

香港懲教署



CORRECTIONAL SERVICES DEPARTMENT
HONG KONG
HEADQUARTERS
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本署檔號 Our Ref.: (55) in CSD APPT 1-125-2 Pt.2

來函檔號 Your Ref.: CB(4)/PAC/R62

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30 May 2014

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Miss Mary So
Clerk, Public Accounts Committee
Legislative Council Secretariat
Legislative Council Complex
1 Legislative Council Road
Central, Hong Kong

Dear Miss So,

Public Accounts Committee

Consideration of Chapter 8 of the Director of Audit's Report No. 62

Recruitment of Staff

Thank you for your letter dated 23 May 2014 to the Commissioner of Correctional Services. I am authorised to respond to the questions raised in your letter as follows:

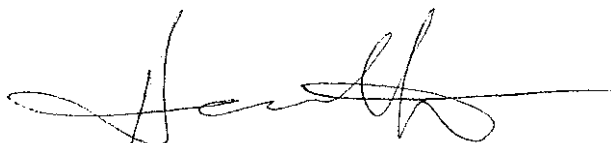
- (a) **what is the percentage of applications found not meeting the entry requirement stated in the recruitment advertisements in each of the 18 open recruitment exercises conducted by the Correctional Services Department ("CSD") between 2010-2011 and 2012-2013.**

The relevant information is at **Annex**.

- (b) **whether the CSD has worked with the Civil Service Bureau or otherwise to come up with effective measures to reduce the number of unqualified applicants in open recruitment exercises, if so, what these measures are and when they will be implemented.**

It has been the practice for all recruiting offices to spell out clearly the entry requirements in the recruitment advertisements. To reduce the number of unqualified applications, we note that the Civil Service Bureau has implemented an improvement measure since 2013 by revising the standard application form for civil service jobs and enhancing the online job application system to add built-in reminders for applicants to confirm that they meet the entry requirements of the jobs selected. We will continue to monitor the situation and work with the Civil Service Bureau on further improvement measures as appropriate.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Herman CHO', with a long horizontal flourish extending to the right.

(Herman CHO)

for Commissioner of Correctional Services

c.c. Secretary for the Civil Service (fax no. 2689 1801)
Secretary for Education (fax no. 2810 7235)
Secretary for Financial Services and the Treasury (fax no. 2147 5239)
Director of Food and Environmental Hygiene (fax no. 2868 3943)
Director of Leisure and Cultural Services (fax no. 2691 4661)
Director of Audit (fax no. 2583 9063)

Percentage of applications found not meeting the entry requirements

No.	Advertisement Date	Recruiting Rank	% of Applications Not Meeting Entry Requirements
1	25.06.2010	Officer*	77
2	30.07.2010	Dispenser	62
3	06.08.2010	Technical Instructor (Printing)	56
4	06.08.2010	Technical Instructor (Sign Making)	66
5	10.09.2010	Technical Instructor (Construction and Maintenance)	62
6	17.09.2010	Assistant Officer II*	84
7	17.12.2010	Instructor (Carpentry)	63
8	28.01.2011	Workman II	9
9	24.06.2011	Assistant Lecturer (Food and Beverage Services)	89
10	29.07.2011	Assistant Education Officer	69
11	19.08.2011	Assistant Officer II*	78
12	09.09.2011	Technical Instructor (Building Renovation)	82
13	09.09.2011	Technical Instructor (Building Services)	82
14	28.10.2011	Officer*	69
15	15.06.2012	Instructor (Construction and Maintenance)	59
16	15.06.2012	Instructor (Garment)	30
17	03.08.2012	Works Supervisor II	42
18	30.11.2012	Officer*	79

Remark:

- * Applicants for the posts of Officer and Assistant Officer II were required to pass a physical fitness test.