



僱員再培訓局

Employees Retraining Board



跨越挑戰

創造價值


Overcome Challenges

Create Values

2012-13

年度年報 Annual Report





2012-13是僱員再培訓局重要的一年，標誌著再培訓局成立後第20個年頭。在這段歲月中，香港的經濟和就業市場跌宕起伏。我們享受過全民就業、經濟騰飛的黃金年代，也經歷過景況蕭條、人心虛怯的艱苦日子。在每一個階段，再培訓局始終堅守崗位，陪伴和支持香港市民迎接時代的挑戰，迎難而上，開拓新的局面。

2012-13 marks the 20th anniversary of the Employees Retraining Board and is of special significance to us. Over the past two decades, the economy and employment market of Hong Kong have witnessed a series of ups and downs. We once enjoyed a golden era of full employment and economic prosperity. We also weathered hard times of recession and fear. These turbulences notwithstanding, the ERB has sat tight on its commitment and stood shoulder to shoulder to support Hong Kong people in embracing challenges, overcoming difficulties and forging ahead for a better future.

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僱員再培訓局架構

Structure of the Employees Retraining Board



僱員再培訓局委員名單

Membership of the Employees Retraining Board



主席

梁永祥先生, BBS, JP

Chairman

Mr. William LEUNG
Wing-cheung, BBS, JP

僱主代表

余鵬春先生, SBS, JP

Representative of
Employers

Mr. YU Pang-chun,
SBS, JP

僱主代表

伍穎梅女士

Representative of
Employers

Ms. Winnie NG

僱主代表

鍾偉平先生

Representative of
Employers

Mr. CHUNG Wai-ping



僱主代表

汪敦敬博士

Representative of
Employers

Dr. Lawrance WONG
Dun-king

僱員代表

冼啟明先生, MH

Representative of
Employees

Mr. SIN Kai-ming, MH

僱員代表

鄭啟明先生

Representative of
Employees

Mr. CHENG Kai-ming

僱員代表

潘天賜先生

Representative of
Employees

Mr. PUN Tin-chi

截至2013年3月31日 As at 31 March 2013

僱員再培訓局委員名單

Membership of the Employees Retraining Board



僱員代表

李麗貞女士

Representative of
Employees

Ms. LEE Lai-ching

與職業訓練及再培訓或
人力策劃有關的人士

黃錫楠教授

Person connected with
Vocational Training and
Retraining or
Manpower Planning

**Professor Danny
WONG Shek-nam**

與職業訓練及再培訓或
人力策劃有關的人士

黃小萍博士

Person connected with
Vocational Training and
Retraining or
Manpower Planning

**Dr. Christine WONG
Siu-ping**

與職業訓練及再培訓或
人力策劃有關的人士

簡金港生女士

Person connected with
Vocational Training and
Retraining or
Manpower Planning

Mrs. Mimi CUNNINGHAM



與職業訓練及再培訓或
人力策劃有關的人士

尤曾家麗女士, GBS, JP
(職業訓練局執行幹事)

Person connected with
Vocational Training and
Retraining or Manpower Planning

Mrs. Carrie YAU, GBS, JP
(Executive Director of Vocational Training
Council)

政府代表

譚贛蘭小姐, JP
(勞工及福利局常任秘書長)

Government Representative
Miss Annie TAM Kam-lan, JP
(Permanent Secretary for Labour and
Welfare)

政府代表

卓永興先生, JP
(勞工處處長)

Government Representative
Mr. CHEUK Wing-hing, JP
(Commissioner for Labour)

截至2013年3月31日 As at 31 March 2013

僱員再培訓局委員會成員名單

Membership of Committees of the Employees Retraining Board

審計委員會

Audit Committee

- 召集人 **Convenor**

黃錫楠教授
Professor Danny WONG Shek-nam

- 成員 **Members**

余鵬春先生, SBS, JP
Mr. YU Pang-chun, SBS, JP

鍾偉平先生
Mr. CHUNG Wai-ping

勞工及福利局常任秘書長代表
Representative of Permanent Secretary for Labour
and Welfare

- 增選委員 **Co-opted Member**

俞漢度先生
Mr. David YU Hon-to

課程及服務發展委員會

Course and Service Development Committee

- 召集人 **Convenor**

鄭啟明先生
Mr. CHENG Kai-ming

- 成員 **Members**

汪敦敬博士
Dr. Lawrance WONG Dun-king

黃錫楠教授
Professor Danny WONG Shek-nam

勞工及福利局常任秘書長代表
Representative of Permanent Secretary for Labour
and Welfare

勞工處處長代表
Representative of Commissioner for Labour

職業訓練局執行幹事代表
Representative of Executive Director of Vocational
Training Council

課程審批委員會

Course Vetting Committee

- 召集人 **Convenor**

黃小萍博士
Dr. Christine WONG Siu-ping

- 成員 **Members**

伍穎梅女士
Ms. Winnie NG

潘天賜先生
Mr. PUN Tin-chi

勞工及福利局常任秘書長代表
Representative of Permanent Secretary for Labour
and Welfare

勞工處處長代表
Representative of Commissioner for Labour

財務及行政委員會

Finance and Administration Committee

- 召集人 **Convenor**

梁永祥先生, BBS, JP

Mr. William LEUNG Wing-cheung, BBS, JP

- 成員 **Members**

鄭啟明先生

Mr. CHENG Kai-ming

簡金港生女士

Mrs. Mimi CUNNINGHAM

勞工及福利局常任秘書長代表

Representative of Permanent Secretary for Labour and Welfare

勞工處處長代表

Representative of Commissioner for Labour

- 增選委員 **Co-opted Members**

俞漢度先生

Mr. David YU Hon-to

何柏泰先生

Mr. Patrick HO Pak-tai

公關及推廣策略委員會

Public Relations and Promotion Committee

- 召集人 **Convenor**

簡金港生女士

Mrs. Mimi CUNNINGHAM

- 成員 **Members**

汪敦敬博士

Dr. Lawrance WONG Dun-king

李麗貞女士

Ms. LEE Lai-ching

勞工處處長代表

Representative of Commissioner for Labour

- 增選委員 **Co-opted Members**

冼日明教授

Professor Leo SIN Yat-ming

廖國偉先生

Mr. Chris LIU Kwok-wai

質素保證及覆核委員會

Quality Assurance and Review Committee

- 召集人 **Convenor**

余鵬春先生, SBS, JP

Mr. YU Pang-chun, SBS, JP

- 成員 **Members**

冼啟明先生, MH

Mr. SIN Kai-ming, MH

黃小萍博士

Dr. Christine WONG Siu-ping

勞工處處長代表

Representative of Commissioner for Labour

職業訓練局執行幹事代表

Representative of Executive Director of Vocational Training Council

主席序言 Chairman's Message

2012-13 是我們引以為傲的一年，我們很高興再培訓局多年來的努力得到社會的廣泛認同。我們會致力在現有的基礎上尋求突破，進一步改善培訓課程和服務的成效，為香港構建更優質的人才資本。

2012-13 was a year that made us proud. We are thrilled at the recognition and support of the public towards the work of the ERB. We shall strive to build on our existing strengths and make further breakthroughs in enhancing the quality of our training courses and services for the benefit of the human capital of Hong Kong.



2012-13是僱員再培訓局重要的一年，標誌著我們成立後第20個年頭。在這段歲月中，香港的經濟和就業市場跌宕起伏。我們享受過全民就業、經濟騰飛的黃金年代，也經歷過景況蕭條、人心虛怯的艱苦日子。在每一個階段，再培訓局始終堅守崗位，陪伴和支持香港市民迎接時代的挑戰，迎難而上，開拓新的局面。

再培訓局的主要職責是提供培訓課程和服務。過去20年，我們合共提供了超過170萬個培訓名額，為各行各業培育人才，並提升在職僱員的競爭力，協助企業做大做强。在規劃方面，我們強調課程和服務要適時、到位，積極配合就業市場的變化和回應市民的需要。我們訂立了「市場導向，就業為本」的整體目標，並擴大服務範疇以涵蓋在職僱員、學歷較高的市民，以及有特別需要的社群，包括青年人、新來港人士、少數族裔人士、殘疾及工傷康復人士和更生人士等。我們也以「多管齊下」的方式持續提升課程的質素，包括發展專業認證課程、安排課程進行資歷認證、改善統一實務技能評估，以及強化各項質素保證工作等。由2012-13年度開始，再培訓局會按年制訂「三年策略計劃」，以前瞻方式規劃長遠發展方向。在2012-13年度推出的「TEEN試行動2012」及在「新技能提升計劃」下引進的「包班」安排，都是2012-13至2014-15年度的「三年策略計劃」提出的嶄新措施。

2012-13 marks the 20th anniversary of the Employees Retraining Board (ERB) and is of special significance to us. Over the past two decades, the economy and employment market of Hong Kong have witnessed a series of ups and downs. We once enjoyed a golden era of full employment and economic prosperity. We also weathered hard times of recession and fear. These turbulences notwithstanding, the ERB has sat tight on its commitment and stood shoulder to shoulder to support Hong Kong people in embracing challenges, overcoming difficulties and forging ahead for a better future.

The ERB's work centres on the administration of training courses and services. In the last 20 years, we have provided altogether some 1.7 million training places to nurture quality manpower for different industries, enhance the competitiveness of serving employees, and empower businesses to develop and grow. We emphasise the importance of timeliness and appropriateness of our courses and services in addressing market demands and training needs of the general public. Upholding the "market-driven and employment-oriented" principle, we have extended our service targets to include serving employees, people with higher educational attainments, and social groups with special needs including youths, new arrivals, ethnic minorities, persons with disabilities, persons recovered from work injuries and occupational diseases and ex-offenders. We have adopted a "multi-pronged" approach to foster continuous improvement in course quality. We continue our efforts to develop professional certification training, arrange accreditation for our training courses, improve practical skills assessment and strengthen our quality assurance mechanism. Effective from 2012-13, the ERB will formulate on an annual basis a "Three-year Strategic Plan" to set out its strategic directions and longer-term work focus. The "Learn and Leap – Teen's Action 2012" and "Enterprise-based Training Scheme" under the "Skills Upgrading Scheme Plus" are new initiatives under the "Three-year Strategic Plan" for 2012-13 to 2014-15.

主席序言 Chairman's Message

2012-13是我們引以為傲的一年，我們很高興再培訓局多年來努力得到社會的廣泛認同。行政長官在2013年1月16日發表的《施政報告》中表示：

2012-13 was a year that made us proud. We are thrilled at the recognition and support of the public towards the work of the ERB. In his 2013 Policy Address announced on 16 January 2013, the Chief Executive remarked:

「多年來，僱員再培訓局致力提升本地工人的就業能力，維持香港的經濟競爭力。我肯定再培訓局的作用和貢獻，並認為應為該局提供持久而穩定的財政支持，為提升本地工人生產力作出長期承擔……。」

“Over the years, the Employees Retraining Board has strived to improve the employability of local workers to maintain the competitiveness of our economy. I affirm the role and contributions of the ERB and consider that it should be provided with sustained and stable financial support as a long-term commitment to enhancing the productivity of local workers…….”

其後，財政司司長在2013年2月27日發表的2013-14年度《財政預算案》中，提出向「僱員再培訓基金」注資\$150億，以持續提供多元化及優質的課程和服務，提升市民的就業能力。我們十分感謝政府和廣大市民對再培訓局工作的支持。我們會致力在現有的基礎上尋求突破，進一步改善培訓課程和服務的成效，為香港構建更優質的人才資本。

In the 2013-14 Budget delivered on 27 February 2013, the Financial Secretary proposed to inject \$15 billion into the “Employees Retraining Fund” to provide the ERB with long-term financial support, so that we can continue to offer diversified and quality training courses and services to enhance the employability of the local workforce. We are indebted to the Government and the public for the full support to our work. We shall strive to build on our existing strengths and make further breakthroughs in enhancing the quality of our training courses and services for the benefit of the human capital of Hong Kong.

2012-13也是我們感到傷痛的一年。雖然我們在工作上有良好的進展，但我們敬愛的伍達倫博士於2013年1月在其主席任內不幸因病辭世，這是再培訓局以至整個香港社會的重大損失。伍博士於2005-06年度加入再培訓局董事局，在2009-10年度獲委任為主席。伍博士任內致力推動再培訓局拓展服務及提升質素，並強化機構管治，領導局方推陳出新，貢獻良多。

伍博士待人處事、追求學問的熱誠，是我們的學習典範。再培訓局將秉承伍博士的志願，以積極進取的態度繼續用心耕耘，期望在培訓和就業的領域上發熱發光。

僱員再培訓局
主席
梁永祥, BBS, JP

2012-13 was also a year that made us sad. Despite our favourable progress on various fronts, we regretted the passing away of our highly respectable former Chairman Dr. NG Tat-lun in January 2013. This was a huge loss to the ERB as well as the society of Hong Kong. Dr. NG joined the governing board of the ERB in 2005-06 and was appointed Chairman in 2009-10. During his tenure, Dr. NG was committed to extending the scope of service of the ERB, enhancing its service quality, raising its standard of corporate governance, and leading it to scale new heights. Our sincere thanks go to Dr. NG for his valuable contributions to the ERB.

Dr. NG's philosophy of life and never-ending pursuit of knowledge make him a role model for every one of us. The ERB will continue its efforts and serve Hong Kong people with heart and enthusiasm, and look forward to making further contributions in the field of training and employment.

William LEUNG Wing-cheung, BBS, JP
Chairman
Employees Retraining Board

行政總監簡報

Executive Director's Overview

在過去20年，再培訓局提供的課程和服務一直緊貼社會和經濟的脈搏，與時並進；在質和量方面亦持續提升，以適時回應市民的需要。

In the past two decades, the ERB has kept up with the pace of the society and the economy in offering and continuously enhancing the quality and quantity of training courses and services geared towards the needs of Hong Kong people.



僱員再培訓局於1992年因應香港經濟轉型而成立，協助中年而學歷及技術水平較低的市民透過再培訓重投就業市場。在過去20年，再培訓局提供的課程和服務一直緊貼社會和經濟的脈搏，與時並進；在質和量方面亦持續提升，以適時回應市民的需要。

隨著再培訓局於2007年12月擴大服務對象範疇，涵蓋15歲或以上及具副學位或以下教育程度的市民，本局現時的服务對象達260萬名。

在2012-13年度，再培訓局邁進成立後第20個年頭，並推出一系列ERB 20周年品牌推廣活動，包括舉行ERB 20開展禮；製作機構錄像、「ERB廿載人與事」特刊及「喜樂·同路」主題影片系列；推出ERB 20巡迴博覽；舉辦僱員再培訓局20周年閉幕禮暨第五屆ERB「人才發展計劃」頒獎禮等，與社會各界人士一同見證本局工作的成果。

在2012-13年度，再培訓局已全面落實行政長官會同行政會議於2009年3月31日通過的「ERB未來發展路向的最後建議」的各項措施。為配合社會的最新變化及規劃長遠發展的路向，本局由同年度開始按年制訂「三年策略計劃」，展示本局的發展藍圖及具體工作框架。

In response to the economic restructuring of Hong Kong, the Employees Retraining Board (ERB) was established in 1992 to assist middle-aged people with relatively lower educational qualifications and skills level to return to the employment market after retraining. In the past two decades, the ERB has kept up with the pace of the society and the economy in offering and continuously enhancing the quality and quantity of training courses and services geared towards the needs of Hong Kong people.

In December 2007, the ERB extended its service targets to include people aged 15 or above with education level of sub-degree or below. Currently, ERB's service targets amounted to 2.6 million.

In 2012-13, the ERB implemented a series of brand-building activities in celebration of its 20th anniversary. They included the ERB 20 Commemorative Ceremony; production of a corporate video, the "ERB 20 – Who and What" brochure and the "Live in Joy and Faith" thematic film series; the ERB 20 Roving Expo; and the ERB 20 Closing Ceremony cum the 5th ERB "Manpower Development Scheme Award" Presentation Ceremony. Through these activities, various stakeholders were able to witness the achievements of the ERB on different fronts.

In 2012-13, the ERB has completed the implementation of different measures under the "Final Recommendations on the Strategic Review on the Future Directions of the ERB" approved by the Chief Executive in Council on 31 March 2009. To respond aptly to the latest changes in the society and plan ahead for future development, the ERB began to formulate on a yearly basis its "Three-year Strategic Plan" in the year. This Strategic Plan outlines the roadmap of development and sets out the concrete work plan for the following years.

行政總監簡報

Executive Director's Overview

再培訓局2012-13至2014-15年度的「三年策略計劃」的主要工作目標包括：

- (一) 適時回應社會及就業市場的需要；
- (二) 為市民構建進修階梯，以加強他們的就業能力及競爭力；
- (三) 提供方便到位的服務；以及
- (四) 提升課程的專業性和認受性。

再培訓局最新的「三年策略計劃」可謂「攻守兼備」。在「攻」方面，本局會積極開拓就業潛力的陪月服務市場，並藉着推出「TEEN試行動2012」，協助青年人認識工作世界和連結相關社會資源；在「守」方面，本局會加強質素保證工作的力度，並持續優化現有的課程和服務。

在2012-13年度，再培訓局與126間委任培訓機構合作，推行「人才發展計劃」，提供超過800項培訓課程，涵蓋近30個行業範疇。當中，200多項是為失業人士而設的全日制就業掛鉤課程，500多項是主要供在職僱員進修的「新技能提升計劃」課程，而約70項是各行業適用的通用技能培訓課程。課程學額合共達13萬個。

再培訓局以「市場導向」為發展課程的方針。在2012-13年度，本局重點發展具就業潛力的工種，包括全力推展陪月員的培訓、技能考核及就業支援。本局亦十分重視市場研究及分析，在年內因應「人口老化」的趨勢，就相關服務的潛在人力需求進行了策略性研究，提供日後規劃課程所需的資料。

The key objectives of the “Three-year Strategic Plan” for 2012-13 to 2014-15 include:

1. to timely respond to the needs of the society and the employment market;
2. to assist trainees map out progression ladders and enhance their employability and competitiveness in the employment market;
3. to provide convenient and suitable services geared towards the needs of the clients; and
4. to enhance the professionalism and acceptability of training courses.

The latest “Three-year Strategic Plan” of the ERB adopts a two-pronged approach. On the “proactive” side, the ERB is actively developing the high-potential market of post-natal care services, and enhancing the understanding of young people of the world of work and connecting them with relevant social resources through the implementation of the “Learn and Leap – Teen’s Action 2012”. On the other hand, the ERB strives to strengthen its quality assurance measures and optimise its existing courses and services on a continuing basis.

In 2012-13, the ERB partnered with 126 appointed training bodies to offer more than 800 training courses under the “Manpower Development Scheme”. These courses straddled nearly 30 industries. Among them, some 200 were full-time placement-tied courses designated for the unemployed; some 500 were “Skills Upgrading Scheme Plus” courses targeted at serving employees; and about 70 were generic skills training courses spanning across different industries. A total of 130,000 training places were made available.

The ERB adopts a “market-driven” approach for course development. In 2012-13, the ERB focused on developing job types with high employment potential, including notably the development of training, skill assessment and employment support for post-natal care workers. The ERB also emphasised the importance of market research and analysis. With reference to the trend of an ageing population, the ERB commissioned strategic research on the potential manpower demand for related services to collect information for future course planning purposes.

2012-13 年度適逢香港高中教育的雙學制年，再培訓局推出「TEEN 試行動2012」，協助離校高中畢業生認識工作世界和裝備他們開展事業。本局亦同時發展「青年就業啟航」課程，為高中畢業生提供跨行業適用的基礎職業技能訓練，協助他們考取相關的專業資歷。

再培訓局積極開發更多專業認證課程，並推出多項「國家職業資格」證書課程。在2012-13 年度，本局提供約 130 項專業認證課程，涵蓋 17 個行業範疇。本局課程大多已經通過香港學術及職業資歷評審局的評審，獲資歷架構認可，讓學員可以拾級而上，構建進修階梯。

在2012-13 年度，再培訓局全力推動諮詢及合作網絡的發展。本局與各「行業諮詢網絡」共同建立了23 個行業的「行業概覽」及「課程圖譜」。本局也成立了由僱主、社會服務機構、培訓機構及政府部門代表組成的「殘疾及工傷康復人士培訓聚焦小組」，就殘疾及工傷康復人士的培訓需要提供意見。

2012-13 was the double-cohort year for secondary schools in Hong Kong. In view of this, the ERB launched the “Learn and Leap – Teen’s Action 2012” to help secondary school leavers understand the world of work and prepare for their careers. On a different front, the ERB launched the “Employment Set Sail for Youth” courses to offer training on fundamental vocational skills to secondary school graduates and assist them to acquire recognised professional qualifications.

The ERB has been actively developing professional certification courses and courses leading to the award of National Occupational Qualification Certificates. In 2012-13, the ERB offered about 130 professional certification courses straddling 17 industries. The majority of ERB courses have been accredited by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications and are recognised under the Qualifications Framework. This would allow trainees of the ERB to map out their study plans and move up their progression ladders.

In 2012-13, the ERB spared no effort to promote the development of consultative and collaborative networks. The ERB teamed up with the “Industry Consultative Networks” to prepare “Industry Overviews” and “Course Progression Charts” for 23 industries. In a related development, the ERB set up a “Focus Group on Training for Persons with Disabilities and Persons Recovered from Work Injuries”, with membership comprising representatives of employers, social service organisations, training bodies and government departments, to better gauge the training needs of the concerned target groups.

行政總監簡報

Executive Director's Overview

再培訓局展開了構建地區網絡的工程，以三間「ERB 服務中心」的所在地區為試點，因應地區特性，制訂服務及推廣策略以發展與地區伙伴的合作關係。本局亦持續擴大僱主網絡，推動行業合作，並以「行業服務計劃」及一系列增值服務回應企業的招聘及培訓需要。在「ERB 人才企業嘉許計劃」方面，除了增加宣傳和推廣力度外，本局亦重點鼓勵「人才企業」參與本局各項服務和活動，回饋社會。

隨著再培訓局進一步拓展課程和服務，質素保證工作更見重要。在2012-13年度，本局強化實地審計、觀課、觀試、突擊巡查等各方面的監管工作，以持續提升服務水平和成效。此外，本局也為課程導師提供培訓及舉辦分享會，以確保教學質素。

在課程行政方面，再培訓局就課程學額分配機制及半日或晚間制課程的收費政策進行了檢討，並提出改善建議。本局亦為縮短市民入讀課程的輪候時間引進了改善措施。此外，本局鼓勵培訓機構以「包班」形式為企業和商會開辦「新技能提升計劃」課程，培養基層僱員的職業技能和心態，提升他們的競爭力。

2013年2月，政府宣布向「僱員再培訓基金」注資\$150億，為再培訓局提供持久而穩定的財政支持。本局將一如既往，緊守崗位，在課程和服務上推陳出新，並確保資源運用的效益。

The ERB began its work in the establishment of district networks. Using the three districts where the “ERB Service Centres” are situated as pilot districts, the ERB formulated service and promotion strategies with reference to the unique characteristics of the concerned districts so as to foster district partnership. The ERB also continued to expand its employer network and encourage industry collaboration, and addressed the recruitment and training needs of enterprises with the “Industry Service Programme” and a host of value-added services. Under the “ERB Manpower Developer Award Scheme”, the ERB strengthened its promotion and marketing efforts, and actively encouraged “Manpower Developers” to participate in various services and activities of the ERB to showcase their commitment to serve the society.

With the further extension of ERB training courses and services, quality assurance work has become increasingly important. In 2012-13, the ERB strengthened its quality assurance system in terms of on-site audits, class visits, assessment inspections and surprise inspections with a view to boosting service quality and cost-effectiveness. The ERB also organised training and experience-sharing sessions for course instructors to improve teaching quality.

On course administration, the ERB undertook reviews of the allocation mechanism of training places and the fee-charging policy for half-day or evening courses and came up with recommendations for improvement. The ERB also put in place measures to shorten the waiting time for course enrolment. Moreover, the ERB encouraged training bodies to organise “SUS Plus” courses under the “Enterprise-based Training Scheme” for employers and trade associations. The objective was to help front-line employees master vocational skills and acquire good work attitude so as to increase their competitiveness.

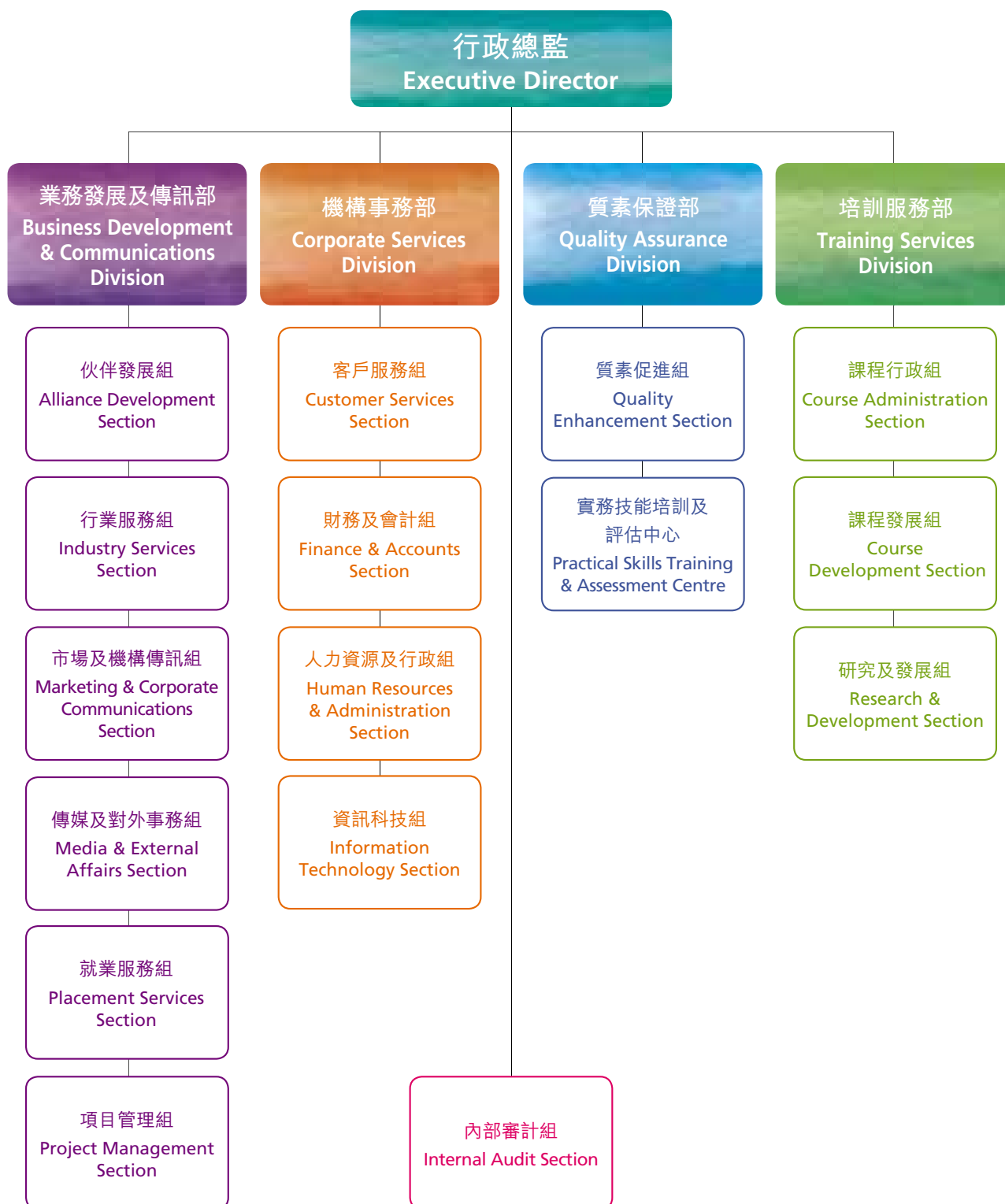
In February 2013, the Government announced the injection of \$15 billion into the “Employees Retraining Fund” to provide the ERB with sustainable and stable financial support. The ERB, as always, will continue to strive to develop new courses and services to address timely to market demands, and ensure that the resources are effectively utilised to achieve this purpose.

僱員再培訓局
行政總監
吳家光, BBS

Stanley NG Ka-kwong, BBS
Executive Director
Employees Retraining Board

辦事處行政架構

Organisation Chart of the Executive Office



「內部審計組」直接向「審計委員會」負責。

The Internal Audit Section reports directly to the Audit Committee.



ERB20活動系列
To Sustain –
ERB 20 Campaign





erb



僱員再培訓局20周年開展禮 暨
第三屆「ERB人才企業嘉許計劃」頒獎典禮
24.4.2012



工作回顧 Operational Review

ERB 20 活動系列

為慶祝成立 20 周年，僱員再培訓局在 2012-13 年度推出「ERB 20 活動系列」，以不同的形式及創新的推廣活動，深化本局的品牌形象，並向社會各界宣傳本局的服務理念及工作成效。

在推行「ERB 20 活動系列」時，本局與不同持份者，包括政府部門、培訓機構、藝術團體、商業機構、僱主、學員等通力合作，結合各方面的網絡和資源，並進一步拓展本局和各持份者的策略伙伴關係。

ERB 20 Campaign

To commemorate its 20th anniversary, the Employees Retraining Board (ERB) launched the “ERB 20 Campaign” which comprised a series of diversified and innovative promotional activities to strengthen the corporate image of the ERB and showcase its mission and accomplishments to the community.

The ERB collaborated with different stakeholders, including government departments, training bodies, arts associations, business organisations, employers and trainees, to organise a host of activities under the “ERB 20 Campaign”. The ERB fostered its strategic partnership with stakeholders and leveraged on their social networks and resources to make the Campaign a success.

推出 ERB 20 周年標誌

ERB 20 的一系列活動及宣傳品，均採用專項設計的 ERB 20 周年標誌，以強化機構形象。

- ERB 20 周年標誌以數字「20」為主要設計意念，強調再培訓局 20 年來匯聚各方力量，與學員、僱主、培訓機構及持份者攜手合作，緊貼市場需要，提供適時到位的服務，為香港的人才培訓和發展作出貢獻。顏色方面，以奪目的紅色和金色配合標誌整體的動感設計。

Unveiling the ERB 20 Logo

The ERB adopted a specially designed “ERB 20” logo for the series of promotional activities and propaganda to enhance its corporate image.

- As the main design concept, the number “20” was featured in the “ERB 20” logo, and this emphasised the close collaboration of the ERB with trainees, employers, training bodies and other stakeholders during the past 20 years in the provision of timely and adequate services to meet market needs and contribute to the manpower training and development of Hong Kong. In terms of colours, the dynamic design of the logo was prominently featured in eye-catching red and gold colours.



Employees Retraining Board | 僱員再培訓局

20周年開展禮暨第三屆「ERB人才企業嘉許計劃」頒授典禮

典禮於2012年4月舉行，為「ERB 20活動系列」揭開序幕。

- 勞工及福利局局長張建宗先生, GBS, JP、常任秘書長鄧國威先生, JP，聯同本局正、副主席及行政總監主禮；超過650名嘉賓及「人才企業」的管理人員出席。
- 典禮首播ERB 20主題影片「喜樂·同路」及舉行「ERB廿載人與事」展覽。
- 本局出版「ERB廿載人與事」特刊，介紹本局20年來的重要人物及事件，展示本局配合社會變化，推陳出新，持續提升課程和服務質素。



ERB 20th Anniversary Commemorative Ceremony cum the 3rd Presentation Ceremony of the “ERB Manpower Developer Award Scheme”

The Commemorative Ceremony was held in April 2012 to kick-start the “ERB 20 Campaign”.

- The Ceremony was officiated by the Hon. Matthew CHEUNG Kin-chung, GBS, JP, Secretary for Labour and Welfare, Mr. Paul TANG Kwok-wai, JP, Permanent Secretary for Labour and Welfare, as well as the Chairman, Vice-Chairman and Executive Director of the ERB. Over 650 guests and managerial staff of “Manpower Developers” attended the event.
- The ERB 20 thematic film “Live in Joy and Faith” was premiered at the Ceremony and the “ERB 20 – Who and What” exhibition was held.
- The Commemorative Booklet on “ERB 20 – Who and What” was published to highlight the milestone events and people of significance to the ERB in the past 20 years, and showcase the efforts of the ERB in launching new initiatives and continuously upgrading its courses and services in response to the changing needs of the society.



超過650名嘉賓及「人才企業」的管理人員出席活動，場面熱鬧。

Over 650 guests and managerial staff of “Manpower Developers” attended the event.

工作回顧 Operational Review



「ERB廿載人與事」展覽讓嘉賓重溫本局20年來的重要人物及事件。

The guests reviewed the milestone events and people of significance to the ERB in the past 20 years at the “ERB 20 – Who and What” exhibition.

「喜樂·同路」主題影片系列

本局首度與香港藝術中心合作，由多位資深電影製作人，以創新的表現手法，製作ERB 20主題影片系列「喜樂·同路」。

- 「喜樂·同路」影片系列透過戲劇、紀錄片、音樂錄像及多媒體動畫等不同風格，將四位本局畢業學員的真實故事，改編成四段短片，呈現學員「永不放棄、不斷增值」的精神。
- 本局透過不同途徑宣傳及播放影片，吸引更多公眾人士欣賞影片系列及認識本局的工作。
- 本局舉辦「我最喜愛的ERB 20主題影片」投選活動，讓公眾人士投票選出最喜愛的影片。

「我最喜愛的 ERB 20 主題影片」投選活動讓公眾人士投票選出最喜愛的影片。

The public polling campaign entitled “My Most Favourite ERB 20 Thematic Film” enabled the public to cast their vote on their most favourite film.



“Live in Joy and Faith” Thematic Film Series

For the first time, the ERB collaborated with the Hong Kong Arts Centre to produce the ERB 20 thematic film series “Live in Joy and Faith”. Veteran film-makers were invited to take charge of the production with innovative approaches.

- The “Live in Joy and Faith” film series, produced in distinctive styles of drama, documentary, music video and multimedia animation, were based on the real-life stories of four ERB graduate trainees, and demonstrated vividly their “never-give-up-and-always-add-value” spirit.
- The ERB widely publicised and broadcasted the films through different channels with a view to attracting more audiences so as to enhance public understanding of the work of the ERB.
- The ERB organised a public polling campaign entitled “My Most Favourite ERB 20 Thematic Film” for the public to cast their vote on their most favourite film.



四位本局畢業學員的真實故事，改編成四段短片，呈現學員「永不放棄、不斷增值」的精神。

The film series were based on the real-life stories of four ERB graduate trainees, and demonstrated vividly their “never-give-up-and-always-add-value” spirit.

工作回顧 Operational Review

ERB 20 巡迴博覽暨星級試讀班

本局在三個人流暢旺的商場舉辦「ERB 20 巡迴博覽暨星級試讀班」，讓更多公眾人士了解本局的課程和服務。

- 活動內容包括「星級試讀班」、「ERB 廿載人與事」展覽、「ERB 課程展覽」及播放「ERB 20 主題影片」。會場亦設置「ERB 課程之最」攤位，以互動遊戲形式加深市民對本局的認識。
- 三項巡迴活動共吸引 3,400 多名市民入場，1,500 多人報讀「星級試讀班」。



「ERB 20 巡迴博覽暨星級試讀班」內容豐富，包括「星級試讀班」、「ERB 廿載人與事」展覽及「ERB 課程展覽」等。

“ERB 20 Roving Expo cum Premium Taster Courses” included “Premium Taster Courses”, “ERB 20 – Who and What” exhibition and ERB course exhibition, etc.



「星級試讀班」教授參加者職業技能，讓他們了解行業前景，共吸引1,500多人報讀。
More than 1,500 people enrolled in the "Premium Taster Courses" to learn more about vocational skills and prospects of various industries.



ERB 20 Roving Expo cum Premium Taster Courses

The ERB organised the "ERB 20 Roving Expo cum Premium Taster Courses" at three popular shopping centres to further promote ERB courses and services to members of the public.

- The activities included "Premium Taster Courses", "ERB 20 – Who and What" exhibition, ERB course exhibition and broadcast of the ERB 20 thematic film series. A booth on special features of ERB courses was also set up to promulgate information on ERB services to the public in an interactive manner.
- The three Roving Expos attracted over 3,400 visitors, and more than 1,500 people enrolled in the "Premium Taster Courses".

工作回顧 Operational Review



TEEN 試行行動 2012

本局推出「TEEN 試行行動 2012」計劃，協助中六及中七畢業生認識工作世界，為未來投入職場作好準備。計劃得到教育局全力支持，並收到來自約 430 間中學的近 11,000 份申請。

- 活動包括六場大型「人生規劃講座」、115 班「行業試讀班」、33 間企業提供 1,200 個「職場體驗項目」名額，讓參加者了解自己的職業志向，認識不同行業的工作情況，以制訂未來進修及就業的計劃。
- 本局舉辦「畢業大典」作為活動的總結，除頒發「TEEN 試證書」予傑出學員外，並有學員分享、歌星演唱及綜藝表演等。
- 各項活動先後於 2012 年 5 月至 8 月期間舉行，共吸引了超過 8,200 人次參加。由於反應理想，本局於 2012 年 12 月推出「TEEN 試再行動 2013」。



「TEEN 試行行動 2012」內容包括「人生規劃講座」、「行業試讀班」及「職場體驗項目」，收到近 11,000 份申請。

“Learn and Leap – Teen’s Action 2012” comprised “Career Planning Seminars”, “Industry Taster Courses” and workplace experience opportunities, and received nearly 11,000 applications.

Learn and Leap – Teen's Action 2012

The ERB launched the “Learn and Leap – Teen's Action 2012” to assist Form 6 and Form 7 secondary school leavers to understand the world of work and better prepare for their careers. Fully supported by the Education Bureau, the programme received nearly 11,000 applications from about 430 secondary schools.

- The programme comprised six large-scale “Career Planning Seminars”, 115 classes of “Industry Taster Courses” and 1,200 places of workplace experience opportunities offered by 33 establishments. The programme helped participants better understand their career aspirations and the working conditions of different industries so that they would be able to formulate their learning and career plans.
- A “Graduation Ceremony” was held as a finale of the programme. Other than awarding “Teen's Certificates” to the outstanding trainees, the Ceremony also featured experience-sharing of trainees, artists' performance and variety shows.
- Straddling May to August 2012, the programme attracted a total attendance of over 8,200. In view of the favourable response, the ERB launched the “Learn and Leap – Teen's Action 2013” in December 2012.

在「TEEN試行動2012 — 畢業大典」上，傑出學員獲頒發證書，並有學員分享、歌星演唱及綜藝表演等。

The “Graduation Ceremony” of “Learn and Leap – Teen's Action 2012” was held to award certificates to the outstanding trainees, and to feature experience-sharing of trainees, artists' performance and variety shows.



工作回顧 Operational Review

20周年閉幕禮暨第五屆ERB「人才發展計劃」頒獎禮

活動於2013年1月舉行，標誌「ERB 20活動系列」的結束。

- 政務司司長林鄭月娥女士，GBS, JP、勞工及福利局局長張建宗先生，GBS, JP及常任秘書長譚贛蘭小姐，JP，聯同本局副主席及行政總監一同主禮。
- 本局在第五屆頒獎禮中共頒發91個獎項，向積極支持「人才發展計劃」的僱主、導師和培訓機構致意，並嘉許表現突出的學員。
- 配合ERB 20周年，本局增設「ERB第一」特別獎項，嘉許了七位歷年來積極支持及參與本局工作及推動本局發展的培訓機構代表、導師及學員。



本局在第五屆頒獎禮中共頒發91個獎項，向僱主、導師和培訓機構致意，並嘉許表現突出的學員。

91 awards were presented at the 5th Award Presentation Ceremony to pay tribute to employers, instructors and training bodies, and to acknowledge the outstanding accomplishments of the graduate trainees.

ERB 20 Closing Ceremony cum the 5th ERB “Manpower Development Scheme” Award Presentation Ceremony

The Closing Ceremony was held in January 2013 as a finale of the “ERB 20 Campaign”.

- The Ceremony was officiated by the Hon. Carrie LAM CHENG Yuet-ngor, GBS, JP, Chief Secretary for Administration, the Hon. Matthew CHEUNG Kin-chung, GBS, JP, Secretary for Labour and Welfare, Miss Annie TAM Kam-lan, JP, Permanent Secretary for Labour and Welfare, as well as the Vice-Chairman and Executive Director of the ERB.
- 91 awards were presented at the 5th Award Presentation Ceremony to pay tribute to employers, instructors and training bodies who actively supported the ERB “Manpower Development Scheme”, and to acknowledge the outstanding accomplishments of the graduate trainees.
- To commemorate the 20th anniversary, seven special awards of “ERB 1st” were presented to training bodies, instructors and trainees who actively supported and participated in the work of the ERB and contributed towards its development over the years.

榮獲兩項市場推廣國際獎項

本局的「ERB 20活動系列」榮獲兩項市場推廣的重要國際獎項。

- 「ERB 20主題影片」獲得2012年度 Galaxy Award 國際公關傳訊大賽「錄像 — 亞太區市場推廣組別」銅獎。
- 「ERB 20活動系列」獲得2012-13年度 Mercury Excellence Awards「非牟利/公共事務機構市場推廣活動 — 政府組別」銀獎。
- 兩個獎項均由國際傳訊評選機構 MerComm, Inc. 頒發，獎勵具備國際傳訊專業水平的市場推廣策略。



本局的「ERB 20活動系列」榮獲兩項市場推廣的重要國際獎項。

The ERB obtained two major international marketing awards with the “ERB 20 Campaign”.

International Marketing Awards

The ERB obtained two major international marketing awards with the “ERB 20 Campaign”.

- The “ERB 20 Thematic Series” was the Bronze Winner of Galaxy Awards 2012 under the category of “Video & DVDs: Marketing, Asia Pacific”.
- The “ERB 20 Campaign” was the Silver Winner of Mercury Excellence Awards 2012-13 under the category of “Non-Profit / Public Affairs: Government Agency”.
- Granted by MerComm, Inc, the international award-granting organisation in the communications field, the awards aim at acknowledging outstanding marketing strategies of establishments in the international arena.

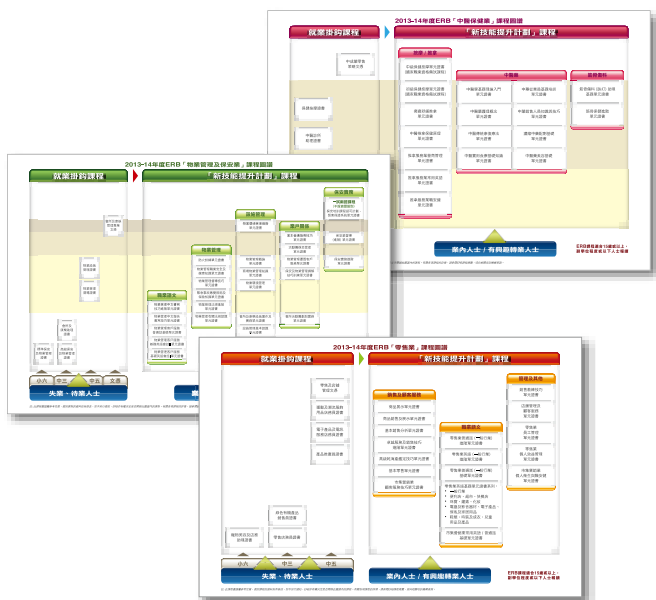




構建培訓階梯 確立優質管理

To Advance –
Establishing Progression
Ladder, Ensuring
Quality Management

工作回顧 Operational Review



「課程圖譜」按入讀資格和課程的水平等級以圖表形式列出本局在個別行業範疇下提供的培訓課程。

The “Course Progression Charts” of different industries presented diagrammatically the array of ERB courses available under the respective industry categories, the level of the courses and the corresponding entry requirements.

制訂「行業概覽」及「課程圖譜」

本局與業內人士共同制訂個別行業範疇的「行業概覽」及「課程圖譜」，讓有意入行人士可對行業有更具體認識，並協助市民規劃進修階梯。

- 本局與各「行業諮詢網絡」合作，制訂了23個行業範疇的「行業概覽」及「課程圖譜」。
- 「行業概覽」內容涵蓋行業概況、入行條件、工作挑戰、晉升階梯等。
- 「課程圖譜」按入讀資格和課程的水平等級以圖表形式列出本局在個別行業範疇下提供的培訓課程。
- 各行業的「行業概覽」及「課程圖譜」已上載到本局網頁，並已印製成單張，廣泛派發予培訓機構、僱主團體、工會及專業團體等。

Preparing “Industry Overviews” and “Course Progression Charts”

To allow people to have better understanding of the industries they are interested in, and to assist people to formulate their training plans, the ERB worked in conjunction with industry practitioners to prepare “Industry Overviews” and “Course Progression Charts” for various industries.

- In collaboration with the Industry Consultative Networks (ICNs), the ERB prepared “Industry Overviews” and “Course Progression Charts” for 23 industries.
- The “Industry Overviews” covered background information of the industry, entry requirements, work challenges and career pathway.
- The “Course Progression Charts” of different industries presented diagrammatically the array of ERB courses available under the respective industry categories, the level of the courses and the corresponding entry requirements.
- The “Industry Overviews” and “Course Progression Charts” for different industries have been uploaded onto the ERB website. Hard copies have been prepared for distribution to training bodies, employer associations, trade unions and professional organisations.



「行業概覽」內容涵蓋行業概況、入行條件、工作挑戰、晉升階梯等。

The “Industry Overviews” covered background information of the industry, entry requirements, work challenges and career pathway.



因應人口老化問題和配合政府提倡居家安老，本局進行了有關長者家居照顧服務的研究。
In the light of ageing population and Government's initiative of "Ageing in Place", the ERB conducted a study on home care services for senior citizens.

加強研究，規劃課程

本局在規劃培訓課程和服務時，除配合政府在人力資源及培訓方面的政策外，亦會收集市場資訊進行分析，包括不同服務對象和行業的技能及培訓需求，以適時回應社會的需要。

- 本局進行了多項調查，包括就業調查、培訓成效研究及用家意見調查等，以掌握學員在完成課程後的就業和留職情況和用家的滿意度和意見。
- 因應人口老化問題和配合政府提倡居家安老，本局進行了有關長者家居照顧服務的研究，為發展相關培訓課程及服務提供參考資料。
- 「本局課程及服務成效意見調查」的結果顯示，大部分受訪僱主及學員均滿意本局的課程及服務的成效，詳細調查結果見第96至97頁。

Strengthening Research for Planning of Courses

In planning training courses and services to address the needs of the society, the ERB made reference to Government's policies on manpower and training. The ERB collected and compiled labour market information, including the training needs of different target groups and industries.

- To gauge the employment and retention status of trainees upon their graduation as well as the level of users' satisfaction, the ERB conducted a number of surveys on placement outcome, training effectiveness and users' opinions.
- In the light of ageing population and Government's initiative of "Ageing in Place", the ERB conducted a study on home care services for senior citizens. Findings of the study provided useful information for the ERB to prepare for the development of relevant training courses and services.
- Findings of the "Study on the Effectiveness of ERB Training Courses and Services" revealed that the majority of employers and trainees surveyed were satisfied with the effectiveness of the courses and services of the ERB. Details are available on pages 96 to 97.



提供企業「包班」服務

為支援企業為僱員提供以企業或行業為本的技能提升培訓，本局於2012年10月推出「包班」安排，鼓勵培訓機構與僱主或商會合作，以「包班」形式為其僱員或會員提供在職培訓。

- 在「包班」安排下，企業可按需要靈活選擇培訓時間及場地，學員報讀課程的程序亦大為簡化。
- 根據本局半日或晚間制課程的收費機制，學員須按其收入水平繳交學費，沒有收入或低收入人士可獲學費資助或豁免。在「包班」安排下，課程的學費會由僱主支付。
- 在「包班」安排下，11間企業於年度內為超過330名員工開辦了19班培訓課程，涉及零售、美容、物業管理及保安、地產代理、環境服務，以及酒店等行業範疇。



在「包班」安排下，企業可按需要靈活選擇培訓時間及場地，學員報讀課程的程序亦大為簡化。

Under the enterprise-based training arrangements, enterprises may flexibly choose the time and venue of training. The related application procedures for trainees are also substantially stream-lined.

Introducing Enterprise-based Training Arrangements

To motivate enterprises to provide enterprise or industry-based skills upgrading training to their employees, the ERB introduced the enterprise-based training arrangements in October 2012. Training bodies were encouraged to collaborate with employers or trade associations to provide in-service training for their employees or members.

- Under the enterprise-based training arrangements, enterprises may flexibly choose the time and venue of training. The related application procedures for trainees are also substantially stream-lined.
- Pursuant to ERB's policy, trainees of half-day or evening courses are required to pay course fees according to their level of income. Trainees with no income or low income are eligible respectively for fee waiver or subsidies. Under the enterprise-based training arrangements, all course fees are payable by the employers.
- In 2012-13, 19 training courses, for some 330 employees of 11 enterprises were organised under the enterprise-based training arrangements. They covered employees of the retail, beauty therapy, property management & security, real estate agency, environmental services and hotel industries.

強化就業支援服務

本局委任的培訓機構會為完成全日制就業掛鈎課程的學員提供不少於三個月的就業跟進服務。培訓機構的就業主任會向學員提供職位空缺資料，並根據個別學員的經驗、技能、就業意向及期望，協助學員選配合適的工作。

- 就 77 項附設「提升就業服務」的全日制就業掛鈎課程，培訓機構會為學員提供為期六個月的強化就業及留職服務，支援他們入職及持續就業。
- 為提升就業服務的質素，本局為培訓機構的就業主任定期舉辦工作坊，協助他們掌握本局對就業服務的要求和提升他們提供的就業服務的水平。
- 就業率是全日制就業掛鈎課程的成效指標之一。年度內完班學員的平均就業率為 81%，高於指標水平的 70%。
- 本局透過定期抽樣調查，了解就業學員對就業服務的意見。在年度內進行的調查中，有 83% 的受訪學員對培訓機構的就業服務表示「滿意」及「非常滿意」。

Enhancing Placement Follow-up Services

Placement follow-up services of three months or above are provided by the training bodies of the ERB to trainees who have completed full-time placement-tied training courses. Placement officers of the training bodies provide vacancy information and assist trainees to choose suitable vacancies with reference to their experience, skills, job aptitudes and expectations.

- For the 77 full-time placement-tied courses with “Enhanced Placement Services”, extended placement and retention services will be provided by the training bodies to trainees for a period of six months, with a view to helping them land on a job and sustain in employment.
- To enhance the quality of placement services, the ERB organises from time to time workshops for placement officers of training bodies, to familiarising them with the requirements of the ERB and improve their service quality.
- Placement rate is one of the performance indicators for evaluating the effectiveness of the full-time placement-tied training courses. In 2012-13, the placement rate of graduate trainees was 81% which was higher than the target performance level of 70%.
- The ERB conducted sampling surveys on regular basis to obtain feedbacks from trainees placed into employment on the quality of placement services. According to the surveys conducted in 2012-13, 83% of the trainees were “satisfied” or “very satisfied” with the placement services offered by the training bodies.

本局委任的培訓機構會為完成全日制就業掛鈎課程的學員提供不少於三個月的就業跟進服務。

Placement follow-up services of three months or above are provided by the training bodies of the ERB to trainees who have completed full-time placement-tied training courses.



工作回顧 Operational Review

推行「綜合性周年審計系統」

本局持續改善各項質素保證措施，並推出「綜合性周年審計系統」，擴大了審核培訓機構表現的範圍，亦提升了審核要求。

- 本局推行「綜合性周年審計系統」，結合培訓機構在實地審計、課堂突擊巡查、觀課等各方面的表現，以全面反映培訓機構於課程質素保證方面的成效。
- 本局持續優化觀課機制、期末筆試和實務試的執行指引，以及培訓機構處理和通報投訴的機制和指引，並推出處理違規培訓機構及導師的機制。



本局持續優化實務試的執行指引。

The system of practical assessments was enhanced from time to time.

Implementing a “Comprehensive Annual Audit System”

The ERB continuously improved its quality assurance measures and introduced a “Comprehensive Annual Audit System”, which extended the scope of monitoring to include more performance aspects of training bodies and imposed a higher standard of assessment.

- The ERB introduced a “Comprehensive Annual Audit System” which consolidated outcomes of different monitoring measures including on-site audits, surprise class inspections and class visits. The objective is to reflect the overall performance of training bodies in assuring the quality of training courses.
- The system of class visits, the guidelines on course-end written and practical assessments, and the guidelines and mechanism for handling and reporting complaints by training bodies were enhanced from time to time. A mechanism for handling irregularities of training bodies and instructors was also rolled out.

引進「ERB Baby」，強化相關培訓及評估服務

因應市場對陪月服務的需求不斷增加及配合2012年龍年效應，本局推出仿真度更高的全新嬰兒模型（「ERB Baby」），優化實務技能培訓及評估，提升學員的質素和專業性，從而增強僱主聘用畢業學員的信心。

- 在龍年效應下，曾接受陪月員實務技能評估的學員人數增加至22,334名，增幅達38%。
- 在年度內，「陪月員證書」、「嬰幼兒照顧員證書」及「嬰兒護理單元證書」均已在培訓過程中採用「ERB Baby」。
- 全新的「ERB Baby」的仿真度極高，外觀及觸感均較原來的嬰兒模型優勝，有助提升學員照顧嬰兒的技巧和安全意識，亦有助評估員更準確地評估學員的實務技能水平。

Introducing the “ERB Baby” and Strengthening Relevant Training and Assessment Services

To meet the ever-increasing demand for post-natal care services and ride on the opportunities rendered by the Year of the Dragon, the ERB introduced a new baby model – “ERB Baby” – to mimic a new-born baby for purposes of practical skills training and assessment. This would help enhance the quality and professionalism of trainees, and boost the confidence of employers in engaging graduate trainees.

- Owing to the effect of the Year of the Dragon, the number of trainees who had undertaken practical skills assessment on post-natal care reached 22,334, an increase of 38%.
- In 2012-13, training rendered under the “Certificate in Post-natal Care Worker Training”, the “Certificate in Infant and Child Care Worker Training” and the “Module Certificate in Infant Care” courses entailed the use of the “ERB Baby”.
- The new “ERB Baby” can better mimic a new-born baby in terms of appearance and texture. Its use helps strengthen infant care skills of trainees and raise their safety awareness. Assessors are also able to make more precise observations on the performance of trainees in the course of assessment.



「ERB Baby」有助提升學員照顧嬰兒的技巧和安全意識，亦有助評估員更準確地評估學員的實務技能水平。
The use of “ERB Baby” helps strengthen infant care skills of trainees and raise their safety awareness. Assessors are also able to make more precise observations on the performance of trainees in the course of assessment.

拓展國家職業技能鑒定

因應市場需求，本局與「廣東省職業技能鑒定指導中心」商討拓展不同種類的國家職業技能鑒定，協助學員考取國家職業資格證書，提升競爭力及開拓更多就業機會。

- 本局提供八項附設國家職業資格證書的全日制就業掛鉤課程，為學員提供免費培訓、考核及認證的一條龍服務。截至2013年3月，共有891人入讀有關課程，當中848人已成功考取國家職業資格證書。
- 該八項國家職業資格證書課程分別涉及初級美容師、初級中式麵點師、初級中式烹調師、初級中式燒臘師、初級西式烹調師、初級營銷員、初級保健按摩師，以及中級物流師。
- 實務技能培訓及評估中心自2007年6月起舉行「保健按摩師」國家職業技能鑒定。截至2013年3月，共有351人應考，當中304人已成功考取國家職業資格證書。

Extending National Occupational Qualification Assessment

To meet market demands, the ERB collaborated with Guangdong Occupational Skill Testing Authority to launch different kinds of National Occupational Qualification Assessment to help trainees obtain national occupational qualifications and open up more employment opportunities.

- A total of eight full-time placement-tied courses leading to National Occupational Qualifications were offered in the form of through-train service comprising free training, assessment and certification. As of March 2013, 891 trainees had enrolled in such courses and 848 of them had successfully obtained the National Occupational Qualifications.
- The eight courses leading to National Occupational Qualifications offered training on Junior Beautician, Junior Cook of Dim Sum and Chinese Pastry, Junior Cook of Chinese Dishes, Junior Cook of Roasted Food, Junior Cook of Western Dishes, Junior Marketing Personnel, Junior Healthcare Masseur and Intermediate Logistics Practitioner respectively.
- Effective from June 2007, the Practical Skills Training and Assessment Centre administered the National Occupational Qualification Assessment for the Healthcare Masseur. By March 2013, 351 trainees had undertaken the assessment, and 304 of whom successfully obtained the National Occupational Qualifications.

本局與「廣東省職業技能鑒定指導中心」商討拓展不同種類的國家職業技能鑒定，協助學員考取國家職業資格證書。
The ERB collaborated with Guangdong Occupational Skill Testing Authority to launch different kinds of National Occupational Qualification Assessment to help trainees obtain national occupational qualifications.



安排課程評審，推動持續進修

本局已安排約540項課程接受香港學術及職業資歷評審局(「評審局」)的課程甄審及取得資歷架構的認可，從而提升課程的認受性，並協助畢業學員踏上持續進修的階梯。

- 年度內，本局安排了28項課程接受「評審局」的課程甄審。
- 本局與教育局委託的自資高等教育聯盟合辦工作坊，向40間本局委任培訓機構的代表介紹「資歷學分」的概念及應用。
- 本局與「評審局」合作，以更具效益的方式推動及協助本局委任培訓機構申請「初步評估」資格。

Arranging Accreditation of Courses and Promoting Life-long Learning

The ERB had arranged around 540 courses for programme validation by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (“HKCAAVQ”) for recognition under the Qualifications Framework (QF). This would ensure public acceptance of the courses and facilitate continuous learning on the part of the graduate trainees.

- In 2012-13, the ERB arranged 28 courses for programme validation by the “HKCAAVQ”.
- The ERB and the Federation for Self-Financing Tertiary Education, which was commissioned by the Education Bureau, organised jointly a workshop to brief the representatives of 40 training bodies of the ERB on the concept and application of the “QF Credit”.
- In conjunction with the “HKCAAVQ”, the ERB worked out a set of stream-lined procedures to facilitate training bodies of the ERB to apply for the “Initial Evaluation” status.



加強網絡協作

To Develop – Strengthening
Network Collaborations





工作回顧 Operational Review

培訓網絡

龐大的培訓網絡

本局委任了126間培訓機構提供課程和服務，組成全港最龐大的培訓網絡。

- 獲委任的培訓機構各具特色，包括專業教育機構、地區服務組織、工會/勞工團體、各行各業的資深培訓機構、專為新來港人士、殘疾及工傷康復人士等特定服務對象提供服務的團體等。
- 126間本局委任培訓機構營運合共超過420間培訓中心，遍佈全港18個行政區，適時回應市民的培訓需要。

Training Network A Massive Training Network

The ERB established the largest training network in Hong Kong, coordinating the efforts of 126 training bodies to provide training courses and services.

- The training bodies are of different background, including professional educational institutions, district organisations, trade unions / labour organisations, veteran training bodies of various industries, and organisations specialised in serving special target groups such as new arrivals, persons with disabilities, persons recovered from work injuries, etc.
- Over 420 training centres operated by 126 training bodies situate all over the 18 administrative regions of Hong Kong and address promptly to the training needs of the community.

開辦超過 800 項課程

本局推出超過800項課程，涵蓋近30個行業範疇，為學員提供多元化的培訓選擇。

- 為配合「資歷架構」的發展，本局致力以《能力標準說明》為基礎以開發「能力為本課程」，並會就課程釐定學分，協助學員累積學分以取得認可資歷。
- 本局提供63項課程，讓學員在畢業後可符合行業的持續專業培訓計劃的要求，或取得相關認證以從事指定的工種。

本局推出超過800項課程，涵蓋近30個行業範疇，為學員提供多元化的培訓選擇。

To provide trainees with a wide variety of training options, the ERB offered over 800 training courses which straddled nearly 30 industries.



- 本局開辦28項「一試兩證」*課程及31項備試課程，裝備學員應考公開專業資格考試或行業認證評估。
- 配合政府的「關愛長者」計劃，本局推出多項安老服務業的「新技能提升計劃」課程，協助在職僱員提升技能。
- 本局優化「陪月員證書」課程的培訓內容，並新增多項相關的「新技能提升計劃」課程，以配合市場對陪月員需求的變化。

Offering Over 800 Training Courses

To provide trainees with a wide variety of training options, the ERB offered over 800 training courses which straddled nearly 30 industries.

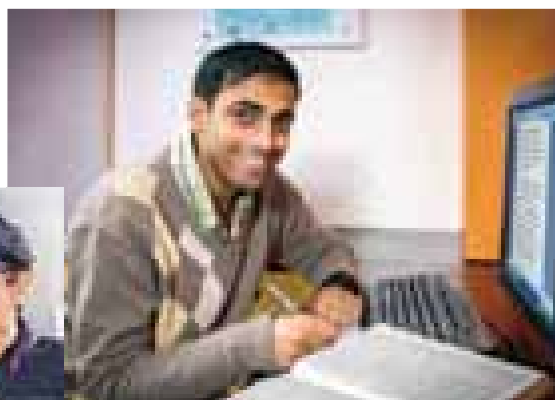
- To dovetail with the development of the Qualifications Framework, the ERB endeavours to develop with reference to the Specifications of Competency Standards (SCS) a series of SCS-based courses. Credit values will also be assigned to courses to facilitate trainees in acquiring recognised qualifications through the accumulation of credits.
- 63 courses offered by the ERB enabled trainees to fulfill the requirements for continuing professional development of the respective industries or to obtain relevant qualifications required for entry into specific jobs.
- The ERB offered 28 “one-test-two-certificates”* courses and 31 examination-preparatory courses to equip trainees to sit for public professional examinations or industry certification assessments.
- In tandem with Government’s initiative of “Caring for the Elderly”, the ERB launched a number of “Skills Upgrading Scheme Plus” (SUS Plus) courses of the healthcare industry to assist serving employees to raise their skill level.
- To address the changes in market demand for post-natal care workers, the ERB enhanced the training contents of the “Certificate in Post-natal Care Worker Training” course and introduced a number of related SUS Plus courses.



* 「一試兩證」培訓課程以相關公開專業考試或行業認證技能評估作為課程的期末考試，學員通過相關的考試或評估後，可同時獲得相關行業認可的資格及本局頒發的證書。

“One-test-two-certificates” courses adopt public professional examinations or skills assessments of relevant industries as the final examination of the courses. Trainees who have passed the relevant professional certification examinations could obtain both the professional recognition of the trade and ERB certificates.

工作回顧 Operational Review



本局推出針對少數族裔人士的課程宣傳，為他們介紹本局課程和服務。

The ERB promotes courses and services targeting the ethnic minorities through various promotions.

向特定服務對象提供服務

本局致力為特定服務對象（包括青年人、殘疾及工傷康復人士、少數族裔人士、新來港人士及更生人士）提供適切的課程和服務。

- 本局推出兩項「青年就業啟航」課程，協助有志求職但未具全職工作經驗的中學畢業生考取相關行業認可資歷，增強他們的就業能力。
- 本局成立了「殘疾及工傷康復人士培訓聚焦小組」，成員包括政府部門、培訓機構、社會服務界別及僱主的代表，以更好地掌握及回應殘疾及工傷康復人士的培訓及就業需要。
- 本局為少數族裔人士發展專設課程。本局亦定期與少數族裔團體、社會服務機構及相關持份者舉行「少數族裔人士培訓聚焦小組」會議，以及探訪少數族裔社群及相關的社會服務機構，以探討少數族裔人士的培訓及就業需要，並推廣本局的課程和服務。

Serving the Special Target Groups

The ERB offered a variety of courses and services for special target groups (including youths, persons with disabilities and persons recovered from work injuries, ethnic minorities, new arrivals and rehabilitated ex-offenders).

- The ERB launched two “Employment Set Sail for Youth” courses targeting secondary school graduates who wished to seek employment but did not possess of full-time work experience. The courses aimed at assisting them to acquire industry-recognised qualifications so as to enhance their employability.
- The ERB set up a “Focus Group on Training for Persons with Disabilities and Persons Recovered from Work Injuries” to better gauge and address the training and employment needs of the target group. The Focus Group comprised representatives of government departments, training bodies, social service sector and employers.
- The ERB developed dedicated training courses for the ethnic minorities. To explore the training and employment needs of the ethnic minorities and to promote to them the courses and services of the ERB, the ERB convened regular meetings with the “Focus Group on Training for Ethnic Minorities” which comprised representatives of ethnic minority groups, social service organisations and other stakeholders. The ERB also paid visits to ethnic minority communities and organisations rendering services to the target groups.



工作回顧 Operational Review

地區網絡

發展地區網絡

本局以三間「ERB 服務中心」所在地區（即觀塘、深水埗、元朗及天水圍）為試點，發展地區網絡，並因應地區特性而制訂服務重點。

- 本局聯繫三區的民政事務處和出席區議會相關委員會會議，介紹本局的服務及發展地區網絡的工作規劃，並聽取區議員及地區人士的意見。
- 本局聯絡相關地區組織及社會服務機構，探討共同回應市民的培訓需要，把本局課程資訊帶進社區。
- 本局與區議會及地區團體建立伙伴關係，共同舉辦具地區特色的活動，連繫區內的培訓和就業需求。

District Network Developing District Networks

The ERB piloted a district networking project in the three districts where its service centres were situated (i.e. Kwun Tong, Shum Shui Po, Yuen Long and Tin Shui Wai). The service focus was formulated with reference to the characteristics of the concerned districts.

- The ERB liaised with the District Offices of the three districts and attended meetings of the relevant committees of the District Councils to introduce the services of the ERB and the work plan for development of district networks. Opportunity was taken to gauge the opinions of the district councilors and district residents.
- The ERB established dialogue with district organisations and social service organisations to understand the training needs of the residents and explore collaborative efforts to address the needs and disseminate information on training courses offered by the ERB to the community.
- The ERB organised in conjunction with District Councils and district organisations activities with district-based features to connect with the training and employment needs in the districts.



本局與地區人士聯繫，發展地區網絡，並因應地區特性而制訂服務重點。

The ERB liaised with various stakeholders in the regions for development of district networks. The service focus was formulated with reference to the characteristics of the concerned districts.



資助培訓機構進行地區推廣

本局推行兩項資助計劃，鼓勵本局委任培訓機構開展地區推廣活動。

行業服務計劃

- 本局共資助了21間培訓機構為205名僱主在地區層面舉辦了115項行業推廣活動，包括行業展覽及招聘講座，介紹行業前景、工作要求及晉升階梯。
- 活動的主要目標是協助本局畢業學員配對合適工作，以及方便市民報讀本局課程。
- 各項活動共有約6,000人次參與，超過1,200人次獲聘，另有約900人次報讀本局課程。

培訓課程及服務推廣計劃

- 培訓機構聯同地區組織舉辦了共37項地區推廣活動，加深地區人士，包括特定服務對象，對本局工作的認識，並鼓勵他們報讀本局課程。
- 各項活動共有約70,000人次參與，超過2,500人次報讀本局課程。

Sponsoring Training Bodies to Launch District-based Promotion

The ERB administered two funding schemes to encourage training bodies of the ERB to launch district-based promotional activities.

Industry Service Programme

- The ERB sponsored 21 training bodies to organise 115 district-based industry exhibitions and recruitment activities for 205 employers in order to promote the prospects, job requirements and promotion ladder of different industries.
- The main objectives of the activities were to assist graduate trainees of the ERB to secure suitable jobs, and facilitate members of the public to enrol in ERB courses.
- The activities attracted 6,000 participants. Of them, some 1,200 were employed and about 900 enrolled in ERB courses.

Funding Programme for Training Courses and Services

- In collaboration with district organisations, the training bodies organised 37 district-based activities to increase the awareness of the residents, including special target groups, of the work of the ERB and encourage them to enrol in ERB courses.
- About 70,000 people participated in these activities, with over 2,500 enrolled in ERB courses.

工作回顧 Operational Review

青年培訓及就業博覽

為促進青年人的培訓及就業機會，本局於2012年11月舉辦「樂」與「路」青年培訓及就業博覽。

- 活動的對象是15至29歲的青年人，向他們介紹九個行業，包括旅遊、酒店、影藝文化、零售、美容、通訊及資訊科技、健康護理、飲食及會所管理的行業前景、就業機會及相關的本局課程資訊。
- 活動包括由專家分享面試技巧及擇業取向，及由酒店業及資訊科技業的資深人士講解入行竅門。活動當日亦舉辦「導遊新星挑戰賽」及「ERB學員技能大匯演」，向公眾人士展示本局多元化和專業的培訓課程。
- 14間本局委任培訓機構提供本局課程資訊及接受即場報讀申請，並有106名僱主提供超過7,300個職位空缺。活動共有超過2,500人次參與。

Youth Training and Employment Expo

To increase the training and employment opportunities of young people, the ERB organised the “Fun at Work” – Youth Training and Employment Expo in November 2012.

- The event targeted young people aged 15 to 29 and aimed to introduce the prospects and employment opportunities of nine industries, including tourism, hotel, entertainment & performing arts, retail, beauty therapy, information & communications technology, healthcare services, catering and club-house management, as well as information of relevant ERB courses.
- The event featured sharing sessions by experts on job interview skills and career planning, and talks by veteran practitioners of the hotel and information & communications technology industries on job search. Besides, the “Tourist Guide Uprising Star Competition” and “ERB Trainees Skills Performance” were held to showcase the diversity and professionalism of ERB courses to members of the public.
- 14 training bodies of the ERB disseminated information on ERB courses and arranged on-site enrolments. 106 employers put up some 7,300 job vacancies for display. Over 2,500 people participated in these activities.



為促進青年人的培訓及就業機會，本局舉辦「樂」與「路」青年培訓及就業博覽，共有超過2,500人次參與。

To increase the training and employment opportunities of young people, the ERB organised the “Fun at Work” – Youth Training and Employment Expo. Over 2,500 people participated in the activities.



「ERB 服務中心」為有培訓及就業需要的人士提供多元化的服務。
The “ERB Service Centres” offer diversified services to those with training and employment needs.

支援網絡 ERB 服務中心

「ERB 服務中心」是本局課程及服務的地區窗口，為有培訓及就業需要的人士提供多元化的服務，包括培訓顧問服務。

- 本局在深水埗、觀塘及天水圍均設有「ERB 服務中心」，提供以「培訓為主，就業為副」的一系列服務。
- 截至2013年3月，三間中心的會員人數已超過30,000，服務人次超過93萬。

Support Network ERB Service Centres

As the district-based windows to the courses and services of the ERB, the “ERB Service Centres” offer diversified services, including the training consultancy service, to those with training and employment needs.

- The ERB set up three “ERB Service Centres” respectively in Sham Shui Po, Kwun Tong and Tin Shui Wai. These Centres offered a wide range of support services with training and employment as the first and second priorities.
- As at March 2013, the three Service Centres registered over 30,000 members, and more than 930,000 people made use of their facilities and services.



工作回顧 Operational Review

培訓顧問服務

本局的培訓顧問於三間「ERB 服務中心」為有意報讀本局課程的市民提供個人化的支援服務，並向其建議合適的課程。培訓顧問亦積極連繫地區組織，建立社區網絡，發揮協同效應。

- 培訓顧問為市民提供了超過 1,640 人次的諮詢及支援服務。透過面談及評估，培訓顧問了解市民的就業意向及培訓需要，並協助他們報讀本局課程。
- 培訓顧問主動聯絡已報讀本局課程的市民，提供最新的課程資訊。
- 培訓顧問積極聯繫地區組織、社會服務機構及中學等，了解不同社群的需要。在年度內，培訓顧問舉辦了 56 次講座及工作坊，介紹本局的課程和服務。



透過面談及評估，培訓顧問了解市民的就業意向及培訓需要，並協助他們報讀本局課程。

Training consultants assessed the career aspirations and training needs of interested people through personal interviews, and assisted them to enrol in ERB courses.

Training Consultancy Service

Training consultants of the ERB stationed at the three “ERB Service Centres” provided personalised support service to interested people and recommended suitable ERB courses for their consideration. They also actively liaised with district organisations to develop social networks with a view to achieving synergy.

- Training consultants provided over 1,640 sessions of consultations and support services. They assessed the career aspirations and training needs of interested people through personal interviews, and assisted them to enrol in ERB courses.
- Training consultants also proactively updated people enrolled in ERB courses of recent developments on the training front.
- Training consultants actively liaised with district organisations, social service organisations and secondary schools to identify the needs of different social groups. In 2012-13, they organised 56 seminars and workshops to promote awareness of the courses and services of the ERB.

「樂活一站」

「樂活一站」是本局統籌的一站式轉介平台，為家居僱主及相關課程的畢業學員提供免費的就業配對及轉介服務。

- 「樂活一站」在年度內收到超過47,000個空缺，成功為約30,000個空缺安排轉介。
- 「樂活助理」的平均時薪水平由2011-12年度的\$63提升至2012-13年度的\$67。
- 一年一度的「歲晚大掃除」活動共收到超過4,700個空缺，填補比率達91%。

Smart Living Scheme

The “Smart Living Scheme” is a one-stop referral platform which provides free job matching and referral services for domestic employers and graduate trainees of relevant ERB courses.

- In 2012-13, over 47,000 job vacancies were registered under the “Smart Living Scheme”, and some 30,000 of which were filled.
- The average hourly rate for Smart Helpers increased to \$67, as compared with \$63 a year ago.
- Over 4,700 job offers were received under the annual “Chinese New Year Cleansing Campaign”. Of them, 91% were filled by ERB graduate trainees.

本局宣傳一年一度的「歲晚大掃除」活動。

The ERB promoted the annual “Chinese New Year Cleansing Campaign”.



「陪月一站」

參考「樂活一站」的經驗，本局籌備於2013年中推出「陪月一站」，回應市場對陪月員及嬰幼照顧員需求的變化，並持續提升服務質素。

Smart Baby Care Scheme

Riding on the experience of the “Smart Living Scheme”, the ERB will launch the “Smart Baby Care Scheme” in mid-2013 to address the changing needs of the market for post-natal care workers and infant and child care workers. This will also help improve the service quality on a continuing basis.

行業網絡

強化與行業的諮詢網絡

業界的參與對確保本局課程的認受性和專業性十分重要。本局致力與業界構建伙伴關係，並持續強化行業諮詢網絡。

- 本局成立了22個「行業諮詢網絡」，並委任了約330位來自相關行業的商會、工會、專業團體、僱主及相關政府部門的代表為委員。
- 「行業諮詢網絡」因應不同行業的發展及就業前景，就課程發展向本局作出建議。
- 「行業諮詢網絡」協助本局檢視個別行業範疇下的課程，令培訓內容更緊貼市場需要及技能要求。
- 「行業諮詢網絡」透過行業講座及於本局宣傳刊物介紹行業最新情況，積極協助推廣本局的課程和服務。

Industry Network

Strengthening the Consultative Networks with Industries

The participation of industries is of paramount importance in ensuring the acceptability and professionalism of ERB courses. The ERB strives hard to foster partnership relations and strengthen consultative networks with industries.

- The ERB set up 22 Industry Consultative Networks (ICNs) and appointed some 330 members comprising representatives of relevant business organisations, trade unions, professional associations, employers, as well as government departments.
- The ICNs furnished advice to the ERB on its course development with reference to the developmental prospects and employment opportunities of the industries.
- The ICNs rendered assistance to the ERB in reviewing courses of different industries to ensure that the training contents of the courses would match the needs and skills requirements of the employment market.
- Members of the ICNs shared their knowledge on the latest developments of the industries at seminars organised and in publications issued by the ERB. These helped promote the courses and services offered by the ERB.



本局為「嘉許計劃」舉辦專題研討會，加強與「人才企業」的策略伙伴關係。

The ERB organised thematic seminars under the Scheme to strengthen strategic partnership with the "Manpower Developers".

「人才企業」認證

「ERB人才企業嘉許計劃」是香港首個評估機構在「人才培訓及發展」策略和工作完善程度的認證系統，表揚在「人才培訓及發展」上有卓越表現的機構為「人才企業」。

- 在第三屆「嘉許計劃」下，55間機構獲嘉許為「人才企業」，另有76間機構獲延續嘉許為「人才企業」。頒授典禮於2012年4月舉行，由勞工及福利局局長張建宗先生，GBS, JP、常任秘書長鄧國威先生，JP，聯同本局正、副主席及行政總監主禮。
- 截至2012-13年度，共有187間來自30個行業的私營及公營機構獲嘉許為「人才企業」，其中27間為中小企。
- 本局為「嘉許計劃」推出一系列延續活動，包括頒發「企業大獎」、舉辦專題研討會及出版《MD Magazine》，以加強與「人才企業」的策略伙伴關係。

Accrediting "Manpower Developer"

The "ERB Manpower Developer Award Scheme" is the first accreditation system to assess the level of maturity of strategies and practices of manpower training and development of organisations in Hong Kong. It aims to recognise organisations which demonstrate outstanding achievements in manpower training and development as "Manpower Developers".

- In the 3rd "ERB Manpower Developer Award Scheme", 55 organisations were awarded the status of "Manpower Developers" and the status of 76 organisations as "Manpower Developers" was renewed. A presentation ceremony was held in April 2012 and officiated by the Hon. Matthew CHEUNG Kin-chung, GBS, JP, Secretary for Labour and Welfare, Mr. Paul TANG Kwok-wai, JP, Permanent Secretary for Labour and Welfare, as well as the Chairman, Vice-Chairman and Executive Director of the ERB.
- By 2012-13, a total of 187 public and private organisations from 30 industries had been accredited as "Manpower Developers", of which 27 were SMEs.
- The ERB organised a series of follow-up activities under the Scheme to strengthen strategic partnership with the "Manpower Developers". They included the presentation of "Grand Prize Award", organisation of thematic seminars, as well as the publication of the "MD Magazine".



本局於年內出版合共八期《MD Magazine》，報導「人才企業」的成功個案。The ERB published eight issues of "MD Magazine" in the year to feature successful management cases of MDs.







新管治，新里程

To Forge Ahead –
New Governance,
New Frontiers

工作回顧 Operational Review

制訂「三年策略計劃」

本局自2012-13年度起，按年擬訂「三年策略計劃」，以前瞻方式規劃本局的發展方向和新課程及服務。

- 2012-13至2014-15年度的「三年策略計劃」的主要目標包括：
 - 適時回應社會及就業市場的需要；
 - 為市民構建進修階梯，加強他們的就業能力及競爭力；
 - 提供方便到位的服務；以及
 - 提升課程的專業性和認受性。
- 本局會加強研究及分析，包括：
 - 因應人口老化的趨勢，研究健康護理和家居服務的潛在人力需求；
 - 深入了解新來港人士的培訓及就業需要，以規劃相應的培訓課程。
- 本局會積極推動諮詢及合作網絡的發展，包括：
 - 與「行業諮詢網絡」共同建立個別行業範疇的「課程圖譜」；
 - 以三間「ERB服務中心」為基地，以試點形式發展地區網絡，期望能發揮「當區培訓，當區就業」的效益。
- 本局會重點發展具就業潛力的工種的技能培訓及就業支援，包括陪月員及家居長者照顧員。
- 本局會推出「TEEN試再行動2013」，讓中學畢業生及早認識工作世界和連結相關社會資源，為未來發展作更好規劃。
- 本局會積極開發更多專業認證課程，並推出多項國家職業資格證書課程。
- 本局會持續提升統一技能評估的質素及公信力，加強觀課、觀試、突擊巡查等各方面的監管工作，以持續提升課程及服務的質素和成效。
- 本局會優化課程行政規管、開拓「樂活一站」網上系統、開發全新機構網站，以及強化內部管治。



本局因應「三年策略計劃」推出不同宣傳物品及廣告，宣傳本局的課程及服務。

To respond to the "Three-year Strategic Plan", the ERB publishes various promotional materials and advertisements to promote its courses and services.

Formulating the “Three-year Strategic Plan”

With effect from 2012-13, the ERB formulates on a rolling basis a “Three-year Strategic Plan” to set out the future direction of the ERB as well as new initiatives with respect to its courses and services.

- The main objectives of the “Three-year Strategic Plan” for 2012-13 to 2014-15 were as follows:
 - to respond timely to the needs of the society and the employment market;
 - to assist trainees map out their progression ladders and enhance their employability and competitiveness in the employment market;
 - to provide convenient and appropriate services; and
 - to enhance the professionalism and acceptability of the training courses.
- The ERB will step up its work in research and analysis, including:
 - undertaking studies on the potential manpower demand of the health care and domestic services industries in the light of the ageing population;
 - evaluating the training and employment needs of the new arrivals to facilitate development of suitable courses.
- The ERB will foster the continued development of the consultative and partnership networks, including:
 - preparing “Course Progression Charts” for different industries in collaboration with ICNs;
 - with the help of the three “ERB Service Centres”, developing on a pilot basis district networks to advocate the principle of “training and employment in the same district”.
- The ERB will emphasise on the provision of skills training and employment support for jobs with market potentials, including post-natal care and home elderly care services.
- The ERB will help enhance the understanding of the secondary school leavers of the world of work and facilitate their access to social resources through the implementation of the “Learn and Leap – Teen’s Action 2013”. This will allow them to better plan for their own future.
- The ERB will develop new training courses leading to professional certifications and National Occupational Qualifications.
- The ERB will continue to enhance the quality and credibility of the standardised skills assessment services; strengthen quality assurance measures including class visits, observations of skills assessments and surprise inspections, so as to upgrade the quality and effectiveness of training courses and services.
- The ERB will undertake a series of improvement measures, including enhancement of course administration and monitoring; setting up of a “Smart Living On-line” system; development of a new corporate website, and strengthening of the system of internal governance.

工作回顧 Operational Review

強化行政規管 確保優質管治

本局成立了內部審計組以進行獨立的審核工作。內部審計組評估本局內部控制的效益，監察各組別的運作，並確保各項營運及財務安排依循相關的法例及既定的政策、程序和指引。

- 內部審計組按審計委員會制訂的審計計劃進行內部審計工作及提交審計報告，並提出改善建議。
- 在2012-13年度，內部審計組完成了「電腦系統資訊保安管理」及「學額分配機制」審計項目。

Strengthening Administrative Controls to Ensure Sound Governance

The Internal Audit Section has been set up to undertake independent internal audits. The Section evaluates the effectiveness of internal controls, and monitors the operation of various departments to ensure their compliance with the relevant statutory regulations, and established policies, procedures and guidelines of the ERB on operational and financial matters.

- The Internal Audit Section conducts internal audit exercises in accordance with approved audit plan; submits audit reports to the Audit Committee; and recommends improvement measures.
- In 2012-13, the Internal Audit Section completed internal audit exercises “Information Security Management for the R-NetX System” and “Training Places Allocation Process”.

委任僱員再培訓局新主席

按《僱員再培訓條例》的規定，本局成員包括僱主、僱員、與職業訓練及再培訓或人力策劃有關的人士和政府代表，由主席領導。

- 政府於2013年1月25日宣布委任梁永祥先生，BBS, JP為本局主席，任期由2013年1月15日起至2015年3月31日止。

Appointing the New Chairman of the ERB

Under the Employees Retraining Ordinance, the ERB shall comprise representatives of employers, employees, persons connected with vocational training and retraining or manpower planning and government officials, under the leadership of the Chairman.

- The Government announced on 25 January 2013 the appointment of Mr. William LEUNG Wing-cheung, BBS, JP, as the Chairman of the ERB for the period from 15 January 2013 to 31 March 2015.

向「僱員再培訓基金」注資 150 億

外傭僱主徵款是本局的主要財政來源。隨着行政長官在 2013 年 1 月 16 日的《施政報告》宣布撤銷外傭僱主徵款，財政司司長在 2013 年 2 月 27 日發表的 2013-14 年度財政預算案中，建議向「僱員再培訓基金」注資 \$150 億，為本局提供持久而穩定的財政支持，使本局可以繼續提升本地工人的生產力。

- 本局歡迎政府注資。有關建議體現了政府對培訓工作的重視和對提升本地僱員生產力的長期承擔。
- 本局會繼續努力，為市民大眾提供適時到位的培訓課程和服務。

Injecting \$15 billion into the Employees Retraining Fund

Levy on employers of foreign domestic helpers had been the major source of funding of the ERB. The Chief Executive announced in his Policy Address of 16 January 2013 the abolition of the Levy. To provide sustained and stable financial support for the ERB, the Financial Secretary proposed in his 2013-14 Budget Speech on 27 February 2013 the injection of \$15 billion into the Employees Retraining Fund so that it can continue to enhance the productivity of local workers.

- The ERB welcomes the injection by the Government. It demonstrates the importance accorded by the Government to manpower training and its long-term commitment to enhancing the productivity of local workers.
- The ERB will continue to strive to provide suitable training courses and services to the public in a timely manner.

財務報表 Financial Statements

財務報表

截至2013年3月31日止年度

獨立核數師報告 致僱員再培訓局各委員

(根據《僱員再培訓條例》於香港成立)

本核數師(以下簡稱「我們」)已審核列載於第64至85頁之僱員再培訓局(「再培訓局」)的財務報表，其中包括於2013年3月31日的資產負債表，及截至該日止年末的收益表、資金變動表及現金流量表，以及主要會計政策概要和其他附註說明。

再培訓局委員就財務報表須承擔的責任

再培訓局委員須負責根據香港會計師公會頒佈的香港財務報告準則編製財務報表，以令財務報表作出真實而公平的反映，及落實其認為編製財務報表所必要的內部控制，以使財務報表不存在由於欺詐或錯誤而導致的重大錯誤陳述。

核數師之責任

我們的責任是根據我們的審計工作的結果，對該等財務報表作出意見，並按照《僱員再培訓條例》第11(2)條之規定，向僱員再培訓局各委員報告，而不作其他用途。我們不會就本報告的內容向任何其他人士負上或承擔任何責任。我們已根據香港會計師公會頒佈的香港審計準則進行審計。該等準則規定，本行須根據道德操守規劃進行審計工作，以合理確定財務報表是否存在任何重大錯誤陳述。

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2013

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF EMPLOYEES RETRAINING BOARD

(Established in Hong Kong under the Employees Retraining Ordinance)

We have audited the financial statements of Employees Retraining Board (the "Board") set out on pages 64 to 85, which comprise the balance sheet as at 31 March 2013, and the income and expenditure account, statement of changes in equity and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Responsibilities of the Members of the Board for the Financial Statements

The members of the Board are responsible for the preparation of financial statements that give a true and fair view in accordance with Hong Kong Financial Reporting Standards issued by the Hong Kong Institute of Certified Public Accountants, and for such internal control as the members of the Board determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit and to report our opinion solely to you, as a body, in accordance with section 11(2) of the Employees Retraining Ordinance and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this report. We conducted our audit in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

審計涉及執程序以獲取有關財務報表所載金額及披露資料的審計憑證。所選定的程序取決於核數師的判斷，包括評估由於欺詐或錯誤而導致財務報表存在重大錯誤陳述的風險。在評估該等風險時，核數師考慮與該機構編製財務報表以作出真實而公平的反映相關的內部控制，以設計適當的審計程序，但並非對機構內部控制的有效性發表意見。審計亦包括評價再培訓局委員所採用會計政策的合適性及作出會計估計的合理性，以及評價財務報表的整體列報方式。

我們相信我們所獲得的審計憑證能充足和適當地為我們的審計意見提供基礎。

意見

我們認為該等財務報表已根據香港財務報告準則真實而公平地反映再培訓局於2013年3月31日的財務狀況及再培訓局截至該日止年度的虧損及現金流量。

其他事項

再培訓局於2012年3月31日的財務報表由其他獨立核數師審核並於2012年11月28日發表無保留意見。

德勤·關黃陳方會計師行
執業會計師
香港
2013年11月28日

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Board's preparation of financial statements that give a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the members of the Board, as well as evaluating the overall presentation of financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements give a true and fair view of the state of the Board's affairs as at 31 March 2013, and of its deficit and cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards.

Other Matter

The financial statements of the Board for the year ended 31 March 2012 were audited by another auditor who expressed an unmodified opinion on those statements on 28 November 2012.

Deloitte Touche Tohmatsu
Certified Public Accountants
Hong Kong
28 November 2013

收益表
INCOME AND EXPENDITURE ACCOUNT

截至2013年3月31日止年度
For the year ended 31 March 2013

		附註 NOTES	二零一三年 2013 港幣 HK\$	二零一二年 2012 港幣 HK\$
收入	Income			
徵款收入	Levy income		758,955	1,084,800
利息收入	Interest income		34,481,606	47,559,253
課程學費收入	Course fee income		5,897,814	5,325,214
其他收入	Other income	6	427,888	12,407,124
			41,566,263	66,376,391
支出	Expenditure			
再培訓津貼	Retraining allowances	7	(73,713,124)	(72,440,711)
培訓計劃及課程開支	Training programme and course expenses	8	(647,457,759)	(613,150,579)
向入境事務處就收取徵費而繳交的行政費	Administrative fees charged by the Immigration Department for the collection of levy		(4,827,667)	(5,028,387)
行政開支	Administrative expenses		(96,420,874)	(101,912,322)
其他開支	Other expenses		(823,011)	(464,517)
			(823,242,435)	(792,996,516)
稅前年內虧損	Deficit before taxation		(781,676,172)	(726,620,125)
所得稅	Taxation	9	-	-
年內虧損	Deficit for the year	10	(781,676,172)	(726,620,125)

資產負債表

BALANCE SHEET

於 2013 年 3 月 31 日
At 31 March 2013

	附註 NOTES	二零一三年 2013 港幣 HK\$	二零一二年 2012 港幣 HK\$
非流動資產	Non-current assets		
物業及設備	Property and equipment 12	4,642,893	8,107,621
非流動租金及公用設施按金	Rental and utility deposits 13	1,616,877	1,156,469
付租賃樓宇改良工程按金	Deposits paid for leasehold improvements	36,502,959	-
		42,762,729	9,264,090
流動資產	Current assets		
應收款項，按金及預付款	Receivables, deposits and prepayments 13	15,567,129	45,810,571
應收培訓機構之款項	Amounts due from training bodies 15	2,998,457	1,196,056
銀行結餘及存款	Bank balances and deposits 14		
— 現金及現金等價物	— Cash and cash equivalents	52,886,951	665,346,172
— 到期日超過三個月之短期 銀行存款	— Bank deposits with maturity over three months	1,974,109,000	2,170,360,000
		2,045,561,537	2,882,712,799
流動負債	Current liabilities		
應付款項及其他應付款	Accrual and other payables	48,731,852	71,293,152
應付培訓機構之款項	Amounts due to training bodies 15	2,478,233	2,431,522
應付入境事務處之款項	Amounts due to the Immigration Department 15	4,821,338	4,283,200
		56,031,423	78,007,874
淨流動資產	Net current assets	1,989,530,114	2,804,704,925
淨資產	Net assets	2,032,292,843	2,813,969,015
資金	Fund		
僱員再培訓基金	Employees Retraining Fund	2,032,292,843	2,813,969,015

第 64 至 85 頁的財務報表已經過再培訓局委員審批及授權，於 2013 年 11 月 28 日由以下代表簽署：

The financial statements on pages 64 to 85 were approved and authorised for issue by the members of the Employees Retraining Board on 28 November 2013 and are signed on its behalf by:

梁永祥 William LEUNG Wing-cheung
主席 Chairman

吳家光 Stanley NG Ka-kwong
行政總監 Executive Director

資金變動表
STATEMENT OF CHANGES IN FUND

截至2013年3月31日止年度
For the year ended 31 March 2013

僱員再培訓基金
Employees Retraining Fund
港幣 HK\$

於2011年4月1日	At 1 April 2011	3,540,589,140
年內虧損	Deficit for the year	(726,620,125)
於2012年3月31日	At 31 March 2012	2,813,969,015
年內虧損	Deficit for the year	(781,676,172)
於2013年3月31日	At 31 March 2013	2,032,292,843

現金流量表

STATEMENT OF CASH FLOWS

截至2013年3月31日止年度
For the year ended 31 March 2013

		二零一三年 2013 港幣 HK\$	二零一二年 2013 港幣 HK\$
經營業務	OPERATING ACTIVITIES		
年內虧損	Deficit for the year	(781,676,172)	(726,620,125)
經調整：	Adjustments for:		
— 物業及設備折舊	– Depreciation of property and equipment	3,960,728	6,812,381
— 利息收入	– Interest income	(34,481,606)	(47,559,253)
— 應收課程收入及其他應收款減值虧損	– Impairment losses recognised in respect of course fee income receivables and other receivables	1,882,906	1,911,205
— 物業及設備出售虧損	– Loss on disposal of property and equipment	-	547
營運資金變動前之經營業務現金流	Operating cash flows before movements in working capital	(810,314,144)	(765,455,245)
應收款項，按金及預付款之減少（增加）	Decrease (increase) in receivables, deposits and prepayments	21,028,352	(14,097,916)
應收培訓機構之款項之增加	Increase in amounts due from training bodies	(1,802,401)	(1,007,788)
應付款項及其他應付款之（減少）增加	(Decrease) increase in accrual and other payables	(22,561,300)	10,531,105
應付入境事務處之款項之增加	Increase in amounts due to the Immigration Department	538,138	4,297,600
應付培訓機構之款項之增加	Increase in amounts due to training bodies	46,711	746,594
用於經營業務之現金淨額	NET CASH USED IN OPERATING ACTIVITIES	(813,064,644)	(764,985,650)
投資業務	INVESTING ACTIVITIES		
已收利息	Interest received	41,353,382	44,491,783
購買物業及設備之款項	Purchase of property and equipment	(496,000)	(8,967,093)
到期日超過三個月之短期銀行存款之減少	Decrease in short-term bank deposits with maturity over three months	196,251,000	1,235,169,700
付租賃樓宇改良工程按金	Increase in deposits paid for leasehold improvements	(36,502,959)	-
來自投資業務之現金淨額	NET CASH FROM INVESTING ACTIVITIES	200,605,423	1,270,694,390
現金及現金等值物（減少）增加淨額	NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	(612,459,221)	505,708,740
承前現金及現金等值物	CASH AND CASH EQUIVALENTS AT BEGINNING OF THE YEAR	665,346,172	159,637,432
現金及現金等值物結轉：	CASH AND CASH EQUIVALENTS AT END OF THE YEAR		
銀行結餘及現金	Represented by bank balances and cash	52,886,951	665,346,172
現金及現金等值物分析：	Analysis of cash and cash equivalents:		
銀行結餘及現金	Bank balances and cash	52,886,951	665,346,172

財務報表附註
NOTES TO THE FINANCIAL STATEMENTS

截至2013年3月31日止年度
For the year ended 31 March 2013

1. 機構組織與事務

僱員再培訓局(「再培訓局」)是一個根據1992年《僱員再培訓條例》成立的無股本法人實體。再培訓局為一非牟利團體，旨在提供培訓和再培訓服務予15歲或以上、具副學位或以下教育程度的人士。再培訓局的經費來自向僱主收取聘用外來僱員的徵款。

根據《僱員再培訓條例》第14(1)條、第14(2)條及附表三，僱主須為透過「輸入僱員計劃」而引入的外來勞工支付徵款，該徵款稱為僱員再培訓徵款(「徵款」)，並須於為期兩年的合約期開始前預先繳付。徵款費用為每名外來勞工每月港元400元。由2003年10月1日起，僱用外藉家庭傭工或與外藉家庭傭工續約的僱主，也須繳付此項徵款。然而，由2008年8月1日起，僱用外地勞工的僱主在簽訂新合約或續訂合約時，獲暫時豁免繳付徵款的責任，為期五年，直至2013年7月31日止。在暫緩徵款期間內已收取或應收取的徵費為在2008年8月1日之前簽訂的合約。

再培訓局的辦事處地址為香港灣仔皇后大道東183號合和中心52樓5206室。

再培訓局的財務報表以港元呈列，而港元亦為本局的功能貨幣。

1. ORGANISATION AND ACTIVITIES

The Employees Retraining Board (the "Board") is a body corporate established under the Employees Retraining Ordinance ("ERO") 1992 for the purpose of providing training and retraining services for people aged 15 or above and with an education attainment at sub-degree or below. It is mainly funded by Employees Retraining Levy by employers who employ imported employees.

In accordance with Section 14 (1), Section 14 (2) and Schedule 3 of the ERO, a specified levy known as the Employees Retraining Levy (the "levy") was imposed on those employer importing employees under the Labour Importation Scheme and was payables in advance for the two-year contract period. The levy was charged at a rate of HK\$400 per month for each imported employee. From 1 October 2003 onwards, employers who employ, or renew a contract with, a foreign domestic helper, would also have to pay the levy. However, effective from 1 August 2008, the obligation on employers of imported employees to pay the levy for new and renewed contracts has been suspended for a period of five years up to 31 July 2013. The levy received or receivable in the suspension period relates to the contracts entered into before 1 August 2008.

The address of registered office and principal place of operation of the Board is Room 5206, 52/F, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.

The financial statements are presented in Hong Kong dollars, which is same as the functional currency of the Board.

2. 採納新訂及經修訂香港財務報告準則

本年度，再培訓局應用下列由香港會計師公會所頒佈，並於2012年4月1日開始之財政年度生效的修訂本。

修訂香港財務報告準則第7號 Amendments to HKFRS 7	金融工具披露 – 轉移金融資產 Financial Instruments: Disclosures – Transfers of Financial Assets
修訂香港財務報告準則第12號 Amendments to HKAS 12	遞延稅項：收回相關資產 Deferred Tax: Recovery of Underlying Assets

於本年度應用上述修訂本對再培訓局於本會計年度或過往會計年度的財務報表並無重大影響。

再培訓局於本財政年度並無提早採用以下已頒佈但尚未生效之新訂及經修訂香港財務報告準則，修訂本或詮釋：

2. APPLICATION OF NEW AND REVISED HONG KONG FINANCIAL REPORTING STANDARDS (“HKFRSs”)

In the current year, the Board has applied the following amendments to HKFRSs issued by the Hong Kong Institute of Certified Public Accountants (“HKICPA”), which are effective for the Board’s financial year beginning on 1 April 2012.

The application of the above amendments to HKFRSs in the current year has had no material effect on the Board’s financial statements for the current and prior years and/or on the disclosures set out in the financial statements.

The Board has not early applied the following new and revised standards, amendments or interpretation that have been issued but are not yet effective:

修訂香港財務報告準則 Amendments to HKFRSs	對2009年至2011年期間財務報告準則之年度改進 ¹ Annual Improvements to HKFRSs 2009-2011 Cycle ¹
修訂香港財務報告準則第7號 Amendments to HKFRS 7	披露 – 抵銷金融資產及金融負債 ¹ Disclosures – Offsetting Financial Assets and Financial Liabilities ¹
修訂香港財務報告準則第9號及第7號 Amendments to HKFRS 9 and HKFRS 7	香港財務報告準則第9號及過渡披露的強制性生效日期 ³ Mandatory Effective Date of HKFRS 9 and Transition Disclosures ³
修訂香港財務報告準則第10號、第11號及第12號 Amendments to HKFRS 10, HKFRS 11 and HKFRS 12	合併財務報表、共同安排及於其他實體權益之披露 ¹ Consolidated Financial Statements, Joint Arrangements and Disclosure of Interests in Other Entities: Transition Guidance ¹
修訂香港財務報告準則第10號、第12號及香港會計準則第27號 Amendments to HKFRS 10, HKFRS 12 and HKAS 27	投資實體 ² Investment Entities ²
香港財務報告準則第9號 HKFRS 9	金融工具 ³ Financial Instruments ³

財務報表

Financial Statements

香港財務報告準則第 10 號 HKFRS 10	合併財務報表 ¹ Consolidated Financial Statements ¹
香港財務報告準則第 11 號 HKFRS 11	共同安排 ¹ Joint Arrangements ¹
香港財務報告準則第 12 號 HKFRS 12	其他實體權益之披露 ¹ Disclosure of Interests in Other Entities ¹
香港財務報告準則第 13 號 HKFRS 13	公平值計量 ¹ Fair Value Measurement ¹
香港會計準則第 19 號 (於 2011 年經修訂) HKAS 19 (as revised in 2011)	僱員福利 ¹ Employee Benefits ¹
香港會計準則第 27 號 (於 2011 年經修訂) HKAS 27 (as revised in 2011)	獨立財務報表 ¹ Separate Financial Statements ¹
香港會計準則第 28 號 (於 2011 年經修訂) HKAS 28 (as revised in 2011)	於聯營公司及合營企業之投資 ¹ Investments in Associates and Joint Ventures ¹
修訂香港會計準則第 1 號 Amendments to HKAS 1	呈列其他全面收益項目 ⁴ Presentation of Items of Other Comprehensive Income ⁴
修訂香港會計準則第 32 號 Amendments to HKAS 32	抵銷金融資產及金融負債 ² Offsetting Financial Assets and Financial Liabilities ²
修訂香港會計準則第 36 號 Amendments to HKAS 36	收回非金融資產的金額之披露 ² Recoverable Amount Disclosures for Non-Financial Assets ²
修訂香港會計準則第 39 號 Amendments to HKAS 39	衍生工具的更替及延續對沖會計法 ² Novation of Derivatives and Continuation of Hedge Accounting ²
香港財務報告詮釋委員會第 20 號 HK(IFRIC) – Int 20	露天礦生產階段之剝採成本 ¹ Stripping Costs in the Production Phase of a Surface Mine ¹
香港財務報告詮釋委員會第 21 號 HK(IFRIC) – Int 21	徵費 ² Levies ²

1. 於 2013 年 1 月 1 日或以後開始之年度期間生效
Effective for annual periods beginning on or after 1 January 2013
2. 於 2014 年 1 月 1 日或以後開始之年度期間生效
Effective for annual periods beginning on or after 1 January 2014
3. 於 2015 年 1 月 1 日或以後開始之年度期間生效
Effective for annual periods beginning on or after 1 January 2015
4. 於 2012 年 7 月 1 日或以後開始之年度期間生效
Effective for annual periods beginning on or after 1 July 2012

再培訓局委員預料應用新訂及經修訂的香港財務報告準則並不會對再培訓局的業績及財務狀況造成重大影響。

3. 主要的會計政策

再培訓局的財務報表是按照香港會計師公會所頒佈的香港財務報告準則之歷史成本基礎編制。歷史成本基礎是根據交換物品的代價之公允價值所定。

主要的會計政策列載如下。

收益確認

收入按已收款項或應收款項的公允價值計量，及代表正常業務過程中提供服務的應收款項。

- 徵款收入乃於收到入境事務處有關僱主就外來僱員繳費通知時確認入賬。
- 課程學費在課程期間內按比例基準確認。
- 教育局的評審資助在收取款項的權利確定時入賬。

金融資產之利息收入於經濟利益可能流入再培訓局及收益金額能夠可靠計量時確認。金融資產之利息收入按時間比例基準，參考尚餘及適用之實際利率計算，該利率為按金融資產之預計年期準確折現估計未來現金收入在該資產於初步確認時之賬面淨值之利率。

The members of the Board anticipate that the application of the above new and revised HKFRSs will have no material impact on the results and the financial position of the Board.

3. SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared on the historical cost basis and in accordance with HKFRSs issued by the HKICPA. Historical cost is generally based on the fair value of the consideration given in exchange for goods.

The principal accounting policies are set out below.

Income recognition

Income is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business.

- Levy income is recognised upon notification from the Immigration Department of its receipt from employers of imported labour.
- Course fee income is recognised by reference to the stage of completion of the course, determined as the proportion of the total time expected to complete the course at the end of the reporting period.
- Accreditation grant from Education Bureau is recognised when the right to receive payment is established.

Interest income from a financial assets is recognised when it is probable that the economic benefits will flow to the Board and the amount of income can be measured reliably. Interest income is accrued on a time basis, by reference to the principal outstanding and at the effective interest rate applicable, which is the rate that exactly discounts the estimated future cash receipts through the expected life of the financial asset to the asset's net carrying amount on initial recognition.

物業及設備

於資產負債表中的物業及設備按歷史成本減累積折舊和減值虧損(如有)列賬。

物業及設備之折舊乃於其估計使用年內以直線方法確認以撇銷成本。估計年期及折舊方法乃於各報告期終檢討，估計變動之影響會按預先之基準入賬。

物業及設備項目於出售時或預計持續使用資產不會產生未來經濟效益時終止確認。出售或停用物業及設備項目所產生之任何收益或虧損，按資產之出售所得款項淨額與賬面之差額釐定，並於收益表中確認。

金融工具

當再培訓局成為金融工具合約條款之一方，金融資產及金融負債會於資產負債表中確認。金融資產及金融負債初始乃按公平值計算。於收購或發行金融資產及金融負債時直接產生之交易成本會於初始確認時適當地自金融資產或金融負債之公平值中加入或扣除。

金融資產

再培訓局將其財務資產分類為貸款及應收款項。分類視乎財務資產購入的目的及性質而定，並在初始確認時釐定其財務資產的分類。所有購買及出售金融資產按交易日基準而確認及撇銷。正常買賣指須找規定或市場慣例規定的時限內交付資產的金融資產買賣。

Property and equipment

Property and equipment are stated in the balance sheet at cost less subsequent accumulated depreciation and subsequent accumulated impairment losses, if any.

Depreciation is recognised so as to write off the cost of items of property and equipment, over their estimated useful lives, using the straight-line method. The estimated useful lives and depreciation method are reviewed at the end of each reporting period, with the effect of any changes in estimate accounted for on a prospective basis.

An item of property and equipment is derecognised upon disposal or when no future economic benefits are expected to arise from the continued use of the asset. Any gain or loss arising on the disposal or retirement of property and equipment is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognised in the income and expenditure account.

Financial instruments

Financial assets and financial liabilities are recognised in the balance sheet when the Board becomes a party to the contractual provisions of the instrument. Financial assets and financial liabilities are initially measured at fair value. Transaction costs that are directly attributable to the acquisition or issue of financial assets and financial liabilities are added to or deducted from the fair value of the financial assets or financial liabilities, as appropriate, on initial recognition.

Financial assets

The Board's financial assets are classified as loan and receivables. The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition. All regular way purchases or sales of financial assets are recognised and derecognised on a trade date basis. Regular way purchases or sales are purchases or sales of financial assets that require delivery of assets within the time frame established by regulation or convention in the marketplace.

實際利率法

實際利率法乃計算債務工具之攤銷成本，以及於相關期間攤分利息收入之方法。實際利率指按債務工具之預期年期或較短期間內（如適用）準確折現估計未來現金付款（包括構成實際利率不可或缺部分之一切已付或已收費用、交易成本及其他溢價或折讓）至初步確認時賬面淨值之利率。

債務工具之利息收入按實際利率基準確認。

貸款及應收款項

貸款及應收款項為有固定或可釐定付款款額但並無於活躍市場內報價之非衍生金融資產。於初始確認後，貸款及應收款項（包括應收款項及按金，應收培訓機構之款項以及銀行結餘及存款）採用實際利率法按攤銷成本減任何已識別減值虧損列賬（參見下文有關金融資產減值虧損之會計政策）。

金融資產減值虧損

金融資產於報告期終時評估減值跡象。若金融資產於初始確認後發生一項或多項事件而導致有客觀證據顯示金融資產之未來現金流量估算受到影響，則視為出現減值虧損。

減值虧損之客觀證據可包括：

- 發行人或對方遇到嚴重財務困難；或
- 違約，例如逾期或拖欠支付利息或本金；或
- 借款人有可能破產或進行財務重組。

Effective interest method

The effective interest method is a method of calculating the amortised cost of a debt instrument and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts (including all fees and points paid or received that form an integral part of the effective interest rate, transaction costs and other premiums or discounts) through the expected life of the debt instrument, or where appropriate, a shorter period to the net carrying amount on initial recognition.

Interest income is recognised on an effective basis for debt instruments.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. Subsequent to initial recognition, loans and receivables (including receivables and deposits, amounts due from training bodies and bank balances and deposits) are carried at amortised cost using the effective interest method, less any identified impairment losses (see accounting policy on impairment loss on financial assets below).

Impairment on financial assets

Financial assets are assessed for indicators of impairment at the end of each reporting period. Financial assets are considered to be impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows of the financial assets have been affected.

Objective evidence of impairment could include:

- significant financial difficulty of the issuer or counterparty; or
- breach of contract, default or delinquency in interest or principal payments; or
- it becoming probable that the borrower will enter bankruptcy or financial re-organisation.

倘具備客觀證據顯示資產減值，減值虧損會於收益表中確認，並按資產賬面值與根據原實際利率折現估計未來現金流量之現值之差額計量。倘於其後，減值虧損之金額出現減少，而當該等減值虧損將透過損益撥回，惟該項資產於撥回當日之賬面值不得超出倘沒有確認減值之攤銷成本。

金融負債

金融負債是按照合約內容及定義而分類。

實際利率法

實際利率法乃計算金融負債之攤銷成本，以及於相關期間攤分利息支出之方法。實際利率指按金融負債之預期年期或較短期間內（如適用）準確折現估計未來現金付款（包括構成實際利率不可或缺部分之一切已付或已收費、交易成本及其他溢價或折讓）至初始確認時賬面淨值之利率。

金融負債之利息支出按實際利率基準確認。

金融負債

金融負債（包括應付款項，其他應付款及應付入境事務處及培訓機構）初始根據公平法確認及其後按實際利率法攤銷成本計算。

For financial assets carried at amortised cost, the amount of the impairment loss recognised is the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the financial asset's original effective interest rate. If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed through income and expenditure account to the extent that the carrying amount of the asset at the date the impairment is reversed does not exceed what the amortised cost would have been had the impairment not been recognised.

Financial liabilities

Debts are classified in accordance with the substance of the contractual arrangements and the definitions of a financial liability.

Effective interest method

The effective interest method is a method of calculating the amortised cost of a financial liability and of allocating interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments (including all fee and points paid or received that form an integral part of the effective interest rate, transaction costs and other premium or discounts) through the expected life of the financial liability, or where appropriate, a shorter period, to the net carrying amount on initial recognition.

Interest expense is recognised on an effective interest basis.

Financial liabilities

Financial liabilities (including accrual and other payables and amounts due to training bodies and the Immigration Department) are initially measured at fair value and subsequently measured at amortised cost, using the effective interest method.

終止確認

若資產收取現金流之權利已屆滿，或金融資產已轉讓及本公司已將其於金融資產擁有權之絕大部分風險及回報轉移，則金融資產將被取消。

於終止確認金融資產時，資產賬面值與已收及應收代價以及直接於股本權益中確認的累計盈虧的總和之間的差額，會於收益表中確認。

金融負債有關的合約之特定責任獲解除、取消或到期時可以被終止確認。終止確認之金融負債賬面值與已付及應付代價之差額乃於收益表確認。

資產減值虧損

再培訓局於每個報告期末審閱資產之賬面值，判斷是否有任何跡象顯示該等資產出現減值虧損。倘存在減值跡象，則對資產之可回收金額進行估計，以釐定減值虧損（如有）之程度。

可收回之金額乃公平值減銷售成本與使用價值之間之較高者。在評估使用價值時，估計未來現金流按貼現率貼現至其現值，以反映現時市場對金錢時間價值之評估及未來現金流估計未予調整之資產之特定風險。

倘估計一項資產的可回收金額少於其賬面值時，則將該資產之賬面值減至其可回收金額。該資產減值虧損即時於收益表中確認。

Derecognition

The Board derecognises a financial asset only when the contractual rights to the cash flows from the asset expire, or when it transfers the financial asset and substantially all the risks and rewards of ownership of the asset to another entity.

On derecognition of a financial asset in its entirety, the difference between the asset's carrying amount and the sum of the consideration received and receivable and the cumulative gain or loss that had been recognised in other comprehensive income and accumulated in equity is recognised in the income and expenditure account.

The Board derecognises financial liabilities when, and only when, the Board's obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability derecognised and the consideration paid and payable is recognised in the income and expenditure account.

Impairment of asset

At the end of the reporting period, the Board reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of an asset is estimated in order to determine the extent of the impairment loss, if any.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in the income and expenditure account.

若其後將減值虧損撥回，資產之賬面值將增至其可回收金額之經修改估計值，但該增加後之賬面值不會超過假設在過往年度沒有就該資產確認減值虧損而釐定之賬面值。撥回的減值虧損會即時確認為收入。

租賃

若租賃條款實質上將所有權之所有風險及回報均轉讓予承租人，則租賃分類為融資租賃。所有其他租賃分類為經營租賃。

再培訓局為承租人

經營租賃付款以直線法於有關租賃期內確認為支出，除非有另一種系統化基準更能代表從租賃資產產生的經營利益消耗的時間模式。

退休福利成本

向退休福利計劃所作之供款於僱員已提供可獲授供款之服務時列作開支扣除。

撥備

再培訓局因已發生的事件而產生現有的責任(法律或推定)，很有可能需要資源流出以償付責任，以及金額已被可靠估算時，即須確認撥備。於報告期終時，撥備包括服務合約中特定之責任於交收時需維持或恢復基礎設備以最佳估計償付的代價計算。根據需要資源流出以償付責任計算的撥備之賬面值為其現金流的現金之公平值。

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income immediately.

Leasing

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

The Board as lessee

Operating lease payments are recognised as an expense on a straight-line basis over the lease term, except where another systematic basis is more representative of the time pattern in which economic benefits from the leased asset are consumed.

Retirement benefit costs

Payments to defined contribution retirement benefit plans are recognised as an expense when employees have rendered service entitling them to the contributions.

Provision

Provisions are recognised when the Board has a present obligation (legal or constructive) as a result of a past event, it is probable that the Board will be required to settle that obligation, and a reliable estimate can be made of the amount of the obligation. Provisions, including those arising from the contractual obligation specified in the service concession arrangement to maintain or restore the infrastructure before it is handed over to the grantors, are measured at the best estimate of the consideration required to settle the present obligation at the end of the reporting period, taking into account the risks and uncertainties surrounding the obligation. When a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows.

4. 資本風險管理

再培訓局的資本主要由僱員再培訓徵款維持。再培訓局的資本管理目標是保障再培訓局能夠持續經營，以為本地僱員提供培訓課程。再培訓局的整體策略與上年度比較維持不變。

5. 金融工具

a. 金融工具分類

		二零一三年 2013 港幣 HK\$	二零一二年 2012 港幣 HK\$
金融資產 貸款及應收款項 (包括現金及現金等值物)	Loans and receivables (including cash and cash equivalents)	2,041,170,415	2,868,998,115
金融負債 攤銷成本計	Financial liabilities at amortised cost	46,055,507	68,469,804

b. 財務風險管理目標及政策

再培訓局的金融工具包括應收款項及按金，應收培訓機構之款項，銀行結餘及存款，應付款項及其他應付款，應付培訓機構之款項及應付入境事務處之款項。詳細有關上述金融工具已披露在相關附註。再培訓局就減輕上述金融工具風險的政策載於下文。再培訓局委員管理及監督以上財務風險，確保適當之措施得以及時和有效地執行。

4. CAPITAL RISK MANAGEMENT

The Board is funded mainly by Employees Retraining Levy. The Board members manage its funds to ensure that the Board will be able to continue as a going concern. The Board's overall strategy remains unchanged from prior year.

5. FINANCIAL INSTRUMENTS

a. Categories of financial instruments

b. Financial risk management objectives and policies

The Board's major financial instruments include receivables and deposits, amounts due from training bodies, bank balances and deposits, accrual and other payables, amounts due to training bodies and the Immigration Department. Details of these financial instruments are disclosed in respective notes. The risks associated with these financial instruments and the policies on how to mitigate these risks are set out below. The members of the Board manage and monitor these exposures to ensure appropriate measures are implemented on a timely and effective manner.

信貸風險

再培訓局在應收課程學費收入方面並沒有重大集中的信貸風險。信貸風險主要來自存放在銀行的存款。

由於對方均是獲得國際信貸評級機構授予高信貸評級的銀行，因此流動資金的信貸風險有限。

市場風險

利率風險

再培訓局之現金流量利率風險主要來自浮動市場利率的銀行存款（見附註14）。再培訓局並沒有透過衍生工具合約來對沖現金流量利率風險。但若有重大的現金流量風險，再培訓局委員會及時和有效地採取適當之措施以降低現金流量利率風險。

敏感度分析

以下敏感度分析乃以再培訓局之浮動銀行存款的利率風險為基準釐定。此敏感度分析之編製乃假設報告期終未結算之資產及負債金額於整個年度均未結算。50基點（2012年：50基點）之增減指再培訓局委員就利率之可能合理變動而作出之評估。

若利率上升50基點（2012年：50基點），而其他變量均保持不變，再培訓局截至2013年3月31日止年度之年內虧損會減少港元10,118,000元（2012年：港元14,152,000元）。若利率下降50基點（2012年：50基點），再培訓局年內虧損會帶來相等但相反的影響。

Credit risk

The Board has no significant concentration of credit risk on course fee receivables as the Board's members consider the amounts involved are insignificant.

The credit risk on deposits at banks is limited because the counterparties are banks with high credit ratings.

Market risk

Interest rate risk

The Board is exposed to cash flow interest rate risk in relation to variable-rate bank deposits which carried at market interest rate (see note 14). The Board currently does not use any derivative contracts to hedge its exposure to interest rate risk. However, the members of the Board will consider appropriate measures to manage and monitor interest rate exposure should the need arise.

Sensitivity analysis

The sensitivity analysis has been determined based on the exposure to interest rate from the Board's variable-rate bank deposits. The analysis is prepared assuming the bank deposits outstanding at the end of the reporting period were outstanding for the whole year. A 50 basis points (2012: 50 basis points) increase or decrease is used, which represents member's assessment of the reasonable possible change in interest rates.

If interest rates had been 50 basis points (2012: 50 basis points) higher and all other variables were held constant, the Board's deficit for the year ended 31 March 2013 would decrease by approximately HK\$10,118,000 (2012: HK\$14,152,000). An equal but opposite impact on the Board's deficit for the year would be resulted if the interest rates had been 50 basis points (2012: 50 basis points) lower.

流動資金風險

對於流動資金風險管理，再培訓局管理和監控及維持充足的資金，藉以減少現金流浮動的影響。

金融負債的賬面值是指再培訓局須於一年內付和須於要求時償還的金融負債的未貼現現金流量。再培訓局的所有金融負債都是免息的。

c. 公平值

金融資產及金融負債之公平值乃根據公認之定價模式，以根據市場交易的貼現現金流分析釐定。

再培訓局委員認為財務報表按攤銷成本記錄之金融資產及金融負債之賬面值與其公平值相若。

Liquidity risk

In the management of the liquidity risk, the Board monitors and maintains a level of cash and cash equivalents deemed adequate by the management to finance the Board's operations and mitigate the effects of fluctuations in cash flows.

The carrying amounts of the Board's financial liabilities represent the undiscounted cash flows of the financial liabilities which are repayable on demand or within one year. All the financial liabilities are non-interest bearing.

c. Fair value

The fair values of financial assets and financial liabilities are determined in accordance with generally accepted pricing models based on discounted cash flow analysis using prices from observable current market transactions.

The members of the Board consider that the carrying values of financial assets and financial liabilities recorded at amortised cost in the financial statements approximate to their corresponding fair values.

6. 其他收入

6. OTHER INCOME

		二零一三年 2013 港幣 HK\$	二零一二年 2012 港幣 HK\$
教育局的評審資助(附註)	Accreditation grant from Education Bureau (note)	-	11,400,000
雜項收入	Sundry income	427,888	1,007,124
		427,888	12,407,124

附註： 此項資助來自教育局根據「資歷架構支援計劃」下就再培訓局的培訓課程成功通過香港學術及職業資歷評審局的評審後，以發還款項形式發放。

Note: The amount is granted by the Education Bureau to the Board, under the "Qualification Framework Support Schemes" upon successful accreditation on the Board's training courses by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications, on a reimbursement basis.

7. 再培訓津貼

根據《僱員再培訓條例》第21(4)條，有關參與再培訓局課程的學員，在符合《僱員再培訓條例》第20(1)條所列條件，均可獲發再培訓津貼。

7. RETRAINING ALLOWANCES

In accordance with Section 21(4) of the ERO, a specified retraining allowance is payable to the trainees in respect of their attendance of training courses, subject to their eligibility as set out in Section 20(1) of the ERO.

8. 培訓計劃及課程開支

8. TRAINING PROGRAMME AND COURSE EXPENSES

		二零一三年 2013 港幣 HK\$	二零一二年 2012 港幣 HK\$
培訓課程	Training courses	591,156,992	552,739,059
ERB 服務中心	ERB Service Centres	20,890,599	18,587,246
實務技能培訓及評估中心	Practical Skills Training and Assessment Centre	5,870,539	5,802,600
「樂活一站」	Smart Living	11,181,038	10,973,294
宣傳及推廣計劃	Promotion and publicity programmes	11,994,514	10,130,731
課程質素保證機制	Course quality assurance programmes	1,091,952	10,768,005
其他	Others	5,272,125	4,149,644
		647,457,759	613,150,579

9. 所得稅

根據《稅務條例》第88條，再培訓局獲豁免繳付該條例下的所有稅項。

9. TAXATION

The Board is exempted from profits tax under the provision of Section 88 of the Inland Revenue Ordinance.

10. 年內虧損

10. DEFICIT FOR THE YEAR

		二零一三年 2013 港幣 HK\$	二零一二年 2012 港幣 HK\$
年內虧損已扣除下列各項：	Deficit for the year has been arrived at after charging:		
核數師酬金	Auditor's remuneration	219,950	206,880
折舊(附註12)	Depreciation (note 12)	3,960,728	6,812,381
應收課程學費收入及其他應收款 減值虧損	Impairment losses recognised in respect of course fee income and other receivables	1,882,906	1,911,205
經營租賃租金	Operating lease payments in respect of rented premises	11,883,010	15,201,846
員工成本，包括主要管理層人員薪酬	Staff costs, including key management personnel compensation		
— 薪金及其他福利	— salaries and other benefits costs	76,846,599	74,244,256
— 退休福利	— retirement benefits scheme contributions	3,679,342	3,200,216

11. 再培訓局委員及主要管理層人員薪酬

再培訓局委員沒有收到任何薪酬。再培訓局的主要管理層乃負責策劃、執行及監控再培訓局事務的五位(2012年：五位)總監級管理人員。他們的薪酬已包括在以上附註10內。以上僱員的薪酬如下：

11. MEMBERS AND KEY MANAGEMENT PERSONNEL COMPENSATION

No remuneration were received by the members of the Board. The key management of the Board refers to the five directorate officers (2012: five directorate officers) of the Board having authority and responsibility for planning, implementing and controlling the activities of the Board. The key management personnel's emoluments are included in note 10 above. The emoluments of these individuals were as follows:

		二零一三年 2013 港幣 HK\$	二零一二年 2012 港幣 HK\$
薪酬及津貼	Salaries and allowances	8,008,501	7,921,710
退休金	Pension costs	250,076	223,759
約滿酬金	Provision for gratuities	705,042	721,745
		8,963,619	8,867,214

12. 物業及設備

12. PROPERTY AND EQUIPMENT

		租賃物業裝修 Leasehold improvements 港幣 HK\$	家具及設備 Furniture fixtures and equipment 港幣 HK\$	汽車 Motor vehicle 港幣 HK\$	合共 Total 港幣 HK\$
成本	COST				
於 2011 年 4 月 1 日	At 1 April 2011	24,648,527	6,306,527	-	30,955,054
增加	Additions	8,020,793	610,300	336,000	8,967,093
撇賬	Disposals	(8,007,897)	(167,537)	-	(8,175,434)
於 2012 年 3 月 31 日	At 31 March 2012	24,661,423	6,749,290	336,000	31,746,713
增加	Additions	-	496,000	-	496,000
撇賬	Disposals	-	(107,481)	-	(107,481)
於 2013 年 3 月 31 日	At 31 March 2013	24,661,423	7,137,809	336,000	32,135,232
折舊	DEPRECIATION				
於 2011 年 4 月 1 日	At 1 April 2011	19,530,141	5,471,457	-	25,001,598
年內折舊	Provided for the year	5,963,368	765,013	84,000	6,812,381
撇賬時對銷	Eliminated on disposals	(8,007,897)	(166,990)	-	(8,174,887)
於 2012 年 3 月 31 日	At 31 March 2012	17,485,612	6,069,480	84,000	23,639,092
年內折舊	Provided for the year	3,397,818	478,910	84,000	3,960,728
撇賬時對銷	Eliminated on disposals	-	(107,481)	-	(107,481)
於 2013 年 3 月 31 日	At 31 March 2013	20,883,430	6,440,909	168,000	27,492,339
賬面值	CARRYING VALUES				
於 2013 年 3 月 31 日	At 31 March 2013	3,777,993	696,900	168,000	4,642,893
於 2012 年 3 月 31 日	At 31 March 2012	7,175,811	679,810	252,000	8,107,621

上述物業及設備以直線法按下列年率折舊：

The above items of property and equipment are depreciated over their useful lives using the straight-line method, at the following rates per annum:

租賃物業裝修	Leasehold improvements	在餘下租賃期攤銷 Over the remaining term of the leases
傢俱及設備	Furniture, fixtures and equipment	25%
汽車	Motor vehicle	25%

13. 應收款項、按金及預付款

13. RECEIVABLES, DEPOSITS AND PREPAYMENTS

		二零一三年 2013 港幣 HK\$	二零一二年 2012 港幣 HK\$
租金及公用設施按金	Rental and utility deposits	4,165,347	6,360,378
應收利息	Interest receivables	5,906,036	12,277,812
應收課程學費收入	Course fee income receivables	1,359,209	1,393,500
應收教育局的評審資助	Accreditation grant receivables	-	11,400,000
預付款	Prepayment	5,719,220	14,871,153
其他應收款	Other receivables	34,194	664,197
		17,184,006	46,967,040
減：非流動租金及公用設施按金	Less: non-current rental and utility deposits	(1,616,877)	(1,156,469)
		15,567,129	45,810,571

上述的應收款項、按金及預付款為無抵押、免息及須於要求時償還。

The amounts of receivables, deposits and prepayments are unsecured, interest-free and repayable on demand.

於再培訓局的期終報告的應收款項中，包括賬面值合共港元674,265元（2012年3月31日：無）為逾期一年但無減值的應收款項。再培訓局並無就此應收款項持有任何抵押。再培訓局基於以往償還經驗，已撇銷已逾期超過一年的應收款項合共港元1,882,906元（2012年：港元1,911,205元）。

Included in the Boards' receivables are receivable with aggregate carrying amount of HK\$674,265 (31 March 2012: Nil) which are with past due within one year as at the reporting date, and the Board has not provided for impairment loss. The Board does not hold any collateral over these balances. The Board has provided fully for all receivables overdue more than one year, amounting to HK\$1,882,906 (2012: HK\$1,911,205), because historical experience is such that receivables that are past due beyond one year are generally not recoverable.

14. 銀行結餘及存款

銀行結餘及存款包括銀行餘額及到期日超過三個月之短期銀行存款合共港元1,974,109,000元（2012年：港元2,170,360,000元），其年利率介乎0.01%至1.72%（2012年：0.01%至2.43%）。

14. BANK BALANCES AND DEPOSITS

Bank balances and deposits comprise bank balances and short-term deposits with an original maturity of three months or more HK\$1,974,109,000 (2012: HK\$2,170,360,000) and carry interest at market rates which ranged from 0.01% to 1.72% (2012: 0.01% to 2.43%) per annum.

15. 應收(應付)培訓機構之款項及應付入境事務處之款項

應收(應付)培訓機構之款項及應付入境事務處之款項為無抵押、免息及須於要求時償還。

於再培訓局的期終報告的應收培訓機構之款項中，並無包括已逾期但無減值的款項。再培訓局並無就此應收款項持有任何抵押。

15. AMOUNTS DUE FROM (TO) TRAINING BODIES AND AMOUNTS DUE TO THE IMMIGRATION DEPARTMENT

The amounts due from (to) training bodies and the amounts due to the Immigration Department are unsecured, interest-free and repayable on demand.

Included in the Board's amounts due from training bodies do not obtained balance with past due as at the reporting date, and the Board has not provided for impairment loss. The Board does not hold any collateral over these balances.

16. 經營租約

16. OPERATING LEASE COMMITMENTS

		二零一三年 2013 港幣 HK\$	二零一二年 2012 港幣 HK\$
一年內	Within one year	8,920,528	9,625,517
二至五年	Two to five years	4,740,629	12,042,416
		13,661,157	21,667,933

經營租賃租金代表本局為其若干辦公室及服務中心應付的租金。議定的租賃年限為一年至五年不等。

Operating lease payments represent rental payable by the Board for certain of its office premises and service centres. Leases are negotiated for lease terms ranging from one to five years.

17. 資本承擔

17. CAPITAL COMMITMENT

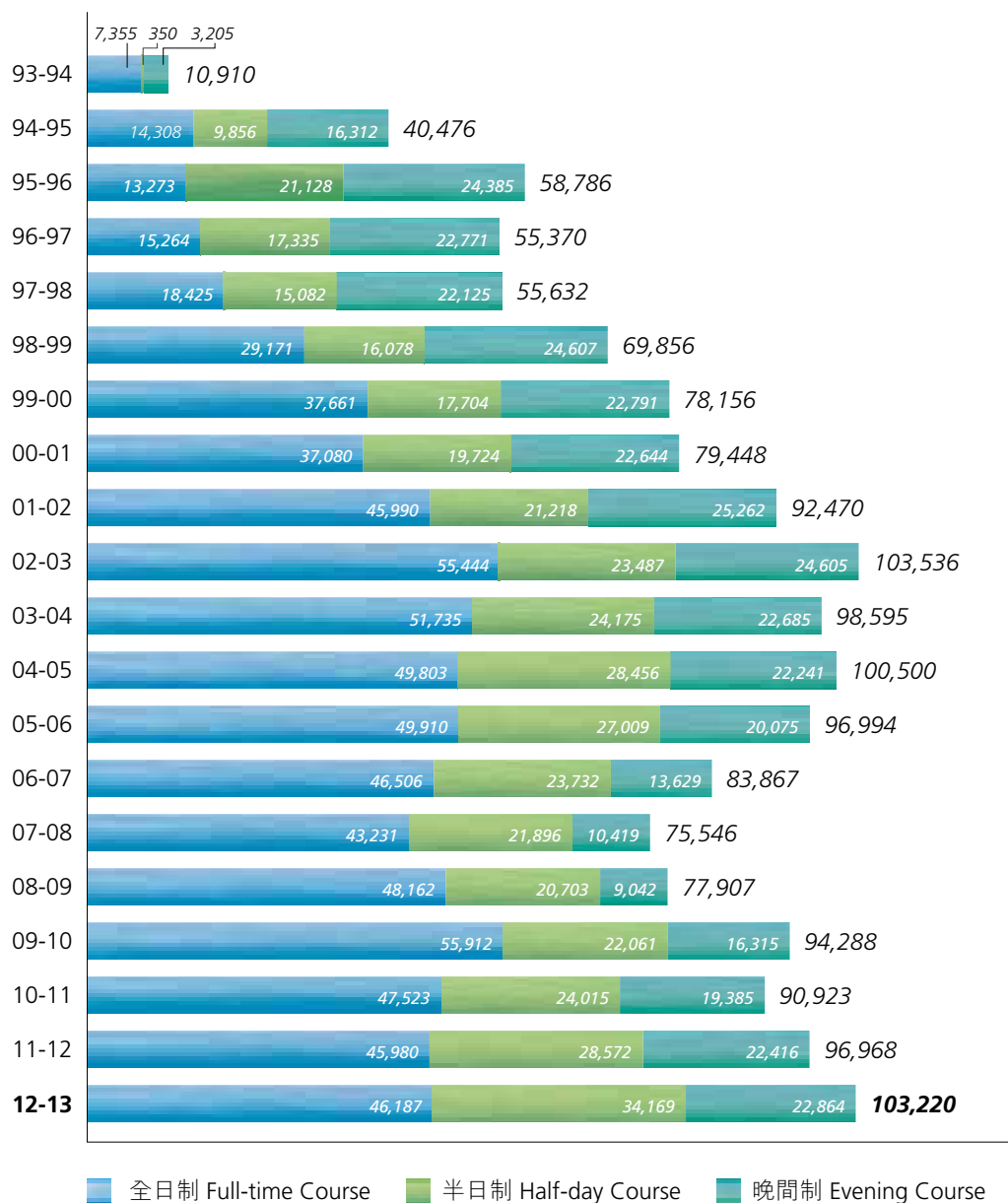
		二零一三年 2013 港幣 HK\$	二零一二年 2012 港幣 HK\$
已簽約但未計提	Contracted but not provided for	4,519,712	37,230,000

培訓課程統計資料

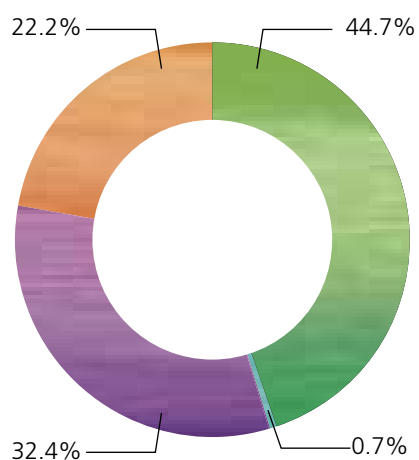
Statistics of Training Courses

各類培訓課程畢業學員人次

Number of Graduate Trainees



各類培訓課程畢業學員人次比例 Proportion of Graduate Trainees



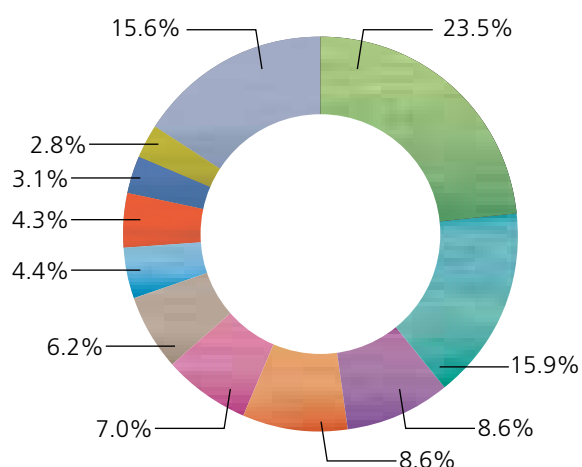
課程 Course Mode	人次 No. of Trainees	比例 Proportion %
全日制就業掛鈎課程 Full-time Placement-tied Course	46,187	44.7%
半日制就業掛鈎課程 Half-day Placement-tied Course	749	0.7%
半日制非就業掛鈎課程 Half-day Non-Placement-tied Course	33,420	32.4%
晚間制非就業掛鈎課程 Evening Non-Placement-tied Course	22,864	22.2%
總數 Total	103,220	100%

培訓課程統計資料 Statistics of Training Courses

就業掛鉤課程統計資料 Statistics of Placement-tied Courses

就業掛鉤課程畢業學員人次比例

Proportion of Graduate Trainees of Placement-tied Courses



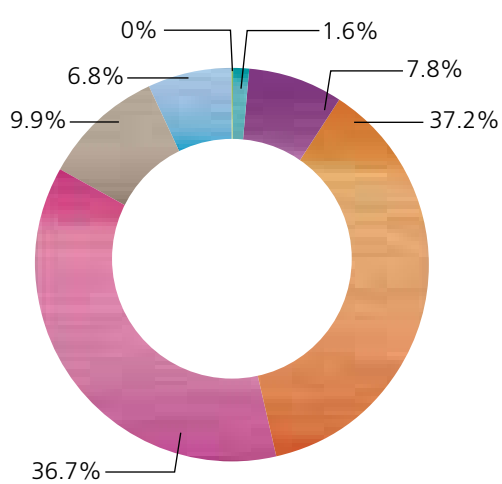
課程類別 Course Category	人次 No. of Trainees	比例 Proportion %
家居服務 Domestic Services	11,012	23.5%
物業管理及保安 Property Management & Security	7,481	15.9%
健康護理 Healthcare Services	4,060	8.6%
美容 Beauty Therapy	4,027	8.6%
飲食 Catering	3,287	7.0%
酒店 Hotel	2,891	6.2%
中醫保健 Chinese Healthcare	2,055	4.4%
商業 Business	2,022	4.3%
環境服務 Environmental Services	1,436	3.1%
零售 Retail	1,318	2.8%
其他 Others	7,347	15.6%
總數 Total	46,936	100%

上述圖表顯示首 10 個最多畢業學員人次的課程類別。

The above chart lists the top 10 course categories according to the number of trainees.

就業掛鈎課程畢業學員教育程度分布

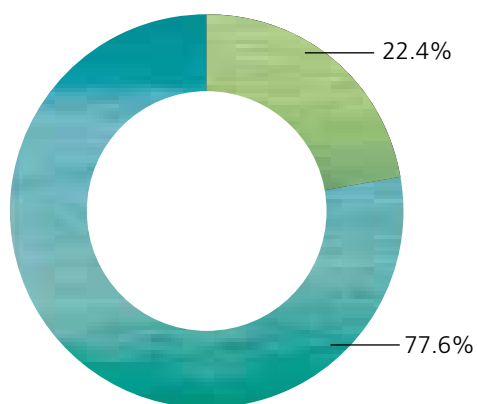
Graduate Trainees of Placement-tied Courses by Education Level



教育程度 Education Level	人次 No. of Trainees	比例 Proportion %
未曾入學 No Schooling	6	0%
未完成小學 Not Completed Primary Education	732	1.6%
小學畢業 Completed Primary 6	3,648	7.8%
中一至中三 Secondary 1 to 3	17,463	37.2%
中四至中五 Secondary 4 to 5	17,237	36.7%
中六至中七 Secondary 6 to 7	4,654	9.9%
高等教育 Tertiary Education	3,196	6.8%
總數 Total	46,936	100%

就業掛鈎課程畢業學員男女比例

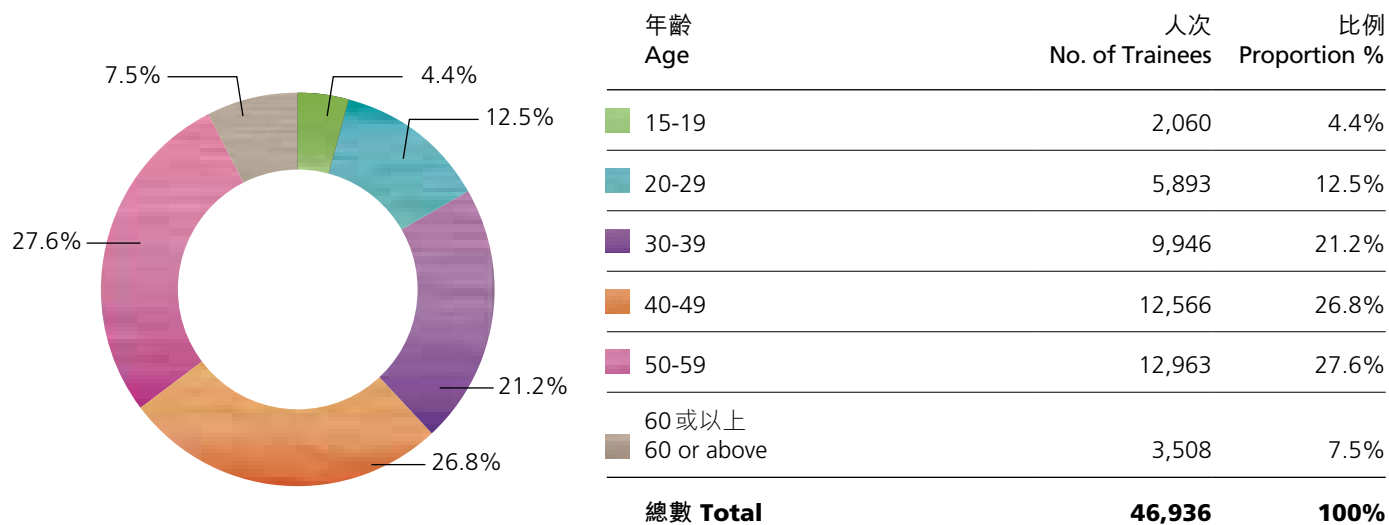
Graduate Trainees of Placement-tied Courses by Gender



性別 Gender	人次 No. of Trainees	比例 Proportion %
男性 Male	10,530	22.4%
女性 Female	36,406	77.6%
總數 Total	46,936	100%

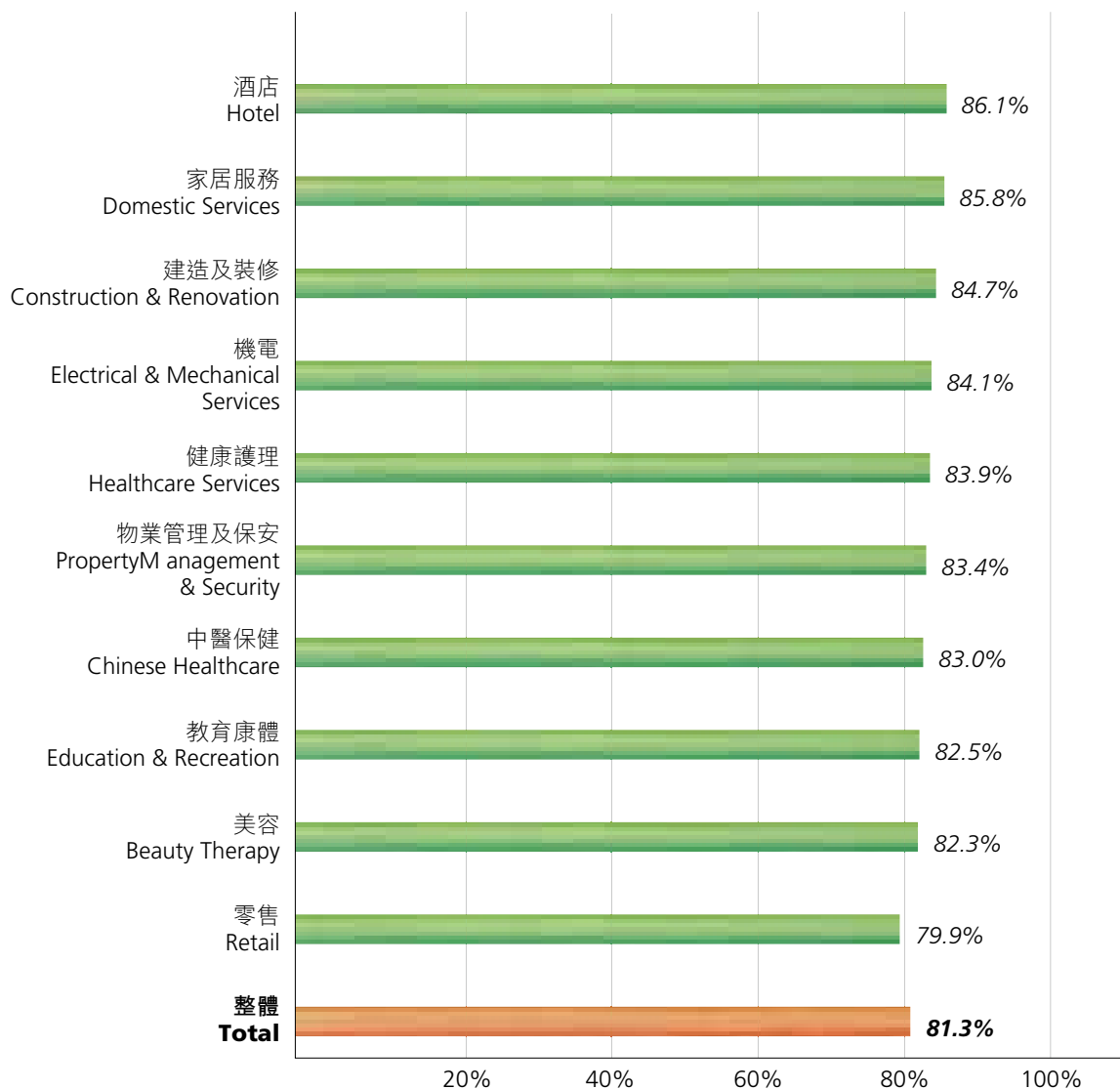
培訓課程統計資料 Statistics of Training Courses

就業掛鈎課程畢業學員年齡分布 Graduate Trainees of Placement-tied Courses by Age



就業掛鈎課程就業率

Placement Rate of Placement-tied Courses



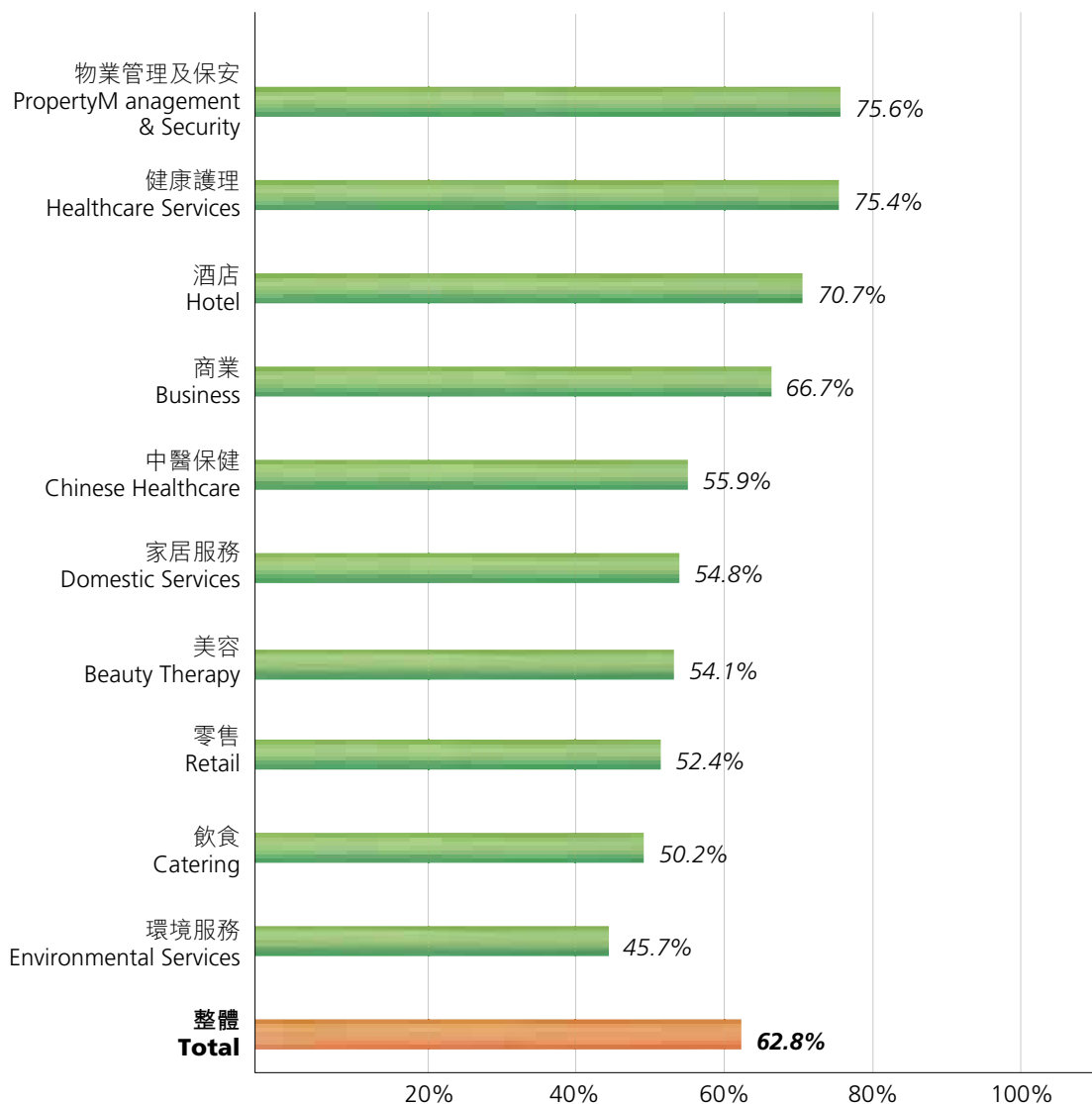
上述圖表顯示首 10 個最高就業率的課程類別。

The above chart lists the top 10 course categories according to the placement rate.

培訓課程統計資料 Statistics of Training Courses

就業掛鈎課程留職率

Retention Rate of Placement-tied Courses

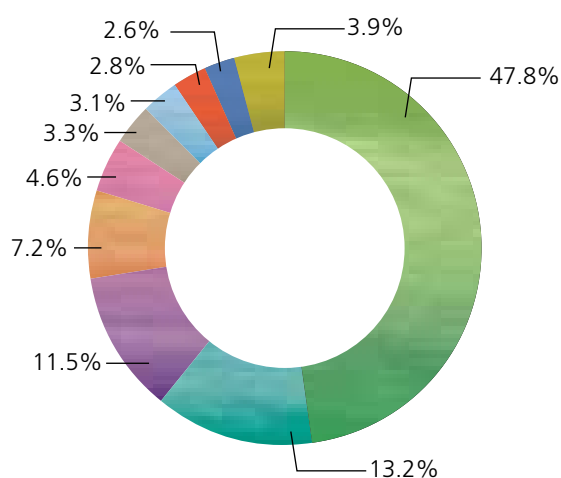


上述圖表顯示首 10 個最多畢業學員人次的課程類別的留職率 (就業跟進期完結六個月後)。

The above chart lists the retention rate (after six months upon placement follow-up period) of the top 10 course categories according to the number of graduate trainees.

就業掛鈎課程受聘畢業學員行業組別劃分

Industry Sector Profile of Graduate Trainees of Placement-tied Courses



行業組別 Industry Sector	人次 No. of Trainees	比例 Proportion %
社區、社會及個人服務業 Community, Social and Personal Services	18,232	47.8%
地產、物業管理及護衛業 Real Estate, Property Management and Security Services	5,048	13.2%
批發及零售業 Wholesale and Retail	4,379	11.5%
飲食業 Catering	2,735	7.2%
酒店業 Hotel	1,771	4.6%
金融、保險及商業服務業 Finance, Insurance and Business Services	1,245	3.3%
運輸、倉庫及通訊業 Transport, Storage and Communication	1,163	3.1%
建造業 Construction	1,064	2.8%
進出口貿易業 Import and Export	995	2.6%
其他* Others*	1,489	3.9%
總數 Total	38,121	100%

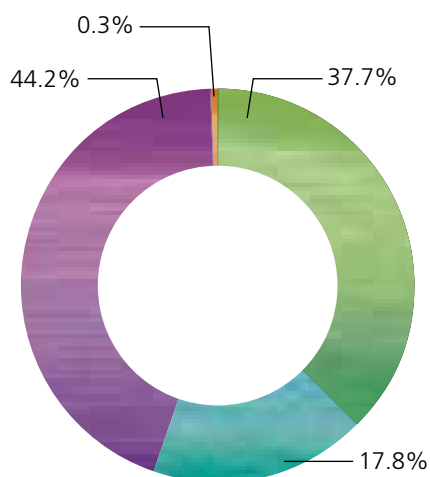
* 包括初級生產業、礦石開採業、能源業、紡織及製衣製造業，以及其他製造業。

* Includes Primary Production, Mining and Quarrying, Power, Textiles and Garments Manufacturing, and other Manufacturing Industries.

培訓課程統計資料 Statistics of Training Courses

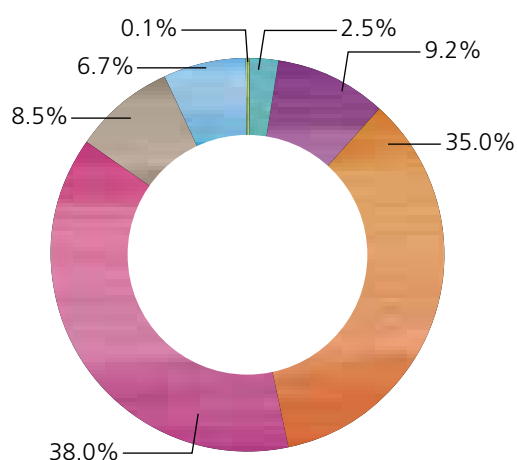
非就業掛鉤課程統計資料 Statistics of Non-Placement-tied Courses

非就業掛鉤課程畢業學員人次比例 Proportion of Graduate Trainees of Non-Placement-tied Courses



課程類別 Course Type	人次 No. of Trainees	比例 Proportion %
通用技能訓練課程 — 資訊科技應用 Generic Skills Training Courses – IT Applications	21,191	37.7%
通用技能訓練課程 — 職業語文 Generic Skills Training Courses – Workplace Languages	10,017	17.8%
「新技能提升計劃」課程 “Skills Upgrading Scheme Plus” Courses	24,893	44.2%
其他 Others	183	0.3%
總數 Total	56,284	100%

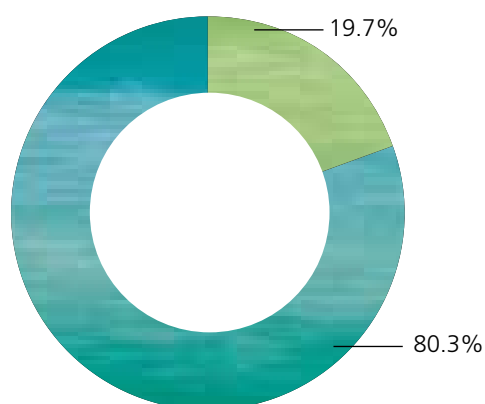
非就業掛鉤課程畢業學員教育程度分布 Graduate Trainees of Non-Placement-tied Courses by Education Level



教育程度 Education Level	人次 No. of Trainees	比例 Proportion %
未曾入學 No Schooling	49	0.1%
未完成小學 Not Completed Primary Education	1,419	2.5%
小學畢業 Completed Primary 6	5,202	9.2%
中一至中三 Secondary 1 to 3	19,682	35.0%
中四至中五 Secondary 4 to 5	21,400	38.0%
中六至中七 Secondary 6 to 7	4,761	8.5%
高等教育 Tertiary Education	3,771	6.7%
總數 Total	56,284	100%

非就業掛鈎課程畢業學員男女比例

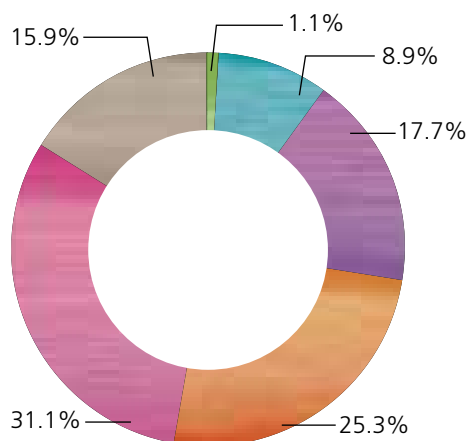
Graduate Trainees of Non-Placement-tied Courses by Gender



性別 Gender	人次 No. of Trainees	比例 Proportion %
男性 Male	11,082	19.7%
女性 Female	45,202	80.3%
總數 Total	56,284	100%

非就業掛鈎課程畢業學員年齡分布

Graduate Trainees of Non-Placement-tied Courses by Age



年齡 Age	人次 No. of Trainees	比例 Proportion %
15-19	605	1.1%
20-29	5,034	8.9%
30-39	9,965	17.7%
40-49	14,228	25.3%
50-59	17,493	31.1%
60 或以上 60 or above	8,959	15.9%
總數 Total	56,284	100%

「本局課程及服務成效意見調查」結果

Findings of the “Study on the Effectiveness of ERB Training Courses and Services”

本局委託了獨立調查機構以電話訪問形式收集僱主及學員對本局課程及服務的意見，以評估其成效。調查機構以於2011年10月至2012年9月期間完成本局課程的學員及曾聘請該等學員的僱主為調查對象。調查結果總結如下：

To evaluate the effectiveness of its courses and services, the ERB commissioned an independent research agency to collect employers' and trainees' opinions on its training courses and services through telephone interviews. The target respondents of the study were trainees who completed ERB training courses between October 2011 and September 2012; and employers who hired these trainees. Findings of the study are summarised as follows:

受訪僱主認為學員有以下的表現： Surveyed employers opined that trainees had the following performance:	百分比 %
整體工作表現良好 Overall work performance is good	85%
工作態度／紀律良好 Good working attitude / Well-disciplined	86%
技能符合工作所需 Matched skills requirements	81%
人際溝通技巧良好 Good interpersonal skills	80%
工作效率高 High efficiency	79%
能夠適應工作環境／變化 Adapted to work environment / changes	76%

受訪學員認為本局的課程和服務能達致以下成效： Surveyed trainees opined that ERB training courses and services achieved the following results:	百分比 %
整體對就業有幫助 Generally helpful to employment	84%
引起持續進修的興趣 Raised interest in continuing learning	89%
提高職業技能 Enhanced vocational skills	88%
增強自信心 Boosted self-confidence	87%
改善軟性技巧 Improved soft skills	86%
對就業前景及工作環境比以前了解 Learned more about career prospect and work environment than before	85%
提高適應工作的能力 Enhanced work adaptability	85%
增強對工作的投入感 Enhanced commitment to work	82%
增加轉業機會 Enhanced job switching opportunities	79%
增強基礎技能 Strengthened foundation skills	74%

監管機制

Monitoring Mechanism

評估目的	監察範圍	成效指標	要求水平
培訓課程成效			
<ul style="list-style-type: none"> 衡量培訓課程的效益 監察各培訓機構的表現 	就業情況	就業率 * <ul style="list-style-type: none"> 一般課程 度身訂造課程 與培訓課程相關就業率 ** 	70% 80% 不適用
	留職情況	留職率 ** <ul style="list-style-type: none"> 學員在就業跟進期完結六個月後仍然在職的百分比 	不適用
	學習成效	課程評估	學員必須於課程評估考獲整體合格分數，方獲頒畢業證書
成本效益			
<ul style="list-style-type: none"> 衡量培訓資源運用的效率 衡量培訓課程的效益 監察各培訓機構的表現 	學額使用	學額使用率 *	85%
	完成培訓	學員出席率 * 畢業率 **	80% 不適用
	培訓成本	單位成本 <ul style="list-style-type: none"> 每名學員每個課時的培訓成本 	以具競爭性的招標進行學額分配
服務對象滿意程度			
<ul style="list-style-type: none"> 衡量使用者對培訓課程的滿意程度 	學員滿意程度	意見調查結果、投訴	
	僱主滿意程度	意見調查結果、投訴	

上述數據將按班別 / 課程 / 培訓機構 / 課程分類及整體作出評估。

* 主要成效指標

** 只作為參考指標

Purpose of Evaluation	Performance Measure	Performance Indicator	Benchmark
Effectiveness of Training Courses			
<ul style="list-style-type: none"> Measure effectiveness of training courses Monitor performance of training bodies (TBs) 	Placement results	Placement rate* <ul style="list-style-type: none"> Regular courses Tailor-made courses Relevancy to training** 	70% 80% N/A
	Retention results	Retention rate** <ul style="list-style-type: none"> Trainees retained in employment after six months upon placement follow-up period 	N/A
	Learning outcome	Course assessment	For graduation, trainees must obtain an overall pass in the course assessments
Cost Effectiveness			
<ul style="list-style-type: none"> Measure efficiency in the utilisation of ERB resources Measure cost effectiveness of training courses Monitor performance of TBs 	Utilisation of training places	Capacity utilisation rate*	85%
	Completion	Attendance rate* Graduation rate**	80% N/A
	Training cost	Unit cost <ul style="list-style-type: none"> Training cost per trainee per hour 	Places allocation through competitive bidding
Customer Satisfaction			
<ul style="list-style-type: none"> Measure satisfaction of users towards training courses 	Satisfaction of trainees	Survey results / complaints	
	Satisfaction of employers	Survey results / complaints	

The above figures will be analysed by class / course / TB / course type and the whole.

* Key performance indicator

** Currently not used as key performance indicator

委任培訓機構名單

List of Appointed Training Bodies

1	八和粵劇學院有限公司	The Cantonese Opera Academy of Hong Kong Limited
2	工程及醫療義務工作協會	Association for Engineering and Medical Volunteer Services
3	工業福音團契有限公司	The Industrial Evangelistic Fellowship Limited
4	中西飲食業職工會	Chinese & Western Food Workers Union
5	仁愛堂有限公司	Yan Oi Tong Limited
6	天高管理發展有限公司	Tiptop Consultants Limited
7	伊利沙伯醫院 — 醫院管理局	Queen Elizabeth Hospital – Hospital Authority
8	印刷科技研究中心有限公司	Advanced Printing Technology Centre Limited
9	名髮廊有限公司	Ming Salon Limited
10	自動車工學會社	Vcare Information Centre
11	利民會	Richmond Fellowship of Hong Kong
12	扶康會培訓部	Fu Hong Society Training Department
13	李暉武術文化中心	Li Fai Centre of Wushu
14	亞洲運動及體適能專業學院有限公司	Asian Academy for Sports and Fitness Professionals Limited
15	協青社	Youth Outreach
16	物流理貨職工會	Logistics Cargo Supervisors Association
17	社會資源拓展學院	Social Resources Development Institute
18	青年會專業書院	YMCA College of Careers
19	建造業議會	Construction Industry Council
20	珍妮美容藝術學院	Jenny Beauty College
21	皇家國際教育學院	Royal International College
22	美亞樹藝服務有限公司	Asia Tree Preservation Limited
23	胡芬妮髮型美容教育中心	Farida Hair & Beauty Education Centre
24	英美插花學院	British & American Floral Art School
25	香島專科學校	Heung To College of Professional Studies
26	香港大學專業進修學院	School of Professional And Continuing Education, The University of Hong Kong
27	香港工人健康中心有限公司	Hong Kong Workers' Health Centre Limited
28	香港工會聯合會	The Hong Kong Federation of Trade Unions

29	香港中文大學專業進修學院	School of Continuing and Professional Studies, The Chinese University of Hong Kong
30	香港中醫護理學院有限公司	Hong Kong College of Chinese Medicinal Nursing Limited
31	香港公開大學李嘉誠專業進修學院	Li Ka Shing Institute of Professional and Continuing Education, The Open University of Hong Kong
32	香港心理衛生會	The Mental Health Association of Hong Kong
33	香港仔街坊福利會有限公司	Aberdeen Kai-fong Welfare Association Limited
34	香港民主民生協進會	Hong Kong Association for Democracy and People's Livelihood
35	香港生產力促進局	Hong Kong Productivity Council
36	香港生產力促進局鐘表科技中心	Hong Kong Productivity Council – Hong Kong Watch & Clock Technology Centre
37	香港生態旅遊專業培訓中心	Hong Kong Eco-tourism & Travels Professional Training Centre
38	香港印藝學會有限公司	Graphic Arts Association of Hong Kong Limited
39	香港各界婦女聯合協進會有限公司	Hong Kong Federation of Women Limited
40	香港老年學會	Hong Kong Association of Gerontology
41	香港明愛	Caritas – Hong Kong
42	香港盲人輔導會	Hong Kong Society for the Blind
43	香港空調製冷業職工總會	Hong Kong Air-conditioning and Refrigerating Trades Workers General Union
44	香港青年協會	The Hong Kong Federation of Youth Groups
45	香港城市大學專業進修學院	School of Continuing and Professional Education, City University of Hong Kong
46	香港科技專上書院	Hong Kong Institute of Technology
47	香港紅十字會	Hong Kong Red Cross
48	香港倉庫運輸物流員工協會	Hong Kong Storehouses, Transportation & Logistics Staff Association
49	香港旅遊專業培訓中心有限公司	Hong Kong Travel & Tourism Training Centre Limited
50	香港旅遊業議會	Travel Industry Council of Hong Kong
51	香港浸會大學中醫藥學院持續及 專業教育部	Division of Continuing and Professional Education, School of Chinese Medicine, Hong Kong Baptist University
52	香港珠寶製造業廠商會有限公司	Hong Kong Jewelry Manufacturers' Association Limited
53	香港商業專科學校	Hongkong School of Commerce

委任培訓機構名單

List of Appointed Training Bodies

54	香港國際社會服務社	International Social Service (Hong Kong Branch)
55	香港基督教女青年會	Hong Kong Young Women's Christian Association
56	香港基督教青年會	The Young Men's Christian Association of Hong Kong
57	香港婦女中心協會	Hong Kong Federation of Women's Centres
58	香港推拿理療專業人員總會	Hong Kong Massage & Physiotherapy Professional General Union
59	香港教育學院持續專業教育學院有限公司	HKIEd School of Continuing and Professional Education Limited
60	香港理工大學工業中心	Industrial Centre, The Hong Kong Polytechnic University
61	香港理工大學企業經管人才發展中心	Management and Executive Development Centre, The Hong Kong Polytechnic University
62	香港復康力量	Hong Kong Rehabilitation Power
63	香港復康會	The Hong Kong Society for Rehabilitation
64	香港普通話研習社	Xianggang Putonghua Yanxishe
65	香港童軍總會童軍知友社	The Scout Association of Hong Kong – The Friends of Scouting
66	香港善導會	The Society of Rehabilitation and Crime Prevention, Hong Kong
67	香港註冊導遊協會有限公司	Hong Kong Association of Registered Tour Co-ordinators Limited
68	香港雲石商會有限公司	The Hong Kong Marble & Granite Merchants Association, Limited
69	香港傷殘青年協會	Hong Kong Federation of Handicapped Youth
70	香港聖公會麥理浩夫人中心	Hong Kong Sheng Kung Hui Lady MacLehose Centre
71	香港聖公會福利協會	Hong Kong Sheng Kung Hui Welfare Council
72	香港聖約翰救護機構	Hong Kong St. John Ambulance
73	香港管理專業協會持續進修書院	HKMA College of Further Education
74	香港標準舞總會有限公司	Hong Kong Ballroom Dancing Council Limited
75	香港駕駛學院有限公司	The Hong Kong School of Motoring Limited
76	香港髮型協會	The Hong Kong Association of Hair Design
77	香港導遊總工會	Hong Kong Tour Guides General Union
78	香港機電工程助理人員工會	Union of Hong Kong Electrical and Mechanical Engineering Assistants

79	香港機電專業學校(夜校)	Hong Kong Electrical & Mechanical College (Evening School)
80	香港機電業工會聯合會	The Federation of Hong Kong Electrical & Mechanical Industries Trade Unions
81	香港職工會聯盟	The Hong Kong Confederation of Trade Unions
82	香港職業發展服務處有限公司	Hong Kong Employment Development Service Limited
83	香港離島婦女聯會有限公司	Hong Kong Outlying Islands Women's Association Limited
84	香港護理學院	College of Nursing, Hong Kong
85	消防保安工程從業員協會	Fire and Security Engineering Employees Association
86	酒店及飲食專業人員協會	Association of Professional Personnel (Hotels, Food & Beverage)
87	浸信會愛羣社會服務處	Baptist Oi Kwan Social Service
88	紐魯詩教育中心	Knowledge Education Centre
89	耆智有限公司	PA Company Limited
90	基督教香港信義會	The Evangelical Lutheran Church of Hongkong
91	基督教勵行會	Christian Action
92	培正專業書院	Pui Ching Academy
93	循道衛理中心	Methodist Centre
94	循道衛理楊震社會服務處	Yang Memorial Methodist Social Service
95	港九金飾珠寶業職工會	Hong Kong and Kowloon Gold Ornaments and Jewellery Trade Workers' Union
96	港九酒樓茶室總工會職業(日/夜)學校	Hong Kong & Kowloon Restaurant & Cafe Workers General Union Vocational (Day / Night) School
97	港九勞工社團聯會	The Federation of Hong Kong and Kowloon Labour Unions
98	港九電器工程電業器材職工會	Hong Kong and Kowloon Electrical Engineering and Appliances Trade Workers Union
99	港專機構有限公司	HKCT Group Limited
100	華夏國際中醫學會有限公司	Vassar International Chinese Medical Society Limited
101	街坊工友服務處	Neighbourhood & Worker's Service Centre
102	飲食業職工總會	Eating Establishment Employees General Union
103	群生飲食技術人員協會	Kwan Sang Catering Professional Employees Association
104	匯智技能培訓發展中心	Reach Profession Training Skills Development Centre

委任培訓機構名單

List of Appointed Training Bodies

105	新生精神康復會	New Life Psychiatric Rehabilitation Association
106	新界社團聯會再培訓中心有限公司	New Territories Association Retraining Centre Limited
107	新家園協會有限公司	New Home Association Limited
108	聖公會聖匠堂社區中心	S. K. H. Holy Carpenter Church Community Centre
109	聖雅各福群會	St. James' Settlement
110	葵協社區教育拓展中心有限公司	KCRA Community Education Enhancement Center Limited
111	葵涌醫院 — 醫院管理局	Kwai Chung Hospital – Hospital Authority
112	電子通訊技術人員協會	Electronic Communication Technical Staff Union
113	瑪嘉烈醫院	Princess Margaret Hospital
114	蒙妮坦美髮美容學院	Monita Hair & Beauty Academy
115	製衣業訓練局	Clothing Industry Training Authority
116	標榜髮型美容教育學院	Pivot Point College ... Hong Kong
117	歐美企業（香港）有限公司	Norray Enterprise (HK) Limited
118	鄰舍輔導會	The Neighbourhood Advice-Action Council
119	嶺南大學亞太老年學研究中心	Asia Pacific Institute of Ageing Studies, Lingnan University
120	嶺南大學持續進修學院	Lingnan Institute of Further Education
121	職業安全健康局	Occupational Safety and Health Council
122	職業訓練局	Vocational Training Council
123	醫院，診所，護理業職工會	Hospitals, Clinics and Nursing Workers Union
124	醫院診所護士協會	Hospital & Clinic Nurses Association
125	麗奧美髮美容訓練中心	Leo Hair & Beauty Training Centre
126	觀塘職業訓練中心	Kwun Tong Vocational Training Centre

以培訓機構中文名稱筆劃排列。

Training bodies are listed according to the number of strokes in Chinese.

行業諮詢網絡及成員名單

List of Industry Consultative Networks and Members

中醫保健 Chinese Healthcare		
召集人 Convenor	梁榮能教授	Prof. Albert LEUNG Wing-nang
委員 Members	何家榮先生	Mr. HO Ka-wing
	何絲琳教授	Prof. Sara HO Celine
	吳偉傑先生	Mr. Grant NG Wai-kit
	許燕卿女士	Ms. HUI Yin-hing
	陳鶴友博士	Dr. CHAN Hok-yau
	勞以靈女士	Ms. Elaine LO Yee-ling
	彭偉明教授	Prof. PANG Wai-ming
	趙贊安先生	Mr. CHIU Chan-on
	劉耀立先生	Mr. LAU Yiu-lap
交通及支援服務業 Transportation & Support Services		
召集人 Convenor	李耀培博士	Dr. Ringo LEE Yiu-pui
委員 Members	任太平先生, MH	Mr. YUM Tai-ping, MH
	江日雄先生	Mr. James KONG Yat-hung
	何懿德教授, MH	Prof. Jackson HO Yee-tak, MH
	呂明堅先生	Mr. Stephen LUI Ming-kin
	李英明先生	Mr. LI Ying-ming
	林慶昌先生	Mr. LAM Hing-cheong
	凌志強先生	Mr. LING Chi-keung
	袁炳恒院士	Mr. David YUEN Ping-hang FPVCB
	梁啟泰先生	Mr. LEUNG Kai-tai
	莫家聲先生	Mr. MOK Ka-sing
	陳仁錠先生	Mr. CHAN Yan-ting
	彭港祥先生	Mr. PANG Kong-cheung
	馮敏強工程師	Ir FUNG Man-keung
	黃瑞雲先生	Mr. WONG Sui-wan
	溫興財先生	Mr. WAN Hing-choy
	雷兆光先生	Mr. LOUEY James Conrad
	廖國名先生	Mr. LIU Kwok-ming
	黎志華先生	Mr. LAI Chi-wah
	蘇世雄先生	Mr. SO Sai-hung
	龔樹人先生	Mr. Louis KUNG Syu-yan

行業諮詢網絡及成員名單

List of Industry Consultative Networks and Members

印刷及出版 Printing & Publishing		
召集人 Convenor	何家鏗先生	Mr. HO Kar-hun
委員 Members	何建中先生	Mr. HO Kin-chung
	吳競輝先生	Mr. John NG King-fai
	岑耀南先生	Mr. Sunny SHUM Yiu-nam
	冼國忠先生	Mr. Patrick SINN Kwok-chung
	馬桂綿博士	Dr. Kenneth MA Kwai-min
	連繼賢先生	Mr. Stanley LIN Kai-yin
	陳培基先生	Mr. Ken CHAN Pui-kay
	陳慧文女士	Ms. CHAN Wai-man
	彭安琪女士	Ms. Brenda PANG On-kei
	曾協泰先生	Mr. TSANG Hip-tai
	楊金溪先生, BBS	Mr. YEUNG Kam-kai, BBS
	劉吉良先生	Mr. LAU Kut-leung
	劉海東先生	Mr. Moby LAU Hoi-tung
	鍾潔雄女士	Mrs. CHUNG Kit-hung
地產代理業 Real Estate Agency		
召集人 Convenor	陳東岳先生	Mr. Tony CHAN Tung-ngok
委員 Members	汪敦敬博士	Dr. Lawrance WONG Dun-king
	何潔芝女士	Ms. Rosanna HO Kit-chi
	李佩華女士	Ms. LEE Pui-wa
	郭昶先生	Mr. Anthony KWOK Chong
	陳慶生博士	Dr. Alexander CHAN Hing-sang
	鄧廣榮教授	Prof. CHAU Kwong-wing
	廖志明先生	Mr. LIU Chi-ming
	劉光耀博士	Dr. Joseph LAU Kwong-yiu
	關冰雲女士	Ms. Susanna KWAN Ping-wan

服裝製品及紡織業 Wearing Apparel & Textile

召集人 Convenor	吳鏡波博士	Dr. Roger NG Keng-po
委員 Members	王象志先生	Mr. Thomas WONG Cheung-chi
	何業泰先生	Mr. Herry HO Yip-tai
	李書雲博士	Dr. Betty LI Shu-wan
	林偉江先生	Mr. LAM Wai-kong
	張麗霞女士	Ms. CHEUNG Lai-ha
	陳鄧源先生	Mr. CHAN Tang-yuen
	蔡衍濤先生, MH	Mr. CHOI Hin-to, MH

物流業 Logistics

召集人 Convenor	李啟明先生, GBS, JP	Mr. LEE Kai-ming, GBS, JP
委員 Members	王宇來先生	Mr. WONG Yu-loy
	何志盛博士, JP	Dr. David HO Chi-shing, JP
	李鴻鏘先生	Mr. LEE Hung-cheong
	周燦強先生	Mr. Samson CHOW Chan-keung
	彭港祥先生	Mr. PANG Kong-cheung
	蘇栢燦先生	Mr. SO Pak-tsan

行業諮詢網絡及成員名單

List of Industry Consultative Networks and Members

物業管理及保安業 Property Management & Security		
召集人 Convenor	袁靖罡 (靖波) 先生, MH	Mr. Stephen YUEN Ching-bor, MH
副召集人 Vice-Convenor	何照基先生	Mr. Peter HO Chiu-kee
委員 Members	吳水強先生	Mr. NG Shui-keung
	吳家業先生	Mr. Mark NG Ka-ip
	李強增先生	Mr. LI Keung-tsang
	阮偉基博士	Dr. YUEN Wai-kay
	周富強先生	Mr. Edmond CHAU Fu-keung
	邱萬發先生	Mr. Kelvin YAU Man-fat
	姚忠耀先生	Mr. IU Chung-yiu
	孫國林先生, MH, JP	Mr. SUEN Kwok-lam, MH, JP
	梁進源先生	Mr. Kendrew LEUNG Chun-yuen
	陳世麟先生	Mr. Henry CHAN Sai-lun
	陳志球博士, BBS, JP	Dr. Johnnie CHAN Chi-kau, BBS, JP
	陸偉成先生	Mr. LUK Wai-sing
	麥億昌先生	Mr. Marco MAK Yik-cheong
	湛家雄先生, BBS, MH, BH, JP	Mr. Daniel CHAM Ka-hung, BBS, MH, BH, JP
	黃繼生先生	Mr. WONG Kai-sang
	鄭錦華博士	Dr. CHENG Kam-wah
	霍德明先生	Mr. FOK Tak-ming
	禰慧嫻女士	Ms. HUEN Wai-han
	鄺正煒工程師, JP	Ir Alkin KWONG Ching-wai, JP

保險 Insurance

召集人 Convenor	梁頌恩女士	Ms. Juan LEUNG Chung-yan
副召集人 Vice-Convenor	陳肇賢博士	Dr. Elex CHAN Shiu-yin
委員 Members	方炳華博士	Dr. FONG Ping-wah
	李滿能先生	Mr. Thomas LEE Mun-nang
	林俊華先生	Mr. Tommy LIM Chun-wah
	馬愛華女士	Ms. Teresa MA Oi-wah
	張志輝先生	Mr. Herman CHEUNG Chi-fai
	張偉良博士	Dr. Roy CHEUNG Wai-leung
	梁安福先生, JP	Mr. LEUNG On-fook, JP
	麥永光先生	Mr. Tony MAK Wing-kwong
	劉進華先生	Mr. Spencer LAU Chun-wah
	黎志誠先生	Mr. Ronald LAI Chi-shing
	賴萬德先生	Mr. LAI Man-tak
	薛祖麟先生	Mr. Joseph SIT Cho-lun

行業諮詢網絡及成員名單

List of Industry Consultative Networks and Members

美容美髮業 Beauty Therapy & Hairdressing		
召集人 Convenor	鄭明明女士,BBS	Ms. CHENG Ming-ming, BBS
副召集人 Vice-Convenor	蔡浩生先生	Mr. CHOI Ho-sang
委員 Members	王國華先生	Mr. Thomas WONG Kwok-wah
	朱子修先生	Mr. Patrick CHU Chi-sau
	朱雯迪女士	Ms. Mandy CHU Chor-man
	何妙儀女士	Ms. Helena HO Miu-yee
	李大偉先生	Mr. David LEE
	李美貞女士	Ms. Susanna LI May-ching
	李漢庭先生	Mr. LEE Hon-ting
	邱敏仁先生	Mr. CHIU Norman
	梁頌林教授	Prof. LEUNG Chung-lam
	許漢輝先生	Mr. Charlie HUI Hon-fai
	郭莉女士	Ms. KWOK Lee
	陳玉冰女士	Ms. Josephine CHAN Yuk-bing
	陳燕平女士	Ms. Rinbo CHAN Yin-ping
	陳燕萍博士	Dr. CHAN Yin-ping
	楊慧君女士	Ms. Juliana YANG Hui-chun
	葉世雄先生	Mr. Nelson IP Sai-hung
	劉玉棠女士	Ms. April LAU Yuk-tong
	潘仕海先生	Mr. PUN Shi-hoi
	潘佩芬女士	Ms. PUN Pui-fun
	蔡天慧先生	Mr. TSOI Tin-wai
	蔡麗霞女士	Ms. Sandra TSOI Lai-ha
	黎醒文先生	Mr. LAI Sing-man
	龔娉婷女士	Mrs. GUNG Ping-ting

家居服務業 Domestic Services

召集人 Convenor	李家仁醫生, MH, SBStJ, JP	Dr. David LEE Ka-yan, MH, SBStJ, JP
委員 Members	方立行先生	Mr. FONG Lap-hang
	馬錦華先生, JP	Mr. MA Kam-wah, JP
	陳彩雲女士	Ms. Judy CHAN Choi-wan
	麥燕琮註冊中醫師	Ms. MAK Yin-king, Registered Chinese Medicine Practitioner
	馮玉娟教授, BBS	Prof. Sylvia FUNG Yuk-kuen, BBS
	雷潔嫻女士	Mrs. LUI Kit-han
	鍾浩輝先生	Mr. Quincy CHUNG Ho-fai

旅遊業 Tourism

召集人 Convenor	董耀中先生, JP	Mr. Joseph TUNG Yao-chung, JP
委員 Members	方培城先生	Mr. Paul FONG Pui-sing
	李嘉騏先生	Mr. Johnny LEE Kar-ki
	林志挺先生	Mr. LAM Chi-ting
	林賽玉女士	Ms. LAM Choi-yuk
	徐王美倫女士	Mrs. Gianna HSU
	袁麗鳳女士	Ms. Linda YUEN Lai-fung
	張健明先生	Mr. Ken CHANG Kin-ming
	陳張樂怡女士	Mrs. Alice CHAN CHEUNG Lok-yee
	麥磊明博士	Dr. Barry MAK Lui-ming
	蔡百泰先生, MH	Mr. CHOI Pat-tai, MH

酒店及餐飲業 Hotel & Catering

召集人 Convenor	呂尚懷先生	Mr. James LU Shien-hwai
委員 Members	何銳堅先生	Mr. Blondin HO Yui-kin
	李雲龍先生	Mr. LEE Wan-lung
	李曉明女士	Ms. LI Hiu-ming
	阮鎮泉先生	Mr. YUEN Chun-chuen

行業諮詢網絡及成員名單

List of Industry Consultative Networks and Members

健康護理業 Healthcare Services		
召集人 Convenor	陳章明教授, BBS, JP	Prof. Alfred CHAN Cheung-ming, BBS, JP
委員 Members	丘滿娣女士	Ms. Tina YAU Moon-tai
	司徒愛珍女士	Ms. SZETO Oi-chun
	江明熙醫生	Dr. Bernard KONG Ming-hei
	何淑珍女士	Ms. Irene HO Shuk-chun
	李笑芬女士	Ms. LI Siu-fan
	邱婕兒女士	Ms. YAU Chit-yee
	浦麗君女士	Ms. Lucia PO Lai-kwan
	馬錦華先生, JP	Mr. MA Kam-wah, JP
	梁萬福醫生	Dr. LEUNG Man-fuk
	陳文宜女士	Ms. Grace CHAN Man-yee
	陳志育先生	Mr. CHAN Chi-yuk
	陳秀蓮女士	Ms. Cindy CHAN Sau-lin
	陳燕萍女士	Ms. Iris CHAN Yin-ping
	黃再英女士	Ms. WONG Joy-ying
	楊超發醫生	Dr. Henry YEUNG Chiu-fat
	葉巧瑜女士	Ms. Hannah YIP Hau-yu
	潘惠賢女士	Mrs. POON Wai-yin
	鄭清發先生	Mr. CHENG Ching-fat
	鄺衛平博士	Dr. Thomas KWONG Wai-ping

康體及運動業 Recreation & Sports

召集人 Convenor	梁美莉教授	Prof. LEUNG Mee-lee
委員 Members	李月英女士	Ms. LI Yuet-ying
	李偉良先生	Mr. LEE Wai-leung
	李暉女士, MH	Ms. LI Fai, MH
	李粵閩博士	Dr. LEE Yuet-man
	沈劍威教授	Prof. Raymond SUM Kim-wai
	莫頌平先生	Mr. MOK Chung-ping
	翁嘉淇女士	Ms. Janet YUNG
	張應明先生	Mr. Ricky CHEUNG Ying-ming
	陳炳祥博士	Dr. Patrick CHAN Ping-cheung
	黃亞鵬先生	Mr. WONG Ah-ngok
	劉永松教授	Prof. LAU Wing-chung
	劉錫夫先生	Mr. Theo LAU Sek-foo

進出口業 Import & Export

召集人 Convenor	黃定光議員, SBS, JP	Hon. WONG Ting-kwong, SBS, JP
委員 Members	丁鐵翔先生, MH	Mr. David TING Tit-cheung, MH
	朱偉康先生	Mr. Edward CHU Wai-hong
	李國明先生	Mr. Wilfred LI Kwok-ming
	袁子輝先生	Mr. YUEN Tze-fai
	袁耀全先生	Mr. Andrew YUEN Yiu-chuen
	劉健華博士, JP	Dr. LAU Kin-wah, JP
	鄧家坤先生	Mr. TANG Ka-kwan
	鮑潔鈞先生	Mr. Benson PAU Kit-kwan

行業諮詢網絡及成員名單

List of Industry Consultative Networks and Members

飲食業 Catering		
召集人 Convenor	鍾偉平先生, MH	Mr. CHUNG Wai-ping, MH
委員 Members	李廣吉先生	Mr. LEE Kwong-kut
	胡珠先生, BBS	Mr. WOO Chu, BBS
	張成雄先生, BBS	Mr. CHEUNG Sing-hung, BBS
	梁振華先生	Mr. LEUNG Chun-wah
	梁驅騰先生	Mr. LEUNG Kui-tang
	陳永安先生	Mr. CHAN Wing-on
	陳英女士	Ms. CHAN Ying
	陳偉宏先生	Mr. CHAN Wai-wang
	陳偉麟先生, MH	Mr. CHAN Wai-lun, MH
	陳婉嫻議員, SBS, JP	Hon. CHAN Yuen-han, SBS, JP
	黃家和先生, JP	Mr. Simon WONG Ka-wo, JP
	黃偉先生	Mr. WONG Wai
	黃傑龍先生	Mr. Simon WONG Kit-lung
	黃耀鏗先生	Mr. WONG Yiu-hung
	楊位醒先生, MH	Mr. YEUNG Wai-sing, MH
	盧浩宏先生	Mr. LO Ho-wan
	駱國安先生	Mr. Anthony LOCK Kwok-on
	顏振雄先生, MH	Mr. NGAN Chun-hung, MH
	羅有昌先生	Mr. LAW Yau-cheong

資訊及通訊科技業 Information & Communications Technology

召集人 Convenor	麥鄧碧儀女士, MH, JP	Mrs. Agnes MAK TANG Pik-yee, MH, JP
委員 Members	方健僑博士	Dr. Ken FONG Kin-kiu
	何錦華先生	Mr. Andy HO Kam-wah
	李詠民先生	Mr. LEE Wing-man
	區啟昌先生	Mr. AU Kai-cheong
	梁偉峯先生	Mr. Joseph LEUNG Wai-fung
	梁慧珠女士	Ms. Judy LEUNG Wai-chu
	莫兆華先生	Mr. York MOK Sui-wah
	陳榮禮先生	Mr. Eddie CHAN Wing-lai
	陳錦成先生	Mr. Gilbert CHAN Kam-shing
	黃光榮先生	Mr. WONG Kwong-wing
	楊月波教授	Prof. YEUNG Yuet-bor
	楊志成先生	Mr. Anthony YEUNG Chee-shing
	葉岳峰先生	Mr. IP Ngok-fung
	趙志洋先生, JP	Mr. John CHIU Chi-yeung, JP
	趙善平先生	Mr. CHIU Sin-ping

行業諮詢網絡及成員名單

List of Industry Consultative Networks and Members

零售業 Retail		
召集人 Convenor	余鵬春先生, SBS, JP	Mr. YU Pang-chun, SBS, JP
委員 Members	丁志輝先生	Mr. TING Wing-fai
	朱志明先生	Mr. Samson CHU Chi-ming
	伍俊達先生	Mr. Roy NG
	余麗姚女士	Ms. Ruth YU Lai-yiu
	周建榮先生	Mr. Carollio CHOW Kin-wing
	林振永先生	Mr. LAM Chun-wing
	冼家添先生	Mr. SIN Kar-tim
	馬景煊先生	Mr. MA King-huen
	張麗霞女士	Ms. CHEUNG Lai-ha
	陳梁孝純女士	Mrs. Agnes CHAN LEUNG Hau-shun
	黃雅麗女士	Ms. Alice WONG Nga-lai
	黃碧娥女士	Ms. Janet WONG
	黃錦沛先生	Mr. Wilfred WONG Kam-pui
	傅承蔭先生	Mr. William FU Sing-yam
	黎鴻新先生	Mr. Nelson LAI Hung-sun
	鄭乃恩先生	Mr. Philip CHENG Nai-yan
	歐仙麗女士	Ms. AU Sin-lai
	謝小江先生	Mr. TSE Siu-kong
	關百豪先生	Mr. Bankee KWAN Pak-ho
影藝文化業 Entertainment & Performing Arts		
召集人 Convenor	徐小明博士	Dr. TSUI Siuming
委員 Members	向雪懷先生	Mr. Jolland CHAN
	李少偉博士	Dr. Philip LEE Siu-wai
	李奇峰先生	Mr. Danny LI Chi-kei
	卓伯棠教授	Prof. CHEUK Pak-tong
	周國忠先生	Mr. CHOW Kwok-chung
	林立三博士	Dr. LAM Lap-sam
	梁治強先生	Mr. LEUNG Chi-keung
	黃家禧先生	Mr. Lawrence WONG Ka-hee

機電業 Electrical & Mechanical Services

召集人 Convenor	莊堅烈先生, MH	Mr. Paul CHONG Kin-lit, MH
委員 Members	孔繼明先生	Mr. HUNG Kai-ming
	方奕展先生	Mr. Eugene FONG Yick-jin
	朱育青先生	Mr. CHU Yuk-ching
	余建浩先生	Mr. YU Kin-ho
	李秀琮女士	Ms. LEE Sau-king
	貝大華工程師	Ir BUI Tai-wah
	周雀圖先生	Mr. CHOW Cheuk-tao
	林祖江先生	Mr. LAM Cho-kong
	冼泳霖工程師	Ir Raymond SYNN Cheung
	冼啓明先生, MH	Mr. SIN Kai-ming, MH
	孫名林先生	Mr. SUEN Ming-lam
	高衛江先生	Mr. KO Wai-kong
	梁達雲先生	Mr. Marloni LEUNG Tat-wan
	莫淑萍女士	Ms. MOK Suk-ping
	莊明薪先生	Mr. CHONG Ming-sun
	連金水工程師	Ir Raymond LIN Kam-sui
	郭志強先生	Mr. KWOK Chi-keung
	陳志堅先生	Mr. CHAN Chi-kin
	陳龍工程師	Ir Geoffrey CHAN Loong
	黃光榮先生	Mr. WONG Kwong-wing
	黃錦輝先生	Mr. WONG Kam-fai
	趙志基先生	Mr. Philip CHIU Chi-kie
	潘錦鈴先生	Mr. POON Kam-ling
	蔡業堅先生	Mr. CHOY Ip-kin
	鄭祖瀛工程師	Ir Francis CHENG Cho-ying
	賴永明先生	Mr. LAI Wing-ming
	譚國雄先生	Mr. TAM Kwok-hung
	關新全先生	Mr. KWAN Sun-chuen
	溫志強先生	Mr. WAN Chee-keung

行業諮詢網絡及成員名單

List of Industry Consultative Networks and Members

環境服務業 Environmental Services		
召集人 Convenor	甄瑞嫻女士	Ms. Catherine YAN Sui-han
副召集人 Vice-Convenor	溫忠平先生	Mr. WAN Chung-ping
委員 Members	文鳳玲女士	Ms. Florence MAN Fong-leng
	吳盧蕙梅女士	Mrs. WOO Wai-mui
	李劍曼女士	Ms. LI Kim-man
	李贊華先生	Mr. William LI Chan-wah
	胡允文先生	Mr. Herbert FU
	陳國輝先生	Mr. Rodney CHAN Kwok-fai
	曾國強先生	Mr. TSANG Kwok-keung
	黃慶強先生	Mr. WONG Hing-keung
	甄韋喬博士	Dr. YAN Wai-kiu
	劉偉玉女士	Ms. LAU Wai-yuk
	潘澤坤先生	Mr. POON Chak-kwan
	謝黃小燕女士	Ms. Elizabeth TSE WONG Siu-yin
	譚志華先生	Mr. TAM Chi-wah
鐘錶及珠寶業 Watch & Jewellery		
召集人 Convenor	胡鉅泉先生	Mr. WU Ku-chuen
副召集人 Vice-Convenor	李景熹先生, MH	Mr. LI King-hi, MH
委員 Members	林成銘先生	Mr. LAM Sing-ming
	冼兆球先生	Mr. Karl SHIN Shiu-kau
	梁輝文先生	Mr. Moses LEUNG Fai-man
	陳張玉珍女士	Mrs. Lily CHAN CHANG Yuk-chun
	劉偉光先生	Mr. Billy LAU Wai-kwong
	劉健華博士, JP	Dr. LAU Kin-wah, JP
	蔣偉康先生	Mr. CHIANG Wai-hong
	鄧偉雄先生	Mr. TANG Wai-hung
	黃乙昌先生	Mr. WONG Yuet-cheong
	盧益新先生	Mr. Louis LO Yick-sun
	麥錦泉先生	Mr. George MAK Kam-chuen

以中文姓名筆劃排列。

Members of Industry Consultative Networks are listed according to the number of strokes in Chinese.

人才企業名單

List of Manpower Developers

人才企業 Manpower Developers

1	3M香港有限公司	3M Hong Kong Limited
2	力佳工程有限公司	Lik Kai Engineering Company Limited
3	九龍巴士(一九三三)有限公司	The Kowloon Motor Bus Company (1933) Limited
4	大老山隧道有限公司	Tate's Cairn Tunnel Company Limited
5	大快活集團有限公司	Fairwood Holdings Limited
6	大昌行集團有限公司	Dah Chong Hong Holdings Limited
7	大昌華嘉香港有限公司	DKSH Hong Kong Limited
8	大家樂集團有限公司	Café de Coral Holdings Ltd
9	大眾銀行(香港)	Public Bank (Hong Kong) Limited
10	三星電子香港有限公司	Samsung Electronics H.K. Company Limited
11	三菱東京UFJ銀行	The Bank of Tokyo-Mitsubishi UFJ, LTD.
12	太古地產有限公司	Swire Properties Limited
13	太古旅遊有限公司	Swire Travel Limited
14	太平道寵物診所	Peace Avenue Veterinary Clinic
15	太興飲食集團	Tai Hing Catering Group
16	牛奶有限公司	The Dairy Farm Company Limited
17	天星小輪有限公司	The "Star" Ferry Company, Limited
18	中信泰富有限公司	CITIC Pacific Limited
19	中信國際電訊(信息技術)有限公司	CITIC Telecom International CPC Limited
20	中信証券國際有限公司	CITIC Securities International Company Limited
21	中信銀行(國際)有限公司	China CITIC Bank International Limited
22	中原地產代理有限公司	Centaline Property Agency Limited
23	中華電力有限公司	CLP Power Hong Kong Limited
24	中國銀行(香港)有限公司	Bank of China (Hong Kong) Ltd
25	六福集團(國際)有限公司	Luk Fook Holdings (International) Limited
26	民亮發展有限公司	Main Shine Development Limited
27	史偉莎集團有限公司	LBS Corporation Limited
28	卡樂B四洲有限公司	Calbee Four Seas Company Limited
29	百佳超級市場	PARKnSHOP
30	百樂酒店	Park Hotel International Limited
31	百麗國際控股有限公司	Belle International Holdings Limited

人才企業名單

List of Manpower Developers

32	合和實業有限公司	Hopewell Holdings Limited
33	名唐展覽集團	Milton Exhibits Group
34	安達人壽保險有限公司	ACE Life Insurance Company Limited
35	仲量聯行物業管理有限公司	Jones Lang LaSalle Management Services Limited
36	佐丹奴有限公司	Giordano Limited
37	宏利人壽保險(國際)有限公司	Manulife (International) Limited
38	利信達集團	le saunda holdings limited
39	利奧紙品集團(香港)有限公司	Leo Paper Group (Hong Kong) Limited
40	沙嗲王(集團)有限公司	Satay King (Holdings) Company Limited
41	李錦記有限公司	Lee Kum Kee Company Limited
42	屈臣氏	Watsons
43	屈臣氏酒窖	Watson's Wine
44	屈臣氏集團	A.S. Watson Group
45	協成行集團	Hip Shing Hong Group of Companies
46	金門建築有限公司	Gammon Construction Limited
47	昂坪360有限公司	Ngong Ping 360 Limited
48	東亞銀行有限公司	The Bank of East Asia, Limited
49	東瀛遊旅行社有限公司	EGL Tours Company Limited
50	亞洲聯合財務有限公司	United Asia Finance Limited
51	佳能香港有限公司	Canon Hongkong Co. Ltd
52	卓健醫療服務有限公司	Quality HealthCare Medical Services Limited
53	官燕棧國際有限公司	Imperial Bird's Nest International Co. Ltd
54	英之傑汽車有限公司	Inchcape Motors Limited
55	美心食品有限公司	Maxim's Caterers Limited
56	美國輝瑞科研製藥有限公司	Pfizer Corporation Hong Kong Limited
57	美聯集團	Midland Holdings Limited
58	美麗華酒店企業有限公司	Miramar Hotel and Investment Company Limited
59	俊和發展集團	Chun Wo Development Holdings Limited
60	皇冠汽車有限公司	Crown Motors Limited
61	冠威管理有限公司	Goodwill Management Limited
62	恒益物業管理有限公司 (恒基兆業地產集團成員公司)	Hang Yick Properties Management Limited (A Member of Henderson Land Group)
63	香港小輪(集團)有限公司	Hong Kong Ferry (Holdings) Co. Ltd.
64	香港中華煤氣有限公司	The Hong Kong and China Gas Company Limited

65	香港永安旅遊有限公司	Hong Kong Wing On Travel Service Limited
66	香港必勝客管理有限公司	Pizza Hut Hong Kong Management Limited
67	香港快運航空有限公司	Hong Kong Express Airways Limited
68	香港迪士尼樂園度假區	Hong Kong Disneyland Resort
69	香港飛機工程有限公司	Hong Kong Aircraft Engineering Company Limited
70	香港航空有限公司	Hong Kong Airlines Limited
71	香港貿易發展局	Hong Kong Trade Development Council
72	香港置地集團公司	Hongkong Land Limited
73	香港駕駛學院	Hong Kong School of Motoring
74	香港賽馬會	The Hong Kong Jockey Club
75	香港寬頻網絡有限公司	Hong Kong Broadband Network Limited
76	香港鐵路有限公司	MTR Corporation Limited
77	威富(亞洲區)有限公司	VF Asia Ltd
78	致富集團(香港)有限公司	Chief Holdings (H.K.) Limited
79	建築署	Architectural Services Department
80	信和集團	Sino Group
81	信基國際企業有限公司	Truth & Faith International Limited
82	信興電業集團有限公司	Shun Hing Electronic Holdings Limited
83	益力堅實業有限公司 (晶苑集團成員)	Elegance Industrial Co. Ltd. (A member of Crystal Group)
84	連卡佛(香港)有限公司	Lane Crawford (Hong Kong) Limited
85	索尼香港	Sony Corporation of Hong Kong Limited
86	班尼路有限公司	Baleno Kingdom Limited
87	朗廷酒店集團	Langham Hospitality Group
88	海洋公園	Ocean Park Corporation
89	海通國際證券集團有限公司	Haitong International Securities Group Limited
90	祥益地產代理有限公司	Many Wells Property Agent Limited
91	時富投資集團有限公司	Celestial Asia Securities Holdings Limited
92	高衛物業管理有限公司	Goodwell Property Management Limited
93	捷成洋行有限公司	Jebsen & Co Limited
94	健味堡有限公司	Perfect Combo Limited
95	康泰旅行社有限公司	Hong Thai Travel Services Limited
96	康業服務有限公司	Hong Yip Service Company Limited
97	莎莎國際控股有限公司	Sa Sa International Holdings Limited

人才企業名單

List of Manpower Developers

98	啟勝管理服務有限公司	Kai Shing Management Services Limited
99	麥當勞有限公司	McDonald's Restaurants (Hong Kong) Ltd
100	第一太平戴維斯物業管理有限公司	Savills Property Management Limited
101	偉邦物業管理有限公司 (恒基兆業地產集團成員公司)	Well Born Real Estate Management Limited (A Member of Henderson Land Group)
102	富士施樂(香港)有限公司	Fuji Xerox (Hong Kong) Limited
103	富邦銀行(香港)有限公司	Fubon Bank (Hong Kong) Limited
104	富城集團	Urban Group
105	富通保險(亞洲)有限公司	Ageas Insurance Company (Asia) Limited
106	富臨集團有限公司	Foo Lum Holdings Limited
107	新世界發展有限公司	New World Development Company Limited
108	新世界電訊有限公司	New World Telecommunications Limited
109	新卓管理有限公司	New Charm Management Limited
110	新昌管理服務有限公司	Synergis Management Services Limited
111	新昌營造集團有限公司	Hsin Chong Construction Group Limited
112	新創建集團有限公司	NWS Holdings Limited
113	新輝建築有限公司	Sanfield Building Contractors Limited
114	新鴻基地產發展有限公司	Sun Hung Kai Properties Ltd
115	港基物業管理有限公司	Citybase Property Management Ltd
116	惠康環境服務有限公司	Waihong Environmental Services Limited
117	惠普香港有限公司	Hewlett-Packard HK SAR Limited
118	堡獅龍企業有限公司	Bossini Enterprises Limited
119	敦豪國際速遞(香港)有限公司	DHL Express (HK) Limited
120	萬寶物業管理有限公司	Vineberg Property Management Limited
121	凱譽香港有限公司	KCS Hong Kong Limited
122	瑞安建業有限公司	SOCAM Development Limited
123	瑞穗實業銀行	Mizuho Corporate Bank, Limited
124	聖安娜餅屋	Saint Honore Cake Shop Ltd
125	溢達企業有限公司	Esquel Enterprises Limited
126	漢堡南美香港有限公司	Hamburg Süd Hong Kong Limited
127	漢興企業有限公司	Hon Hing Enterprises Limited
128	奧雅納工程顧問	Ove Arup & Partners Hong Kong Limited
129	維他奶國際集團有限公司	Vitasoy International Holdings Limited
130	嘉里物流	Kerry Logistics

131	嘉里建設有限公司	Kerry Properties Limited
132	嘉利國際控股有限公司	Karrie International Holdings Limited
133	翠華怡富管理有限公司	Tsui Wah Efford Management Limited
134	僑樂服務管理有限公司	Kiu Lok Service Management Company Limited
135	銀禧國際旅遊有限公司	Jubilee International Tour Centre Limited
136	銅鑼灣利景酒店	The Charterhouse Causeway Bay
137	稻香集團	Tao Heung Group
138	箭牌(香港)有限公司	The Wrigley Company (Hong Kong) Limited
139	慕詩(香港)有限公司	Moiselle (Hong Kong) Limited
140	德爾斯控股有限公司	DSC Holdings Ltd
141	澳加光學有限公司	Okia Optical Company Limited
142	鴻星集團	Super Star Group
143	鴻福堂集團有限公司	Hung Fook Tong Holdings Limited
144	諾基亞(香港)有限公司	Nokia (H.K.) Limited
145	賽諾菲安萬特香港有限公司	sanofi-aventis Hong Kong Limited
146	環美航務	Worldwide Flight Services Holding S.A.
147	縱橫二千有限公司	G2000 (Apparel) Limited
148	醫院管理局	Hospital Authority
149	豐盛創建企業有限公司	Fung Seng Enterprises Limited (FSE)
150	豐盛創建機電工程集團有限公司	FSE Engineering Group Limited
151	豐澤	Fortress
152	蘇黎世保險(香港)	Zurich Insurance (Hong Kong)
153	鷹君物業管理有限公司 — 朗豪坊	The Great Eagle Properties Management Company Limited – Langham Place
154	AEON 信貸財務(亞洲)有限公司	AEON Credit Service (Asia) Company Limited
155	DFS 國際集團香港店	DFS Hong Kong Limited
156	MTM Lab Japan Limited	
157	OK便利店	Circle K Convenience Stores (HK) Limited
158	The Beauty Group	

以機構中文名稱筆劃排列。

Manpower Developers are listed according to the number of strokes in Chinese.

人才企業名單

List of Manpower Developers

人才企業 — 中小企

Manpower Developers (SME)

1	大有倉集團有限公司	Tai Yau Storage Group Limited
2	邱在光合會計師行有限公司	C K Yau & Partners CPA Limited
3	李式帷會計師事務所	Lee Sik Wai & Co.
4	利嘉國際航運有限公司	Regal World Transport System Limited
5	怡安翰威特	Aon Hewitt
6	東保集團	Tunbow Group
7	林淦生醫藥研究院有限公司	Lam Kam Sang Medical Research Institute Limited
8	紅石環球投資有限公司	Red Stone Global Investment Limited
9	泉昌有限公司	Chuan Chiong Company Limited
10	食益補(香港)有限公司	Cerebos (Hong Kong) Limited
11	香港電腦商會	The Chamber of Hong Kong Computer Industry
12	泰美商業科技有限公司	Intimex Business Solutions Company Limited
13	麥堅時綜合治療及復康中心有限公司	McKenzie & Associates Integrative Therapy Centre Limited
14	鉞資有限公司	Hanville Company Limited
15	富安集團有限公司	Richform Holdings Limited
16	黃波記有限公司	Wong Po Kee Ltd
17	道高太平洋有限公司	TOGO Pacific Limited
18	新域風險服務集團有限公司	Nova Risk Services Holdings Limited
19	潛水歷險會有限公司	Diving Adventure Limited
20	樂悠遊有限公司	Charlotte Travel Limited
21	點心電視有限公司	Dim Sum Television Company Limited
22	濠江電子科技有限公司	E.C. Fix Technology Limited
23	BannerSHOP Hong Kong Limited	
24	MEG Limited	
25	Technicolor Asia Limited	

以機構中文名稱筆劃排列。

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