conditioning allowance ceased for civil servants and Independent Commission Against Corruption officers in 2006. Please inform this Committee of the following:

- 1) How many judges/judicial officers are currently eligible for such allowance?
- 2) Does the Government have any plan to cease the provision of such allowance?

Asked by: Hon Chan Chun-ying (LegCo internal reference no.: 38)

Reply:

Judges and judicial officers (JJOs) who substantively occupied a directorate post before 1 May 1999 are eligible for the air-conditioning allowance. There are currently 14 JJOs eligible for such allowance, which will cease upon the retirement or resignation of the relevant JJOs.

- End -

CONTROLLING OFFICER'S REPLY

CSB086

(Question Serial No. 1404)

Head: (46) General Expenses of the Civil Service
Subhead (No. & title): (041) Mandatory Provident Fund contribution
Programme: General Expenses of the Civil Service
Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the Mandatory Provident Fund contribution, the revised estimate for 2020-21 is 50% lower than the approved estimate for 2020-21, while the estimate for 2021-22 is 50% higher than the revised estimate. Please provide explanation for this.

Asked by: Hon CHAN Chun-ying (LegCo internal reference no.: 40)

Reply:

Most of the general grades officers under the grade management of the Civil Service Bureau (CSB) (including staff in the administrative, executive, clerical and secretarial grades) are deployed to different bureaux/departments (B/Ds) for work, and the expenditure on their remuneration [including contributions to the Mandatory Provident Fund (MPF) and the Civil Service Provident Fund (CSPF)] is met by the respective B/Ds. Under the circumstances where a small number of these officers take leave for a longer period of time say maternity leave; attend full-time training; make handover arrangement during the change of posts, etc. and are therefore actually not occupying a post in the B/Ds concerned, CSB is responsible for paying their remuneration for the period concerned.

The contribution to MPF under this subhead reflects the payment amount of contribution made by CSB for the officers mentioned above in accordance with the MPF Scheme. If they switch to new permanent terms (namely officers under the CSPF Scheme) after the probation period, the expenditure on relevant contribution will be charged to the subhead of CSPF contribution under the same expenditure head.

The estimated and actual expenditures on MPF contribution are subject to the number of the abovementioned officers of which CSB has to make MPF contribution in a year. The revised estimate for MPF contribution in 2020-21 is less than the original estimate because of the fewer-than-expected officers being offered appointment on new probationary terms (namely officers under the MPF Scheme). The estimate for 2021-22 is higher than the revised estimate for 2020-21 and it is mainly due to the projected increase in the number of officers to be appointed on new probationary terms and the funding required for making MPF contribution.

- End -

CONTROLLING OFFICER'S REPLY

CSB087

(Question Serial No. 3002)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (025) Long and Meritorious Service Travel Award Scheme

Programme: General Expenses of the Civil Service

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Please set out in table form the numbers and ranks of awardees of the Long and Meritorious Service Travel Award Scheme, as well as the destinations, in each of the past 5 years from 2016 to 2020.

Year

e.g.: 2016

Government department	Number of awardees	Rank of awardees	Allowance granted on average	Destinations
e.g. Hong Kong Police Force				

e.g.: 2017

Government department	Number of awardees	Rank of awardees	Allowance granted on average	Destinations
e.g. Hong Kong Police Force				

Asked by: Hon CHAN Pierre (LegCo internal reference no.: 149)

Reply:

The Long and Meritorious Service Travel Award Scheme (hereafter referred to as the Scheme) aims at recognising long and meritorious service of serving civil servants. All local non-directorate officers with a continuous service of 20 years or more, and who have a track record of consistently very good performance and have not received any government travel award before, are eligible for consideration for the grant of an award.

All awardees of the Scheme are non-directorate officers. The number of awards is determined based on the number of eligible officers meeting the service requirement and allocated to each bureau/department on the basis of one award for every 27 eligible officers (ratio of 1:27).

The award is granted on a one-off basis and in the form of an accountable travel allowance. The rate of the travel allowance is subject to revision on 1 April each year with reference to the rate of change in package tour charges in the Consumer Price Index (C) in the past 12-month period ending February that year. Awardees may flexibly nominate a travelling companion to receive the same travel allowance. The number of awards and the rate of the travel allowance in the past 5 years are as follows:

Year	Number of awards	Maximum travel allowance per awardee or travelling companion (\$)
2020-21	2 397	27,470
2019-20	2 516	26,140
2018-19	2 526	24,320
2017-18	2 511	24,440
2016-17	2 500	24,490

Awardees of the Scheme and their travelling companions can use the travel awards to travel to any places outside Hong Kong. As there are no specific requirements on the destination of their trips, the Government has not maintained information in this regard.

- End -

CONTROLLING OFFICER'S REPLY

CSB088

(Question Serial No. 2990)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (-) Not Specified

Programme: General Expenses of the Civil Service

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

I would like the Government to provide the details of each of the allowances under the Home Purchase, Home Financing, Private Tenancy Allowance, Accommodation Allowance, Rent Allowance and Non-accountable Cash Allowance Schemes, including the salary points covered, eligibility criteria, number of eligible officers, number of recipients, the actual expenditure in the past year and the estimate for this year.

Asked by: Hon LAM Kin-fung, Jeffrey (LegCo internal reference no.: 44)

Reply:

Details of the allowances and schemes raised in the question, and the number of recipients and expenditure for 2020-21 and 2021-22 are as follows –

Scheme	Salary points covered and eligibility criteria	2020-21 (Revised Estimate)		2021-22 (Estimate)	
		No. of recipients	Expenditure (\$'000)	No. of recipients	Expenditure (\$'000)
Home Purchase	<p>The allowance is payable to officers who were offered appointment before 1.6.2000, and -</p> <p>(a) with salary between Master Pay Scale (MPS) Point 22 and 33 (or equivalent) and who have been confirmed to the permanent establishment or have completed one agreement; or</p> <p>(b) with salary not exceeding MPS Point 33 (or equivalent) with 20 years' continuous service.</p> <p>The allowance is given out upon application according to a quota system to eligible officers in the order of their priority on a priority list.</p>	9 790	643,000	9 660	657,000
Home Financing	The allowance is payable to officers who were offered appointment before 1.6.2000 (excluding officers offered appointment on overseas terms on or after 1.10.1990) and with salary on or above MPS Point 34 (or equivalent).	1 700	502,000	1 750	546,000
Private Tenancy Allowance	The allowance is payable to officers who were offered appointment on local terms before 1.10.1990 and with salary on or above MPS Point 34 (or equivalent), or officers who were offered appointment on overseas terms before 1.10.1990.	215	82,000	200	75,000
Accommodation Allowance	The allowance is payable to officers who were offered appointment on overseas terms between 1.10.1990 and 31.12.1998.	17	10,000	17	10,000
Rent Allowance	The allowance is payable to agreement officers who were offered appointment on common terms between 1.1.1999 and 31.5.2000 and with salary on or above MPS Point 34 (or equivalent).	3	830	4	1,100

Scheme	Salary points covered and eligibility criteria	2020-21 (Revised Estimate)		2021-22 (Estimate)	
		No. of recipients	Expenditure (\$'000)	No. of recipients	Expenditure (\$'000)
Non-accountable Cash Allowance	<p>The allowance is payable to officers who were offered appointment on new terms on or after 1.6.2000. For officers -</p> <p>(a) on or above MPS Point 34 (or equivalent), they are eligible for the allowance as a condition of service; or</p> <p>(b) below MPS Point 34 (or equivalent), they are eligible for the allowance subject to the same quota system under the Home Purchase Scheme upon meeting the specified service requirements i.e. officers with salary between MPS Point 22 and 33 (or equivalent) meeting the three-year continuous service requirement and officers below MPS Point 22 (or equivalent) with 20 years' continuous service.</p> <p>Officers who were offered appointment before 1.6.2000 and eligible for the Accommodation Allowance may opt to switch to receive this allowance subject to the specified conditions.</p>	9 300	2,022,000	11 260	2,449,000

Eligible officers who join the schemes will receive a monthly allowance at specified rates appropriate to their salary points. For Home Purchase, Home Financing, Rent Allowance and Non-accountable Cash Allowance Schemes, the maximum entitlement period is 120 months.

Officers are not required to join these schemes immediately upon attaining the eligibility. They may join the schemes at any time of their choice according to individual's needs. We do not have information on the total number of eligible officers for each scheme as only applications of those eligible officers who will join the schemes are forwarded by bureaux/departments to the Treasury for processing.

- End -

CONTROLLING OFFICER'S REPLY

CSB089

(Question Serial No. 2580)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (-) Not Specified

Programme: General Expenses of the Civil Service

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Please provide figures on the various types of benefits enjoyed by the same-sex spouses of civil servants and the expenditures involved in the past 3 years, broken down by type of benefits.

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 118)

Reply:

Following the handing down of the judgment by the Court of Final Appeal in *Leung Chun Kwong v Secretary for the Civil Service and Commissioner of Inland Revenue*, the Civil Service Bureau (CSB) has established a mechanism for civil servants to report their homosexual marriages solemnised outside Hong Kong and apply for the corresponding civil service spousal benefits. A memorandum was issued in September 2020 to inform all departments of the relevant arrangements.

As at end February this year, the CSB has received a total of 19 applications via the departments, and after special consideration of the individual circumstances of each case, granted exceptional approval for the applicants entered into homosexual marriages solemnised outside Hong Kong to receive civil service spousal benefits. Applications approved were then processed by the departments which the applicants serve and the spousal benefits applicable to different applicants vary from case to case. This Bureau does not have the information about the expenditure on the benefits applicable to the same-sex spouses of the applicants concerned.

- End -

CONTROLLING OFFICER'S REPLY

CSB090

(Question Serial No. 2005)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (-) Not Specified

Programme: General Expenses of the Civil Service

Controlling Officer: Director of Accounting Services (Charlix WONG)

Director of Bureau: Secretary for the Civil Service

Question:

There is a projected increase in the expenditure on housing allowances, Long and Meritorious Service Travel Award Scheme and passages for this programme, which has resulted in a significant increase in the provision for 2021-22, being \$815.6 million (20.7%) higher than the revised estimate for 2020-21. What are the reasons, the amounts involved and the percentages?

Asked by: Hon LUK Chung-hung (LegCo internal reference no.: 77)

Reply:

The estimated expenditure on housing allowances for 2021-22 is \$478.3 million higher than the revised estimate for 2020-21, accounting for 59% of the total amount of the increased provision. This is mainly due to the anticipated increase in the average number of recipients eligible for non-accountable cash allowance in 2021-22 through salary progression, promotion and new appointment.

The estimated expenditure on Long and Meritorious Service Travel Award Scheme for 2021-22 is \$212.2 million higher than the revised estimate for 2020-21, accounting for 26% of the total amount of the increased provision. This is mainly due to the exceptionally low level of utilisation of travel awards in 2020-21 for outbound travel as a result of COVID-19, and the increased provision required in 2021-22 to meet the demand so carried forward from the previous year.

The estimated expenditure on passage expenses for 2021-22 is \$122 million higher than the revised estimate for 2020-21, accounting for 15% of the total amount of the increased provision. This is mainly due to the anticipated increase in the average number of recipients and the average amount of allowance.

- End -

CONTROLLING OFFICER'S REPLY

CSB091

(Question Serial No. 3176)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (037) Pensioners' Welfare Fund

Programme: General Expenses of the Civil Service

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Will the Bureau please provide the balance, government injection amount, investment or other income and total expenditure of the following fund in 2019-20? If there are other funds within the purview of the Bureau not being listed below, please also provide information as per the items above.

1. Pensioners' Welfare Fund

Asked by: Hon MA Fung-kwok (LegCo internal reference no.: 83)

Reply:

The Pensioners' Welfare Fund was set up on 1 November 1991 under Head 46 General Expenses of the Civil Service for the payment of one-off grants for reimbursement of funeral or medical expenses to pensioners and their dependants in financial hardship.

The provision and expenditure of the Pensioners' Welfare Fund in 2019-20 is tabulated below.

Financial Year	Provision (\$ million)	Expenditure (\$ million)
2019-20	1.30	1.30

There is no other Fund under the purview of Civil Service Bureau.

- End -

CONTROLLING OFFICER'S REPLY

CSB092

(Question Serial No. 2433)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (011) Civil service examinations

Programme: General Expenses of the Civil Service

Controlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the Common Recruitment Examination and Basic Law Test organised by the Civil Service Bureau, will the Government inform this Committee of the following:

Please provide information about the Common Recruitment Examination and Basic Law Test in the table below.

Common Recruitment Examination and Basic Law Test	Expenditure involved	Number of candidates sitting for the examinations	Average expenditure involved per candidate
2018 (Actual)			
2019 (Actual)			
2020 (Actual)			
2021 (Estimate)			

Asked by: Hon OR Chong-shing, Wilson (LegCo internal reference no.: 71)

Reply:

The actual/estimated expenditures on the Common Recruitment Examination and Basic Law Test (Degree/Professional Grades) (CRE and BLT) organized by the Civil Service Bureau (CSB), number of candidates invited and average expenditure per candidate invited for the said examinations in the years from 2018-19 to 2021-22 are set out below –

Financial Year	Actual/Estimated expenditures (\$'000)	No. of candidates invited	Average expenditure per candidate invited (\$)
2018-19	5,823	53 847	108.1
2019-20	5,790	44 861	129.1
2020-21	9,847*	45 868	214.7*
2021-22	11,468*	48 200*	237.9*

* Estimated figures

In light of the evolving situation of the COVID-19, CSB has put in place contingency and precautionary measures in the CRE and BLT since 2020, based on the guidelines issued by the Centre for Health Protection and with reference to those adopted by the Hong Kong Examinations and Assessment Authority in the 2020 Hong Kong Diploma of Secondary Education Examination, for safeguarding the health and safety of candidates and invigilators. These measures include holding the examinations on two separate days instead of one day as in previous years, widening seat spacing among candidates, enhancing sanitation of the examination centres as well as requesting all candidates and invigilators to wear masks, conduct body temperature screening and rub hands with alcohol sanitiser before entering the examination centres, etc. The total amount of expenditure incurred on examinations such as hire of additional venues, appointment of additional invigilators, procurement of anti-epidemic materials and delivery of examination materials has thus increased accordingly.

- End -

CONTROLLING OFFICER'S REPLY**CSB093****(Question Serial No. 2434)**Head: (46) General Expenses of the Civil ServiceSubhead (No. & title): (-) Not SpecifiedProgramme: General Expenses of the Civil ServiceControlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the benefits for civil servants killed on duty, please inform this Committee of the following:

Using the table below, please provide information on the benefits for civil servants killed on duty in the past 5 years.

Year/ Benefits for civil servants killed on duty	Number of civil servants killed on duty	Death benefits/ Retirement benefits	Salary for any untaken vacation leave	Employees' compensation	Funeral grant	Other allowances	Total expenditure involved
2016							
2017							
2018							
2019							
2020							

Asked by: Hon OR Chong-shing, Wilson (LegCo internal reference no.: 72)

Reply:

The number of civil servants killed on duty in the past 5 years is as follows:

Year	Number
2016	3
2017	2
2018	1
2019	1
2020	3

Expenditure in the past 5 financial years on cases of civil servants killed on duty are as follows:

Financial Year	Expenditure for Relevant Benefits (\$'000)			
	Head 46 – Salary for untaken vacation leave ¹	Head 120 – Death benefits and employees' compensation	Head 46 and Head 120 – Others (including funeral grant)	Total expenditure
2016-17	187	1,023	153	1,363
2017-18	254	7,760	100	8,114
2018-19	173	2,484	631	3,288
2019-20	-	7,196	402	7,598
2020-21 (as at February 2021)	194	2,807	53	3,054

Note 1: Exclusive of cases where the officers killed on duty were appointed on new terms; payment for the “salary for untaken vacation leave” of these cases were made by respective departments.

- End -

CONTROLLING OFFICER'S REPLY**CSB094****(Question Serial No. 1180)**Head: (46) General Expenses of the Civil ServiceSubhead (No. & title): (025) Long and Meritorious Service Travel Award SchemeProgramme: General Expenses of the Civil ServiceControlling Officer: Permanent Secretary for the Civil Service (Mrs Ingrid YEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

1. The estimate for the Long and Meritorious Service Travel Award Scheme for the coming year reaches \$246 million, which is about 7 times of the revised expenditure of \$33.77 million for 2020-21, and also represents a substantial increase of 85% over the approved estimate of \$133 million for the same year. The underlying cause for this is due to the exceptionally low level of utilisation of travel awards for outbound travel as a result of COVID-19, and the increased provision required in 2021-22 to meet the demand so carried forward from the previous year. In this connection, will the Bureau provide the following information:

- a) Utilisation of travel awards for outbound travel in 2020-21:

Age Group	Having used the travel awards for outbound travel		Not yet having used the travel awards for outbound travel	
	Headcount	Expenditure involved	Headcount	Expenditure involved
20-30				
30-40				
40-50				
50-60				
60 or above				

- b) Estimated number of awardees in 2021-22:

Age group	No. of awardees	Expenditure involved
20-30		
30-40		
40-50		
50-60		
60 or above		

2. COVID-19 is still wreaking havoc around the world. In the event that countries around the world are not yet able to open up within this year, in order to keep up civil servants' morale, does the Bureau have any other measures to reward the awardees? If yes, what are the details; if no, what are the reasons?

Asked by: Hon POON Siu-ping (LegCo internal reference no.: 33)

Reply:

1. The Long and Meritorious Service Travel Award Scheme (hereafter referred to as the Scheme) aims at recognising long and meritorious service of serving civil servants. All local non-directorate officers with a continuous service of 20 years or more, and who have a track record of consistently very good performance and have not received any government travel award before, are eligible for consideration for the grant of an award. The number of awards under the Scheme is determined based on the number of eligible officers meeting the service requirement and allocated to each bureau/department on the basis of one award for every 27 eligible officers (ratio of 1:27).

The number of awards under the Scheme in 2020-21 was 2 397 and the estimated expenditure was around \$129 million. For 2021-22, there will be 2 171 awards and the estimated expenditure is around \$117 million. The Civil Service Bureau has not collected data on the age groups of awardees.

2. Under ordinary circumstances, awardees of the Scheme have to use the travel award to take up an outbound trip before the end of the financial year or the end of their pre-retirement leave (whichever is earlier). As the 2020-21 awardees were unable to travel to places outside Hong Kong during the year due to the COVID-19 pandemic, we have extended the validity period of their travel awards to 31 March 2022. Awardees who retired during this period are also exceptionally allowed to use the award after their retirement until 31 March 2022. Since the validity period of the travel award for the 2020-21 awardees has been extended, we have to earmark sufficient provisions in 2021-22 to meet the estimated requirements carried forward from 2020-21. Hence, the total estimated expenditure for 2021-22 in fact covers the expenditure for the travel awards in two years (about \$246 million) and is thus higher than the estimated expenditure for an ordinary year.

- End -

CONTROLLING OFFICER'S REPLY

CSB095

(Question Serial No. 0434)

Head: (120) Pensions

Subhead (No. & title): (-) Not Specified

Programme: (1) Public and Judicial Service Pension Benefits

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

Under this programme, funds are provided to meet payment of public and judicial service pension benefits, contract gratuities, widows' and orphans' pensions, surviving spouses' and children's pensions, employees' compensation and other miscellaneous pensions, allowances and grants. Please tabulate the amount of provision for each government department in the past year. The provision for 2021-22 is \$4,231.3 million (9.8%) higher than the revised estimate for 2020-21, mainly due to an anticipated increase in payment of pension gratuities to new retirees in 2021-22. Which department will have the greatest increase in the provision? Please provide a breakdown by department.

Asked by: Hon CHUNG Kwok-pan (LegCo internal reference no.: 11)

Reply:

The 2020-21 revised estimate for Programme (1) Public and Judicial Service Pension Benefits is \$43,068 million, of which \$41,689 million is provided to meet the payment of public and judicial service pension and pension gratuities. The 2020-21 revised estimate and the 2021-22 estimate are based on the general retirement profile of the civil service but not prepared on an individual department basis. Hence, no breakdown of the relevant figures by department can be provided.

- End -

CONTROLLING OFFICER'S REPLY

CSB096

(Question Serial No. 1345)

Head: (120) Pensions

Subhead (No. & title): (015) Public and judicial service pension benefits and compensation

Programme: (1) Public and Judicial Service Pension Benefits

Controlling Officer: Director of Accounting Services (Charlix Wong)

Director of Bureau: Secretary for the Civil Service

Question:

Please provide information regarding pension payment to public and judicial officers in 2020-21:

- (a) the number of retired public and judicial officers and the amount of pension involved

Amount of monthly pension	Number of pensioners	Average amount of pension per pensioner	Total expenditure
Below \$5,000			
\$5,000 - \$10,000			
\$10,001 - \$30,000			
\$30,001 - \$50,000			
\$50,001 - \$100,000			
Above \$100,000			

- (b) the age of retired public and judicial officers

Age of retired public and judicial officers at present	Number of pensioners				
	Monthly pension below \$10,000	Monthly pension from \$10,001 to \$30,000	Monthly pension from \$30,001 to \$50,000	Monthly pension from \$50,001 to \$100,000	Monthly pension above \$100,000
60-64					
65-69					
70-74					
75-79					
80-84					
85-89					
90-94					
95 or above					

Asked by: Hon LAM Kin-fung, Jeffrey (LegCo internal reference no.: 35)

Reply:

- (a) The number of public and judicial service pensioners and the amount of pension payment in 2020-21 (revised estimate) are provided below:

Amount of monthly pension	Number of pensioners	Average annual amount of pension per pensioner \$	Total expenditure \$ Million
Below \$5,000	35 436	35,615	1,262.1
\$5,000-\$10,000	28 679	85,414	2,449.6
\$10,001-\$30,000	64 722	206,786	13,383.6
\$30,001-\$50,000	12 785	450,880	5,764.5
\$50,001-\$100,000	4 637	757,908	3,514.4
Above \$100,000	221	1,413,693	312.4

- (b) The number of public and judicial service pensioners receiving monthly pension in 2020-21 (revised estimate) by age groups is provided below:

Age of retired public and judicial officers at present	Number of pensioners				
	Monthly pension below \$10,000	Monthly pension from \$10,001-\$30,000	Monthly pension from \$30,001-\$50,000	Monthly pension from \$50,001-\$100,000	Monthly pension above \$100,000
60-64	14 886	20 619	3 729	1 247	68
65-69	15 955	14 873	2 766	992	40
70-74	12 135	9 441	2 341	1 116	60
75-79	5 885	3 354	1 097	485	28
80-84	4 781	3 290	694	239	3
85-89	3 152	1 817	381	100	1
90-94	1 454	564	111	41	-
95 or above	413	115	27	4	1

- End -

CONTROLLING OFFICER'S REPLY**CSB097****(Question Serial No. 1182)**

Head: (174) Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service

Subhead (No. & title): (-) Not Specified

Programme: Secretariat services for the following advisory bodies: Standing Commission on Civil Service Salaries and Conditions of Service, Standing Committee on Disciplined Services Salaries and Conditions of Service, Standing Committee on Directorate Salaries and Conditions of Service, Standing Committee on Judicial Salaries and Conditions of Service, Advisory Committee on Post-service Employment of Civil Servants

Controlling Officer: Secretary General, Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service (YAU Kin-chung)

Director of Bureau: Secretary for the Civil Service

Question:

The Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service has forecasted a reduction of 11 posts in 2021-22, which accounts for nearly one-fourth of its manpower. What are the ranks and duties of the posts concerned? With the grade structure review for the disciplined services grades being conducted in full swing, has the Government assessed the impact of the manpower reduction on the progress of the review? If yes, what are the findings? If no, what are the reasons?

Asked by: Hon POON Siu-ping (LegCo internal reference no.: 34)

Reply:

The Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service (the Joint Secretariat) will delete 11 time-limited posts in 2021-22, and ten of the posts are responsible for work related to the grade structure review (GSR) for the disciplined services grades. Details are as follows –

Rank	Number
Chief Executive Officer	4
Senior Executive Officer	4
Executive Officer I	1
Assistant Clerical Officer	1

The above officers provide, among other duties, support and secretariat services, such as collecting information and views, arranging visits and undertaking researches and analyses, to the Standing Committee on Disciplined Services Salaries and Conditions of Service and the Standing Committee on Directorate Salaries and Conditions of Service in the course of the GSR for the disciplined services grades. The above officers will be posted out of the Joint Secretariat only after the two advisory committees complete the GSR for the disciplined services grades and submit a review report to the Chief Executive (CE). Our target is to complete the entire review and submit the report to the CE by mid-2021.

- End -

CONTROLLING OFFICER'S REPLY

CSB098

(Question Serial No. 1322)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding public dental services, will the Government please advise on:

- a. the maximum daily service capacity, actual numbers of appointments and attendances as well as the utilisation rates in respect of services provided to eligible persons by public dental clinics in the past 3 years;
- b. whether the Government will collect data on the unit costs of various types of dental examination and treatment services provided by public dental clinics for assessment of cost effectiveness; if not, the reasons;
- c. whether the Government has set aside resources for handling the backlog of appointments arising from the epidemic-induced suspension of services at public dental clinics in 2020; if not, the reasons; and
- d. whether the Government, in view that the utilisation rate of service sessions available at public dental clinics was close to 100%, has considered seeking assistance from private dental clinics in coping with the backlog of appointments?

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 80)

Reply:

- a. The attendances of civil service eligible persons (CSEPs) at dental clinics (including Oral Maxillofacial Surgery and Dental Clinics in hospitals) in the past 3 years are as follows –

The attendances:

Year	Attendance*
2018	769 600
2019	756 500
2020	321 700

* Rounded to the nearest hundred.

The utilisation rates of all service sessions available at government dental clinics providing dental services to CSEPs were close to 100% in the past 3 years.

As the lead department to combat Coronavirus Disease 2019, the Department of Health (DH) has deployed a large number of staff (including those from the Dental Services) for frontline quarantine duties. To free up manpower capacity for deployment to control points, the Temporary Specimen Collection Centre, the Holding Centre for Test Result, the Emergency Hotline Centre, etc. in support of the anti-epidemic efforts, DH made adjustments to the services provided by its dental clinics in 2020 to, including reducing the service sessions and the remainder of which were mainly used to provide emergency dental services and follow-up treatment.

- b. Given the wide variety of services in respect of dental examination and treatment, DH does not keep statistics on the costs of such services by type.
- c. With a view to expediting clearance of the accumulated appointments for soonest possible dental treatment for CSEPs, the dental clinics have enhanced their service capacity by increasing the number of dental clinics with extended service hours and extending the services to Saturdays.
- d. Resorting to private dental clinics to help handle the accumulated dental appointments is a major policy change, where due consideration should be given to factors such as cost effectiveness, technical issues, financial arrangements and the monitoring mechanism. We will not consider such suggestion at this stage.

- End -

CSB099

CONTROLLING OFFICER'S REPLY

(Question Serial No. 3228)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

The estimated expenditure for Programme (7) is \$807.5 million (41.9%) higher in 2021-22. In this connection, please advise on:

1. the reasons for the significant increase in the 2021-22 estimate for the payment and reimbursement of medical fees and hospital charges in respect of civil service eligible persons (CSEPs), and the amount of such increase;
2. the additional expenditure on enhancing the medical and dental treatment for CSEPs;
3. the additional estimated expenditure arising from the increased cash flow requirement for procurement of equipment; and
4. the estimated expenditure on the net increase of 3 posts to meet operational needs.

Asked by: Hon CHIANG Lai-wan (LegCo internal reference no.: 81)

Reply:

1. The Department of Health (DH) will make an additional provision of \$752.9 million for 2021-22 to meet the increasing demand for the payment and reimbursement of medical fees and hospital charges in respect of civil service eligible persons (CSEPs). Such expenditure is demand-driven. In view of the growing number of CSEPs, their longer average life expectancy, and more medications, treatments and equipment made available through research and development as technology advances, the number of reimbursement applications and actual expenditure will see continued growth. It is therefore necessary for DH to earmark additional resources for 2021-22 to cope with the demand which cannot be fully anticipated so that applications from eligible persons with medical needs can be processed in a timely manner. In the meantime, DH will keep a close watch on the situation for adjustments as and when necessary.
- 2.&4. In 2021-22, DH will make an additional provision of \$14.8 million to enhance CSEPs' medical service, and an additional provision of \$36 million for enhancing their dental service. One of the expenditure items covered in the provision is an estimated expenditure of around \$980,000 on the net increase of 3 posts to meet operational needs.

3. In 2021-22, DH will make an additional provision of \$3.8 million to meet the increased cash flow requirement for procurement of equipment.

- End -

CONTROLLING OFFICER'S REPLY

CSB100

(Question Serial No. 0659)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding dental services for civil servants, will the Government please advise on:

- (1) the respective numbers of patients, the numbers of attendances, the average waiting times of civil service eligible persons (CSEPs) for appointments at each dental clinic and dental surgery for consultation and treatment, and the utilisation rates of the relevant appointment slots by CSEPs in the past 3 years, broken down by type of examination or treatment;
- (2) the respective numbers of all ranks of dental healthcare staff broken down by type of post, length of service, their wastage rate and vacancy rate; and
- (3) whether the Government plans to increase the number of dental healthcare staff by recruitment in 2021-22 to shorten the waiting time and to provide better dental services for civil servants; if so, the details and if not, the reasons?

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 65)

Reply:

- (1) Given the wide variety of services in respect of dental examination and treatment, the Department of Health (DH) does not keep relevant statistics by the various dental services.

The attendances of CSEPs at dental clinics (including Oral Maxillofacial Surgery and Dental Clinics in hospitals), as well as the waiting times for appointment for dental follow-up treatment and elective consultation for specialised dental services in the past 3 years are as follows –

The attendances:

Year	Attendance¹
2018	769 600
2019	756 500
2020	321 700

Waiting time:

As at	Dental Follow-up Treatment	Elective Consultation for Specialised Dental Services
31 December 2018	1 to 17 months	6 to 42 months
31 December 2019	1 to 15 months	6 to 38 months
31 December 2020	6 to 15 months	5 to 36 months

The utilisation rates of all service sessions available at government dental clinics providing dental services to CSEPs are close to 100% in the past 3 years. DH does not keep statistics on the number of patients for consultation and treatment at each dental clinic and dental surgery.

As the lead department to combat Coronavirus Disease 2019, DH has deployed a large number of staff (including those from the Dental Services) for frontline quarantine duties. To free up manpower capacity for deployment to control points, the Temporary Specimen Collection Centre, the Holding Centre for Test Result, the Emergency Hotline Centre, etc. in support of the anti-epidemic efforts, DH made adjustments to the services provided by its dental clinics in 2020, including reducing the service sessions and the remainder of which were mainly used to provide emergency dental services and follow-up treatment. Consequently, there was a drop in the number of attendances in 2020.

- (2) The establishment and vacancy rates of Dental Officers (DOs) and Dental Surgery Assistants (DSAs) at the dental clinics under DH in the past 3 years are as follows –

	2018-19 (as at 31 March 2019)		2019-20 (as at 31 March 2020)		2020-21 (as at 1 February 2021)	
Grade	Establishment	Vacancy Rate	Establishment	Vacancy Rate	Establishment	Vacancy Rate
DO	270	2.6%	275	2.5%	291	4.5%
DSA	276	0.0%	287	0.0%	287	0.0%

The wastage rates² of the DO grade in DH for 2018-19, 2019-20 and 2020-21 (as at 1 February 2021) were 6.0%, 3.5% and 2.2% respectively, and those of the DSA grade

¹ The attendance is rounded to the nearest hundred.

² Wastage rate refers to the overall wastage rate covering all situations resulting in departure from the service, including retirement, resignation, etc.

were 2.8%, 3.8% and 4.7% respectively. The length of service for both DOs and DSAs working in DH ranges from over 30 years to less than 1 year.

- (3) In 2021-22, DH will make continuous effort to recruit DOs and DSAs for filling of existing vacancies or implementation of new initiatives which include setting up additional dental surgeries and stepping up infection control measures at the dental clinics with a view to enhancing the dental services for CSEPs.

- End -

CONTROLLING OFFICER'S REPLY

CSB101

(Question Serial No. 0662)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the provision of medical services for civil servants and other eligible persons, will the Government please advise this Committee on:

- (1) the numbers of patients, the numbers of attendances of civil service eligible persons (CSEPs) at various families clinics and the utilisation rates of such clinics in the past 3 years;
- (2) the numbers of patients, the numbers of attendances, the average waiting times of CSEPs at various specialist outpatient clinics and the utilisation rates of such clinics in the past 3 years by specialty; and
- (3) whether any new measures have been formulated for 2021-22 to enhance the service quality and reduce the waiting times for appointments at families clinics and specialist outpatient clinics; if yes, the details as well as the additional expenditure and manpower involved; if not, the reasons?

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 64)

Reply:

- (1) The attendances of civil service eligible persons (CSEPs) at each families clinic in the past 3 years are as follows –

Year	2018	2019	2020
Number of attendances^{Note 1}			
Chai Wan Families Clinic	63 000	58 000	45 000
Hong Kong Families Clinic	61 000	58 000	47 000
Kowloon Families Clinic	67 000	64 000	56 000
New Territories Families Clinic	53 000	52 000	41 000
Fanling Families Clinic	41 000	40 000	29 000
Sai Kung Families Clinic	200 ^{Notes 2 & 3}	9 000	9 000

Note 1: The number of attendances is rounded to the nearest thousand (except for Sai Kung Families Clinic).

Note 2: The number of attendances is rounded to the nearest hundred.

Note 3: Sai Kung Families Clinic commenced service on 20 December 2018.

The overall utilisation rates^{Note 4} of families clinics in the past 3 years are as follows:

2018	2019	2020
98%	98%	93%

Note 4: The utilisation rates are rounded to the nearest whole percent.

Families clinics do not keep statistics on the numbers of patients at individual clinics.

- (2) Families clinics provide general out-patient services for CSEPs. Subsequent to treatment in these clinics, blood tests, other examinations or referrals to the Hospital Authority (HA) for follow-up and further treatment appropriate to the needs of individual patients will be arranged.

Dedicated specialised outpatient (SOP) treatments are provided by 9H Specialist Clinic in Prince of Wales Hospital, L Block of Queen Elizabeth Hospital and Saturday SOP Clinic in Queen Mary Hospital under HA for CSEPs. The numbers of attendances and the median waiting times of SOP new cases for major specialties in the past 3 years were listed as follows –

9H Specialist Clinic in Prince of Wales Hospital

Specialty	Number of Attendances		
	2018-19	2019-20	2020-21 (as at 31 Dec 2020) (Provisional figures)
Ear, Nose & Throat	2 508	2 126	1 356
Gynaecology	481	403	268
Medicine	7 327	7 222	5 358
Orthopaedics & Traumatology	1 759	1 674	1 326
Paediatrics	181	126	58
Surgery	2 368	2 265	1 587

Specialty	Median Waiting Time (week)		
	2018-19	2019-20	2020-21 (as at 31 Dec 2020) (Provisional figures)
Ear, Nose & Throat	2	2	1
Gynaecology	6	6	2
Medicine	44	64	54
Orthopaedics & Traumatology	32	28	11
Paediatrics	1	1	1
Surgery	4	6	2

L Block of Queen Elizabeth Hospital

Specialty	Number of Attendances		
	2018-19	2019-20	2020-21 (as at 31 Dec 2020) (Provisional figures)
Gynaecology	2 414	2 182	1 651
Medicine	10 638	10 557	7 765
Orthopaedics & Traumatology	4 568	4 489	3 491
Paediatrics	1 619	1 299	723
Surgery	7 741	7 542	5 492

Specialty	Median Waiting Time (week)		
	2018-19	2019-20	2020-21 (as at 31 Dec 2020) (Provisional figures)
Gynaecology	37	30	20
Medicine	105	111	108
Orthopaedics & Traumatology	43	26	12
Paediatrics	2	1	<1
Surgery	39	38	30

Saturday SOP Clinic in Queen Mary Hospital

Specialty	Number of Attendances		
	2018-19	2019-20	2020-21 (as at 31 Dec 2020) (Provisional figures)
Medicine	617	427	302
Surgery	341	306	244

Specialty	Median Waiting Time (week)		
	2018-19	2019-20	2020-21 (as at 31 Dec 2020) (Provisional figures)
Medicine	7	15	38
Surgery	6	6	2

The HA does not keep statistics on the number of patients, the number of attendances, the utilisation rates and the average waiting time concerning CSEPs at its specialist outpatient clinics.

- (3) To enhance its services, the Department of Health launched the Integrated Care Programme and Stable Drug Use Pilot Programme at families clinics in 2019-20. The Integrated Care Programme aims at improving the quality of care for patients with diabetes mellitus, and identifying early complications so that the extra consultation time arising from complications can be reduced. The Stable Drug Use Pilot Programme seeks to enhance drug use safety for patients with chronic diseases and stable conditions who are required to take multiple types of drugs, and to minimise their needs for follow-up consultations with doctors. It is expected that the implementation of these two programmes will release doctor consultation quota for allocation to other CSEPs in need. The programmes will continue in 2021-22.

- End -

CONTROLLING OFFICER'S REPLY**CSB102****(Question Serial No. 3231)**Head: (37) Department of HealthSubhead (No. & title): (-) Not SpecifiedProgramme: (7) Medical and Dental Treatment for Civil ServantsControlling Officer: Director of Health (Dr. Constance CHAN)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the utilisation rate of medical and dental services for civil servants in 2018-19, 2019-20 and 2020-21 and the staffing concerned, please provide information on:

- the attendances at various families clinics and the expenditure involved;
- the actual attendances of dental procedures, the average waiting time of such cases and the percentage of cases failing to receive dental procedures within 1 year from the date of making the appointment; and
- the grades, establishment and actual number of staff (including those employed on civil service or agreement terms) of various service units (including but not limited to families clinics, dental clinics and Chinese medicine clinics) which provide medical and dental services for civil servants.

Asked by: Hon POON Siu-ping (LegCo internal reference no.: 40)Reply:

- The attendances of civil service eligible persons (CSEPs) at each families clinic in the past 3 years were as follows –

Year	2018	2019	2020*
Number of attendances ^{Note 1}			
Chai Wan Families Clinic	63 000	58 000	45 000
Hong Kong Families Clinic	61 000	58 000	47 000
Kowloon Families Clinic	67 000	64 000	56 000
New Territories Families Clinic	53 000	52 000	41 000
Fanling Families Clinic	41 000	40 000	29 000
Sai Kung Families Clinic	200 ^{Notes 2 & 3}	9 000	9 000

Note 1: The number of attendances is rounded to the nearest thousand, except for the Sai Kung Families Clinic.

Note 2: The number of attendances is rounded to the nearest hundred.

Note 3: Sai Kung Families Clinic commenced service on 20 December 2018.

The actual expenditures of the families clinics for 2018-19 and 2019-20 were \$166.1 million and \$196.6 million respectively, and the revised estimate for 2020-21 is \$190.8 million. The Department of Health (DH) does not keep statistics on the expenditures of individual families clinics.

- (b) Dental procedures vary in type and complexity, which include general and specialised dental treatment. CSEPs can receive general dental follow-up treatment by appointment or specialised dental services by referral from general dental clinics under DH. Appointments are arranged according to the urgency and nature of the medical conditions of patients, and patients with urgent conditions will be arranged to receive treatment as early as possible. DH does not keep statistics on the attendances and waiting times for various dental procedures.

The attendances of CSEPs at dental clinics (including Oral & Maxillofacial Surgery and Dental Clinics in hospitals) and their overall waiting times for appointment for dental follow-up treatment and elective consultation for specialised dental services in the past 3 years are as follows –

The attendances:

Year	Attendance
2018	769 600
2019	756 500
2020	321 700*

Waiting times:

As at	Dental Follow-up Treatment	Elective Consultation for Specialised Dental Services
31 December 2018	1 to 17 months	6 to 42 months
31 December 2019	1 to 15 months	6 to 38 months
31 December 2020	6 to 15 months	5 to 36 months

- (c) The grade, establishment and strength of staff working in various services responsible for the provision of medical and dental services for civil servants in the past 3 years are at **Annex**.

As for contract staff (including full-time and part-time staff), as at 1 February 2021, there were 1 Contract Doctor and 4 Contract Nurses working in families clinics, and 12 Contract Dentists and 1 Contract Project Assistant working in dental clinics.

* As the lead department to combat Coronavirus Disease 2019, DH has deployed a large number of its staff (including those working in both families clinics and dental clinics) for frontline anti-epidemic duties. Services provided by families clinics and dental clinics were adjusted in 2020. Coupled with fewer visits paid by CSEPs to these clinics due to the epidemic, there was a drop in the number of attendances in 2020 comparing with the past years.

Grade	Families Clinics						Dental Clinics						Reimbursement of Medical Expenses					
	2018-19 ^{Note 1}		2019-20 ^{Note 2}		2020-21 ^{Note 3}		2018-19 ^{Note 1}		2019-20 ^{Note 2}		2020-21 ^{Note 3}		2018-19 ^{Note 1}		2019-20 ^{Note 2}		2020-21 ^{Note 3}	
	Est.	Strength	Est.	Strength	Est.	Strength	Est.	Strength	Est.	Strength	Est.	Strength	Est.	Strength	Est.	Strength	Est.	Strength
Medical and Health Officer	39	32	39	37	41	39	-	-	-	-	-	-	1#	1#	1#	1#	1#	1#
Registered Nurse	68	68	73	73	73	73	-	-	-	-	-	-	-	-	-	-	-	-
Dental Officer	-	-	-	-	-	-	270	263	275	268	291	278	-	-	-	-	-	-
Dental Hygienist	-	-	-	-	-	-	14	13	14	14	14	13	-	-	-	-	-	-
Dental Surgery Assistant	-	-	-	-	-	-	276	276	287	287	287	287	-	-	-	-	-	-
Dental Technician	-	-	-	-	-	-	40	40	40	40	40	40	-	-	-	-	-	-
Pharmacist	-	-	1	1	1	1	-	-	-	-	-	-	-	-	-	-	-	-
Dispenser	25	24	27	27	27	27	-	-	-	-	-	-	-	-	-	-	-	-
Clinical Psychologist	3	3	3	2	3	3	-	-	-	-	-	-	-	-	-	-	-	-
Physiotherapist	1	1	1	1	1	1	-	-	-	-	-	-	-	-	-	-	-	-
Optometrist	-	-	1	1	1	1	-	-	-	-	-	-	-	-	-	-	-	-
Dietitian	1	1	3	3	3	3	-	-	-	-	-	-	-	-	-	-	-	-
Accounting Officer	-	-	-	-	-	-	-	-	-	-	-	-	4	4	5	5	5	5
Supplies Officer	-	-	-	-	-	-	1	1	1	1	1	1	-	-	-	-	-	-
Supplies Assistant	-	-	-	-	-	-	1	1	1	1	1	1	-	-	-	-	-	-
Hospital Administrator	2	2	2	2	2	2	-	-	-	-	-	-	-	-	-	-	-	-
Clerical Officer	10	9	10	10	10	9	42	36	47	39	47	38	11	11	13	12	14	13
Clerical Assistant	30	29	35	34	35	32	83	77	93	82	93	84	3	3	3	3	3	3
Office Assistant	1	1	1	1	1	1	2	1	1	1	1	1	-	-	-	-	-	-
Personal Secretary	-	-	1	1	1	1	-	-	-	-	-	-	-	-	-	-	-	-
Laboratory Attendant	-	-	-	-	-	-	16	16	16	16	18	18	-	-	-	-	-	-
Workman II	23	23	24	24	24	24	68	58	70	62	71	64	-	-	-	-	-	-
Total:	203	193	221	217	223	217	813	782	845	811	864	825	19	19	22	21	23	22

Note 1: Figures as at 31 March 2019

Note 2: Figures as at 31 March 2020

Note 3: Figures as at 1 February 2021

Also supports the administrative work in relation to medical services for civil servants

- End -

CONTROLLING OFFICER'S REPLY

CSB103

(Question Serial No. 0940)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

Under Programme (7) Medical and Dental Treatment for Civil Servants, the Department of Health's provision for 2021-22 is \$807.5 million (41.9%) higher than the revised estimate for 2020-21. Will the Government please advise on:

1. the details of the undertakings with a breakdown of the estimated expenditure; and
2. the reasons for the substantial increase in the estimated expenditure and whether alternatives have been considered; if yes, the details and the reasons for not pursuing them?

Asked by: Hon SHIU Ka-fai (LegCo internal reference no.: 21)

Reply:

1. The estimated expenditure on Programme (7) Medical and Dental Treatment for Civil Servants in 2021-22 is broken down as follows-

Item	Estimated expenditure (\$million)
Medical services	205.6
Dental services	849.0
Payment and reimbursement of medical fees and hospital charges	1,665.9
Procurement of equipment	14.4
Total:	2,734.9

2. The provision for 2021-22 is \$807.5 million (41.9%) higher than the revised estimate for 2020-21. This is mainly due to the additional provision for meeting the increasing demand for the payment and reimbursement of medical fees and hospital charges in respect of civil service eligible persons (CSEPs). Such expenditure is demand-driven. In view of the growing number of CSEPs, their longer average life expectancy, and more medications, treatments and equipment made available through research and

development as technology advances, the number of reimbursement applications and actual expenditure will see continued growth. It is therefore necessary for the Department of Health (DH) to earmark additional resources for 2021-22 to cope with the demand which cannot be fully anticipated so that applications from eligible persons with medical needs can be processed in a timely manner. In the meantime, DH will keep a close watch on the situation for adjustments as and when necessary.

- End -

CONTROLLING OFFICER'S REPLY

CSB104

(Question Serial No. 2278)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Constance CHAN)

Director of Bureau: Secretary for the Civil Service

Question:

The expenditure of the Government on medical and dental treatment for civil servants in 2021-22 is \$2.7349 billion, which has substantially gone up by \$807.5 million over the revised estimate of \$1.9274 billion for 2020-21, representing an increase of as much as 41.9%. In this connection, please advise on the estimated increase in the relevant expenditure in the next 3 years and whether it will result in any financial pressure on the Government.

Asked by: Hon WONG Ting-kwong (LegCo internal reference no.: 52)

Reply:

The provision for 2021-22 is \$807.5 million (41.9%) higher than the revised estimate for 2020-21. This is mainly due to the additional provision for meeting the increasing demand for the payment and reimbursement of medical fees and hospital charges in respect of civil service eligible persons (CSEPs). Such expenditure is demand-driven. In view of the growing number of CSEPs, their longer average life expectancy, and more medications, treatments and equipment made available through research and development as technology advances, the number of reimbursement applications and actual expenditure will see continued growth. It is therefore necessary for the Department of Health (DH) to earmark additional resources for 2021-22 to cope with the demand which cannot be fully anticipated so that applications from eligible persons with medical needs can be processed in a timely manner. In the meantime, DH will keep a close watch on the situation for adjustments as and when necessary.

- End -