



僱員再培訓局

Employees Retraining Board

# 進取 創新 求變

*Forward Innovative Versatile*

2021-22

年度年報 ANNUAL REPORT



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# 關於僱員再培訓局

## ABOUT ERB

僱員再培訓局屬法定組織，根據《僱員再培訓條例》於1992年成立，透過統籌、撥款和監察，委任培訓機構提供培訓課程和服務，服務對象為15歲或以上、具副學位或以下教育程度的人士。

本局委任約80間培訓機構，提供約700項具市場需求及事業前景的培訓課程，為學員構建進修階梯，為各行各業培育人才。

為配合不同服務對象的需要，本局提供多元化的培訓課程，包括為失業人士而設的就業掛鈎課程、跨行業適用的通用技能課程、協助在職人士提升技能的技能提升課程，以及為特定服務對象而設的青年培訓課程、殘疾及工傷康復人士課程、住院式戒毒人士及更生人士課程、以英語授課的少數族裔人士課程及新來港人士課程。



The Employees Retraining Board (ERB) is a statutory body established in 1992 under the Employees Retraining Ordinance. ERB co-ordinates, funds and monitors training courses and services offered by the appointed training bodies. The service targets of ERB are people aged 15 or above with educational attainment at sub-degree level or below.

ERB appointed about 80 training bodies to provide around 700 training courses that are market-driven and employment-oriented. ERB helps trainees map out progression ladders and nurtures talent for various industries.

ERB provides a diverse range of training courses, including placement-tied courses for the unemployed, generic skills courses for people from all industries, skills upgrading courses with skills enhancement training for employees, and courses for dedicated service targets such as youth training courses, courses for persons with disabilities and persons recovered from work injuries, courses for rehabilitated ex-drug abusers and ex-offenders, courses conducted in English for ethnic minorities, and courses for new arrivals.



# 主席序言

## CHAIRMAN'S MESSAGE

余鵬春, GBS, JP  
YU Pang-chun, GBS, JP

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主席 *Chairman*



香港在過去一年經歷反覆的疫情，社會經濟和就業市場均承受不少壓力。然而香港擁有獨特的營商優勢，堅實的基礎建設，加上企業及人才的創新精神，面對挑戰仍然迎難而上，在疫境下敢於轉型求變。

The last year had proven to be a bumpy ride for Hong Kong as it had to battle a global pandemic alongside the rest of the world. Inevitably, the city's economic momentum and employment market came under great pressure. Yet despite the disruptions caused by COVID-19, Hong Kong continues to offer a unique advantage because of its business-friendly environment, reliable infrastructure, forward-thinking companies coupled with innovative talents. These characters have enabled us to face our challenges head-on, steer change and navigate the storm.

面對充滿變數的大環境，僱員再培訓局(再培訓局)靈活回應市場變化，秉持「進取、創新、求變」的理念，積極支援行業及市民的培训需要，鼓勵有需要人士增值自強，提升競爭力。

### 靈活應變 因勢制宜

我們在年度內推出了第四期及第五期「特別·愛增值」計劃(「特別計劃」)，其中第五期「特別計劃」正為受第五波疫情影響的市民帶來及時雨，為有需要的求職及在職人士提供適切支援。「特別計劃」進一步擴闊課程選擇至約500項，並保留各項特別安排。截至2022年3月31日，五期「特別計劃」共有約200,000名市民報讀課程，協助市民增值技能，為重投職場或轉業作好準備。

In the face of uncertainty, the Employees Retraining Board (ERB) flexibly responds to market changes and actively supports the training needs of industries and society. Embracing a “Forward, Innovative, Versatile” approach, we encourage the workforce to upskill and reskill so as to stay ahead of the curve and to increase our competitive edge.

### Staying Flexible and Versatile

During the past year, we launched phase 4 and phase 5 of the “Love Upgrading Special Scheme” (Special Scheme). Amidst the surging fifth wave of the pandemic, the phase 5 Special Scheme provided crucial support to job seekers and employees affected by the economic downturn. To further optimise the Special Scheme, the number of training courses on offer was increased to around 500. All special arrangements under the Special Scheme were retained. As of 31 March 2022, some 200,000 applicants were registered for five phases of the Special Scheme, which provided support to those in need to upgrade their skills and prepared them to rejoin the workforce or start a new career.

## 主席序言 Chairman's Message

第五波疫情之嚴峻實是前所未見。配合政府收緊防疫措施，再培訓局需暫停面授課堂，致力推行網上教學，涵蓋約400項課程，讓學員得以在疫情下持續學習。同時，我們積極推展網上活動，包括「ERB服務中心」及「ERB服務點」舉辦的網上行業講座及試讀班等，在疫情下以多元化模式鼓勵市民培訓增值。

2021-22全年度入讀再培訓局課程的人次創下新高，接近150,000人次，反映市民對本局服務的殷切需求。

### 創新發展 前瞻未來

再培訓局致力提供市場主導、就業為本的職業專才教育，就課程的長遠發展制定發展藍圖，確保課程緊貼市場趨勢及學員的培訓需要。

因應科技迅速發展及企業加快數碼轉型，再培訓局積極發展創新科技課程，讓學員掌握最新的資訊科技知識和技能，開拓更廣闊的事業發展空間。在2021-22年度，再培訓局成功取得「電腦科學及資訊科技」子範疇的「學科範圍評審」資格，為長遠推動創新科技培訓工作提供有利的條件，同時肯定了本局在課程發展及質素保證的實力。

Needless to say, the fifth wave of the pandemic brought about unprecedented challenges to the community. In tandem with the Government's tightening of preventive measures against COVID-19, ERB had to temporarily suspend face-to-face training and made available some 400 courses online so that trainees could continue with their learning under such an unstable situation. Meanwhile, we actively engaged the community through diversified online activities, including online industry seminars and taster courses organised by the "ERB Service Centre" and "ERB Service Spots", to encourage members of the public to take the opportunity to upskill themselves.

During 2021-22, enrolment for ERB courses reached a record high of around 150,000, reflecting a keen demand from the public for ERB services.

### Creating Value with Innovation and Foresight

At ERB, we endeavour to provide market-driven and employment-oriented vocational and professional education and training to meet the evolving needs of the labour market. To this end, ERB has set out a blueprint for long-term programme development to ensure our training services are able to meet market demands and trainees' needs.

In response to the technological advancement and digitalisation megatrends, ERB has also proactively developed a range of innovation and technology courses, equipping trainees with in-demand knowledge and digital skills for broadening their career development opportunities. In 2021-22, ERB successfully obtained the "Programme Area Accreditation" status under the sub-area "Computer Science and Information Technology". Such an accomplishment is expected to foster the long-term development of training provisions in the area of innovation and technology and provides solid proof of ERB's capability in course development and quality assurance.



面對香港人口老化加劇的情況，再培訓局積極回應健康護理業的人力需求。我們與業界緊密聯繫，以提供切合業界需要的培訓課程及服務。例如在疫情下安老院及殘疾人士院舍面對人手緊絀的情況，再培訓局靈活應變，迅速推出「護理員訓練課程基礎證書(精修班)」，務求於短時間內協助業界培訓人才。此外，再培訓局亦透過「先聘用、後培訓」計劃鼓勵潛在勞動力投身健康護理業，並在年度內增加健康護理業的培訓名額，為業界培育更多專才。

配合網上學習的大趨勢，年度內我們全速發展網上學習模式，推出「網上學習管理系統先導計劃」，分階段推展網上教與學安排，並會制訂相關教學配套及質素保證系統，以提升網上學習的體驗與成效。

## 重點對象 聚焦支援

再培訓局在支援受經濟下行影響的市民和行業的同時，亦持續推動全民增值自強。再培訓局重點支援青年人及「後50」(50歲或以上人士)的培訓和就業需要，鼓勵他們積極參與培訓，協助釋放社會的潛在勞動力。

我們為青年人及「後50」推出一系列專設項目，包括「20 x 50實習生計劃」，提供短期實習機會，協助他們掌握就業市場實況，裝備工作技能和心態，以投入職場。為協助青年人探索職涯發展方向，我們於年內舉辦「青年培訓就業GPS@ERB」、「中學生職場體驗」活動系列及其他專設活動，給予他們更多元化的支援；我們亦推出以青年人為對象的「物業管理客戶服務專員基礎證書」度身訂造課程，協助青年人投身感興趣的行業。此外，我們為「後50」推展「先聘用、後培訓」計劃、「工作體驗活動」及「職場實戰系列活動」等，協助他們投身不同行業，開展職場新一頁。

Hong Kong faces an ageing population, ERB has aptly responded to the manpower needs of the healthcare services industry. We have worked closely with the industry to provide training courses and services geared towards its needs. For example, at the time when the elderly homes and residential care homes for the disabled encountered manpower shortages in the wake of the pandemic, ERB flexibly and promptly launched the “Foundation Certificate in Training for Care Workers (Intensive Class)” course to train more new blood to enter the field. We also unleashed latent workforce to join the healthcare services industry through the “Hire and Train” Scheme and increased the training places in the year to help nurture more talent for the industry.

To keep up with the online learning trend, we developed in full gear the online learning platform and piloted an online learning management system. We also rolled out online teaching and learning arrangements in phases, further establishing relevant teaching and quality assurance systems so as to enhance the online learning experience and effectiveness.

## Enhancing Support to Key Service Targets

While supporting the needy hard-hit by the economic downturn, ERB continued to promote the upgrading of skills among members of the public for broad-based empowerment. We focused on the young people and the “Post-50” (people aged 50 or above) as our key service targets to address their training and employment needs, and encouraged them to participate in training with a view to unleashing latent workforce within our society.

We launched a series of dedicated programmes for our young people and “Post-50”. Amongst these was the “20 x 50 Internship Programme” which provided short-term internship opportunities for participants to understand the employment market trends and to equip them with the skill sets and mindset for entering the workplace. To help young people in their career and life planning, we organised the “Youth Training and Career GPS@ERB” event, “Workplace Experience Activity Series for Secondary School Students” as well as other tailor-made activities, offering them an array of support services. We also launched the “Foundation Certificate in Customer and Concierge Service in Property Management (Tailor-Made Course)” for young people, facilitating them to join the industry that best matched their interests. As for the “Post-50”, we designed the “Hire and Train” Scheme, “Work Experience Days” and “Workplace Activity Series” to assist them to join the workforce and turn a new page in their careers.

## 主席序言 *Chairman's Message*

與此同時，我們亦為其他有特別需要社群，包括殘疾及工傷康復人士、少數族裔人士、新來港人士、更生人士等，提供專設課程和各式支援服務，協助他們參與培訓和投入勞動市場。

### 並肩同行 跨越三十

再培訓局於2022-23年度踏入30周年的重要里程碑。30年來，得力於各持份者的支持，再培訓局累計提供超過300萬個培訓學額，透過提升僱員和求職者的技能水平，支援社會持續發展。我們的課程和服務得到市民的支持和認同，實是我們最大的動力。我謹此向一直支持我們工作的特區政府，特別是勞工及福利局、勞工處、全局委員、培訓機構、各行業團體、協作伙伴及再培訓局辦事處同事，致以衷心感謝。適逢30周年，再培訓局會推展ERB 30周年推廣計劃，加強與市民的聯繫，提升市民對本局課程和服務的認識和參與，與社會各界建立更緊密的伙伴關係。

As we continue to expand the breadth and depth of our services, we offer dedicated training courses and support services for social groups with special needs, including persons with disabilities and persons who have recovered from work injuries, ethnic minorities, new arrivals, ex-offenders, etc., to facilitate them to acquire training and land jobs in the market.

### Walking Shoulder to Shoulder Far and Beyond

2022-23 marks a new milestone for ERB as we celebrate our 30th anniversary. Over the past three decades, with the unfailing support of stakeholders and longstanding partners, ERB offered an accumulative of over three million training places to enhance the skill levels of serving employees and job seekers, as well as supporting the sustainable development of Hong Kong's society. The support and recognition of our courses and services rendered by the general public has been our greatest motivator. I wish to express my heartfelt gratitude to the HKSAR Government, especially the Labour and Welfare Bureau, Labour Department, all members of the Board, training bodies, trade organisations, working partners and staff members of the ERB Executive Office, for their dedicated support towards our work. On its 30th anniversary, ERB will launch the ERB 30 Campaign to strengthen our connection with members of the public, enhance their understanding and participation in ERB courses and services, and establish an even closer partnership with all sectors of society.

## 同心攜手 邁步向前

總結2021-22年度的經驗，雖然第五波疫情給香港社會帶來衝擊，但香港人總是遇強愈強，永不言敗，我有信心我們會在疫後開出一片新天。疫情帶來新常態，市民在生活和就業上往往需要重新調整步伐，再培訓局亦會以創新思維，與社會各界加強協作，推動再培訓工作，充分發揮職專教育的社會角色和使命，與大家一同迎接未來的挑戰和機遇。

「黑暗中總有一線光明。」憑著堅毅與信心，勇往直前，我們一定能開創更美好的明天。

僱員再培訓局  
主席  
余鵬春, GBS, JP

## Joining Hands to Forge Ahead

Looking back on 2021-22, notwithstanding the impacts brought about by the fifth wave of the pandemic, the people of Hong Kong have once again proven that they are resilient and are brave enough to weather the storms and they never give up. I have every confidence that a better tomorrow will come. Under a new normal, people will have to adjust their lives and career journeys, alongside that, ERB will adopt innovative thinking, strengthen our collaboration with all sectors of the community so as to further promote retraining services. Time and again, we will give full play to our societal role and mission of promoting vocational and professional education and training, and embrace every challenge and opportunity ahead of us.

“Every cloud has a silver lining.” As we begin to see the light at the end of the tunnel, with perseverance and confidence, we can forge ahead towards a brighter future.

YU Pang-chun, GBS, JP  
Chairman  
Employees Retraining Board

# 行政總監報告

## EXECUTIVE DIRECTOR'S REVIEW

吳國強, BBS  
Byron NG Kwok-keung, BBS

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行政總監 *Executive Director*



2019年以來，抗疫成為全球共同面對的挑戰。持續的疫情，催生各樣新常態，如何提振經濟和促進就業更成了當下的重要議題。疫情對全球經濟環境和勞動市場帶來顛覆性的改變，企業加速數碼轉型，推進自動化和智能科技的應用，電子商貿和網購大行其道，加上混合工作模式的普及等，正逐漸重塑對人力資源的需求。掌握多元技能成為了後疫情時代保持競爭力的不二法門，而再培訓局在協助市民技能增值的工作上將會發揮更重要的角色。

Our fight against the pandemic has become a universal challenge since 2019. Its lingering effects have set the tone for a new normal under which promoting economic recovery and employment are at the top of the agenda. With sweeping changes seen across the global economy and labour markets, new behaviours and trends are effecting change further. Businesses today are undergoing digital transformation. Automation and smart technologies, e-commerce and online shopping trends, together with a new hybrid work paradigm, are reshaping workforce demands. Acquiring multi-skills is therefore especially important for employees to stay competitive in the post-pandemic era, and ERB will play a more prominent role in upskilling the local workforce.

年內，再培訓局制訂了2021-22至2023-24年度「三年策略計劃」，訂定「加強培訓、結合科技、促進就業」的政策目標，以「起承轉合」為發展藍圖，循四個策略方向：「起」動拓展、「承」先啟後、「轉」變優化、融「合」創新，持續提升課程的認受性和服務質素，並加強宣傳推廣和伙伴合作，讓市民透過本局的課程及服務，提升競爭力，把握新機遇。

In the past year, ERB formulated its new “Three-year Strategic Plan” for 2021-22 to 2023-24, setting sights on “Strengthening Training, Embracing Technology and Facilitating Employment”. A “Progression Roadmap” was also drawn up, defining four strategic directions from “Start Anew and Develop”, “Succeed and Expand”, “Transform and Optimise” to “Collaborate and Innovate”. Under this framework, we stayed focused on enhancing the recognition of training courses and service quality, as well as strengthening promotion and partnerships, with a view to assisting members of the public to increase their competitiveness and grasp new opportunities through retraining courses and services.

## 行政總監報告 Executive Director's Review

### 課程發展 與時並進

再培訓局一直致力提供切合市場需求的培訓課程和服務。年度內，我們提供約700項課程，包括約40項新課程，遍及創新科技課程，以及不同行業範疇的專業認證課程、能力為本課程和課程系列等，協助市民及不同社群提升技能，應對就業市場新形勢。

年內再培訓局因應業界和服務對象的需要，以不同形式推展培訓服務，包括與更多僱主合作開展「先聘用、後培訓」計劃，培訓人才加入人手不足的行業；開辦「度身訂造課程」，發揮培訓與就業接軌的優勢；製作網上自學教材及舉辦行業專題工作坊，照顧工作繁忙或工時不固定的在職僱員的培訓需要。

因應有特別需要社群的培訓需求，再培訓局為少數族裔人士、殘疾及工傷康復人士、更生人士及戒毒人士等開辦175項專設課程，鼓勵多元發展。

為盡量減低疫情的影響，本局積極發展網上學習模式，在年度內共有約400項課程設有網上學習安排，讓學員在防疫期間遙距學習。其中新推出的「綜合急救基礎證書（結合式教學）」兼讀制課程，正是結合網上和面授的靈活教學模式，協助學員考取相關的專業資歷，同時為學員提供更多培訓選擇。

### Advancing Training Development Moving with the Times

ERB has consistently made every effort to provide market-driven training courses and services. In the past year, we offered some 700 training courses, including around 40 new courses covering innovation and technology courses, professional certification courses, Specification of Competency Standards-based courses, and course series catering for different industries, to help the public and diverse social groups to upgrade their skills and meet changing workplace demands.

In response to the training needs of industries and service targets, ERB offered a range of training services in the past year, including the “Hire and Train” Scheme in collaboration with more employers to nurture talent for industries which have a keen demand for manpower. ERB also launched “Tailor-made Course” linking skills training to work contexts, as well as online self-learning materials and industry thematic workshops to cater for the training needs of employees who work long hours or have irregular working hours.

In view of the upskilling needs of different social groups, ERB offered 175 dedicated courses for ethnic minorities, persons with disabilities and persons recovered from work injuries, rehabilitated ex-offenders and ex-drug abusers, etc. to encourage them to pursue different development opportunities.

To minimise the impact of the pandemic on our training services, ERB actively developed online teaching and learning, and arranged for around 400 courses to be conducted online during the year, enabling trainees to continue learning despite infection control. The brand new “Foundation Certificate in Integrated First Aid Training (Blended Learning) (Part-time)” course was also launched, combining online and face-to-face training in a flexible manner to assist trainees in acquiring relevant professional qualifications with more training options.

## 持續優化 完善服務

在培訓及支援服務方面，本局年內完成檢討「樂活一站」的服務及發展方向，重點支援新晉助理，協助他們累積經驗，並透過培訓及工作坊持續提升技能和競爭力。因應市場對陪月員的技能和知識要求日高，「陪月一站」於年度內推行「持續專業進修計劃」，鼓勵畢業學員自我增值，緊貼市場需要。

本局亦致力優化服務，年內推出全新「ERB家居服務」流動應用程式，方便家居僱主使用本局「樂活一站」及「陪月一站」服務，提升用戶體驗及服務效率。此外，於年內第五波疫情期間，「ERB服務中心」及「ERB服務點」積極透過網上平台提供服務，包括舉辦網上講座、工作坊及試讀班等活動，進一步提升地區服務的靈活性，以聯繫市民大眾。

## 多方協作 創新價值

再培訓局致力加強與各持份者的協作，以發揮協同效應。我們重視與行業建立伙伴關係，透過20個「行業諮詢網絡」聯繫業界，確保課程內容與市場接軌。我們積極推廣僱主服務，支援僱主招聘本局學員及加強僱員培訓。年內，來自物業管理、飲食、環境服務等不同行業的僱主與我們合作安排企業培訓，協助企業僱員提升專業知識及技能，滿足行業發展所需。此外，我們亦著力引進更多合適的培訓機構，強化培訓網絡，並透過「WeShare推廣協作計劃」，深化與培訓機構的合作，擴大推廣層面，提升公眾對本局課程和服務的認識。

## Enabling Progress through Optimised Services

In terms of training and support services, ERB completed a review of the “Smart Living” Scheme’s development strategy, focusing on helping fresh graduates to gain experience and enhance their skills and competitiveness through continuous training and retraining workshops. In response to the market’s growing expectation for new skill sets and knowledge amongst postnatal care helpers, we also launched “Continuing Professional Development Programme” under the “Smart Baby Care” Scheme to encourage graduate trainees to pursue lifelong learning to meet market needs.

To further enrich our services, we launched the “ERB Home Services” mobile application in the past year as a convenient service gateway for employers of “Smart Living” and “Smart Baby Care”, thereby enhancing the user experience and service efficiency. During the fifth wave of the pandemic, the “ERB Service Centre” and “ERB Service Spots” also flexibly organised events such as online seminars, workshops and taster courses in order to extend our local outreach in districts and to connect with members of the public.

## Bringing Value with Multi-partite Collaboration

ERB values partnerships to create synergy. We closely connect with industries through our 20 Industry Consultative Networks, ensuring that our course portfolio is aligned with market needs. We also actively promote our employer services to support recruitment of ERB trainees and in-service training of industry practitioners. In the past year, employers of different industries including those in property management, catering, environmental service sectors, etc., joined hands with ERB to arrange training for employees so as to enhance their professional knowledge and skills, with a view to coping with the evolving needs of their industries. Moreover, we strived to suitably bring in more training bodies to reinforce our training network, and through the “WeShare Promotion Collaborative Scheme”, we stepped up our collaboration with training bodies on the promotion front to extend the reach of our courses and services.

## 行政總監報告 Executive Director's Review

我們於年內加強電子媒體推廣，以創新意念推廣課程及服務，包括推出「ERB Got Talent」短片系列、製作ERB學員蛻變成長的趣味故事及與網絡紅人(KOL)協作宣傳，多角度推廣本局課程和服務。在地區推廣方面，我們總結經驗並準備於下年度推出全新的地區推廣活動資助計劃，以鼓勵更多培訓機構參與地區推廣工作。我們亦致力提升「ERB服務點」及ERB「培訓通」課程搜索終端機的地區窗口功能，加強與不同機構的協作，廣泛推廣本局課程。

本局自2019-20年度起積極推動「後50」培訓就業，相關工作在年度內獲得肯定，榮獲「賽馬會齡活城市－『全城·長者友善』計劃2020」的三項特別大獎，標誌著本局在鼓勵長者就業，推廣年齡友善文化的表現和貢獻獲得認同。我們定當繼續努力，推陳出新，為有需要的社群提供更適切的支援。

### 質素管治 並駕齊驅

本局的質素保證工作獲得香港學術及職業資歷評審局的認可，年內獲得「電腦科學及資訊科技」子範疇的「學科範圍評審」資格。我們會制訂「學科範圍評審」工作路線圖，為未來課程發展訂定策略方向。此外，我們完成檢討甄選課程作「資歷架構」評審的準則及機制，務求增加獲「資歷架構」認可的課程，提高學員資歷的認受性。截至2022年3月，共有超過310項課程上載「資歷名冊」。

During the year, we stepped up our promotion efforts on electronic media, including the launch of the “ERB Got Talent” video series, production of lively stories to capture the development journey of ERB trainees, and engaging Key Opinion Leaders (KOL) to promote ERB courses and services from different perspectives in a creative way. At district level, we drew on our experience to prepare for the launch of a brand-new sponsorship scheme in 2022-23 to encourage more training bodies to participate in local engagement activities. We also enhanced the district-based outreach windows of “ERB Service Spots” and “ERB Training Net” course search terminals by strengthening collaboration with different organisations to promote ERB courses to a wider community.

Since 2019-20, ERB has been devoted to promoting retraining and employment for the “Post-50”. Our efforts were recognised by winning three special awards under the “Jockey Club Age-friendly City Partnership Scheme 2020”, signifying our commitment and contribution to encouraging elderly employment and promoting an age-friendly culture. We will keep up the momentum and go further with even more initiatives to support other social groups in need.

### Forging Ahead by Uplifting Quality

Recognition from the Hong Kong Council for Accreditation of Academic and Vocational Qualifications has affirmed the quality assurance work of ERB. During the past year, ERB obtained the “Programme Area Accreditation” (PAA) status under the “Computer Science and Information Technology” sub-area. Moving forward, we will formulate a roadmap for our PAA work to help frame our future course development strategy. On top of that, we have reviewed the selection criteria and related mechanisms for learning programme accreditation under the Qualifications Framework (QF), with a view to establishing the recognition of our courses under QF and also the qualifications of our ERB graduates. As of March 2022, over 310 courses were uploaded on the “Qualifications Register”.



我們在年度內持續推動與培訓服務相關的質素保證工作，包括完成檢討非就業掛鈎課程的受資助入息上限水平、推行優化觀試機制、強化評估服務等。在企業管治方面，我們完成了三項內部審計項目，並因應未來規劃推動本局員工和培訓機構同工參與培訓，以及優化資訊科技系統，務求建立更穩固的根基，讓本局課程和服務得以持續發展。

## 推動培訓 秉持初心

在再培訓局成立30周年的重要時刻，我們秉持協助市民培訓增值的初心，昂首向前，展開新步，致力提升課程和服務質素，培育具競爭力的人力資本，支持香港長足發展。

「窮則獨善其身，達則兼善天下。」讓我們本著逆境自強，創新求進的信念，把握未來的每個機遇，與社會各界一起砥礪前行。

僱員再培訓局  
行政總監  
吳國強, BBS

ERB continued throughout the year to implement quality assurance work in connection with training services, including completing its review of the income ceiling for course fee subsidies for non-placement-tied courses, enforcement of the enhanced course-end assessment mechanism, and strengthening of skills assessment services, etc. In terms of corporate governance, we completed three internal audit exercises, encouraged staff members of ERB and training bodies to pursue training in accordance with future development plans, and enhanced our information system with a view to building a solid foundation to support the sustainable development of our courses and services.

## Promoting Training with a Serving Heart

With ERB entering its 30th anniversary, we shall uphold our service spirit to help members of the public to undergo training for self-enhancement. We shall stand tall and keep moving forward while uplifting the quality of our courses and services as we continue to develop human capital to provide a competitive edge and support the sustainable development of Hong Kong.

“Stay positive and empower ourselves in the midst of adversity; fulfill our roles and serve the community in the midst of prosperity.” Let us keep our faith, embrace innovation and grasp every opportunity to forge ahead together with all sectors of Hong Kong.

Byron NG Kwok-keung, BBS  
Executive Director  
Employees Retraining Board

# 年度重點 HIGHLIGHTS OF THE YEAR

## 積極應對新常態，支援市民持續增值

Actively coped with the new normal, supported continuous skills upgrading of the public

### 推出第四期及第五期 「特別·愛增值」計劃

### Launched phase 4 and phase 5 of the “Love Upgrading Special Scheme”

- 提供約500項課程及保留各項特別安排，持續支援有需要人士進修增值，提升技能；
- 截至2022年3月31日，五期「特別·愛增值」計劃共有約200,000名市民報讀課程。
- Around 500 training courses were offered and all special arrangements were retained to continue assisting those in need to acquire knowledge and skills;
- As of 31 March 2022, some 200,000 applicants were recorded for five phases of the “Love Upgrading Special Scheme”.

**erb** 僱員再培訓局

**「特別·愛增值」計劃**  
協助失業或就業不足人士\*提升多元技能

2021年12月31日前  
接受報名

- 不限學歷
- 學費全免
- 特別津貼
- 約500項課程
- 企業免費包班

- 課程涵蓋28個行業範疇，創新科技及通用技能範疇
- 可報讀最多4項課程\*，並於2022年3月31日城之前入讀
- 出席率達80%的學員可獲特別津貼，每月最高\$5,800
- 完成「全日制」「職業技能」課程的學員可獲就業服務

\* 學員須符合訂定入學要求，並必須為香港合資格居民，以及在2018年8月1日或之前失業，而正處於就業不足或就業困難者，並須符合合理保有的入讀資格。  
\* 包括截至2019年3月31日或2019年4月30日於「特別·愛增值」計劃、企業包班、非全日制課程的學員，以及「行車」下以「企業包班」形式提供的課程。

ERB熱線：182 182 www.erb.org/scheme  
“My ERB” Facebook專頁

**「特別·愛增值」計劃**  
協助失業或就業不足人士\*提升多元技能

報名日期：2022年1月1日至3月31日

- 不限學歷
- 學費全免
- 特別津貼
- 約500項課程
- 企業免費包班

學知識·添實力·職場向前行

ERB熱線：182 182 www.erb.org/scheme  
“My ERB” Facebook專頁



## 發展網上學習模式

### Developed online teaching and learning

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- 因應疫情下暫停面授課堂的安排，再培訓局引進網上授課模式，協助學員在防疫期間靈活學習；
- 截至2022年3月31日，本局批出近400項課程可作網上授課；
- 配合網上學習模式的長遠發展，本局成立工作小組及開發「ERB網上學習平台」，新系統計劃於2022-23年度第三季推出，供培訓機構及學員使用。
- In light of the pandemic and suspension of face-to-face classes, ERB introduced the online learning mode to flexibly support teaching and learning despite infection control;
- As of 31 March 2022, ERB approved around 400 courses which could be conducted online;
- To dovetail with the long-term development of online learning, ERB has set up a Working Group to take forward the development of the “ERB Online Learning Platform” which is planned to be launched in the third quarter of 2022-23 for training bodies and trainees.

## 年度重點 Highlights of the Year

### 重點支援青年人及「後50」培訓就業，為本地人力資源注入新動力 Strengthened training and employment support to young people and the “Post-50”, injecting new impetus into the local talent pool



**20x50 實習生計劃**  
青年人 · 後50 | 開展事業 · 由實習啟航

- 超過300個特色工種及文職空缺
- 約70間機構參與，涵蓋約20個行業
- 1個月實習期，實習津貼及獎金最高可達8,800元

**對象：**(1) 15至24歲、副學位或以上教育程度的离校人士；(2) 50歲或以上、副學位或以下學歷的離職人士

**實習期：**2021年9月至11月 (當中的1個月)


**網上申請：**[www.erb.org/intermship/apply](http://www.erb.org/intermship/apply) (供參閱，非申請)

**2021年7月5日起接受申請**

**面試日：**日期：2021年8月4日(星期三)  
時間：上午10時至下午5時  
地點：曼花區場館(九龍旺角勿拉士街38號)

**ERB熱線：182 182**  
[www.erb.org/intermship](http://www.erb.org/intermship)  
#MyERB Facebook專頁

**查詢：**2716 8769 (視聽機構、基督教聯合會)

合辦機構：

主協機構：

- 以青年人為對象，推出「物業管理客戶服務專員基礎證書」度身訂造課程；
- 舉辦「20 x 50實習生計劃」，讓青年人及「後50」透過參與短期實習，掌握就業市場現況，以投入職場；
- 推出「先聘用、後培訓」計劃，協助特定服務對象包括「後50」投身不同行業；
- 舉辦「青年培訓就業GPS@ERB」、職場體驗及專設活動，協助青年人和「後50」了解行業發展和培訓機會。





- Launched the “Foundation Certificate in Customer and Concierge Service in Property Management (Tailor-Made Course)” for young people;
- Launched the “20 x 50 Internship Programme” for young people and the “Post-50” to enhance their understanding of the workplace through short-term internship for entering the job market;
- Implemented the “Hire and Train” Scheme to assist dedicated target groups including the “Post-50” to land jobs in different industries;
- Organised the “Youth Training and Career GPS@ERB”, workplace taster and dedicated activities for young people and the “Post-50” to better understand industry trends and various training opportunities.



年度重點  
Highlights of the Year

回應人力市場需求，推動課程及服務發展

Enhanced course and service portfolio in response to manpower needs

- 推出「護理員訓練課程基礎證書（精修班）」，並拓展「先聘用、後培訓」計劃，鼓勵更多安老服務業僱主參與計劃；
- 配合市場需求，提供約30項創新科技課程，為學員開拓更廣闊事業發展空間；
- 推出「ERB家居服務」流動應用程式，便利家居僱主使用「樂活一站」及「陪月一站」服務，提升轉介服務效率。截至2022年3月31日，登記僱主約有2,700人。



- Launched the “Foundation Certificate in Training for Care Workers (Intensive Class)” course and expanded the “Hire and Train” Scheme by encouraging more employers of the elderly care services industry to participate in the scheme;
- Offered some 30 innovation and technology courses to meet market needs and broaden the career horizon of trainees;
- Launched the “ERB Home Services” mobile application to facilitate “Smart Living” and “Smart Baby Care” employers to use the referral services and enhance efficiency. As of 31 March 2022, around 2,700 employers have registered through the platform.



## 獲得第二個「學科範圍評審」資格，確立質素保證

Obtained the second “Programme Area Accreditation” status, reinforcing quality assurance



- 繼取得「餐飲及食品服務」子範疇的「學科範圍評審」資格後，本局再成功取得「電腦科學及資訊科技」子範疇的「學科範圍評審」資格，肯定本局在課程發展及質素保證的工作。
- After obtaining the “Programme Area Accreditation” (PAA) status under the sub-area “Catering, Food and Beverage Services”, ERB successfully obtained the second PAA status under the sub-area “Computer Science and Information Technology”, which affirmed the work of ERB in course development and quality assurance.



# 機構管治

## CORPORATE GOVERNANCE

### 管治架構

#### Management Structure

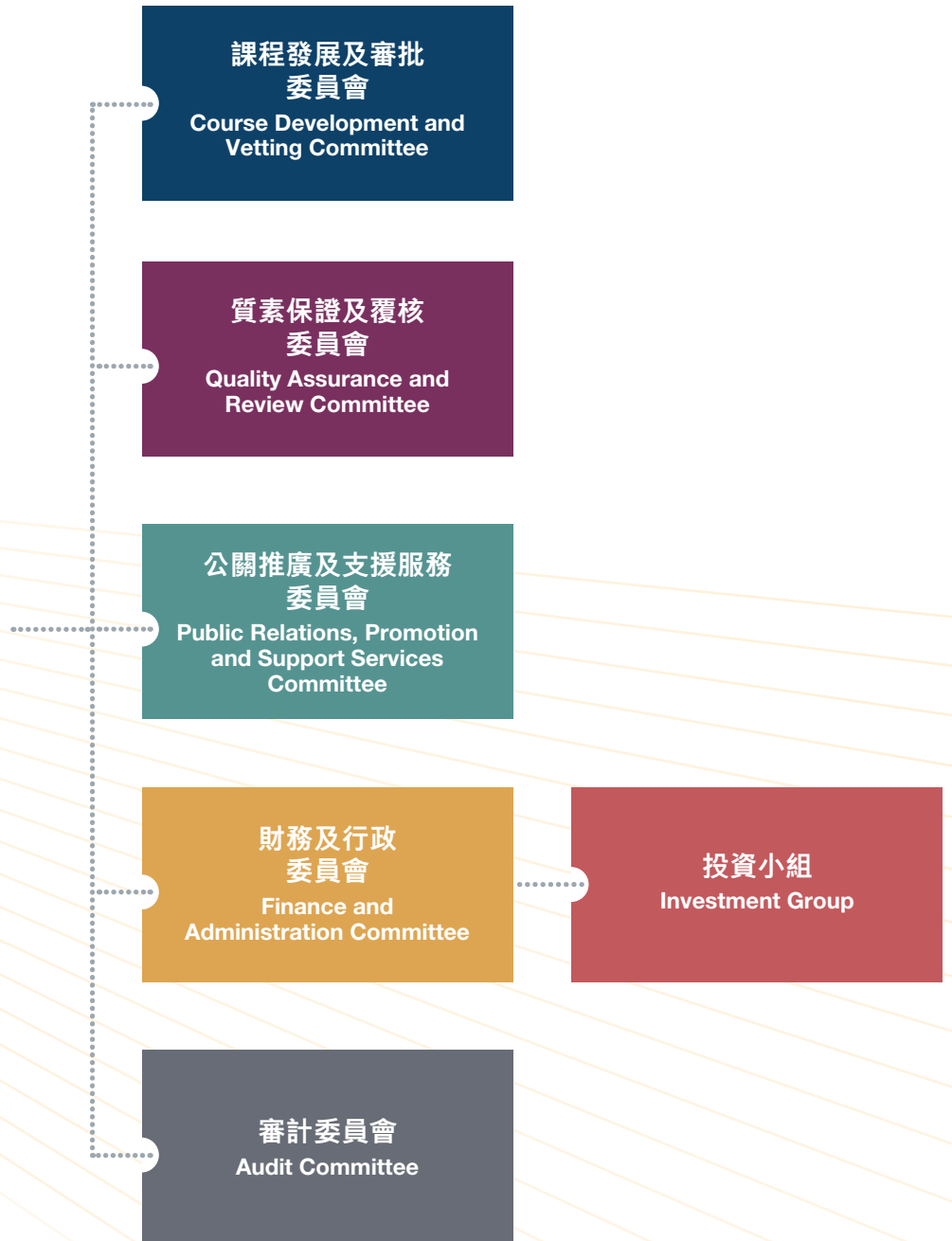
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僱員再培訓局設有五個專責委員會及一個投資小組處理不同範疇的工作，協助局方制訂各項相關政策，並監察行政辦事處的工作表現。

The Employees Retraining Board (ERB) has established five Committees and an Investment Group to carry out different functions, to assist in policy formulation, and to monitor the performance of the Executive Office.



**僱員再培訓局**  
**Employees Retraining Board**



## 機構管治 Corporate Governance

### 主席及委員

本局的成員由政府委任。成員包括僱主、僱員和政府的代表，以及與職業培訓及再培訓或與人力統籌有關的人士共16名，並由主席領導。2021-22年度本局的成員如下：



主席  
Chairman

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

副主席  
Vice-Chairman

黃傑龍教授, BBS, JP  
Professor Simon WONG  
Kit-lung, BBS, JP

僱主代表  
Employers' Representatives

陳珊珊女士, MH  
Ms. Cally CHAN  
Shan-shan, MH

蘇陳偉香女士, SBS  
Mrs. Susan SO  
CHAN Wai-hang, SBS

## Chairman and Board Members

Members of ERB are appointed by the Government. Under the leadership of the Chairman, the Board comprises 16 members appointed from representatives of employers and employees, government officials, and vocational training and retraining or manpower planning professionals. Membership of the Board in 2021-22 was as follows:



### 僱主代表

#### Employers' Representatives

謝小玲女士  
Ms. Phoebe TSE Siu-ling

吳傑莊議員, MH  
Dr. Hon. Johnny NG  
Kit-chong, MH

### 僱員代表

#### Employees' Representatives

鄭清發先生  
Mr. CHENG Ching-fat

朱賢昌先生  
Mr. Joe CHU Yin-cheong

機構管治  
*Corporate Governance*



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僱員代表  
Employees' Representatives

林振昇議員  
Hon. LAM Chun-sing

李永富先生  
Mr. LI Wing-foo

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與職業培訓及再培訓或與人力統籌有關的人士  
Persons connected with Vocational Training and  
Retraining or Manpower Planning

陳淑嫻女士  
Ms. Christina CHAN  
Shuk-han

陳智軒教授  
Professor Chetwyn CHAN  
Che-hin



與職業培訓及再培訓或與人力統籌有關的人士  
Persons connected with Vocational Training and  
Retraining or Manpower Planning

鄭惠貞女士, JP  
Ms. Margaret CHENG  
Wai-ching, JP

唐智強先生, GBS  
Mr. Donald TONG  
Chi-keung, GBS

職業訓練局執行幹事  
Executive Director of the  
Vocational Training Council

(由2022年1月1日起)  
(From 1 January 2022)

政府代表  
Government Representatives

劉焯女士, JP  
Ms. Alice LAU Yim, JP

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

(由2021年7月26日起)  
(From 26 July 2021)

孫玉菡先生, JP  
Mr. Chris SUN  
Yuk-han, JP

勞工處處長  
Commissioner for Labour

備註：尤曾家麗女士, GBS, JP (職業訓練局執行幹事)(至2021年12月31日)；張琮瑤女士, GBS, JP (勞工及福利局常任秘書長)(至2021年7月25日)  
Remark: Mrs. Carrie YAU TSANG Ka-lai, GBS, JP (Executive Director of the Vocational Training Council) (Until 31 December 2021); Ms. CHANG King-yiu, GBS, JP (Permanent Secretary for Labour and Welfare) (Until 25 July 2021)

## 機構管治 Corporate Governance

### 委員會職能及成員名單

#### 課程發展及審批委員會

##### 職權範圍

- (一) 根據本港的經濟及勞動力市場情況，發掘具市場潛力的行業和工種，制訂及定期檢討培訓課程的發展路向和策略，並向全局建議全年培訓學額及各類課程的學額分佈；
- (二) 制訂學額分配機制並適時進行檢討，以及根據機制及其他相關準則、年度培訓規劃及撥款申請，審視辦事處所建議各培訓機構可獲得分配的學額，並提交全局確認；
- (三) 根據各類培訓服務對象的培訓及就業需要、行業的需求，以及「行業諮詢網絡」的意見，發展配合市場需要的培訓課程及培訓計劃，審批辦事處及各培訓機構提交的新培訓課程及計劃建議；
- (四) 審議修訂現有培訓課程及計劃的建議，檢視停辦課程名單，以確保其貼近市場及行業需要；
- (五) 監察辦事處審批培訓機構提交的增撥課程學額申請及相關預算，以及按季度審視培訓課程的開辦情況；
- (六) 制訂及檢討各項課程行政相關政策；及
- (七) 審議「行業諮詢網絡」的成立或檢討，以及技術顧問的申請及委任事宜。

##### 成員名單

召集人	成員	秘書
陳淑嫻女士	蘇陳偉香女士, SBS 朱賢昌先生 勞工及福利局常任秘書長代表 勞工處處長代表 職業訓練局執行幹事代表 陳俊濠先生# 吳宗麟先生#	經理(課程發展)

# 增選委員

## Functions and Membership of Committees

### Course Development and Vetting Committee

#### Terms of Reference

- (1) To formulate and regularly review the direction and strategy for developing training courses, through exploring those industries and job types with market potential, in tandem with the local economy and labour market situation; and make recommendation to the Board for endorsement of annual training capacity and distribution of training places among different types of training courses;
- (2) to formulate and review, when appropriate, the Training Places Allocation Mechanism, and recommend to the Board for endorsement of the number of training places allocated to individual training bodies basing on the Mechanism, annual training capacity and budgetary applications;
- (3) to develop market-oriented training courses and training schemes, and vet proposals pertaining to new training courses and schemes submitted by the Executive Office and training bodies in accordance with the training and employment needs of the different service targets and the advice of “Industry Consultative Networks”;
- (4) to vet proposed revisions to existing training courses and training schemes; and review the proposed course suspension list so as to cope more closely with the needs of the market and industries;
- (5) to monitor on a quarterly basis the progress of training courses, and the allocation of additional training places and related funding to training bodies by the Executive Office;
- (6) to formulate and review the policies pertaining to course administration matters; and
- (7) to vet the formation or review of “Industry Consultative Networks”, as well as the application and appointment of Technical Advisers.

#### Membership

Convenor	Members	Secretary
Ms. Christina CHAN Shuk-han	Mrs. Susan SO CHAN Wai-hang, SBS Mr. Joe CHU Yin-cheong Representative of the Permanent Secretary for Labour and Welfare Representative of the Commissioner for Labour Representative of the Executive Director of the Vocational Training Council Mr. William CHAN Chun-ho <sup>#</sup> Mr. Bosco NG Chung-lun <sup>#</sup>	Manager (Course Development)

<sup>#</sup> Co-opted Members

## 機構管治 Corporate Governance

### 質素保證及覆核委員會

#### 職權範圍

- (一) 審批成為本局新培訓機構的申請及取消現有培訓機構開辦課程資格的建議；
- (二) 制訂培訓課程及支援服務的質素保證策略和執行機制；
- (三) 釐訂及監察培訓課程的成效指標及整體表現，並按需要進行檢討；
- (四) 監察支援服務營運機構的質素保證及成效指標表現；
- (五) 監察及評核培訓機構開辦培訓課程的教學質素、成本效益及行政安排；
- (六) 監察培訓課程統一評估工作的推行和發展狀況，並審視學員的評估成績；及
- (七) 監察公眾人士及學員作出的投訴，並在有需要時覆核個別投訴個案的調查結果。

#### 成員名單

召集人	成員	秘書
陳智軒教授	謝小玲女士 鄭清發先生 勞工處處長代表 職業訓練局執行幹事代表	經理(質素促進)



## Quality Assurance and Review Committee

### *Terms of Reference*

- (1) To scrutinise applications as new training bodies and recommendations to discontinue the provision of training courses by existing training bodies;
- (2) to develop the quality assurance strategy and enforcement mechanism for training courses and support services;
- (3) to determine and monitor the key performance indicators and overall performance level of training courses, and undertake reviews when necessary;
- (4) to monitor the quality assurance performance and key performance indicators of the operators of support services;
- (5) to monitor and assess the training quality, cost-effectiveness, and administrative arrangements of training bodies in the delivery of training courses;
- (6) to monitor the implementation and development of standardised assessment for training courses, and scrutinise the performance of trainees in the assessments; and
- (7) to monitor complaints lodged by members of the public and trainees, and review the outcomes of investigation of individual cases when necessary.

### *Membership*

Convenor	Members	Secretary
Professor Chetwyn CHAN Che-hin	Ms. Phoebe TSE Siu-ling Mr. CHENG Ching-fat Representative of the Commissioner for Labour Representative of the Executive Director of the Vocational Training Council	Manager (Quality Enhancement)

## 機構管治 Corporate Governance

### 公關推廣及支援服務委員會

#### 職權範圍

- (一) 審議辦事處擬定的公關及宣傳推廣策略，以及年度工作規劃；
- (二) 就提升本局公眾形象及品牌的宣傳推廣計劃，提供意見，並監察成效；
- (三) 發展配合市場需要的支援服務，審批與支援服務有關的投標項目及其他建議；
- (四) 釐訂支援服務營運合約的成效指標；
- (五) 審議辦事處建議的大型公關及宣傳推廣活動，並批核相關的投標項目；及
- (六) 監察培訓機構就本局課程及支援服務推行的公關及宣傳推廣活動的成效。

#### 成員名單

召集人	成員	秘書
陳珊珊女士, MH	吳傑莊議員, MH 鄭清發先生 鄭惠貞女士, JP 勞工處處長代表 廖國偉先生#	經理(傳媒及對外事務)

# 增選委員

## Public Relations, Promotion and Support Services Committee

### Terms of Reference

- (1) To consider the public relations and promotion strategy as well as annual plan prepared by the Executive Office;
- (2) to monitor and advise on the effectiveness of promotional campaigns in enhancing the image and branding of ERB;
- (3) to develop support services to gear to market needs, and scrutinise relevant tender exercises and other proposals pertaining to support services;
- (4) to determine key performance indicators of the operating contracts of support services;
- (5) to consider large-scale public relations and promotional activities proposed by the Executive Office, and scrutinise the results of concerned tendering exercises; and
- (6) to monitor the effectiveness of public relations and promotional activities undertaken by training bodies for promoting training courses and support services.

### Membership

Convenor	Members	Secretary
Ms. Cally CHAN Shan-shan, MH	Dr. Hon. Johnny NG Kit-chong, MH Mr. CHENG Ching-fat Ms. Margaret CHENG Wai-ching, JP Representative of the Commissioner for Labour Mr. Chris LIU Kwok-wai <sup>#</sup>	Manager (Media and External Affairs)

<sup>#</sup> Co-opted Member

## 機構管治 Corporate Governance

### 財務及行政委員會

#### 職權範圍

- (一) 審議辦事處僱員的聘用和薪酬福利政策及提交全局通過，並制訂其他人事政策；
- (二) 監察辦事處的職員編製，並向全局建議副行政總監級別人員的任免；
- (三) 審議年度財政預算草案和年度財務報告及提交全局通過；
- (四) 監察本局的收支及財務狀況；
- (五) 就「僱員再培訓基金」的投資策略向全局提交建議，並監察基金的投資活動和表現；
- (六) 制訂及檢討本局的採購政策，並批核大型投標項目(培訓課程及服務計劃和公關及宣傳推廣項目除外)；及
- (七) 制訂及檢討本局的資訊科技政策，包括資訊科技保安政策，並監察其推行進度。

#### 成員名單

召集人	成員	秘書
黃傑龍教授, BBS, JP	李永富先生 陳智軒教授 勞工及福利局常任秘書長代表 勞工處處長代表	經理(財務及會計)

## Finance and Administration Committee

### *Terms of Reference*

- (1) To consider and submit to the Board for approval the appointment, compensation and benefits policies of the Executive Office, and to formulate other personnel policies;
- (2) to monitor the staff establishment of the Executive Office and recommend to the Board the appointment and termination of staff at the Deputy Executive Director level;
- (3) to consider and submit to the Board for approval the annual budget and annual financial report;
- (4) to monitor the income, expenditure and financial positions;
- (5) to advise the Board on the investment strategy of the Employees Retraining Fund and monitor the investment activities and performance of the Fund;
- (6) to formulate and review the procurement policy and scrutinise large-scale tendering exercises (except those pertaining to training courses and services, and public relations and promotion projects); and
- (7) to formulate and review the IT policies, including IT security policies, and monitor the progress of implementation.

### *Membership*

Convenor	Members	Secretary
Professor Simon WONG Kit-lung, BBS, JP	Mr. LI Wing-foo Professor Chetwyn CHAN Che-hin Representative of the Permanent Secretary for Labour and Welfare Representative of the Commissioner for Labour	Manager (Finance and Accounts)

## 機構管治 Corporate Governance

### 財務及行政委員會轄下投資小組

#### 職權範圍

- (一) 就「僱員再培訓基金」的投資目標、策略及指引，提供意見及按需要提交建議；
- (二) 因應投資市場的情況及本局的需求，提供投資建議；及
- (三) 就辦事處經辦的日常投資事宜，提供意見。

#### 成員名單

召集人	成員	秘書
余鵬春先生, GBS, JP	黃傑龍教授, BBS, JP 謝小玲女士 梁永祥教授, GBS, JP# 何柏泰先生# 王祖興先生, JP#	副經理(財務及會計)

# 增選委員

## Investment Group under the Finance and Administration Committee

### Terms of Reference

- (1) To advise on the investment objectives, strategies and guidelines of the Employees Retraining Fund, and to make recommendations as and when necessary;
- (2) to offer advice on investment options in accordance with circumstances of the prevailing investment market and the requirements of the Board; and
- (3) to advise on the day-to-day investment activities of the Executive Office.

### Membership

Convenor	Members	Secretary
Mr. YU Pang-chun, GBS, JP	Professor Simon WONG Kit-lung, BBS, JP Ms. Phoebe TSE Siu-ling Professor William LEUNG Wing-cheung, GBS, JP# Mr. Patrick HO Pak-tai# Mr. Harold WONG Tsu-hing, JP#	Deputy Manager (Finance and Accounts)

# Co-opted Members

## 機構管治 Corporate Governance

### 審計委員會

#### 職權範圍

- (一) 監察辦事處的營運及財務系統以確保其符合本局相關政策、程序、指引，以及相關法例的規定，並檢討辦事處在資源運用方面是否達致應有的效益、效率及符合經濟原則；
- (二) 審閱內部審計組提交的報告，並建議改善措施；
- (三) 按需要或全局的要求，指示辦事處進行特定的檢討或調查工作；及
- (四) 監察辦事處內部審計職能的成本效益。

#### 成員名單

召集人	成員	秘書
蘇陳偉香女士, SBS	陳淑嫻女士 林振昇議員 勞工及福利局常任秘書長代表	內部審計師



## Audit Committee

### *Terms of Reference*

- (1) To monitor the operational and financial systems of the Executive Office to ensure their compliance with the relevant policies, procedures and guidelines of the Board and relevant legislative provisions, and to review the effectiveness, efficiency and economy in the use of resources by the Executive Office;
- (2) to scrutinise reports submitted by the Internal Audit Section and recommend improvement measures;
- (3) to direct the performance of specific reviews or investigations by the Executive Office as and when necessary or as directed by the Board; and
- (4) to monitor the cost-effectiveness of the internal audit function of the Executive Office.

### *Membership*

Convenor	Members	Secretary
Mrs. Susan SO CHAN Wai-hang, SBS	Ms. Christina CHAN Shuk-han Hon. LAM Chun-sing Representative of the Permanent Secretary for Labour and Welfare	Internal Auditor

## 機構管治 Corporate Governance

### 辦事處行政架構

本局辦事處由行政總監領導，由四個部門及獨立的內部審計組組成。當中，四個部門各由一名副行政總監負責統籌相關工作；內部審計組直接向審計委員會負責。



## Organisation Structure of the Executive Office

The Executive Office is under the leadership of the Executive Director, who is underpinned by four Divisions and an independent Internal Audit Section. Each Division is headed by a Deputy Executive Director, who is responsible for the day-to-day operation of the Division. The Internal Audit Section reports directly to the Audit Committee of the Board.

研究及發展組  
Research &  
Development Section

市場及機構傳訊組  
Marketing & Corporate  
Communications  
Section

傳媒及對外事務組  
Media & External  
Affairs Section

就業服務組  
Placement Services  
Section

服務計劃組  
Service Schemes  
Section

人力資源及行政組  
Human Resources &  
Administration  
Section

資訊科技組  
Information  
Technology Section

## 機構管治 Corporate Governance

### 監管機制

#### 成效指標

本局設立成效指標，以監察培訓機構的表現、培訓課程成效及資源效益。2021-22年度成效指標的表現如下：

範疇	成效指標	目標水平	表現水平
學額使用	學額使用率	85%	86%
完成培訓	學員出席率	80%	94%
	畢業率	80%	96%
就業情況(一般課程)	就業率	70%	84%

## Monitoring Mechanism

### Performance Indicators

ERB has established performance indicators for monitoring the performance of training bodies, effectiveness of training courses and cost-effectiveness. In 2021-22, the achievement of performance indicators was as follows:

Area for Monitoring	Performance Indicator	Benchmark	Achievement Level
Utilisation of training places	Capacity utilisation rate	85%	86%
Completion of training	Attendance rate	80%	94%
	Graduation rate	80%	96%
Placement (regular courses)	Placement rate	70%	84%

## 機構管治 Corporate Governance

### 服務承諾

本局已制定服務承諾以監察服務水平。2021-22年度各項服務承諾的推行情況如下：

培訓服務			
服務項目	承諾標準	目標水平	推行水平
報讀安排	<ul style="list-style-type: none"> <li>就業掛鉤課程學員：於遞交課程申請表及報讀所需文件後<b>20個工作天</b>內獲通知結果(期間包括進行面試及入學試)</li> </ul>	85%	99%
	<ul style="list-style-type: none"> <li>非就業掛鉤課程學員：於遞交課程申請表及報讀所需文件後<b>10個工作天</b>內獲通知結果</li> </ul>	85%	98%
上課安排	<ul style="list-style-type: none"> <li>就業掛鉤課程學員：獲取錄後<b>四個月</b>內上課</li> </ul>	80%	70%
	<ul style="list-style-type: none"> <li>非就業掛鉤課程學員：獲取錄後<b>五個月</b>內上課</li> </ul>	80%	65%
發放畢業證書	<ul style="list-style-type: none"> <li>學員可於完班及獲通知評估及格後<b>20個工作天</b>後到培訓機構領取畢業證書(以公開考試作為期末考核的課程除外)</li> </ul>	85%	96%

註：受2019冠狀病毒病影響，本局於2021-22年度內暫停面授課堂超過兩個月，部分服務承諾的表現水平因而受到影響。

## Performance Pledges

ERB has established performance pledges to monitor the quality of service. In 2021-22, the achievement of performance pledges was as follows:

Training Services			
Service	Performance Pledge	Target Level	Achievement Level
Application and admission	<ul style="list-style-type: none"> <li>Applicants of placement-tied courses: to be notified of application results within <b>20 working days</b> (inclusive of time for admission interview and entry test) upon receipt of course application forms and required supporting documents</li> </ul>	85%	99%
	<ul style="list-style-type: none"> <li>Applicants of non-placement-tied courses: to be notified of application results within <b>10 working days</b> upon receipt of course application forms and required supporting documents</li> </ul>	85%	98%
Commencement of training	<ul style="list-style-type: none"> <li>Applicants of placement-tied courses: to commence training within <b>four months</b> upon notification of admission</li> </ul>	80%	70%
	<ul style="list-style-type: none"> <li>Applicants of non-placement-tied courses: to commence training within <b>five months</b> upon notification of admission</li> </ul>	80%	65%
Issue of graduation certificate	<ul style="list-style-type: none"> <li>Graduation certificates to be available for collection at the training bodies within <b>20 working days</b> upon completion of classes and fulfillment of graduation requirements (not applicable to courses with course-end assessment in the form of public examination)</li> </ul>	85%	96%

Remark: In view of the COVID-19 pandemic situation, ERB suspended face-to-face training classes for over two months in 2021-22, thus affecting the achievement levels of some of the performance pledges.

## 機構管治 Corporate Governance

發放再培訓津貼			
服務項目	承諾標準	目標水平	推行水平
向就業掛鈎課程的合資格學員發放再培訓津貼	<ul style="list-style-type: none"> <li>課程完結後<b>25個</b>工作天內</li> </ul>	95%	99%

「樂活一站」服務計劃			
服務項目	承諾標準	目標水平	推行水平
與僱主確認登記	<ul style="list-style-type: none"> <li>於收到僱主填妥的登記表格後<b>兩個</b>工作天內</li> </ul>	95%	100%
與僱主跟進配對及轉介	<ul style="list-style-type: none"> <li>於確認登記後的<b>三個</b>工作天內</li> </ul>	95%	99%

「陪月一站」服務計劃			
服務項目	承諾標準	目標水平	推行水平
與僱主確認登記	<ul style="list-style-type: none"> <li>於收到僱主填妥的登記表格後<b>兩個</b>工作天內</li> </ul>	95%	100%
與僱主跟進配對及轉介	<ul style="list-style-type: none"> <li>於確認登記後<b>三個</b>工作天內(若上工日期是在確認登記後一個月內)</li> <li>於確認登記後<b>七個</b>工作天內(若上工日期是在確認登記後一個月或以上)</li> </ul>	95%	99%

熱線服務(公眾查詢及意見)			
服務項目	承諾標準	目標水平	推行水平
接聽熱線182 182	<ul style="list-style-type: none"> <li>於辦公時間內選擇與客戶服務代表對話：於<b>12秒</b>內接聽</li> </ul>	80%	85%
回覆留言	<ul style="list-style-type: none"> <li>於工作天上午9時至下午6時內留言：<b>即日</b>回覆</li> <li>於其他時間內留言：下一<b>個</b>工作天回覆</li> </ul>	95%	100%



Disbursement of Retraining Allowance			
Service	Performance Pledge	Target Level	Achievement Level
Disbursement of retraining allowance to eligible trainees of placement-tied courses	<ul style="list-style-type: none"> <li>Within <b>25 working days</b> upon completion of course</li> </ul>	95%	99%

“Smart Living” Scheme			
Service	Performance Pledge	Target Level	Achievement Level
Confirmation of registration with employer	<ul style="list-style-type: none"> <li>Within <b>two working days</b> upon receipt of completed registration form from employer</li> </ul>	95%	100%
Follow-up on matching and referral with employer	<ul style="list-style-type: none"> <li>Within <b>three working days</b> upon confirmation of registration</li> </ul>	95%	99%

“Smart Baby Care” Scheme			
Service	Performance Pledge	Target Level	Achievement Level
Confirmation of registration with employer	<ul style="list-style-type: none"> <li>Within <b>two working days</b> upon receipt of completed registration form from employer</li> </ul>	95%	100%
Follow-up on matching and referral with employer	<ul style="list-style-type: none"> <li>Within <b>three working days</b> upon confirmation of registration (if the report duty date is within one calendar month upon confirmation of registration)</li> <li>Within <b>seven working days</b> upon confirmation of registration (if the report duty date is more than one calendar month upon confirmation of registration)</li> </ul>	95%	99%

Hotline Services (Public Enquiries and Opinions)			
Service	Performance Pledge	Target Level	Achievement Level
Answer to calls received through hotline 182 182	<ul style="list-style-type: none"> <li>For enquirers who wish to speak with hotline staff: answer within <b>12 seconds</b> during office hour</li> </ul>	80%	85%
Reply to messages left in voice-mail	<ul style="list-style-type: none"> <li>For messages received during 9:00am – 6:00pm of a working day: reply within the <b>same day</b></li> <li>For messages received otherwise than above: reply in the <b>following working day</b></li> </ul>	95%	100%

## 機構管治 Corporate Governance

### 服務評價

本局委託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和服務的意見。

在2021-22年度進行的服務評價調查，目標對象為於2020年10月至2021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。調查結果如下：

受訪僱主認為學員有以下的表現：	百分比
<b>整體工作表現良好</b>	<b>95%</b>
工作態度／紀律良好	95%
人際溝通技巧良好	92%
技能符合工作所需	91%
能夠適應工作環境／變化	90%
工作效率高	89%

受訪學員認為本局的課程和服務能達致以下效果：	百分比
<b>整體對求職或工作上有幫助</b>	<b>82%</b>
引起持續進修的興趣	95%
改善軟性技巧 <sup>(1)</sup>	93%
提升職業技能 <sup>(2)</sup>	92%
增強自信心	91%
加深對就業前景及工作環境的了解 <sup>(2)</sup>	91%
改善基礎技能 <sup>(3)</sup>	89%
提高適應工作的能力	89%
增強對工作的投入感 <sup>(2)</sup>	88%
對自僱或創業有幫助 <sup>(4)</sup>	87%
增加轉業機會	82%

註：

- (1) 只包括完成就業掛鈎課程或通用技能課程(與個人素養及求職技巧相關)的受訪學員。
- (2) 只包括完成就業掛鈎課程或技能提升課程的受訪學員。
- (3) 只包括完成通用技能課程的受訪學員。
- (4) 只包括完成課程後有考慮自僱或創業的受訪學員。

## Evaluation of Performance

ERB commissioned the service of independent research organisations to collect the opinions of employers and trainees towards its training courses and services through telephone surveys.

For the performance evaluation survey conducted in 2021-22, the target respondents were trainees who completed ERB training courses between October 2020 and September 2021 as well as employers who engaged these trainees. Findings of the survey were as follows:

Views of employer respondents on the performance of trainees:	Percentage
<b>Overall work performance was good</b>	<b>95%</b>
Good working attitude / well-disciplined	95%
Good interpersonal skills	92%
Skills matching job requirements	91%
Adaptable to work environment / changes	90%
High efficiency	89%

Views of trainee respondents on the training courses and services of ERB:	Percentage
<b>Helpful in finding jobs or working as a whole</b>	<b>82%</b>
Aroused interest in continuous learning	95%
Improved soft skills <sup>(1)</sup>	93%
Enhanced vocational skills <sup>(2)</sup>	92%
Boosted self-confidence	91%
Better understanding of career prospects and work environment <sup>(2)</sup>	91%
Improved foundation skills <sup>(3)</sup>	89%
Enhanced adaptability to work	89%
Strengthened commitment to work <sup>(2)</sup>	88%
Beneficial to become a self-employed person or business starter <sup>(4)</sup>	87%
Increased job mobility	82%

Remarks:

- (1) Only included trainee respondents who completed placement-tied courses or generic skills courses (related to training in personal attributes and job search skills).
- (2) Only included trainee respondents who completed placement-tied courses or skills upgrading courses.
- (3) Only included trainee respondents who completed generic skills courses.
- (4) Only included trainee respondents who considered to become self-employed persons or business starters after completing the courses.

# 政策目標及工作規劃

## POLICY OBJECTIVES AND WORK PLAN

### 政策目標 Policy Objectives

- 加強培訓、結合科技、促進就業
- 市場主導，就業為本
- 重點支援有特別需要社群，促進潛在勞動力投入就業市場
- 提升勞動人口的質素，培訓靈活、優秀及適應力強的人才
- Strengthening training, embracing technology and facilitating employment
- Market-driven and employment-oriented
- Placing emphasis on supporting social groups with special needs and encouraging latent workforce to enter the employment market
- To enhance the quality of the working population, providing a flexible, quality and resilient labour force through training

### 工作規劃 Work Plan

「起承轉合」發展藍圖：在現有基礎上，循四個策略方向提升課程和服務的認受性，並持續進行宣傳推廣和加強伙伴合作，協助市民透過本局的課程及服務，應對挑戰。

The “Progression Roadmap”: building on the existing foundation, to enhance the recognition of training courses and services in four strategic directions, and to step up promotion and strengthen collaboration with stakeholders, with a view to assisting members of the public to face up to challenges through ERB training courses and services.



# 起 承 轉 合

## 「起」動拓展 Start Anew and Develop

發展網上學習模式和制定課程發展藍圖，並重點支援有特別需要社群的培訓及就業需要，支援青年人向上流動及促進潛在勞動力投入就業市場。

Developing online learning and formulating course development roadmap, according emphasis on supporting social groups with special needs in training and employment, supporting young people and promoting upward mobility, and facilitating latent workforce to join the employment market.

## 「承」先啟後 Succeed and Expand

持續推動特別培訓項目及支援，提升課程質素保證及資歷認可，以及加強利用本局地區服務網絡的優勢，支援市民的培訓和就業需要。

Continuing the development of special training programmes and support services, enhancing the quality assurance and recognition of qualifications of training courses, as well as utilising the competitive edge of ERB's district service networks to support the training and employment needs of members of the public.

## 「轉」變優化 Transform and Optimise

利用資訊科技，優化服務及推出新服務，適時檢討服務及行政機制，以及加強機構管治，提升服務及運作效率。

Tapping into information technology to optimise existing services and launch new services, timely reviewing our services and administration mechanism, and stepping up corporate governance to enhance operational efficiency and effectiveness.

## 融「合」創新 Collaborate and Innovate

強化伙伴網絡，加強聯繫協作，提升協同效應，並持續推出創新推廣，提升市民對本局課程和服務的認識，延續品牌效應。

Strengthening partnership networks and stepping up connection and collaboration to maximise synergy effect, and introducing innovative promotion to raise public awareness of ERB courses and services, and further leverage on our brand effect.

# 工作回顧 OPERATIONAL REVIEW



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Start Anew  
and Develop

## 發展網上學習模式

### 於課程引進網上學習模式

截至2022年3月，僱員再培訓局共批出近400項課程引進網上學習安排，讓學員在停課期間遙距學習，盡量減低疫情對學員的影響。

本局亦成立跨部門工作小組，研究及發展不同的網上學習模式，除可因應疫情靈活安排課堂，亦可按本局課程特色，發展各種網上課程，提供更靈活的學習模式，以回應市場上透過網上平台作進修學習的大趨勢，為學員提供更多培訓選擇。

同時，本局亦為辦事處同事、培訓機構職員和導師安排培訓工作坊，以增進各持份者對網上教學的知識。

### 推出「網上學習管理系統先導計劃」

本局聯同培訓機構推行「網上學習管理系統先導計劃」，加深各方對網上學習管理系統各項功能及設計的認識，亦為制訂相關教與學配套、監察及質素保證等政策作準備。

綜合先導計劃及網上授課的經驗，本局現正積極籌備建立「ERB網上學習平台」的各項工作，計劃於2022-23年度第三季推出新系統。

## Developing Online Learning

### Introducing online learning arrangement for training courses

As of March 2022, the Employees Retraining Board (ERB) approved around 400 courses for online learning to support trainees in resuming studies during the face-to-face class suspension period so as to minimise the impact of the pandemic on trainees as far as possible.

ERB also set up an inter-divisional working group for examining and developing different models of online learning, with the objective of providing a more flexible learning environment whereby a variety of online courses can be developed in response to the prevailing market trend of learning and upgrading through online platforms, hence providing more training options for trainees.

Meanwhile, ERB organised training workshops for colleagues, as well as staff members and instructors of training bodies so as to enhance the knowledge of online teaching and learning for stakeholders.

### Piloting online learning management system

ERB piloted together with training bodies an online learning management system which not only promoted better understanding of the various functions and designs of the system, but also paved the way for related preparatory work such as formulating policy on teaching and learning support measures, monitoring and quality assurance.

By reviewing the experiences from the pilot scheme and online teaching, ERB is actively taking forward the development of the “ERB Online Learning Platform” which is planned to be launched in the third quarter of 2022-23.



## 工作回顧 Operational Review

### 推出「綜合急救基礎證書 (結合式教學)(兼讀制)」新課程

在2021-22年度，本局推出「綜合急救基礎證書(結合式教學)(兼讀制)」課程，以靈活的學習模式協助學員考取相關的專業資歷。

### 製作網上自學教材

有見透過互聯網提供學習支援的安排日趨普及，而不少僱員因工作關係難以安排固定時間以課堂學習形式持續進修，本局於2021-22年度以飲食業從業員在工作間的防疫知識為主題製作短片，協助從業員掌握相關知識及技巧。

### Launching the new “Foundation Certificate in Integrated First Aid Training (Blended Learning) (Part-time)” course

In 2021-22, ERB launched the “Foundation Certificate in Integrated First Aid Training (Blended Learning) (Part-time)” course to assist trainees in acquiring relevant professional qualifications in a more flexible study mode.

### Developing online self-learning materials

In view of the popularity of Internet in supporting learning and that a substantial share of the workforce finds it difficult to arrange regular time to pursue continuous learning through classroom mode, ERB developed dedicated short video with the theme of anti-epidemic tips in the workplace for practitioners in the catering industry in 2021-22 to acquire the relevant knowledge and skills.

## 制訂課程發展藍圖

### 發展創新科技課程

為配合智慧城市的發展，本局在2021-22年度繼續推出多項創新科技課程，內容包括機械人流程自動化和前端及後端網站開發等範疇。

## Formulating Course Development Roadmap

### Developing innovation and technology courses

To dovetail with the smart city development, ERB continued to launch various innovation and technology courses in 2021-22, covering robotic process automation, front-end and back-end web development among others.



本局製作網上自學教材，協助飲食業從業員掌握相關知識及技巧。

ERB developed online self-learning materials for practitioners in the catering industry to acquire relevant knowledge and skills.





本局致力開辦培訓課程，為護理及安老服務業培育人才，以配合業界的長遠發展。

ERB is committed to offering training courses to nurture talent for healthcare and elderly care services industry, and to tie in with the long-term development of the industry.

## 為護理及安老服務業培育人才

## Nurturing talent for healthcare and elderly care services industry

### 增加健康護理業的培訓名額

### Increasing the number of training places for healthcare services industry

本局一直致力開辦培訓課程，為安老服務業培育人才，本局在2021-22年度增加了健康護理業的培訓名額，以配合業界的培訓需要及長遠發展。

ERB is committed to offering training courses to nurture talent for elderly care services industry. In 2021-22, ERB increased the number of training places for healthcare services industry to tie in with the training needs and long-term development of the industry.

### 跟進安老服務業未來發展及技能培訓需求的市場調查結果

### Following up the results of the survey on future development and skills training needs of elderly care services industry

參考安老服務業未來發展及技能培訓需求的專題市場調查結果，本局與「健康護理業行業諮詢網絡」共同探討及籌劃相關的跟進工作，包括開發更多切合業界需要的新課程及優化現有課程設計。

ERB consulted the Healthcare Services Industry Consultative Network and planned for corresponding follow-up actions based on the results of the thematic survey of future development and skills training needs of the elderly care services industry, including development of new courses which meet market needs and enhancement of design of existing courses.

### 推出「護理員訓練課程基礎證書(精修班)」

### Launching the “Foundation Certificate in Training for Care Workers (Intensive Class)” course

本局於2022年3月推出「護理員訓練課程基礎證書(精修班)」，於疫情期間協助業界培訓更多本地勞工入職護理員工作。

ERB launched the “Foundation Certificate in Training for Care Workers (Intensive Class)” course in March 2022 to train more local workers to land jobs as care workers in the face of the pandemic situation in Hong Kong.

## 工作回顧

### Operational Review

## 發展新課程

### 緊貼市場需求

本局緊貼市場需求，於2021-22年度推出約40項具潛力的新課程，包括「粵劇初級演員基礎證書」、「網上商業(社交網絡營銷)基礎證書(混合學習模式)(兼讀制)」、「共享廚房的營運知識證書(兼讀制)」、「室內設計立體展示技巧(SketchUp)基礎證書(兼讀制)」、「職場再出發基礎證書(兼讀制)」等。

### 課程系列

本局就不同工種及範疇規劃課程系列，協助從業員擴闊其專業範疇及通用技能。在2021-22年度，本局開發的新課程系列涵蓋服裝修改技巧、企業傳訊、粵劇藝術表演幕後製作等範疇。

### 專業認證課程

本局因應行業發展推出多項專業認證課程，協助學員獲取行業認可的專業資格，以提升他們的就業競爭力。在2021-22年度，本局於環境服務、地產代理、旅遊、建造及裝修等行業範疇推出相關專業認證課程。

### 「能力為本」課程

本局參照教育局為不同行業編製的《能力標準說明》，經諮詢相關「行業諮詢網絡」及持份者的意見後，發展「能力為本」新課程。在2021-22年度，本局在零售、美髮、印刷及出版、服裝製品及紡織和環境服務五個行業範疇下開發共五項「能力為本」新課程。

## Launching New Courses

### Staying abreast of market needs

ERB kept abreast of market needs and launched about 40 new courses with market potential in 2021-22. They included “Foundation Certificate in Junior Performers for Cantonese Opera Training”, “Foundation Certificate in Online Business (Social Media Marketing) (Mixed-mode Learning) (Part-time)”, “Certificate in Knowledge of Sharing Kitchen Operation (Part-time)”, “Foundation Certificate in Three-dimensional Presentation Skills (SketchUp) in Interior Design (Part-time)”, “Foundation Certificate in Workplace Re-entry (Part-time)”, etc.

### Course series

To help practitioners broaden their professional and generic skills, ERB introduced various job-specific and generic skills course series. In 2021-22, ERB developed new course series covering skills areas such as clothing alteration techniques, corporate communication, Cantonese opera production, etc.

### Professional certification courses

In tandem with industry development, ERB launched various professional certification courses to assist trainees in acquiring professional qualifications with industry recognition and enhance their competitiveness in employment. In 2021-22, ERB developed relevant professional certification courses under different industry categories such as environmental services, real estate agency, tourism, construction & renovation, etc.

### Specification of Competency Standards-based courses

ERB made reference to the Specification of Competency Standards (SCS) of different industries compiled by the Education Bureau, and developed new SCS-based courses in consultation with the relevant Industry Consultative Networks (ICNs) and stakeholders. In 2021-22, ERB developed five new SCS-based courses under five industry categories, namely retail, hairdressing, printing & publishing, wearing apparel & textile and environmental services.

## 為有特別需要社群推出 專設課程

## Launching Dedicated Courses for Social Groups with Special Needs

### 青年人

本局為青年人提供全日制就業掛鈎及半日制技能提升課程，為青年學員提供合適的培訓和就業跟進服務。在2021-22年度，本局提供23項「青年培育計劃」及八項特色課程，涵蓋13個行業及通用技能範疇，包括美容、美髮、資訊及通訊科技、機電、飲食、交通及支援服務、商業、影藝文化、設計、教育康體、物業管理及保安、零售及社會服務。

### Young people

ERB offers full-time placement-tied and part-time skills upgrading courses for young people, providing dedicated training and placement follow-up services to the youth segment. In 2021-22, ERB offered 23 courses under the “Youth Training Programme” and eight featured courses, straddling 13 industry categories and generic skills training areas, covering beauty therapy, hairdressing, information & communications technology, electrical & mechanical services, catering, transportation & support services, business, entertainment & performing arts, design, education & recreation, property management & security, retail and social services.

### 少數族裔人士

在2021-22年度，本局為少數族裔人士提供13項就業掛鈎及31項非就業掛鈎的專設課程，內容涵蓋職業語文及多個行業範疇，包括物業管理及保安、美容、美髮、建造及裝修、酒店、商業、飲食、社會服務、機電等。

### Ethnic minorities

In 2021-22, ERB offered 13 placement-tied and 31 non-placement-tied courses dedicated for ethnic minorities, covering vocational languages and straddling different industry categories including property management & security, beauty therapy, hairdressing, construction & renovation, hotel, business, catering, social services, electrical & mechanical services, etc.

新推出的「診所助理基礎證書(英語授課)」及「網上創業基礎證書(英語授課)」課程配合少數族裔人士的培訓需要，提升他們的就業競爭力。

New courses on “Foundation Certificate in Medical Clinic Assistant Training (English Medium)” and “Foundation Certificate in Internet Business Start-up (English Medium)” were launched to address the training needs of ethnic minorities and to enhance their competitiveness in the workplace.



本局為青年人、少數族裔人士、殘疾及工傷康復人士等提供專設課程，配合他們的培訓需要。

ERB offered dedicated courses for young people, ethnic minorities, persons with disabilities and persons recovered from work injuries, etc., to address their training needs.

## 工作回顧 Operational Review

### 殘疾及工傷康復人士

本局在2021-22年度為殘疾及工傷康復人士提供30項就業掛鈎及38項非就業掛鈎專設課程，涵蓋中醫保健、印刷及出版、物業管理及保安、社會服務、美容、酒店、健康護理、商業、飲食、資訊及通訊科技、零售、環境服務等行業範疇。

新推出的課程包括「中醫藥保健概念基礎證書(兼讀制)」及「婚禮花飾與宴會佈置I(花卉首飾)基礎證書(兼讀制)」。

本局與「殘疾及工傷康復人士培訓聚焦小組」緊密聯繫，共同探討學員的就業機會及相關技能要求。

### 更生人士及戒毒人士

本局為懲教院所在囚人士及住院式戒毒人士提供的專設課程，一般以半日或晚間制模式開辦，目標是協助學員重投就業市場，自力更生。在2021-22年度，本局提供15項就業掛鈎及九項非就業掛鈎專設課程，涵蓋10個行業及通用技能範疇。新推出的課程有「裝修鋪瓦工(中級工藝測試)基礎證書」。

本局在2021-22年度繼續以全日制就業掛鈎模式，為社區成功戒毒人士開辦「朋輩輔導員基礎證書」課程，以協助學員重投勞動市場，融入社會。

### Persons with disabilities and persons recovered from work injuries

In 2021-22, ERB offered 30 placement-tied courses and 38 non-placement-tied courses dedicated to persons with disabilities and persons recovered from work injuries. These courses covered industry categories of Chinese healthcare, printing & publishing, property management & security, social services, beauty therapy, hotel, healthcare services, business, catering, information & communications technology, retail, environmental services, etc.

New courses included “Foundation Certificate in Concepts of Chinese Medicine Healthcare (Part-time)” and “Foundation Certificate in Wedding and Banquet Floral Decorations I (Floral Accessories) (Part-time)”.

ERB worked in close collaboration with the “Focus Group on Training for Persons with Disabilities and Persons Recovered from Work Injuries” to explore suitable employment opportunities and related skills requirements for service targets.

### Rehabilitated ex-offenders and ex-drug abusers

ERB offered dedicated courses for persons in custody and persons receiving treatment in residential treatment centres. These courses were generally delivered in part-time mode, and aimed at helping trainees re-enter the employment market and achieve self-reliance. In 2021-22, ERB offered 15 placement-tied and nine non-placement-tied dedicated courses, straddling 10 industry categories and generic skills training areas. A new course, namely the “Foundation Certificate in Tiler Training for Interior Renovation (Intermediate Trade Test)” was also launched.

In 2021-22, ERB continued to offer the full-time placement-tied “Foundation Certificate in Career Planning” course dedicated to ex-drug abusers who received treatment in premises other than residential treatment centres. This course aimed at helping trainees re-enter the employment market and integrate into the society.

## 以青年人及「後50」為重點服務對象

### 推出度身訂造課程

本局在2021-22年度，與物業管理及保安業僱主合辦以青年人為對象的「物業管理客戶服務專員基礎證書」度身訂造課程，協助完成課程的學員投身相關行業，發展事業。

### 推出「20 x 50實習生計劃」

本局推出「20 x 50實習生計劃」，協助青年人及「後50」透過短期實習，掌握就業市場的現況，建立信心和調整心態，投入職場，同時推動企業聘用「後50」。計劃共收到超過1,000人報名。

約70間參與機構為計劃提供逾340個文職及特色工種的實習空缺，涵蓋約20個行業。參與機構對實習生的表現給予正面評價，部分參加者在完成實習後更獲參與機構聘用為正式員工。



本局推出「20 x 50實習生計劃」及「物業管理客戶服務專員基礎證書」度身訂造課程，支援青年人及「後50」培訓就業。

ERB launched the “20 x 50 Internship Programme” and “Foundation Certificate in Customer and Concierge Service in Property Management (Tailor-Made Course)” to strengthen training and employment support for young people and the “Post-50”.

## According Young People and the “Post-50” as Key Service Targets

### Launching “Tailor-made Course”

In 2021-22, ERB collaborated with employer in the property management & security industry and offered the “Foundation Certificate in Customer and Concierge Service in Property Management (Tailor-Made Course)” for young people, helping them join the industry upon course completion.

### Launching the “20 x 50 Internship Programme”

ERB launched the “20 x 50 Internship Programme” with a view to facilitating young people and the “Post-50” to better understand market trends, strengthening their self-confidence and mindset for entering the workplace, and encouraging employers to hire the “Post-50”. More than 1,000 applications were received.

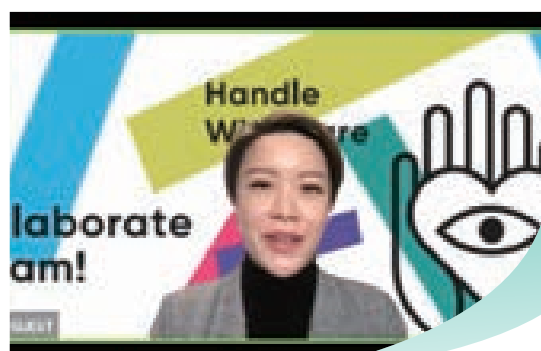
Over 340 vacancies including clerical and dedicated internship opportunities were provided by about 70 participating organisations straddling around 20 trade areas. Participating organisations gave positive feedback on the performance of interns and some of the participants were offered employment opportunities after completing the internship.



## 工作回顧 Operational Review



本局舉辦「青年培訓就業GPS@ERB」活動，向青年人提供培訓及就業資訊。ERB organised the “Youth Training and Career GPS@ERB” to provide training and employment information for young people.



### 舉辦「青年培訓就業GPS@ERB」

本局於2022年3月舉辦「青年培訓就業GPS@ERB」活動，向青年人和有培訓及就業需要的市民提供一站式資訊。是次網上活動結合行業講座、體驗工作坊、招聘及面試講座，並提供行業相關的課程及職位空缺資訊，約有1,300人次參與網上活動。

### 加強培訓及支援服務

在2021-22年度，本局分別與保安及汽車美容業僱主合作，為青年人及「後50」舉辦「工作體驗日」。參加者獲安排參觀培訓機構的培訓中心，以及僱主的工作場所和設施，增加對相關行業的培訓及就業機會的認識。僱主於活動後更為有興趣求職的參加者安排即場面試。

### Launching “Youth Training and Career GPS@ERB”

ERB organised the “Youth Training and Career GPS@ERB” in March 2022 to provide a one-stop platform for young people and those with training and employment needs to get the latest information. A series of online activities including industry talks, taster courses, recruitment and interviewing workshops was lined up. Information on training courses and job vacancies related to different industries was also made available. Around 1,300 online visits were recorded.

### Strengthening training and support services

In 2021-22, ERB co-organised “Work Experience Days” with employers of security and car detailing industries for young people and the “Post-50”. Participants visited the ERB training centres and different workplaces to better understand the training and employment opportunities of respective industries. Job interviews were arranged by employers after the visits for participants who are interested in joining the industries.

本局在2021-22年度舉辦「學校職業講座」及企業探訪，約有670名高中學生參與。機構代表向同學介紹行業概況、前景及發展機會，以及分享面試技巧和注意事項。

In 2021-22, "Career Talks for Schools" and company visits were organised with around 670 senior secondary school students participated. Corporate representatives briefed students on the industry outlook, prospects and development opportunities, as well as job interview skills and tips.

在2021-22年度，「ERB服務中心」舉辦「職場實戰系列活動」，協助「後50」、青年人、婦女及新來港人士掌握市場動向，體會工作實況，為投入職場做好準備。中心並與區內中學合辦活動，為青年人(包括將離校的高中學生)提供職涯規劃、行業講座、求職及面試工作坊等。年度內約有1,200人次出席相關活動。

In 2021-22, "ERB Service Centre" organised the "Workplace Activity Series" to assist the "Post-50", young people, women and new arrivals to better understand the market trend, experience the work environment and get prepared for employment. The centre also collaborated with secondary schools in the district and arranged career planning activities, industry seminars, job search and interview workshops, etc. for young people (including senior secondary school leavers). Around 1,200 people participated in various activities in the year.



本局及「ERB服務中心」推出多項活動，協助青年人及「後50」等掌握市場動向及不同行業的發展機會。

ERB and "ERB Service Centre" organised various activities to assist the young people and the "Post-50", etc. to understand the market trend and development opportunities of different industries.

工作回顧  
*Operational Review*

# 承

Succeed  
and Expand

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後







本局推出第四期及第五期「特別·愛增值」計劃，維持多項特別安排，支援受經濟環境影響的人士提升技能。

ERB launched phase 4 and phase 5 of the “Love Upgrading Special Scheme” and continued an array of special arrangements to support those affected by the economic environment for skills upgrading.



## 推出第四期及第五期 「特別·愛增值」計劃

受政府委託，本局在年度內推出第四期及第五期「特別·愛增值」計劃（「特別計劃」），繼續支援受經濟環境影響的求職者及僱員提升技能。課程選擇增加至約500項，當中近六成可作網上授課。於年度內提供合共94,000個「特別計劃」培訓名額。

「特別計劃」維持多項特別安排，包括對學員的行業或學歷不設限制、學費全免、發放每月最高5,800元特別津貼，以及提供「企業包班」服務等。

## Launching Phase 4 and Phase 5 of the “Love Upgrading Special Scheme”

Entrusted by the Government, ERB launched phase 4 and phase 5 of the “Love Upgrading Special Scheme” (Special Scheme) in the year to continue the support to job seekers and employees affected by the economic environment for skills upgrading. The number of courses was increased to about 500, and nearly 60% of them could be conducted online. A total of 94,000 training places were offered under the Special Scheme in the year.

An array of special arrangements under the Special Scheme continued, including no restriction on industry background or educational attainment of trainees, courses offered free of charge, disbursement of special allowance at a ceiling of \$5,800 per month, and provision of “Enterprise-based Training”, etc.

## 工作回顧

## Operational Review

## 推行「先聘用、後培訓」計劃

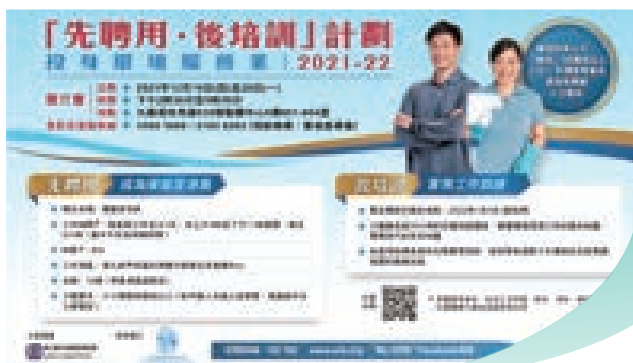
在2021-22年度，本局繼續致力推行「先聘用、後培訓」計劃，協助學員(包括中年婦女及料理家務者)入職健康護理業、環境服務業和交通及支援服務業相關工作，包括安老院舍護理員、樓盤潔淨員及隧道交通督導員(實習生)。此外，本局在勞工及福利局的協調下，與由社會福利署轉介的私營安老院舍僱主機構聯繫，鼓勵該些機構透過「先聘用、後培訓」計劃進行招聘及安排在職培訓。

參與計劃的僱主因應學員的家庭崗位需要，調整學員的工作時間及休假安排，並提供在職培訓和配套支援措施，鼓勵學員留職。2021-22年度內超過120名學員透過參加計劃入職上述相關工作。

## Implementing the “Hire and Train” Scheme

In 2021-22, ERB continued its effort to implement the “Hire and Train” Scheme for the healthcare services, environmental services, as well as transportation & support services industries to assist trainees (including middle-aged women and homemakers) to land relevant jobs such as care workers in elderly care homes, property cleaning workers and tunnel traffic control officers (trainee). Besides, under the coordination of Labour and Welfare Bureau, ERB liaised with the employers of private elderly homes referred by Social Welfare Department, and encouraged them to recruit care workers through the “Hire and Train” Scheme and arrange on-the-job training.

Participating employers suitably adjusted the working hours and leave arrangements to cater for the family commitments of trainees and provided on-the-job training and other related support measures to encourage trainees to stay in employment. Over 120 trainees participated in the scheme and landed the above-mentioned jobs during the year.



本局推出「先聘用、後培訓」計劃，協助特定服務對象投身不同行業。

ERB implemented the “Hire and Train” Scheme to assist dedicated service targets to land jobs in different industries.

## 舉辦行業專題工作坊

在2021-22年度，本局分別以「院舍工作環境暴力事故的處理及預防」及「多式聯運管理」為講題，為健康護理業及進出口業的從業員舉辦「行業專題工作坊」，協助他們提升專業知識及工作技巧。

## 進行市場調查

在2021-22年度，本局除進行恆常的調查項目外，亦進行了一項有關少數族裔人士培訓及就業需要的研究，以提供更合適的培訓課程和服務。

## 持續培訓支援

### 提供培訓顧問服務

本局於2021-22年度繼續加強培訓顧問服務。在疫情期間，培訓顧問於年度內為有需要的市民提供逾1,100節個別面談或網上視像服務，同時亦積極透過網上平台提供個人或小組諮詢，協助有特別需要社群，包括「後50」、少數族裔人士、殘疾及工傷康復人士等，適時獲得合適的進修建議，為投入就業市場作好準備。



## Organising Industry Thematic Workshops

In 2021-22, ERB organised industry thematic workshops with the themes of “Prevention and Handling of Workplace Violence at Residential Care Homes” and “Multimodal Transportation Management” respectively for healthcare services and import & export industries to assist practitioners in enhancing their professional knowledge and work skills.

## Conducting Market Surveys

In 2021-22, in addition to conducting regular survey projects, ERB conducted a study on the training and employment needs of ethnic minorities so as to provide more suitable training courses and services.

## Continuing Training Support

### Providing training consultancy service

In 2021-22, ERB continued to step up efforts in enhancing its training consultancy service. Under the pandemic situation, Training Consultants rendered over 1,100 sessions through face-to-face interview or online video conferencing. Meanwhile, Training Consultants made use of online platforms to provide individual and group consultation for social groups with special needs, including the “Post-50”, ethnic minorities, and persons with disabilities and persons recovered from work injuries, with a view to supporting them to obtain timely training advice and prepare themselves for entering the employment market.

培訓顧問透過面談或網上視像服務，為有特別需要社群提供進修建議。

Training Consultants provided training advice to social groups with special needs through face-to-face interview or online video conferencing.

## 工作回顧 Operational Review



本局為僱主及培訓機構舉辦工作坊，協助他們認識有特別需要社群的培訓及就業需要，並將主題對象擴展至成功戒毒人士及更生人士。

ERB organised workshops for employers and training bodies to assist them in understanding the training and employment needs of social groups with special needs, and extended the theme of the workshops to rehabilitated ex-drug abusers and ex-offenders.



### 擴展「認識有特別需要社群 就業需要工作坊」

本局於2021-22年度繼續為僱主及培訓機構舉辦工作坊，協助他們認識有特別需要社群的培訓及就業需要，以及與他們相處時的溝通技巧。工作坊的主題對象除殘疾及工傷康復人士、少數族裔人士和「後50」外，亦擴展至成功戒毒人士及更生人士。

工作坊內容包括介紹有特別需要社群的就業需要和特質、與他們相處的原則、態度及溝通技巧等，並安排由僱主及僱員進行經驗分享。

### Extending the theme of workshops to social groups with special needs

In 2021-22, ERB continued to organise workshops for employers and training bodies to assist them in understanding the training and employment needs of social groups with special needs, as well as the relevant communication skills required. In addition to persons with disabilities and persons recovered from work injuries, ethnic minorities, and the "Post-50", the theme of the workshops was also extended to rehabilitated ex-drug abusers and ex-offenders.

The workshops covered an introduction of the characteristics and the employment needs of social groups with special needs, the principles, attitude, and communication skills when interacting with them, etc. Experience-sharing sessions with employers and employees were also arranged.

## 推動「學科範圍評審」及課程資歷評審工作

## Pursuing “Programme Area Accreditation” and Course Accreditation

### 獲得第二個「學科範圍評審」資格

### Obtaining the second “Programme Area Accreditation” status

本局於2022年1月起獲得第二個「學科範圍評審」資格，屬資歷級別第一至第三級的「電腦科學及資訊科技」子範疇，為期五年，顯示本局於管理相關學科範圍內的課程及確保課程質素方面均有持續的良好紀錄。

ERB has obtained the second “Programme Area Accreditation” (PAA) status at Qualifications Framework (QF) Levels 1 to 3 in the “Computer Science and Information Technology” sub-area from January 2022 for five years, demonstrating that ERB has a track record of managing and assuring the quality of its learning programmes in the approved scope.

### 制訂「學科範圍評審」工作路線圖

### Formulating the roadmap of “Programme Area Accreditation” work

本局因應「學科範圍評審」資格「電腦科學及資訊科技」子範疇的評審條件、「餐飲及食品服務」子範疇的「機構定期覆審」申請安排及相關覆審條件總結工作經驗，並進行整體評估，以制訂「學科範圍評審」的工作路線圖。

With the progresses made on fulfilling the requirements of “Computer Science and Information Technology” sub-area, as well as those related to the application of the “Periodic Institutional Review” (PIR) of the “Catering, Food and Beverage Services” sub-area under PAA, ERB has summarised and reviewed the overall experience, with a view to formulating the roadmap of relevant PAA work.

### 檢討甄選課程作「資歷架構」評審的準則及機制

### Reviewing the selection criteria and mechanism for learning programme accreditation under Qualifications Framework

本局於2021-22年度完成檢討甄選課程作評審的準則及相關機制，務求增加獲「資歷架構」認可的課程數量，提高本局畢業學員的資歷認受性。

In 2021-22, ERB reviewed the selection criteria and related mechanism for learning programme accreditation, with a view to increasing the number of courses recognised under QF and promoting recognition of the qualification of ERB graduates.



資歷架構  
Qualifications  
Framework

## 工作回顧

### Operational Review

#### 課程評審工作

截至2022年3月，本局上載「資歷名冊」的課程超過310項(涉及約2,580個課程紀錄)。

在2021-22年度，本局向香港學術及職業資歷評審局(「評審局」)提交12項課程(涉及約100個課程紀錄)進行評審；87項課程(涉及約490個課程紀錄)進行覆審；以及709項「重大修改」申請。

為配合教育局推出「學分累積及轉移」中央資料庫，本局在2021-22年度共提供355項有效的資料庫紀錄供公眾人士查閱。

在取得「學科範圍評審」資格後，本局的「餐飲及食品服務」及「電腦科學及資訊科技」累計分別有52項相關課程(涉及約360個課程紀錄)及21項相關課程(涉及約300個課程紀錄)獲「資歷架構」認可及上載「資歷名冊」。

#### 執行監察及質素保證 恆常工作

本局繼續按「風險及表現為本」的原則，執行各項恆常質素保證措施，包括周年審計、課堂突擊巡查、期末考試突擊巡查、觀課及觀試、「樂活一站」及「陪月一站」神秘顧客調查及突擊巡查，以及「ERB服務中心」及「ERB服務點」突擊巡查。

#### Course accreditation works

As at March 2022, ERB uploaded over 310 courses (entailing about 2,580 course entries) on the “Qualifications Register” (QR).

In 2021-22, ERB submitted to the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) 12 courses (entailing about 100 course entries) for accreditation, 87 courses (entailing about 490 course entries) for re-accreditation and 709 applications for “substantial changes”.

To tie in with the launch of the centralised database of “Credit Accumulation and Transfer” by the Education Bureau, ERB provided 355 valid records to the database for the public to obtain concerned information in 2021-22.

After obtaining the PAA status, a cumulative of 52 courses (entailing about 360 course entries) and 21 courses (entailing about 300 course entries) were recognised by QF and uploaded onto the QR under “Catering, Food and Beverage Services” and “Computer Science and Information Technology” sub-areas respectively.

#### Regular Monitoring and Quality Assurance Work

ERB continued to adopt the “Risk-and-performance-based” principle in administering regular quality assurance measures, including annual audits, class surprise inspections, course-end assessment surprise inspections, class visits, assessment observations, covert customer surveys and surprise inspections for the “Smart Living” and “Smart Baby Care” Schemes, and surprise inspections for the “ERB Service Centre” and “ERB Service Spots”.



「實務技能培訓及評估中心」負責執行本局17項課程的期末實務技能評估工作。

The Practical Skills Training and Assessment Centre administers the practical assessments of 17 ERB courses.

本局以「個案管理」系統向表現欠理想的培訓機構提供支援，安排專責同事與機構管理層會面，商討改善方法及定期監察其改善情況，以提升培訓機構的整體質素保證表現。

ERB rendered support to under-performing training bodies through the “Case Management” system. Designated staff members were arranged to review in conjunction with the management of the training bodies the progress of implementation of improvement measures on a periodic basis so as to enhance their overall performance in quality assurance.

「實務技能培訓及評估中心」（「評估中心」）負責執行本局17項課程的期末實務技能評估工作，涵蓋家居服務、中醫保健、健康護理、酒店、飲食及環境服務業共六個行業範疇。在2021-22年度，「評估中心」的總評估人次約為18,200。考生對「評估中心」整體服務的滿意度達99%。

The Practical Skills Training and Assessment Centre (PSTAC) administers the practical assessments of 17 ERB courses, straddling six industries of domestic services, Chinese healthcare, healthcare services, hotel, catering and environmental services. In 2021-22, about 18,200 candidates were assessed in PSTAC, and 99% of candidates were satisfied with the overall services of PSTAC.

## 疫情期間的防疫安排

## Prevention of COVID-19

本局制定「給培訓機構預防2019冠狀病毒病的健康指引」並加強巡查，培訓機構須執行相關措施以於疫情期間加強保障學員、職員及公眾人士的健康和安全。

ERB formulated the “Guidelines on Precautionary Measures against COVID-19 for Training Bodies” and strengthened relevant inspections. Training bodies were required to implement the guidelines so as to safeguard the health and safety of trainees, staff and members of the public during the pandemic.

## 工作回顧 Operational Review

### 持續地區服務及 宣傳推廣

#### 舉辦「ERB服務點」專設活動及 宣傳活動

在2021-22年度，本局在37個「ERB服務點」舉辦專設活動，協助有特別需要社群了解就業市場及職場實況，提升他們報讀本局課程的興趣。服務點團隊亦在區內人流量較高的地點設置街站或宣傳攤位，聯繫市民大眾和推廣本局課程及服務。



「ERB服務點」舉辦專設活動，協助有特別需要社群掌握就業市場實況。

“ERB Service Spots” organised dedicated activities to equip social groups with special needs with knowledge of the employment market.

### Continuing Provision and Promotion of District Services

#### Launching dedicated activities and promotion at “ERB Service Spots”

In 2021-22, ERB organised dedicated activities at 37 “ERB Service Spots” to equip social groups with special needs with knowledge of the employment market and workplaces, and arouse their interest in enrolling ERB courses. “ERB Service Spots” outreach teams also arranged promotion booths at high-traffic district locations with a view to promoting ERB courses and services to members of the public.





本局持續推廣地區服務網絡，提高市民對本局地區培訓和支援服務的認識。

ERB continued to promote its district service networks to raise public awareness of ERB's training and support services at the district level.

## 推廣地區服務網絡

本局推出報章、社交媒體及戶外廣告，推廣本局的地區服務網絡，包括約370間培訓中心、「ERB服務中心」、37個「ERB服務點」、ERB「培訓通」課程搜索終端機（「培訓通」）及培訓顧問服務，以提高市民對本局地區培訓和支援服務的認識。

## Promoting district service networks

ERB rolled out advertisements on newspapers, social media and outdoor platforms for promoting its district service networks, including around 370 training centres, "ERB Service Centre", 37 "ERB Service Spots", "ERB Training Net" course search terminals (Training Net) and training consultancy service, to raise public awareness of ERB's training and support services at the district level.

工作回顧  
*Operational Review*



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Transform  
and Optimise

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## 優化支援服務

### 推出「ERB家居服務」 流動應用程式

本局於2021年11月推出供「樂活一站」及「陪月一站」僱主使用的「ERB家居服務」流動應用程式，家居僱主可透過流動應用程式登記及上載空缺，以及參閱助理履歷，進一步提升轉介效率。

### 「樂活一站」及「陪月一站」 服務發展

本局於2021-22年度完成檢討「樂活一站」服務，因應市場發展，「樂活中心」會聚焦協助新晉助理累積經驗及發展僱主網絡。配合服務定位，「樂活中心」並加強培訓功能，協助新晉助理持續提升技能，發展事業。

「陪月一站」於2022年1月推出「持續專業進修計劃」，鼓勵並嘉許助理持續學習，提升專業水平。

## Optimising Support Services

### Launching “ERB Home Services” mobile application

ERB launched the “ERB Home Services” mobile application for employers of “Smart Living” and “Smart Baby Care” in November 2021. Employers can register as users, upload vacancies and review the resume of helpers through the mobile application, thereby further enhancing the referral efficiency.

### Development of “Smart Living” and “Smart Baby Care” services

In 2021-22, ERB completed the review of the “Smart Living” service. In line with market development, the Regional Service Centres will be dedicated to serving new helpers, assisting them to gain experience and develop employer networks. The centres will also strengthen the training provisions to help trainees upskill and develop their career in the field.

On “Smart Baby Care” service, the “Continuing Professional Development Programme” was launched in January 2022 to encourage helpers to pursue continuous learning and enhance professional standards.



## 工作回顧

### Operational Review

## 持續優化地區推廣活動

在2021-22年度，本局透過「課程及行業推廣計劃」及「ERB課程全接觸」活動，資助培訓機構在全港各區舉辦地區推廣和課程體驗活動，約9,300人次出席，並有約200間僱主機構參與推廣活動。

本局並於2022-23年度推出全新「ERB課程全接觸計劃」，鼓勵培訓機構以更多元化方式向市民推廣本局課程和服務。

## Enhancing Promotional Activities at the District Level

In 2021-22, ERB sponsored training bodies to organise promotional activities and course experience activities across the territory under the “Funding Programme for Courses and Industries” and “ERB Courses Road Show”, with around 9,300 people and about 200 employers participated.

ERB also launched the new “Encountering ERB Courses Funding Programme” in 2022-23, encouraging training bodies to further promote ERB courses and services to members of the public in a more diversified mode.



本局資助培訓機構舉辦多元化的地區推廣和課程體驗活動，約9,300人次及約200間僱主機構參與相關活動。

ERB sponsored training bodies to organise diversified promotional activities and course experience activities, with around 9,300 people and about 200 employers participated.

## 優化課程行政安排

## Enhancing Course Administration Arrangements

### 檢討及修訂「學額分配機制」

### Reviewing and enhancing the “Training Places Allocation Mechanism”

在2021-22年度，本局檢討並進一步優化「學額分配機制」，以加強監察培訓機構處理課程申請的進度，同時更能發揮培訓資源的效益。

In order to better monitor training bodies' handling of course applications, as well as to enhance efficiency of resource allocation in offering ERB courses, ERB reviewed and further enhanced the “Training Places Allocation Mechanism” in 2021-22.

### 檢討非就業掛鉤課程收費機制的受資助入息上限水平

### Reviewing the income ceiling of course fee subsidies for non-placement-tied courses

在2021-22年度，本局檢討了非就業掛鉤課程的受資助入息上限水平，將「豁免繳費入息上限」由12,000元上調至12,500元，以推動市民自我增值。

In 2021-22, ERB reviewed the income ceiling of course fee subsidies for non-placement-tied courses. Income level for course fee waiver was increased from \$12,000 to \$12,500.

## 加強質素保證工作

## Enhancing Quality Assurance Work

### 檢討處理違規培訓機構及導師機制

### Reviewing mechanism for handling malpractising training bodies and instructors

為提高培訓機構對遵循本局指引和規定的注意，並確保其服務水平達到要求，本局於2021-22年度檢討了相關機制，並會定期與培訓機構交流，提醒其須遵從本局指引和規定。

To enhance awareness of training bodies, encourage compliance with ERB's guidelines and regulations, and ensure their quality of service could meet the requirements, ERB reviewed the relevant mechanism in 2021-22. ERB would also exchange with training bodies regularly, reminding them to follow the stipulated guidelines and regulations.

### 強化評估服務

### Reinforcing assessment services

#### 外派評估服務

#### Outreaching assessment services

「評估中心」為「保健按摩基礎證書」課程以試點模式推出外派評估服務，由「評估中心」派出評估員到培訓中心進行期末實務試，合共有15間培訓中心參與此試點服務，學員對外派評估服務的安排普遍表示滿意。

PSTAC piloted the outreaching assessment services for the “Healthcare Massage Foundation Certificate” course. PSTAC arranged assessors to conduct course-end assessments in designated training centres and a total of 15 training centres participated in this pilot service. The feedback of trainees on the outreaching assessment services was generally satisfactory.

## 工作回顧

### Operational Review

#### 新導師模擬評估測試

為協助新導師提升對實務試評分要求的掌握，「評估中心」邀請新導師進行模擬評估測試，讓導師更能體會評估的運作情況及要求。參加者普遍認同模擬評估測試有助他們掌握評估要點。

#### Simulation assessment for new instructors

In order to assist new instructors to grasp the criteria of practical assessments, PSTAC invited new instructors to conduct simulation assessments so that they would be more experienced about the operation and requirements of the assessments. The participants generally agreed that the simulation assessments could benefit them with better understanding of the main criteria of the assessments.

## 提升機構管治

### 進行內部審計項目

內部審計組在審計委員會的領導下行使獨立的審核職能，進行各項內部審計。

在2021-22年度，內部審計組完成了「人力資源管理」、「實務技能培訓及評估中心之運作及考試制度」，以及「ERB服務中心／服務點之運作及相關外判程序」三項審計項目，並向審計委員會匯報審計結果及相關改善建議。

## Enhancing Corporate Governance

### Conducting internal audit reviews

The Internal Audit Section was established to carry out independent internal audits under the auspices of the Audit Committee.

In 2021-22, the Internal Audit Section completed three internal audit exercises respectively on “Human Resources Management”, “Operations of PSTAC and the Examination System” and “Performance Monitoring of ERB Service Centre and ERB Service Spots”. Audit reports with improvement recommendations were submitted to the Audit Committee for consideration.

### 推動員工培訓

因應2019冠狀病毒病疫情，本局安排或資助同事參加有關多項主題的網上或實體培訓工作坊、講座和研討會，以及由勞工處、平等機會委員會、資歷架構秘書處和「評審局」舉辦與《僱傭條例》、種族、性別及其他歧視、「學科範圍評審」及「機構定期覆審」有關的講座及簡介會。

### Strengthening staff training

In response to the COVID-19 pandemic, ERB continued to arrange or sponsor staff members to attend online or face-to-face training workshops, seminars and symposium on various topics, as well as seminars and briefings related to Employment Ordinance, race, sex and other discriminations, PAA and PIR organised by the Labour Department, Equal Opportunity Commission, QF Secretariat and HKCAAVQ.

## 持續優化資訊科技系統

本局推行「網上學習管理系統先導計劃」，了解用戶需求及為進一步發展網上學習平台作好準備。本局亦繼續完善資訊科技系統，包括優化試卷管理功能，以及提升系統以處理第四期及第五期「特別計劃」的申請。

此外，本局持續改善資訊保安工作，更換或提升資訊科技設備及應用軟件，確保資料受保護。本局重新編寫文件管理系統，升級了資料外洩防護系統及無線網絡，以確保系統安全性及效能。

## 持續推行環保措施

本局全力支持環保，已引入措施，在舉辦會議時以可重用的容器提供飲用水，避免使用塑膠樽裝水及即棄容器。辦事處亦設置回收箱收集廢紙、印刷品及碳粉盒，以循環再造，並把更換的電腦設備捐贈慈善機構。

本局並引進一系列措施，節約用電，以減少碳排放，同時廣泛使用電子通訊、社交媒體及網站推廣活動和傳播訊息。

## Continuing enhancement of IT systems

ERB piloted an online learning management system to better understand users' needs and prepare for further development of the learning management system. ERB continued to improve its information systems, including strengthening its examination paper management function and enhancing the data processing functions to cater for applications of phase 4 and phase 5 of the Special Scheme.

ERB continued its effort to improve its IT security by replacing or upgrading IT equipment and software to ensure data were properly protected. ERB implemented a new Document Management System, upgraded Data Loss Protection System and WiFi system to ensure system performance and security.

## Continuing implementation of environmentally friendly measures

ERB rendered full support to environmental conservation. Measures were introduced to use reusable containers instead of plastic bottled water or one-off containers when serving drinking water at meetings. Recycle bins were placed in the office to collect used papers, printed materials and printer cartridges for reuse and recycling. Obsolete computer equipment was donated to charitable organisations.

ERB introduced a series of measures to conserve electricity and reduce carbon emissions. ERB also made extensive use of electronic communications, social media and website for promotion and dissemination of information.

工作回顧  
*Operational Review*

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## 加強伙伴協作

### 強化培訓網絡

本局積極發掘市場上具成年人和青年教育及職業培訓經驗的機構，加強聯繫和介紹本局課程及服務，探討合作的可行性。

### 加強行業協作

#### 「行業諮詢網絡」

本局成立了20個「行業諮詢網絡」以探討不同行業的人力發展及相關培訓需要，成員包括行業商會、僱主團體、工會、專業團體、職業培訓和人力資源相關的機構代表，以及業內資深人士。

## Strengthening Partnership

### Strengthening training network

ERB proactively connected with and introduced ERB courses and services to the organisations possessing experience in adult learning as well as youth education and vocational training to explore the possibility of cooperation.

### Strengthening industry collaborations

#### Industry Consultative Networks

ERB has formed 20 ICNs to solicit views on manpower development and explore training needs of respective industries. Members include representatives from trade associations, employer organisations, trade unions, professional bodies, institutions concerning vocational training and human resources, and experienced practitioners of respective industries.



本局成立20個「行業諮詢網絡」，加強與不同行業的協作，探討行業的人力發展及相關培訓需要。

ERB has formed 20 Industry Consultative Networks to strengthen industry collaborations, solicit views on manpower development and explore training needs of respective industries.

## 工作回顧 Operational Review



本局透過舉辦不同類型的活動，持續推廣「ERB中小企服務」。

ERB organised various activities to continue the promotion of “ERB Services for SMEs”.



### 持續推廣「ERB中小企服務」

在2021-22年度，本局與「工業貿易署中小企業支援與諮詢中心」合辦網上「中小企試讀班」，共有約90人參加，整體滿意度約為85%。

在2021-22年度，「中小企師友計劃」繼續透過師友配對及行業交流小組，加強人力資源專家與中小企業代表的交流。本局亦定期向中小企僱主及商會發放本局最新服務資訊。

### 推展「WeShare推廣協作計劃」

本局於年內繼續推行「WeShare推廣協作計劃」，邀請培訓機構向其會員及學員推廣本局的資訊頻道和電子通訊，並引入新的參與形式，加強與培訓機構在宣傳推廣上的協作，共有24間培訓機構參與計劃。

在計劃推行期間，《My ERB》及《蔣知識(隊長)》Facebook專頁貼文的接觸面擴大至逾100,000人次的用戶群。2021年7月號至12月號《LOOK@erb》電子通訊的每月平均接觸人次增加逾40%，而2021-22年度其中三期「僱主通訊」的平均接觸人次提升至約為上一期的三倍。

### Continuing promotion of “ERB Services for SMEs”

In 2021-22, ERB co-organised the online “Taster Course for SME” with the Trade and Industry Department. Around 90 participants and overall satisfaction rate of around 85% were recorded.

The “SME Mentorship Programme” continued to promote knowledge sharing among mentors, mentees and industry groups in 2021-22, strengthening the exchange between HR specialists and SME representatives. ERB also disseminated the latest service information to SME employers and associations on a regular basis.

### Extending the “WeShare Promotion Collaborative Scheme”

ERB launched another series of “WeShare Promotion Collaborative Scheme” in the year. Training bodies were invited to promote the ERB information channels and electronic bulletins to their members and trainees. New formats were introduced for stepping up collaboration with training bodies on the promotion front. A total of 24 training bodies participated in the scheme.

During the scheme period, the reach of content feeds of “My ERB” and “Captain K” Facebook Fan Pages was extended to over 100,000 users. The average monthly number of readers reached for the July to December 2021 issues of the “LOOK@erb” electronic bulletin increased by over 40%, while the average number of readers reached for three issues of the “Employer Newsletter” in 2021-22 was increased to threefold of the preceding issue.

本局為表現積極的培訓機構提供《My ERB》Facebook專頁的貼文回贈，以推廣培訓機構所提供的本局課程。

## 擴展地區窗口聯繫市民

在2021-22年度，「ERB服務中心」及「ERB服務點」共舉辦超過180場網上活動。培訓機構亦為本局資助的實體地區推廣活動引入網上元素，務求在疫情下以更靈活的方式推廣本局課程和服務。

本局於全港118個地點，包括勞工處就業中心、社會福利署社會保障辦事處及其委託提供服務的非政府機構、本局辦事處、「ERB服務中心」及「ERB服務點」，設置「培訓通」，市民可透過「培訓通」搜尋及查閱本局課程、培訓中心、服務和活動資訊，以及預約培訓顧問服務。

ERB also arranged complimentary feeds at “My ERB” Facebook Fan Page for the promotion of ERB courses organised by the training bodies with keen participation.

## Extending district-based windows and local outreach

In 2021-22, “ERB Service Centre” and “ERB Service Spots” organised more than 180 online activities to engage service targets. Various training bodies also introduced online elements to district promotional activities sponsored by ERB to promote ERB courses and services in a flexible way under the pandemic.

ERB has set up Training Net at 118 locations across the territory of Hong Kong, including Labour Department Job Centres, Social Security Field Units of Social Welfare Department (SWD) and non-governmental organisations commissioned by SWD, ERB Headquarters, “ERB Service Centre” and “ERB Service Spots”. Members of the public can obtain information on ERB courses, training centres, services and activities as well as register for the training consultancy service through the Training Net.



「ERB服務中心」及「ERB服務點」舉辦超過180場網上活動，以更靈活的方式推廣本局課程和服務。

“ERB Service Centre” and “ERB Service Spots” organised more than 180 online activities to promote ERB courses and services in a flexible way.

## 工作回顧

### Operational Review

## 多元化的課程和服務推廣

### 「後50」創新推廣項目榮獲本地獎項

本局以「後50」作為50歲或以上人士的新稱號，並於2019年開展「後50·形象工程」，向各界推廣「後50」的優秀質素，推動社會認同「後50」的價值，提升僱主聘用他們的信心。同時，本局提供多元化的培訓課程及支援服務，並推出「後50·愛增值」活動、「後50·實習生計劃」、「先聘用、後培訓」計劃等特別項目，推動「後50」進修增值，掌握工作知識及技能，為重投職場做好準備。

本局「後50」推廣項目及宣傳活動於2021-22年度榮獲「賽馬會齡活城市－『全城·長者友善』計劃2020」三項特別大獎，標誌著本局在鼓勵長者就業、持續推動長者活動，以及推廣年齡友善文化的傑出表現和貢獻。



## Multi-faceted Promotion on Courses and Services

### Innovative “Post-50” promotional campaigns won local awards

ERB established the “Post-50” as the new title for persons aged 50 or above and launched the “Post-50 Branding Campaign” in 2019 to showcase the outstanding qualities of the “Post-50”, thereby advocating public recognition of the value of the “Post-50” and boosting employment opportunities for them. ERB has also been providing diversified training courses and support services, and special programmes including the “Post-50 Love Upgrading Scheme”, the “Post-50 Internship Programme”, the “Hire and Train” Scheme, etc., to motivate the “Post-50” to attend training for upgrading knowledge and skills required in the workplace.

The “Post-50” promotional campaigns and activities of ERB won three special awards of the “Jockey Club Age-friendly City Partnership Scheme 2020”, symbolising ERB’s significant contributions in encouraging elderly employment, launching initiatives that benefit the elderly on a sustainable basis, and promoting an age-friendly culture.



本局「後50」推廣項目及宣傳活動榮獲「賽馬會齡活城市－『全城·長者友善』計劃2020」三項特別大獎，標誌著本局在鼓勵長者就業及推廣年齡友善文化的傑出表現。

The “Post-50” promotional campaigns and activities of ERB won three special awards of the “Jockey Club Age-friendly City Partnership Scheme 2020”, symbolising ERB’s significant contributions in encouraging elderly employment and promoting an age-friendly culture.

## 推廣課程及服務

在2021-22年度，本局透過多元途徑推廣「特別計劃」，包括製作專設網頁，印製宣傳品，推出報章、社交媒體及戶外廣告，以及透過本局的資訊頻道、培訓機構及工會網絡、「行業諮詢網絡」等渠道進行宣傳。

本局推出一系列宣傳短片，透過網絡紅人(KOL)參與課程試讀班及技能比試，以及本局學員及課程導師親身演出，以有趣互動的方式向青年人推廣本局課程。本局並推出社交媒體及網上廣告，吸引市民觀看。相關宣傳短片在網上頻道的觀看次數超過900,000，互動人次超過20,000。

## Promotion of courses and services

In 2021-22, ERB promoted the Special Scheme through diverse channels, including the dedicated website, publicity materials, advertisements on newspapers, social media and outdoor platforms, as well as promotion through ERB's information channels and networks of training bodies and trade unions, ICNs, etc.

ERB launched promotional videos with participation of Key Opinion Leaders (KOL) in taster courses and skills contest, as well as ERB trainees and instructors, so as to promote ERB courses to young people in an interactive and interesting way. Social media and online advertisements were rolled out to attract the target audience. The "Views" and "Engagement" of online videos amounted to over 900,000 and 20,000 respectively.



本局邀請網絡紅人(KOL)參與拍攝宣傳短片，以有趣互動的方式向青年人推廣本局課程。

ERB invited Key Opinion Leaders (KOL) to participate in promotional videos so as to promote ERB courses to young people in an interactive and interesting way.



## 工作回顧

### Operational Review



本局推出宣傳廣告，推廣創新科技課程及青年培訓課程，提升市民的報讀興趣。

ERB promoted innovation and technology courses and youth training courses on various advertising channels so as to raise public interest in enrolling ERB courses.

本局推出宣傳廣告，向中年人士、「後50」、料理家務者及青年人推廣「先聘用、後培訓」計劃和度身訂造課程，協助他們透過培訓投身交通及支援服務業、環境服務業、健康護理業和物業管理及保安業。

ERB rolled out advertisements to promote the “Hire and Train” Scheme and “Tailor-made Course” to encourage middle-aged persons, the “Post-50”, homemakers and young people to enrol in ERB courses and land jobs in the transportation & support services, environmental services, healthcare services, and property management & security industries.

此外，本局推出宣傳廣告，推廣創新科技課程及青年培訓課程，提升市民及青年人對本局課程的認識和報讀興趣。

In addition, ERB promoted innovation and technology courses and youth training courses on various advertising channels so as to raise public awareness and interest in enrolling ERB courses.

### 聯繫有特別需要社群

本局在2021-22年度製作了「後50」、青年人、新來港人士、少數族裔人士和殘疾及工傷康復人士的專設宣傳品，並透過社福機構及培訓機構廣泛派發。

### Connecting with social groups with special needs

In 2021-22, ERB arranged dedicated promotional materials for the “Post-50”, young people, new arrivals, ethnic minorities, and persons with disabilities and persons recovered from work injuries for distribution through social service organisations and training bodies.

## 加強電子媒體推廣

本局年內於《My ERB》Facebook專頁繼續以專頁代言人「蔣知識」及「蔣氏一家」卡通人物為主題，推出進修和就業相關的貼文，介紹培訓及行業實用資訊，向市民及學員軟性推廣本局的課程和服務。

本局推出「ERB Got Talent」短片系列，展示不同行業範疇學員的專業技能，並配合網上遊戲及社交媒體廣告進行宣傳，相關短片在網上頻道的觀看次數超過700,000，互動人次超過17,000。

## Enhancing promotion on electronic media

ERB posted a host of content feeds featuring the cartoon character “Captain K” and the Chiang’s family as spokespersons of “My ERB” Facebook Fan Page to provide training and industry information, with a view to promoting ERB courses and services to members of the public and trainees in a soft manner.

ERB launched the “ERB Got Talent” video series to showcase the vocational skills of trainees in different industries. Online games and advertisements on social media were rolled out to promote the video series. The “Views” and “Engagement” of online videos amounted to over 700,000 and 17,000 respectively.



本局推出「ERB Got Talent」短片系列，以及「蔣知識」和「蔣氏一家」卡通人物為主題的貼文，向市民推廣本局的課程和服務。

ERB launched the “ERB Got Talent” video series and posted a host of content feeds featuring the cartoon character “Captain K” and the Chiang’s family so as to promote ERB courses and services to members of the public.

## 工作回顧 Operational Review



本局加強《LOOK@erb》電子通訊的內容，以及推出「同行·這一年」ERB學員故事短片，透過學員的勵志故事，鼓勵市民進修增值。

ERB enhanced the content of the electronic bulletin “LOOK@erb”, and launched the “Together in this Year · ERB Trainee Stories” to promote the value of skills upgrading through the inspirational stories of ERB trainees.

本局持續加強《LOOK@erb》電子通訊的內容，提供多元化的培訓及職場實用資訊，吸引公眾訂閱。年度內共出版12期《LOOK@erb》，平均每期向超過150,000人次的讀者介紹本局培訓課程及活動的最新資訊。

此外，本局出版「僱主通訊」電子季刊，向行業商會、僱主組織及企業發放本局就業掛鈎課程的完班資料、熱門「企業包班」課程，以及推廣活動等最新資訊，每期平均接觸人次逾10,000。

### 持續傳媒及機構傳訊工作

本局於2021年11月推出首兩集「同行·這一年」ERB學員故事短片，以實況追蹤形式訪問本局學員，分享他們學習及工作的勵志故事，鼓勵市民進修增值。短片在網上頻道的觀看及互動人次約為85,000及5,000，另兩集故事將於2022-23年度推出。

ERB enhanced the content of the electronic bulletin “LOOK@erb” to provide diversified information of training and work contexts and attract subscription. In the year, ERB published 12 issues of “LOOK@erb” to disseminate the latest information of ERB courses and activities, reaching over 150,000 readers per issue.

ERB also published the quarterly “Employer Newsletter” to disseminate the latest information on placement-tied graduate classes, popular courses under the “Enterprise-based Training”, and promotional activities through networks of trade associations, employer organisations and enterprises. The average number of readers reached per issue was over 10,000.

### Continuing media outreach and corporate communication works

In November 2021, ERB launched two episodes of the “Together in this Year · ERB Trainee Stories” in documentary format. ERB trainees were interviewed to share their inspirational stories of learning and career development for promoting the value of skills upgrading. The “Views” and “Engagement” of online videos amounted to around 85,000 and 5,000 respectively. Another two episodes will be launched in 2022-23.



在2021-22年度，本局主席及行政總監接受報章雜誌及網上媒體訪問，並出席「20 x 50 實習生計劃」面試日，向傳媒介紹實習生計劃，以及本局推動青年人和「後50」培訓就業的工作等。

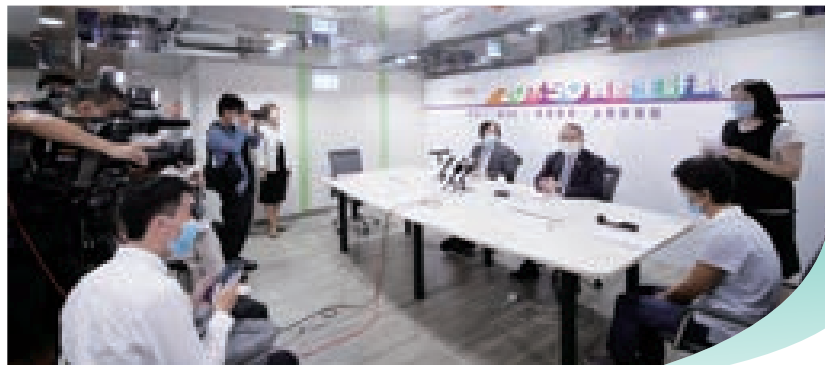
In 2021-22, the ERB Chairman and Executive Director were interviewed by various print and digital media. ERB also hosted press briefing at the Interview Day of the “20 x 50 Internship Programme” to introduce the internship programme and the initiatives of ERB to support young people and the “Post-50” in training and employment.

本局主席及行政總監聯同勞工處處長及勞工處助理處長(就業事務)於2022年1月會見傳媒，介紹本局與勞工處的合作項目，以及本局在疫情期間支援市民培訓和就業的工作，鼓勵有需要人士報讀培訓課程。

The ERB Chairman and Executive Director joined the Commissioner for Labour and Assistant Commissioner (Employment Services) to meet the press in January 2022 and introduced the programmes launched by ERB in collaboration with the Labour Department, and measures in supporting retraining and employment for members of the public during the pandemic, hence encouraging those in need to enrol in training courses.

本局亦就支援服務安排傳媒訪問，包括「樂活一站」家居服務示範，並就特色課程安排導師及學員接受電視和報章訪問，向公眾推廣課程和服務。

ERB also lined up media interviews and skills demonstrations for support services such as the “Smart Living” household service and arranged TV programme and media interviews with ERB instructors and trainees to promote related courses and services.



本局主席及行政總監會見傳媒，介紹「特別·愛增值」計劃及「20 x 50實習生計劃」。

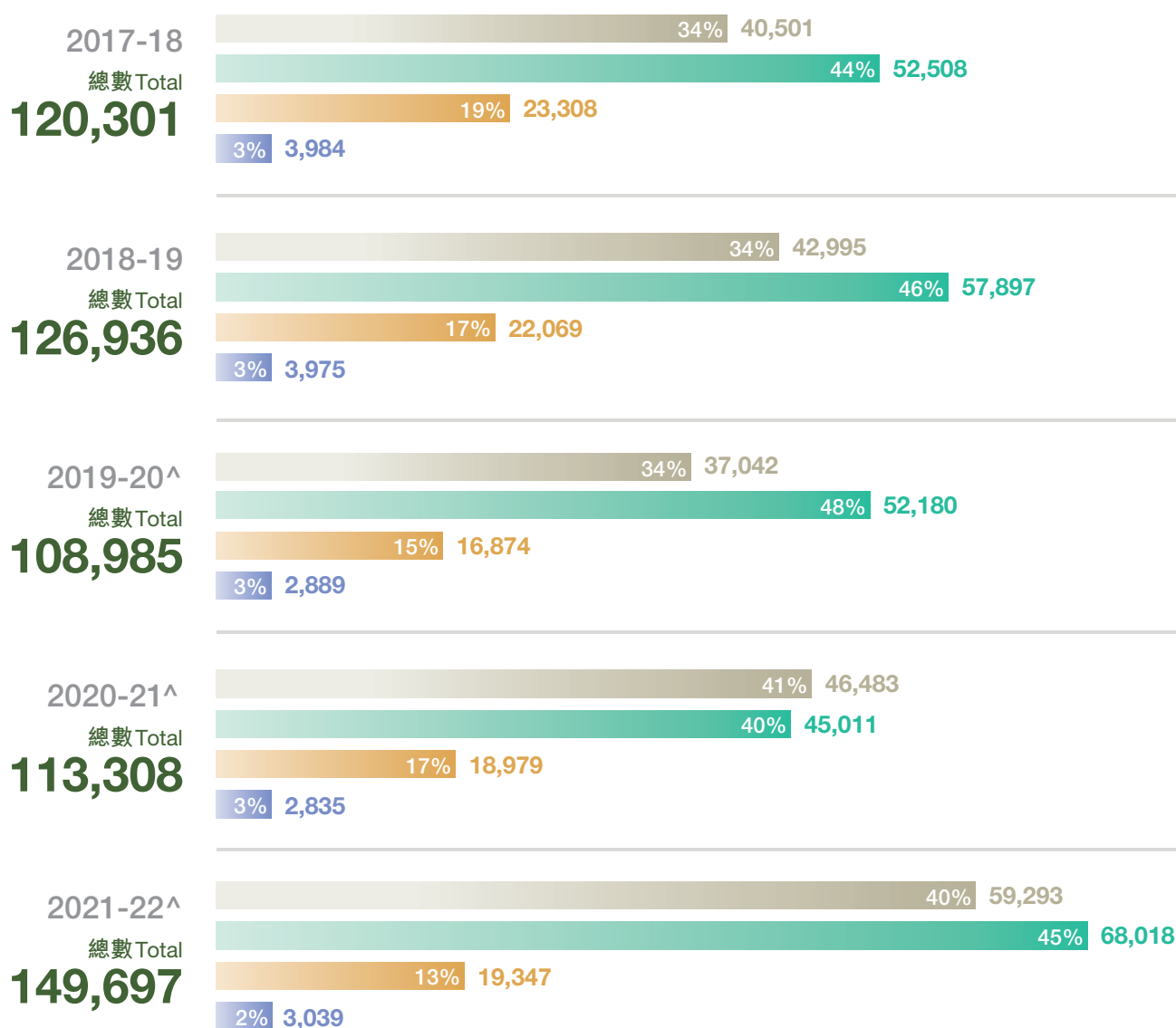
The ERB Chairman and Executive Director met the press to introduce the “Love Upgrading Special Scheme” and “20 x 50 Internship Programme”.

# 主要統計資料

## MAJOR STATISTICS

### 按課程類別劃分的入讀人次

#### Number of Enrolled Trainees by Course Type



就業掛鉤課程  
Placement-tied Courses

技能提升課程  
Skills Upgrading Courses

通用技能課程  
Generic Skills Courses

特定服務對象課程  
Courses for Special Service Targets

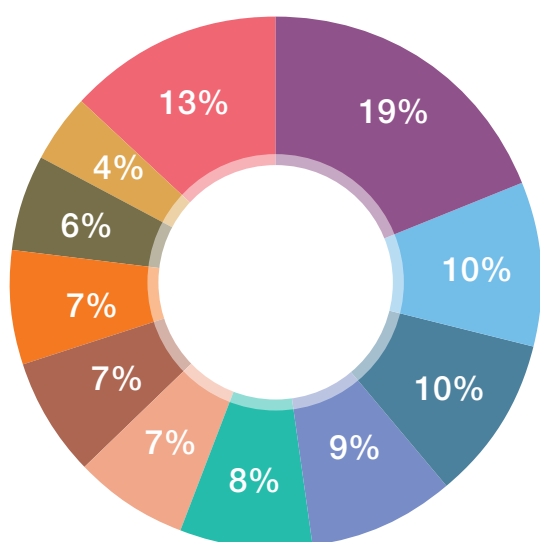
因四捨五入關係，上述圖表內個別項目的百分比加起來可能與總數略有出入。

There may be a slight discrepancy between the sum of individual items and the total as shown in the above chart due to rounding.

<sup>^</sup> 受2019冠狀病毒病影響，僱員再培訓局在該年度曾暫停面授課堂。

In view of the COVID-19 pandemic situation, the Employees Retraining Board suspended face-to-face training classes during the years.

## 按行業／通用技能範疇劃分的入讀人次 Number of Enrolled Trainees by Industry / Generic Skills Category



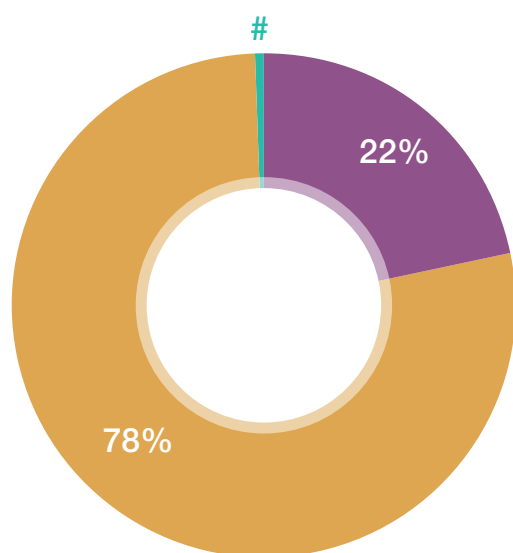
行業／通用技能範疇 Industry / Generic Skills Category	入讀人次 No. of Enrolled Trainees	百分比 %
飲食 Catering	28,210	19%
物業管理及保安 Property Management & Security	14,978	10%
環境服務 Environmental Services	14,774	10%
健康護理 Healthcare Services	12,963	9%
中醫保健 Chinese Healthcare	12,710	8%
家居服務 Domestic Services	11,187	7%
職業語文及運算 Workplace Languages and Numeracy	10,567	7%
美容 Beauty Therapy	10,062	7%
電腦／資訊科技應用 Computer / Information Technology Application	9,561	6%
商業 Business	5,958	4%
其他 Others	18,727	13%
<b>總數 Total</b>	<b>149,697</b>	<b>100%</b>

上述圖表顯示首10項最高入讀人次的行業／通用技能範疇。

The above chart lists the top 10 industry / generic skills categories according to the number of enrolled trainees.

## 主要統計資料 Major Statistics

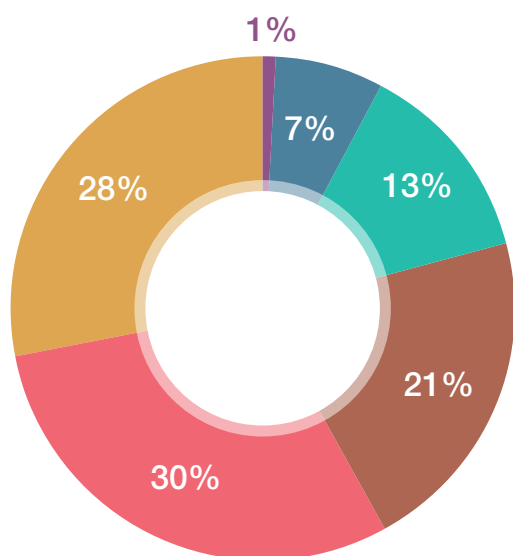
### 按性別劃分的入讀人次 Number of Enrolled Trainees by Gender



性別 Gender	入讀人次 No. of Enrolled Trainees	百分比 %
男 Male	33,316	22%
女 Female	116,380	78%
未有申報 No Information Provided	1	#
<b>總數 Total</b>	<b>149,697</b>	<b>100%</b>

# 少於0.5%  
Less than 0.5%

## 按年齡劃分的入讀人次 Number of Enrolled Trainees by Age

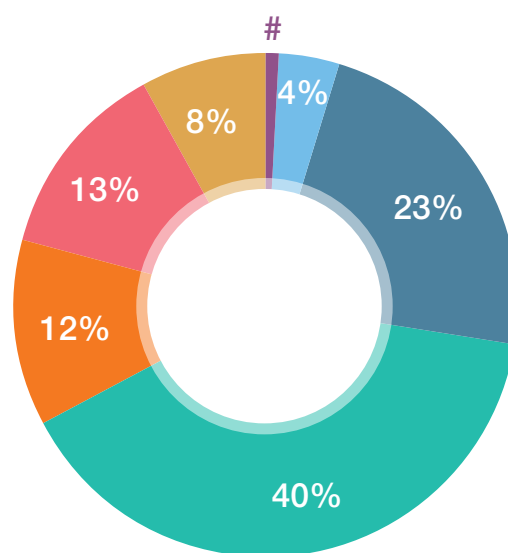


年齡 Age	入讀人次 No. of Enrolled Trainees	百分比 %
15-19	1,237	1%
20-29	10,237	7%
30-39	19,855	13%
40-49	31,686	21%
50-59	45,374	30%
60或以上 60 or Above	41,308	28%
<b>總數 Total</b>	<b>149,697</b>	<b>100%</b>

## 主要統計資料 Major Statistics

### 按學歷程度劃分的入讀人次 Number of Enrolled Trainees by Education Level

學歷程度 Education Level	入讀人次 No. of Enrolled Trainees	百分比 %
未曾入學 No Schooling	50	#
小學或以下 Primary Education or Below	6,394	4%
中一至中三 Secondary 1 to 3	34,684	23%
中四至中五 Secondary 4 to 5	59,911	40%
中六至中七 Secondary 6 to 7	17,723	12%
副學位 Sub-degree	19,634	13%
副學位以上 Above Sub-degree	11,301	8%
<b>總數 Total</b>	<b>149,697</b>	<b>100%</b>



# 少於0.5%  
Less than 0.5%

# 財務報表

## FINANCIAL STATEMENTS

### 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)

#### 意見

本核數師(以下簡稱「我們」)已審計列載於第97頁至第128頁之僱員再培訓局(「再培訓局」)的財務報表，此財務報表包括於2022年3月31日的資產負債表與截至該日止年度的收支表、資金變動表及現金流量表，以及財務報表附註，包括主要會計政策概要。

我們認為，該等財務報表已根據香港會計師公會頒佈的《香港財務報告準則》真實而中肯地反映了再培訓局於2022年3月31日的財務狀況及截至該日止年度的財務表現及現金流量。

#### 意見的基礎

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。我們在該等準則下承擔的責任已在本報告「核數師就審計財務報表承擔的責任」部分中作進一步闡述。根據香港會計師公會頒佈的《專業會計師道德守則》(以下簡稱「守則」)，我們獨立於再培訓局，並已履行守則中的其他專業道德責任。我們相信，我們所獲得的審計憑證能充足及適當地為我們的審計意見提供基礎。

### Independent auditor's report

#### To the members of Employees Retraining Board

(Established in Hong Kong under the Employees Retraining Ordinance)

#### Opinion

We have audited the financial statements of Employees Retraining Board (the "Board") set out on pages 97 to 128, which comprise the statement of financial position as at 31 March 2022, and the income and expenditure account, statement of changes in fund and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements give a true and fair view of the financial position of the Board as at 31 March 2022, and of its financial performance and its cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards ("HKFRSs") issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA").

#### Basis for opinion

We conducted our audit in accordance with Hong Kong Standards on Auditing ("HKSAAs") issued by the HKICPA. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the Board in accordance with the HKICPA's *Code of Ethics for Professional Accountants* (the "Code"), and we have fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## 財務報表 *Financial Statements*

### 其他信息

再培訓局委員需對其他信息負責。其他信息包括刊載於年報內的信息，但不包括財務報表及我們的核數師報告。

我們對財務報表的意見並不涵蓋其他信息，我們亦不對該等其他信息發表任何形式的鑒證結論。

結合我們對財務報表的審計，我們的責任是閱讀其他信息，在此過程中，考慮其他信息是否與財務報表或我們在審計過程中所了解的情況存在重大抵觸或者似乎存在重大錯誤陳述的情況。基於我們已執行的工作，如果我們認為其他信息存在重大錯誤陳述，我們需要報告該事實。在這方面，我們沒有任何報告。

### 再培訓局委員就財務報表需承擔的責任

再培訓局委員需負責根據香港會計師公會頒佈的《香港財務報告準則》的披露要求擬備真實而中肯的財務報表，並對其認為為使財務報表的擬備不存在由於欺詐或錯誤而導致的重大錯誤陳述所需的內部控制負責。

在擬備財務報表時，再培訓局委員負責評估再培訓局持續經營的能力，並在適用情況下披露與持續經營有關的事項，以及使用持續經營為會計基礎，除非再培訓局委員有意將再培訓局清盤或停止經營，或別無其他實際的替代方案。

### *Other information*

The members of the Board are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report the fact. We have nothing to report in this regard.

### *Responsibilities of the Members of the Board for the financial statement*

The members of the Board are responsible for the preparation of the financial statements that give a true and fair view in accordance with HKFRSs issued by the HKICPA, 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.

In preparing the financial statements, the members of the Board are responsible for assessing the Board's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the members of the Board either intend to liquidate the Board or to cease operation or has no realistic alternative but to do so.



### 核數師就審計財務報表承擔的責任

我們的目標，是對財務報表整體是否不存在由於欺詐或錯誤而導致的重大錯誤陳述取得合理保證，並按照雙方同意的受聘條款，僅向再培訓局委員提出包括我們意見的核數師報告。除此以外，本報告並無其他用途。我們不會就核數師報告的內容向任何其他人士負上或承擔任何責任。

合理保證是高水平保證，但不能保證按照香港審計準則進行的審核，在某一重大錯誤陳述存在時總能發現。錯誤陳述可由欺詐或錯誤引起，如果合理預期它們單獨或匯總起來可能影響財務報表使用者依賴財務報表所作出的經濟決定，則有關的錯誤陳述可被視作重大。

根據香港審計準則進行審核的過程中，我們運用了專業判斷，保持了專業懷疑態度。我們亦：

- 識別及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、設計及執行審核程序以應對這些風險，以及獲取充足及適當的審核憑證，作為我們意見的基礎。由於欺詐可能涉及串謀、偽造、蓄意遺漏、虛假陳述，或凌駕於內部控制之上，因此未能發現因欺詐而導致之重大錯誤陳述之風險高於未能發現因錯誤而導致重大錯誤陳述的風險。
- 瞭解與審核相關的內部控制，以設計適當的審核程序，但目的並非對再培訓局內部控制的有效性發表意見。

### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Our report is made solely to you, as a body, in accordance with our agreed terms of engagement, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this report.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with HKSA's will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with HKSA's, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.

## 財務報表

### Financial Statements

- 評價再培訓局委員所採用會計政策的恰當性以及所作出會計估計及相關披露的合理性。
- 對再培訓局委員採用持續經營會計基礎的恰當性作出結論。根據所獲取的審核憑證，確定是否存在與事項或情況有關的重大不確定性，從而可能導致對再培訓局的持續經營能力產生重大疑慮。如果我們認為存在重大不確定性，則有必要在核數師報告中提請使用者注意財務報表中之相關披露。假若有關披露不足，則我們應當發表非無保留意見。我們的結論是基於核數師報告日期止所取得的審核憑證。然而，未來事項或情況可能導致再培訓局不能持續經營。
- 評價財務報表的整體列報方式、結構及內容，包括披露，以及財務報表是否中肯反映交易及事項。
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management of the Board.
- Conclude on the appropriateness of the management of the Board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

除其他事項外，我們與再培訓局委員溝通了計劃的審核範圍、時間安排、重大審核發現等，包括我們在審核中識別出內部控制的任何重大缺陷。

We communicate with the members of the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

安永會計師事務所  
執業會計師  
香港

2022年12月16日

**Ernst & Young**  
Certified Public Accountants  
Hong Kong

16 December 2022

## 收支表

### INCOME AND EXPENDITURE ACCOUNT

截至2022年3月31日止年度

Year ended 31 March 2022

		附註	二零二二年	二零二一年
		Notes	2022	2021
			港元 HK\$	港元 HK\$
<b>收入</b>	<b>INCOME</b>			
徵款收入	Levy income		<b>30,516,466</b>	29,048,000
利息收入	Interest income		<b>575,933,956</b>	489,615,569
課程學費收入	Course fee income	4	<b>3,324,409</b>	3,098,268
其他收入	Other income	4	<b>2,781,595</b>	4,412,322
			<b>612,556,426</b>	526,174,159
<b>支出</b>	<b>EXPENDITURE</b>			
津貼	Allowances	5	<b>( 279,186,633)</b>	( 165,794,074)
培訓課程及計劃開支	Training courses and programme expenses	6	<b>(1,190,440,309)</b>	( 875,190,276)
向入境事務處繳交徵款行政費	Administrative fees charged by the Immigration Department for the collection of levy		<b>( 871,920)</b>	( 869,854)
行政開支	Administrative expenses		<b>( 116,480,946)</b>	( 112,316,217)
財務費用	Finance cost	7	<b>( 224,486)</b>	( 125,469)
			<b>(1,587,204,294)</b>	(1,154,295,890)
<b>稅前年內虧損</b>	<b>DEFICIT BEFORE TAX</b>	9	<b>( 974,647,868)</b>	( 628,121,731)
所得稅	Taxation	8	<b>-</b>	-
<b>年內虧損</b>	<b>DEFICIT FOR THE YEAR</b>		<b>( 974,647,868)</b>	( 628,121,731)

## 財務報表

### Financial Statements

## 資產負債表

### STATEMENT OF FINANCIAL POSITION

於2022年3月31日

31 March 2022

	附註 Notes	二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$	
<b>非流動資產</b>	<b>NON-CURRENT ASSETS</b>			
物業及設備	Property and equipment	11	4,015,709	4,362,908
使用權資產	Right-of-use assets	12	9,553,475	4,283,444
租金及公用設施按金	Rental and utility deposits	13	1,211,175	1,211,175
應收香港金融管理局之款項	Amount due from the Hong Kong Monetary Authority	14	9,600,000,000	9,600,000,000
非流動資產總額	Total non-current assets		9,614,780,359	9,609,857,527
<b>流動資產</b>	<b>CURRENT ASSETS</b>			
應收款項、按金及預付款	Receivables, deposits and prepayments	13	51,726,552	31,383,875
應收香港金融管理局之款項	Amount due from the Hong Kong Monetary Authority	14	2,138,215,912	1,586,744,522
應收培訓機構之款項	Amounts due from training bodies	15	56,482	222,089
應收入境事務處之款項	Amount due from the Immigration Department	15	1,771,200	1,238,400
銀行結餘及存款	Bank balances and deposits	16		
— 現金及現金等價物	– Cash and cash equivalents		1,759,069,266	2,765,460,155
— 原到期日逾三個月之定期存款	– Time deposits with original maturity over three months		1,817,353,800	2,409,947,476
流動資產總額	Total current assets		5,768,193,212	6,794,996,517
<b>流動負債</b>	<b>CURRENT LIABILITIES</b>			
應付款項及其他應付款	Accruals and other payables	17	65,762,243	119,548,542
租賃負債	Lease liabilities	12	5,359,816	2,135,451
流動負債總額	Total current liabilities		71,122,059	121,683,993
<b>淨流動資產</b>	<b>NET CURRENT ASSETS</b>		5,697,071,153	6,673,312,524
<b>資產總額減流動負債</b>	<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		15,311,851,512	16,283,170,051
<b>非流動負債</b>	<b>NON-CURRENT LIABILITIES</b>			
修復成本撥備	Provision for reinstatement costs	17	3,382,320	2,219,860
租賃負債	Lease liabilities	12	4,355,104	2,188,235
非流動負債總額	Total non-current liabilities		7,737,424	4,408,095
<b>淨資產</b>	<b>Net assets</b>		15,304,114,088	16,278,761,956
<b>資金</b>	<b>FUND</b>			
僱員再培訓基金	Employees Retraining Fund		15,304,114,088	16,278,761,956

余鵬春, GBS, JP  
YU Pang-chun, GBS, JP  
主席  
Chairman

吳國強, BBS  
Byron NG Kwok-keung, BBS  
行政總監  
Executive Director

## 資金變動表

### STATEMENT OF CHANGES IN FUND

截至2022年3月31日止年度  
Year ended 31 March 2022

		僱員再培訓基金 Employees Retraining Fund 港元 HK\$
於2020年4月1日	At 1 April 2020	14,406,883,687
香港特別行政區政府注資	Funding injection by the Government of the HKSAR	2,500,000,000
年內虧損	Deficit for the year	(628,121,731)
於2021年3月31日及2021年4月1日	At 31 March 2021 and 1 April 2021	16,278,761,956
年內虧損	Deficit for the year	(974,647,868)
於2022年3月31日	At 31 March 2022	15,304,114,088

## 財務報表

### Financial Statements

## 現金流量表

### STATEMENT OF CASH FLOWS

截至2022年3月31日止年度

Year ended 31 March 2022

	附註 Notes	二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
<b>經營業務現金流量</b>	<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
年內虧損	Deficit for the year	<b>(974,647,868)</b>	(628,121,731)
經調整：	Adjustments for:		
財務費用	Finance cost	7 <b>224,486</b>	125,469
物業及設備折舊	Depreciation of property and equipment	9 <b>2,558,914</b>	2,583,040
使用權資產折舊	Depreciation of right-of-use asset	9 <b>5,392,717</b>	5,341,027
利息收入	Interest income	<b>(575,933,956)</b>	(489,615,569)
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 receivables and other receivables	9 <b>2,383,230</b>	2,407,199
營運資金變動前之經營業務 現金流	Operating cash flow before movements in working capital	<b>(1,540,022,477)</b>	(1,107,280,565)
應收款項、按金及預付款之 減少／（增加）	Decrease/(increase) in receivables, deposits and prepayments	<b>(22,725,907)</b>	11,400,412
應收培訓機構之款項之減少	Decrease in amounts due from training bodies	<b>165,607</b>	481,413
應收入境事務處之款項之 增加	Increase in amount due from Immigration Department	<b>(532,800)</b>	(864,000)
應付防疫抗疫基金之款項之 減少	Decrease in amount due to Anti-epidemic Fund	–	(39,579,530)
應付款項及其他應付款之 增加／（減少）	Increase/(decrease) in accruals and other payables	<b>(52,623,839)</b>	93,807,876
用於經營業務之現金	Cash used in operations	<b>(1,615,739,416)</b>	(1,042,034,394)
租賃負債之利息部分	Interest element of lease liabilities	7 <b>(224,486)</b>	(125,469)
用於經營業務之現金流量 淨額	Net cash flows used in operating activities	<b>(1,615,963,902)</b>	(1,042,159,863)

	附註 Notes	二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
<b>投資活動現金流量</b>	<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
已收利息	Interest received	<b>24,462,566</b>	65,431,990
購買設備之款項	Purchase of items of property and equipment	<b>(2,211,715)</b>	(226,949)
原到期日逾三個月之定期存款之減少／（增加）	Decrease/(increase) in time deposits with original maturity over three months	<b>592,593,676</b>	(1,770,528,745)
來自／（用於）投資活動之現金流量淨額	Net cash flows from/(used in) investing activities	<b>614,844,527</b>	(1,705,323,704)
<b>融資活動現金流量</b>	<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
租賃付款本金部份	Principal portion of lease payment	<b>(5,271,514)</b>	(5,350,531)
香港特別行政區政府注資	Funding injection by the Government of the HKSAR	–	2,500,000,000
來自／（用於）融資活動之現金流量淨額	Net cash flows from/(used in) financing activities	<b>(5,271,514)</b>	2,494,649,469
<b>現金及現金等值物減少淨額</b>	<b>NET DECREASE IN CASH AND CASH EQUIVALENTS</b>	<b>(1,006,390,889)</b>	(252,834,098)
於年初的現金及現金等值物	Cash and cash equivalents at beginning of year	<b>2,765,460,155</b>	3,018,294,253
<b>於年終的現金及現金等值物</b>	<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>1,759,069,266</b>	2,765,460,155
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	<b>103,913,966</b>	160,034,207
原定到期日等於或少於三個月之定期存款	Time deposits with original maturity three months or less	<b>1,655,155,300</b>	2,605,425,948
		<b>1,759,069,266</b>	2,765,460,155

## 財務報表 Financial Statements

### 財務報表附註

於2022年3月31日

#### 1. 機構組織與事務

僱員再培訓局(「再培訓局」)是一個獨立法定組織，根據《僱員再培訓條例》於1992年成立。再培訓局透過統籌、撥款和監察提供培訓課程及服務，並以市場為導向，就業為本，靈活配合市場變化。再培訓局的服務對象涵蓋15歲或以上、具副學位或以下教育程度的人士。

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」而引入的外來僱員繳付一項名為「僱員再培訓徵款」(「徵款」)的款項，僱主就輸入每名僱員預先繳付徵款，金額為400港元乘以僱傭合約期內的月數(以24個月為上限)計算。

於2014年2月，香港特別行政區政府(「特區政府」)向再培訓局注資150億港元，為再培訓局提供持續及穩定的資金用作提升本地工人的生產力。於2020年6月，特區政府向再培訓局注資25億港元，以應付因提升每月津貼限額，以及於2019-20年度內推出的「特別·愛增值」計劃所預期增加的財務承擔。

再培訓局的辦事處地址為香港柴灣小西灣道10號3樓至6樓。

### NOTES TO FINANCIAL STATEMENTS

31 March 2022

#### 1. ORGANISATION AND ACTIVITIES

The Employees Retraining Board (the “Board”) is an independent statutory body established in 1992 under the Employees Retraining Ordinance (“ERO”). The Board co-ordinates, funds and monitors training courses and services that are market-driven and employment-oriented so as to meet the changing needs of the employment market. Service targets of the Board are people aged 15 or above and with an education attainment at sub-degree or below.

In accordance with Section 14(1), Section 14(2) and Schedule 3 of the ERO, a specified levy known as Employees Retraining Levy (the “levy”) was imposed on those employers importing employees under the Labour Importation Scheme. The levy payable for each imported employee is HK\$400 multiplied by the number of months covered by the employment contract up to a maximum of 24 months.

In February 2014, the Government of the Hong Kong Special Administrative Region (“the SAR Government”) injected HK\$15 billion into the Employees Retraining Fund to provide sustained and stable financial support for the Board in order to continue to enhance the productivity of local workers. In June 2020, the SAR Government injected HK\$2.5 billion into Employees Retraining Fund to meet the anticipated financial commitment arising from the increase in the maximum amount of monthly allowance and the launch of the Love Upgrading Special Scheme in 2019-20.

The address of registered office of the Board is 3/F to 6/F, 10 Siu Sai Wan Road, Chai Wan, Hong Kong.



## 2.1 編製基準

該等財務報表乃根據香港會計師公會頒佈之香港財務報告準則(包括所有香港財務報告準則、香港會計準則及詮釋)規定編製。

該等財務報表乃按歷史成本慣例編製。除另有說明，財務報表以港元(「港元」)列示。

## 2.1 BASIS OF PREPARATION

These financial statements have been prepared in accordance with Hong Kong Financial Reporting Standards (“HKFRSs”) (which include all Hong Kong Financial Reporting Standards, Hong Kong Accounting Standards (“HKASs”) and Interpretations) issued by the Hong Kong Institute of Certified Public Accountants (the “HKICPA”).

These financial statements have been prepared under the historical cost convention and are presented in Hong Kong dollars (“HK\$”) and all values are rounded to the nearest dollar except where otherwise indicated.

## 2.2 會計政策及披露的變動

再培訓局已於本年度的財務報表首次採納以下經修訂香港財務報告準則。

## 2.2 CHANGES IN ACCOUNTING POLICIES AND DISCLOSURES

The Board has adopted the following revised HKFRSs for the first time for the current year’s financial statements.

<p>香港財務報告準則第9號、香港會計準則第39號、香港財務報告準則第7號、香港財務報告準則第4號及香港財務報告準則第16號(修訂本)</p> <p>Amendments to HKFRS 9, HKAS 39, HKFRS 7, HKFRS 4 and HKFRS 16</p>	<p>利率基準改革 – 第二階段</p> <p><i>Interest Rate Benchmark Reform – Phase 2</i></p>
<p>香港財務報告準則第16號(修訂本)</p> <p>Amendments to HKFRS 16</p>	<p>2021年6月30日後新型冠狀病毒病相關租金寬減</p> <p><i>Covid-19-Related Rent Concessions beyond 30 June 2021</i></p>

採納上述概念框架及經修訂的準則對該等財務報表並無重大財務影響。

The adoption of the revised standards has had no significant financial effect on these financial statements.

## 財務報表 Financial Statements

### 2.3 已頒佈但尚未生效的香港財務報告準則

再培訓局於該等財務報表中尚未應用以下已頒佈但未生效之經修訂香港財務報告準則。

### 2.3 ISSUED BUT NOT YET EFFECTIVE HONG KONG FINANCIAL REPORTING STANDARDS

The Board has not applied the following revised HKFRSs, that have been issued but are not yet effective, in these financial statements.

香港財務報告準則第3號(修訂本) Amendments to HKFRS 3	概念框架之提述 <sup>1</sup> Reference to the Conceptual Framework <sup>1</sup>
香港財務報告準則第10號及 香港會計準則第28號(2011)(修訂本) Amendments to HKFRS 10 and HKAS 28 (2011)	投資者與其聯營公司或合營企業之間之資產出售或注資 <sup>3</sup> Sales or Contribution of Assets between an Investor and its Associate or Joint Venture <sup>3</sup>
香港財務報告準則第17號 HKFRS 17	保險合約 <sup>2</sup> Insurance Contracts <sup>2</sup>
香港財務報告準則第17號(修訂本) Amendments to HKFRS 17	保險合約 <sup>2,5</sup> Insurance Contracts <sup>2,5</sup>
香港財務報告準則第17號(修訂本) Amendment to HKFRS 17	初次應用香港財務報告準則第17號及香港財務報告準則第9號 – 比較資料 <sup>2</sup> Initial Application of HKFRS 17 and HKFRS 9 – Comparative Information <sup>2</sup>
香港會計準則第1號(修訂本) Amendments to HKAS 1	負債分類為流動或非流動 <sup>2,4</sup> Classification of Liabilities as Current or Non-current <sup>2,4</sup>
香港會計準則第1號及香港財務報告準則 實務準則第2號(修訂本) Amendments to HKAS 1 and HKFRS Practice Statement 2	會計政策披露 <sup>2</sup> Disclosure of Accounting Policies <sup>2</sup>
香港會計準則第8號(修訂本) Amendments to HKAS 8	會計估計的定義 <sup>2</sup> Definition of Accounting Estimates <sup>2</sup>
香港會計準則第12號(修訂本) Amendments to HKAS 12	單一交易產生的資產及負債相關的遞延所得稅 <sup>2</sup> Deferred Tax related to Assets and Liabilities arising from a Single Transaction <sup>2</sup>
香港會計準則第16號(修訂本) Amendments to HKAS 16	物業、廠房及設備：未作擬定用途前之所得款項 <sup>1</sup> Property, Plant and Equipment: Proceeds before intended Use <sup>1</sup>
香港會計準則第37號(修訂本) Amendments to HKAS 37	虧損性合約 – 履約成本 <sup>1</sup> Onerous Contracts – Cost Fulfilling a Contract <sup>1</sup>
香港財務報告準則2018-2020之年度改進 Annual Improvements to HKFRSs 2018-2020	香港財務報告準則第1號、香港財務報告準則第9號、香港財務報 告準則第16號相應闡釋範例及香港會計準則第41號(修訂本) <sup>1</sup> Amendments to HKFRS 1, HKFRS 9, Illustrative Examples accompanying HKFRS 16, and HKAS 41 <sup>1</sup>

- |   |   |
|---|---|
| <p>1 於2022年1月1日或之後開始的年度期間生效。</p> <p>2 於2023年1月1日或之後開始的年度期間生效。</p> <p>3 強制生效日期尚未釐定，但可供採納。</p> <p>4 由於香港會計準則第1號(修訂本)，香港詮釋第5號財務報表呈列－借款人對含有即期還款條款有期貨款的分類，於二零二零年十月修訂，統一相應用詞，惟結論未變</p> <p>5 由於香港財務報告準則第17號(修訂本)於二零二零年十月修訂，香港財務報告準則第4號亦予修訂，將允許承保人採用香港會計準則第39號而非香港財務報告準則第9號的暫時性豁免，展期至二零二三年一月一日之前開始的年度期間</p> | <p>1 Effective for annual periods beginning on or after 1 January 2022</p> <p>2 Effective for annual periods beginning on or after 1 January 2023</p> <p>3 No mandatory effective date yet determined but available for adoption</p> <p>4 As a consequence of the amendments to HKAS 1, Hong Kong Interpretation 5 <i>Presentation of Financial Statements – Classification by the Borrower of a Term Loan that Contains a Repayment on Demand Clause</i> was revised in October 2020 to align the corresponding wording with no change in conclusion</p> <p>5 As a consequence of the amendments to HKFRS 17 issued in October 2020, HKFRS 4 was amended to extend the temporary exemption that permits insurers to apply HKAS 39 rather than HKFRS 9 for annual periods beginning before 1 January 2023</p> |
|---|---|

再培訓局正在評估該等發展於初始應用期間預期造成的影響。迄今為止，再培訓局委員預期應用經修訂香港財務報告準則及詮釋將不會對財務報表產生重大影響。

The Board is in the process of making an assessment of the impact of these revised HKFRSs upon initial application. So far, the Board considered that these revised HKFRSs are unlikely to have a significant impact on the Board's results of operations and financial position.

## 2.4 主要會計政策概要

## 2.4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### 收益確認

#### 客戶合約收益

客戶合約收益於貨物或服務的控制權轉移予客戶時確認，而該金額反映再培訓局預期就提供該等貨物或服務有權獲得的代價。

- 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。

### Income recognition

#### Income from contracts with customers

Income from contracts with customers is recognised when control of goods or services is transferred to the customers at an amount that reflects the consideration to which the Board expects to be entitled in exchange for those goods or services.

- 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.

## 財務報表 Financial Statements

### 利息收入

利息收入採用實際利率法按應計基準，並採用將財務工具於其預計年期或較短期間(如適用)估計未來現金收入準確折現至財務資產賬面淨值的利率。

### 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。物業及設備項目的成本包括其購買價及任何令資產達致原訂用途所需操作狀況及位置所產生的直接應計成本。在物業及設備投入運作後產生的開支(如修理及保養費用)通常於產生有關開支之期間自收支表扣除。在符合確認標準的情況下，用於重大維修的開支將於該資產的賬面值撥充資本，作為重置。倘物業及設備的重要部分須不時替換時，再培訓局會將該等部分確認為一項擁有特定可使用年期的個別資產，並相應進行折舊。

折舊以直線法於各項物業及設備之估計可使用年期內撇銷其成本至其剩餘價值計算。就此採用之主要年率如下：

租賃物業裝修 Leasehold improvements	在餘下租賃期攤銷 Over the remaining terms of the leases
家具及設備 Furniture, fixtures and equipment	25%
汽車 Motor vehicles	25%

物業及設備的出售或報廢所產生的損益(按出售所得款項淨額與相關資產的賬面值的差額)於資產終止確認的年度在收支表確認。

### Interest income

Interest income is recognised on an accrual basis using the effective interest method by applying the rate that exactly discounts the estimated future cash receipts over the expected life of the financial instrument or a shorter period, when appropriate, to the net carrying amount of the financial asset.

### Property and equipment

Items of property and equipment are stated at cost less accumulated depreciation and any impairment losses. The cost of an item of property and equipment comprises its purchase price and any directly attributable costs of bringing the asset to its working condition and location for its intended use. Expenditure incurred after items of property and equipment have been put into operation, such as repairs and maintenance, is normally charged to the statement of income and expenditure account in the period in which it is incurred. In situations where the recognition criteria are satisfied, the expenditure for a major inspection is capitalised in the carrying amount of the asset as a replacement. Where significant parts of property and equipment are required to be replaced at intervals, the Board recognises such parts as individual assets with specific useful lives and depreciates them accordingly.

Depreciation is calculated on a straight-line basis to write off the cost of each item of property and equipment to its residual value over its estimated useful life. The principal annual rates used for this purpose are as follows:

The gain or loss on disposal of items of property and equipment is the difference between the net sales proceeds and the carrying amount of the relevant asset and is recognised in the statement of income and expenditure account.

物業及設備之剩餘價值、可使用年限及折舊方法至少於每個財政年度結算日進行檢討，並在需要時作出適當調整。

The assets' residual values, useful lives and the depreciation method are reviewed, and adjusted if appropriate, at least at each financial year end.

### 現金及現金等價物

就現金流量表而言，現金及現金等價物包括手頭現金，原定到期日為三個月或以下的定期存款及其他原定到期時間不超過三個月（含三個月）的短期高流動性投資。

### Cash and cash equivalents

For the purpose of the statement of cash flows, cash and cash equivalents include cash on hand, time deposits with original maturity within three months, and other short term highly liquid investments with original maturity of three months.

### 金融資產

不存有重大融資成分的其他應收款項（應收收入及應收課程學費），或再培訓局顧及實際情況及為求便利而不就任何重大融資成分調整交易價格的其他應收款項會以香港財務報告準則第15號釐定交易價格。除按公平值計入收支表的金融資產外，再培訓局的金融資產初步按公平值加收購該金融資產的直接應佔交易成本計量。以常規方式購買或出售金融資產按交易日期確認及終止確認。

### Financial assets

Other receivables (income receivables and course fee receivables) that do not contain a significant financing component or for which the Board has applied the practical expedient of not adjusting the effect of a significant financing component are measured at the transaction price determined under HKFRS 15. All the other financial assets are initially recognised at fair value plus transaction costs that are attributable to the acquisition of the financial assets, except in the case of financial assets recorded at fair value through income and expenditure account. Regular way purchases and sales of financial assets are recognised on the trade date, that is, the date when the Board commits to purchase or sell the assets.

#### (a) 分類及計量

若金融資產為收取合約現金流而持有而有關的合約現金流僅支付本金及利息，相關的債務工具之計量以實際利率法計算攤銷成本並需要進行減值評估。

#### (a) *Classification and measurement*

Debt instruments are measured at amortised cost using the effective interest rate method, subject to impairment if the assets are held for the collection of contractual cash flows where those contractual cash flows represent solely payments of principal and interest.

## 財務報表 Financial Statements

### (b) 減值

再培訓局對所有的金融資產採用香港財務報告準則第15號下的預期信貸虧損模式並需要進行減值評估。不存有重大融資成分的其他應收款項(應收收入及應收課程學費)，再培訓局採用簡化方法，要求使用全期預期虧損計量預期信貸虧損撥備。

對於其他金融資產，減值準備按一般方法確認，其中預期信用損失分兩個階段確認。若初步確認以來信貸風險並無大幅增加的信貸敞口而言，會為未來十二個月可能發生的違約事件計提預期信貸虧損撥備。就初步確認以來信貸風險大幅增加的信貸敞口而言，不論違約的時間，須就預期於敞口的餘下年期產生的信貸虧損計提減值撥備。

### (c) 終止確認

當自投資收取現金流量的權利已屆滿或已轉讓，或再培訓局已轉讓該項金融資產絕大部分風險及回報，或已失去控制權時，金融資產即終止確認。

### 非金融資產減值

再培訓局在每個報告期末評估是否有資產可能發生減值的跡象。如果存在這種跡象，再培訓局將對資產的可收回金額進行估計。

### (b) Impairment

The Board applies the expected credit loss model on all the financial assets that are subject to impairment under HKFRS 15. For income receivables and course fee receivables included in other receivables without a significant financing component, the Board applies the simplified approach which requires impairment allowances to be measured at lifetime expected credit losses.

For other financial assets, impairment allowances are recognised under the general approach where expected credit losses are recognised in two stages. For credit exposures where there has not been a significant increase in credit risk since initial recognition, the Board is required to provide for credit losses that result from possible default events within the next 12 months. For those credit exposures where there has been a significant increase in credit risk since initial recognition, a loss allowance is required for credit losses expected over the remaining life of the exposure irrespective of the timing of the default.

### (c) Derecognition

Financial assets are derecognised when the rights to receive cash flows from the assets have expired; or where the Board has transferred its contractual rights to receive the cash flows of the financial assets and has transferred substantially all the risks and rewards of ownership; or where control is not retained.

### Impairment of non-financial assets

The Board assesses at the end of each reporting period whether there is an indication that an asset may be impaired. If such an indication exists, the Board makes an estimate of the asset's recoverable amount.

資產的可收回金額是其公允價值減去處置費用和使用價值中的較高者。在評估使用價值時，使用稅前折現率將估計的未來現金流量折現為其現值，該折現率反映了當前市場對貨幣時間價值和資產特定風險的評估。如果一項資產產生的現金流入在很大程度上不依賴於其他資產的現金流入，則為可獨立產生現金流入的最小資產組(即現金產生單位)確定可收回金額。測試現金產生單位的減值時，企業資產(如總部大樓)賬面值中可以合理一致基礎分配的部分，將會分配為單獨的現金產生單位，否則將分配至最小的現金產生單位組別。

當資產或資產所屬的現金產生單元的賬面價值超過其可收回金額時，減值損失會在收支表中確認。如果用於確定可收回金額的估計發生有利的變化，則會轉回減值損失。減值損失的轉回限於前幾年未確認減值損失時的資產賬面價值。減值虧損之撥回於其產生年度計入收支表。

### 金融負債

金融負債包括應付款項及其他應付款。所有金融負債初始按公平值確認，扣除直接應佔交易成本。其後以實際利息法按攤銷成本計量。

當金融負債的責任已解除，取消或期滿時，金融負債即終止確認。

The recoverable amount of an asset is the higher of its fair value less costs of disposal and its value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset. Where an asset does not generate cash inflows largely independent of those from other assets, the recoverable amount is determined for the smallest group of assets that generates cash inflows independently (i.e. a cash-generating unit). In testing a cash-generating unit for impairment, a portion of the carrying amount of a corporate asset (e.g., a headquarters building) is allocated to an individual cash-generating unit if it can be allocated on a reasonable and consistent basis or, otherwise, to the smallest group of cash-generating units.

An impairment loss is recognised in the statement of income and expenditure account whenever the carrying amount of an asset, or the cash-generating unit to which it belongs, exceeds its recoverable amount. The impairment loss is reversed if there has been a favourable change in the estimates used to determine the recoverable amount. A reversal of the impairment loss is limited to the asset's carrying amount that would have been determined had no impairment loss been recognised in prior years. The reversal of the impairment loss is credited to the statement of income and expenditure account in the year in which it arises.

### Financial liabilities

Financial liabilities include certain accruals and other payables and lease liabilities. They are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, they are subsequently measured at amortised cost using the effective interest rate method.

Financial liabilities are derecognised the obligation is discharged, cancelled, or expires.

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### 租賃

倘合約為換取代價而授出權利可控制已識別資產於一段期間內的用途，則該合約為租賃或包含租賃。倘客戶既有權可從使用已識別資產中獲得絕大部分經濟利益，亦有權主導已識別資產的用途，則表示擁有控制權。所有期限超過12個月的租賃均被確認為使用權資產(指使用相關資產的權利)及租賃負債(指租賃付款的責任)，除非相關資產的價值較低。資產和負債均按現值進行初始計量。使用權資產按成本減任何累計折舊及任何減值虧損計量，並就任何重新計量之租賃負債作出調整。使用權資產於資產的租賃期及預計使用期(以較短者為準)按直線法折舊。租賃負債按照在租賃條件下應支付的租賃付款額的現值進行初始計量，其後根據租賃負債的利息和清算的影響，以及因租賃負債的重新評估而產生的重新計量而進行調整或租賃修改。

使用權資產於資產的租賃期及預計使用期(以較短者為準)按直線法折舊如下：

租賃樓宇 Buildings	於租賃期間 Over the lease terms
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### 退休福利成本

再培訓局為所有員工設立兩項退休福利計劃，即根據強制性公積金計劃條例訂立之強制性公積金退休福利計劃(「強積金計劃」)及根據職業退休計劃條例所界定之定額供款退休福利計劃(「職業退休計劃」)。

### Leases

A contract is, or contains, a lease if the contract conveys a right to control the use of an identified asset for a period of time in exchange for consideration. Control is conveyed where the customer has both the right to obtain substantially all of the economic benefits from use of the identified asset and the right to direct the use of the identified asset. All leases with a term of more than 12 months are recognised as assets representing the right of use of the underlying asset and liabilities representing the obligation to make lease payments, unless the underlying asset is of low value. Both the assets and the liabilities are initially measured on a present value basis. Right-of-use assets are measured at cost less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of the lease liabilities. Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease terms and the estimated useful lives of the assets. Lease liabilities are initially measured at the present value of lease payments to be made under the lease terms and subsequently adjusted by the effect of the interest on and the settlement of the lease liabilities, and the re-measurement arising from any reassessment of the lease liabilities or lease modifications.

Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease terms and the estimated useful lives of the assets as follows:

### Retirement benefit costs

The Board operates two pension schemes in Hong Kong, namely the Mandatory Provident Fund retirement benefit scheme (the “MPF Scheme”) under the Mandatory Provident Fund Schemes Ordinance and a defined contribution retirement benefit scheme as defined in the Occupational Retirement Schemes Ordinance (the “ORSO Scheme”), for all of its employees.



強積金計劃及職業退休計劃的資產於獨立管理基金與再培訓局的資產分開持有。

### 撥備

當再培訓局因已發生的事件而產生現有的責任(法律或推定)，很可能需要再培訓局履行義務並且可以對債務的金額進行可靠的估計時，則確認撥備。

如果貼現的影響重大，則所確認的撥備金額為在報告期末預計需要清償債務的未來支出的現值。

The assets of the MPF and ORSO Schemes are held separately from those of the Board in independently administered funds.

### Provisions

A provision is 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 the obligation, and a reliable estimate can be made of the amount of the obligation.

When the effect of discounting is material, the amount recognised for a provision is the present value at the end of the reporting period of the future expenditures expected to be required to settle the obligation.

## 3. 主要會計估計

### 估計不確定因素

以下為有關未来的主要假設，及於各報告期末的估計不確定因素的其他主要來源，其重大風險為會對下一個財政年度的資產及負債賬面值構成重大調整。

#### 其他應收款項之減值

其他應收款項(應收收入及應收課程學費)之減值撥備是基於有關預期信貸虧損的假設。再培訓局在作出該等假設及選擇減值計算的數據時，根據個別未償還應收款的日數，再培訓局的過往經驗，及截至財政年度結束前的前瞻性資料作出估計。這些假設和估計的變化可能對評估結果產生重大影響，並可能需要於收支表進行額外減值支出。有關其他應收款項(應收收入及應收課程學費)的進一步詳情載於財務報表附註13。

## 3. SIGNIFICANT ACCOUNTING ESTIMATES

### Estimation uncertainty

The key assumptions concerning the future and other key sources of estimation uncertainty at the end of the reporting period, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, are described below.

#### Impairment of other receivables

The impairment provision for other receivables (income receivables and course fee receivables) is based on assumptions about expected credit losses. The Board uses judgements in making these assumptions and selecting the inputs to the impairment calculation, based on the number of days that an individual receivable is outstanding as well as the Board's historical experience and forward-looking information at the end of each reporting period. Changes in these assumptions and estimates could materially affect the results of the assessment and it may be necessary to make an additional impairment charge to income and expenditure account. Further details of the other receivables (income receivables and course fee receivables) is given in note 13 to the financial statements.

## 財務報表 Financial Statements

### 4. 課程學費收入及其他收入

課程學費收入的確認是參照課程在報告期末的完成階段與整個課程的舉辦時段的比例計算。

#### (a) 與學員的合約收益之分拆收益資料

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
隨時間轉移的課程學費收入	Course fee income transferred over time	3,324,409	3,098,268

#### (b) 履約責任

##### 課程學費收入

履約責任在提供服務時履行。

其他收入如下：

### 4. COURSE FEE INCOME AND OTHER INCOME

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.

#### (a) Disaggregated revenue information for revenue from contracts with trainees

#### (b) Performance obligations

##### Course fee income

The performance obligation is satisfied over time as services are rendered.

Other income is analysed as follows:

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
教育局的評審資助（附註）	Accreditation grant from Education Bureau (note)	1,594,300	2,800,210
雜項收入	Sundry income	1,187,295	1,612,112
		2,781,595	4,412,322

附註：

此項資助來自教育局根據「支援資歷架構的指定計劃」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 "Designated Support Schemes for Qualifications Framework" 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.

## 5. 津貼

### 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條所列條件，均可獲發再培訓津貼。於截至2022年3月31日止年度，再培訓局發放之再培訓津貼為22,424,180港元(2021年：28,758,096港元)。

### 特別津貼

2019年下半年，出現社會事件，經濟狀況急轉直下。再培訓局在2019-20年度受特區政府委託，推出「特別·愛增值」計劃。面對新型冠狀病毒病，「特別·愛增值」計劃延長至2021-22年度。有關參與「特別·愛增值」計劃課程下的學員，在符合該計劃所列條件，均可獲發特別津貼。於截至2022年3月31日止年度，再培訓局發放之特別津貼為256,762,453港元(2021年：137,035,978港元)。

## 5. ALLOWANCES

### 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 of the ERO. The Board had disbursed retraining allowance of HK\$22,424,180 (2021: HK\$28,758,096) for the year ended 31 March 2022.

### Special allowances

The social incidents triggered the abrupt downturn of the economy in the second half of 2019. Commissioned by the SAR Government, the Board launched the Love Upgrading Special Scheme ("Special Scheme") in 2019-20. Due to the COVID-19 pandemic, the Special Scheme was extended in 2021-22. A special allowance is payable to the trainees in respect of their attendance of training courses, subject to their eligibility under the Special Scheme. The Board had disbursed special allowance of HK\$256,762,453 (2021: HK\$137,035,978) for the year ended 31 March 2022.

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### 6. 培訓課程及計劃開支

### 6. TRAINING COURSES AND PROGRAMME EXPENSES

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
培訓課程	Training courses	<b>1,136,206,500</b>	825,670,960
ERB服務中心及ERB服務點	ERB Service Centre and ERB Service Spots	<b>12,750,975</b>	12,151,919
實務技能培訓及評估中心	Practical Skills Training and Assessment Centre	<b>9,212,984</b>	6,906,007
「樂活一站」及「陪月一站」	Smart Living and Smart Baby Care	<b>11,958,487</b>	12,213,303
公關及推廣	Public relations and promotion	<b>7,799,553</b>	7,319,301
課程質素保證機制	Course quality assurance programmes	<b>4,428,015</b>	2,951,814
其他	Others	<b>8,083,795</b>	7,976,972
		<b>1,190,440,309</b>	875,190,276

### 7. 財務費用

### 7. FINANCE COST

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
租賃負債之財務費用（附註12）	Interest on lease liabilities (note 12)	<b>224,486</b>	125,469

### 8. 所得稅

### 8. TAXATION

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。

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

## 9. 稅前年內虧損

## 9. DEFICIT BEFORE TAX

年內虧損已扣除下列各項：

Deficit before tax has been arrived at after charging:

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
核數師酬金	Auditor's remuneration	259,000	240,000
物業及設備折舊 (附註11)	Depreciation of property and equipment (note 11)	2,558,914	2,583,040
使用權資產折舊 (附註12)	Depreciation of right-of-use assets (note 12)	5,392,717	5,341,027
應收課程學費收入及其他應收款減值虧損 (附註13)	Impairment losses recognised in respect of course fee income and other receivables (note 13)	2,383,230	2,407,199
不計入租賃負債計量之租賃付款 (附註12)	Lease payments not included in the measurement of lease liabilities (note 12)	6	6
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	98,988,623	95,522,272
— 退休福利	— retirement benefits scheme contribution	4,886,521	5,133,486
		<b>103,875,144</b>	100,655,758

## 10. 再培訓局委員會及主要管理層人員薪酬

## 10. MEMBERS AND KEY MANAGEMENT PERSONNEL COMPENSATION

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(2021年：五位)總監級管理人員。他們的薪酬已包括在附註9內。以上總監級管理人員的薪酬如下：

No remuneration were received by the members of the Board. The key management of the Board refers to the five directorate officers (2021: 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 9. The emoluments of these individuals were as follows:

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
薪酬及津貼	Salaries and allowances	9,165,611	9,130,255
退休福利	Retirement benefits scheme contributions	492,224	490,573
約滿酬金	Provision for gratuities	847,913	844,966
		<b>10,505,748</b>	10,465,794

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## 11. 物業及設備

## 11. PROPERTY AND EQUIPMENT

		租賃物業裝修 Leasehold improvement 港元 HK\$	家具及設備 Furniture, fixture and equipment 港元 HK\$	汽車 Motor vehicle 港元 HK\$	合共 Total 港元 HK\$
<b>成本：</b>	<b>COST:</b>				
於2020年4月1日	At 1 April 2020	64,019,157	22,155,310	484,220	86,658,687
增加	Additions	66,950	159,999	–	226,949
於2021年3月31日及 4月1日	At 31 March 2021 and 1 April 2021	64,086,107	22,315,309	484,220	86,885,636
增加	Additions	1,162,460	1,049,255	–	2,211,715
於2022年3月31日	At 31 March 2022	65,248,567	23,364,564	484,220	89,097,351
<b>累計折舊：</b>	<b>ACCUMULATED DEPRECIATION:</b>				
於2020年4月1日	At 1 April 2020	63,685,528	16,143,193	110,967	79,939,688
年內折舊	Provided for the year	327,847	2,134,138	121,055	2,583,040
於2021年3月31日及 4月1日	At 31 March 2021 and 1 April 2021	64,013,375	18,277,331	232,022	82,522,728
年內折舊	Provided for the year	441,653	1,996,206	121,055	2,558,914
於2022年3月31日	At 31 March 2022	64,455,028	20,273,537	353,077	85,081,642
<b>賬面值：</b>	<b>NET BOOK VALUE:</b>				
於2022年3月31日	At 31 March 2022	793,539	3,091,027	131,143	4,015,709
於2021年3月31日	At 31 March 2021	72,732	4,037,978	252,198	4,362,908

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
家具及設備 Furniture, fixtures and equipment	25%
汽車 Motor vehicle	25%

## 12. 租賃

## 12. LEASES

## 使用權資產

## Right-of-use assets

		房屋 Buildings 港元 HK\$
<b>2022年3月31日</b>	<b>31 March 2022</b>	
於2021年3月31日：	At 31 March 2021:	
成本	Cost	12,846,362
累計折舊	Accumulated depreciation	(8,562,918)
賬面值	Net carrying amount	4,283,444
於2021年3月31日及2021年4月1日	At 31 March 2021 and 1 April 2021	4,283,444
增加	Addition	10,662,748
年內折舊	Depreciation provided during the year	(5,392,717)
於2022年3月31日，扣除累計折舊	At 31 March 2022, net of accumulated depreciation	9,553,475
於2022年3月31日：	At 31 March 2022:	
成本	Cost	16,188,205
累計折舊	Accumulated depreciation	(6,634,730)
賬面值	Net carrying amount	9,553,475
<b>2021年3月31日</b>	<b>31 March 2021</b>	
於2020年4月1日：	At 1 April 2020:	
成本	Cost	9,365,906
累計折舊	Accumulated depreciation	(5,266,892)
賬面值	Net carrying amount	4,099,014
於2020年4月1日	At 1 April 2020	4,099,014
增加	Addition	5,525,457
年內折舊	Depreciation provided during the year	(5,341,027)
於2021年3月31日，扣除累計折舊	At 31 March 2021, net of accumulated depreciation	4,283,444
於2021年3月31日：	At 31 March 2021:	
成本	Cost	12,846,362
累計折舊	Accumulated depreciation	(8,562,918)
賬面值	Net carrying amount	4,283,444

## 財務報表

### Financial Statements

#### 租賃負債

於2022年3月31日之租賃負債到期情況

#### Lease liabilities

Maturity profile of lease liabilities

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
一年內	Within one year	5,496,000	2,196,000
二至五年	After one year but within five years	4,396,000	2,212,000
租賃負債（未貼現）	Lease liabilities (undiscounted)	9,892,000	4,408,000
貼現金額	Discount amount	(177,080)	(84,314)
租賃負債（貼現）	Lease liabilities (discounted)	9,714,920	4,323,686
分析為：	Analysed into:		
流動部份	Current portion	5,359,816	2,135,451
非流動部份	Non-current portion	4,355,104	2,188,235

於2022年3月31日加權平均增量借貸利率為2.00%(2021年：2.00%)。

The weighted average incremental borrowing rate applied to the lease liability recognised at 31 March 2022 was 2.00% (2021: 2.00%).

#### 租賃負債賬面值之變動

#### Movements of carrying amounts of lease liabilities

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
年初	At the beginning of the year	4,323,686	4,148,760
增加	Addition	10,662,748	5,525,457
付款	Payments	(5,496,000)	(5,476,000)
年內增加利息	Accretion of interest expense during the year	224,486	125,469
年末	At the end of the year	9,714,920	4,323,686

#### 收支表中確認之金額

#### Amounts recognised in the income and expenditure account

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
租賃負債利息	Interest on lease liabilities	224,486	125,469
使用權資產折舊	Depreciation charge of right-of-use assets	5,392,717	5,341,027
與低價值資產租賃有關的費用	Expenses relating to low-value leases	6	6
於收支表中確認金額合計	Total amount recognised in the income and expenditure account	5,617,209	5,466,502

於截至2022年3月31日止年度，再培訓局之租賃現金流出總額為5,496,006港元(2021年：5,476,006港元)。

The Board had total cash outflows for leases of HK\$5,496,006 (2021: HK\$5,476,006) for the year ended 31 March 2022.



### 13. 應收款項、按金及預付款

### 13. RECEIVABLES, DEPOSITS AND PREPAYMENTS

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
租金及公用設施按金	Rental and utility deposits	<b>1,592,125</b>	2,566,757
應收利息	Interest receivables	<b>4,433,828</b>	6,822,107
應收課程學費	Course fee receivables	<b>1,696,419</b>	2,993,485
預付款	Prepayments	<b>46,844,970</b>	21,744,849
應收收入	Income receivables	<b>1,953,743</b>	1,999,045
		<b>56,521,085</b>	36,126,243
減值撥備	Impairment allowances	<b>(3,583,358)</b>	(3,531,193)
		<b>52,937,727</b>	32,595,050
減：非流動租金及公用設施按金	Less: non-current rental and utility deposits	<b>(1,211,175)</b>	(1,211,175)
		<b>51,726,552</b>	31,383,875

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。虧損撥備變動如下：

The amounts of receivables, deposits and prepayments are unsecured, interest-free and repayable on demand. The Board does not hold any collateral over these balances. Movements in the loss allowance for course fee and income receivables are as follows:

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
年初	At the beginning of the year	<b>3,531,193</b>	3,521,047
減值虧損（附註9）	Impairment losses (note 9)	<b>2,383,230</b>	2,407,199
不能收回而撇銷的金額	Amount written off as uncollectible	<b>(2,331,065)</b>	(2,397,053)
		<b>3,583,358</b>	3,531,193

## 財務報表 Financial Statements

### 應收收入及應收課程學費的減值(根據香港財務報告準則第9號)

再培訓局應用香港財務報告準則第9號所訂明的簡化方法，就預期信貸虧損作出撥備，其中要求就所有應收收入及應收課程學費使用全期預期虧損計量預期信貸虧損撥備。計量預期信貸虧損時，應收收入及應收課程學費已因共享信貸風險特性及逾期日數而合併。金融資產的虧損撥備按違責風險及預期虧損率的假設釐定。於2022年3月31日及2021年3月31日時的信貸虧損如下：

### Impairment of course fee and income receivables under HKFRS 9

The Board applies the simplified approach to provide for expected credit losses prescribed by HKFRS 9, which permits the use of the lifetime expected loss for all income receivables and course fee receivables. To measure the expected credit losses, income receivables and course fee receivables have been grouped based on shared credit risk characteristics and the days past due. The expected credit losses have also incorporated forward looking information. The loss allowance as at 31 March 2022 and 2021 are determined as follows:

		逾期 Past due				
		少於30日 Less than 30 days	30 - 365日 30 - 365 days	1 - 3年 1 - 3 years	3年以上 Over 3 years	合共 Total
<b>於2022年3月31日</b>	<b>As at 31 March 2022</b>					
預期虧損比率 (%)	Expected loss rate (%)	88	100	100	100	98
總賬面金額 (千港元)	Gross carrying amount (HK\$'000)	572	1,446	1,484	148	3,650
預期虧損 (千港元)	Expected credit losses (HK\$'000)	505	1,446	1,484	148	3,583
<b>於2021年3月31日</b>	<b>As at 31 March 2021</b>					
預期虧損比率 (%)	Expected loss rate (%)	46	50	100	100	71
總賬面金額 (千港元)	Gross carrying amount (HK\$'000)	984	1,852	1,999	158	4,993
預期虧損 (千港元)	Expected credit losses (HK\$'000)	453	921	1,999	158	3,531

### 租金及公用設施按金及應收利息的減值

租金及公用設施按金及應收利息的賬面值與其2022年及2021年3月31日的公平值相若。其可收回程度乃參照債務人的信貸狀況進行評估，於2022年及2021年3月31日的預期信貸虧損被視為微不足道。

### Impairment of rental and utility deposits and interest receivables

The carrying amounts of rental and utility deposits and interest receivables approximated to their fair value as at 31 March 2022 and 2021. Their recoverability was assessed with reference to the credit status of the rental and utility deposits, interest receivables and the expected credit losses as at 31 March 2022 and 2021 were considered to be minimal.

## 14. 應收香港金融管理局之款項

應收香港金融管理局的9,600,000,000港元(2021年：9,600,000,000港元)為無抵押、按年利率取過往六年外匯基金投資組合的平均投資回報率及上一年度的三年期政府債券的平均年化收益之較高者，並將於2026年2月償還。

包含在應收款中2,138,215,912港元(2021年：1,586,744,522港元)之應收香港金融管理局利息款項為無抵押及於一年內償還。

## 15. 應收培訓機構之款項及應收入境事務處之款項

應收培訓機構之款項及應收入境事務處之款項為無抵押、免息及須於要求時償還。

應收培訓機構及應收入境事務處之款項中，並無包括已逾期的款項。有關款項並無持有任何抵押。

該款項的賬面值與其2022年及2021年3月31日的公平值相若。其可收回程度乃參照信貸狀況進行評估，於2022年及2021年3月31日的預期信貸虧損被視為微不足道。

## 14. AMOUNT DUE FROM THE HONG KONG MONETARY AUTHORITY

The amount of HK\$9,600,000,000 (2021: HK\$9,600,000,000) due from the Hong Kong Monetary Authority is unsecured, bears interest at the higher of the average investment return of the Exchange Fund's Investment Portfolio for six years and the average annual yield of three-year government bond for the previous year, and is repayable in February 2026.

The amount of HK\$2,138,215,912 (2021: HK\$1,586,744,522) represents interest receivable which is unsecured and repayable within one year.

## 15. AMOUNTS DUE FROM TRAINING BODIES AND AMOUNT DUE FROM THE IMMIGRATION DEPARTMENT

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

Amounts due from training bodies and amount due from the Immigration Department did not contain balance which was past due as at the reporting date. No collateral was held over these balances.

The carrying amounts of these balances approximated to their fair value as at 31 March 2022 and 2021. Their recoverability was assessed with reference to the credit status, and the expected credit losses as at 31 March 2022 and 2021 were considered to be minimal.

## 財務報表 Financial Statements

### 16. 銀行結餘及存款

銀行結餘及存款包括銀行餘額及原定到期日逾三個月之定期銀行存款合共1,817,353,800港元(2021年：2,409,947,476港元)，其年利率介乎0.24%至1.16% (2021年：0.36%至2.60%)。

### 16. BANK BALANCES AND DEPOSITS

Bank balances and deposits comprise bank balances and time deposits with original maturity over three months amounting HK\$1,817,353,800 (2021: HK\$2,409,947,476) and carry interest at market rates which ranged from 0.24% to 1.16% (2021: 0.36% to 2.60%) per annum.

### 17. 應付款項及其他應付款

### 17. ACCRUALS AND OTHER PAYABLES

		二零二二年 2022 港元 HK\$	二零二一年 2021 港元 HK\$
應付款項及其他應付款	Accruals and other payables	<b>44,284,165</b>	63,933,272
應付培訓機構款項	Accruals for training bodies	<b>21,478,078</b>	55,615,270
修復成本撥備 (附註)	Provision for reinstatement costs (note)	<b>3,382,320</b>	2,219,860
		<b>69,144,563</b>	121,768,402
減：長期修復成本撥備	Less: non-current provision for reinstatement costs	<b>(3,382,320)</b>	(2,219,860)
		<b>65,762,243</b>	119,548,542

附註：  
修復成本撥備於本年度的變動如下：

Note:  
The movement in provision for reinstatement costs during the year is as follows:

		港元 HK\$
截至2020年4月1日，2021年3月31日及2021年4月1日	At 1 April 2020, 31 March 2021 and 1 April 2021	2,219,860
增加	Additions	1,162,460
截至2022年3月31日	At 31 March 2022	3,382,320

## 18. 現金流量表附註

## 18. NOTE TO THE STATEMENT OF CASH FLOWS

## 融資活動所產生之負債之變動

## Changes of liabilities arising from financing activities

		租賃負債	
		Lease liabilities	
		二零二二年	二零二一年
		2022	2021
		港元 HK\$	港元 HK\$
年初	At the beginning of year	4,323,686	4,148,760
增加	Addition	10,662,748	5,525,457
融資現金流之變動	Changes from financing cash flows	(5,271,514)	(5,350,531)
租賃負債之財務費用	Finance cost on lease liabilities	224,486	125,469
租賃負債之利息	Interest element on lease liabilities	(224,486)	(125,469)
年末	At the end of year	9,714,920	4,323,686

## 19. 按類別劃分的金融工具

## 19. FINANCIAL INSTRUMENTS BY CATEGORY

截至報告期末，每類金融工具的賬面價值如下：

The carrying amounts of each of the categories of financial instruments as at the end of the reporting period are as follows:

## 金融資產

## Financial assets

		以攤餘成本計量的金融資產	
		Financial assets at amortised cost	
		二零二二年	二零二一年
		2022	2021
		港元 HK\$	港元 HK\$
包含在應收款項、按金及預付款的金融資產	Financial assets included in receivables, deposits and prepayments	6,092,757	9,871,769
應收香港金融管理局之款項	Amount due from the Hong Kong Monetary Authority	11,738,215,912	11,186,744,522
應收培訓機構之款項	Amounts due from training bodies	56,482	222,089
應收入境事務處之款項	Amount due from the Immigration Department	1,771,200	1,238,400
現金及現金等價物	Cash and cash equivalents	1,759,069,266	2,765,460,155
原定到期日逾三個月之定期存款	Time deposits with original maturity over three months	1,817,353,800	2,409,947,476
		15,322,559,417	16,373,484,411

## 財務報表 Financial Statements

### 金融負債

### Financial liabilities

		以攤餘成本計量的金融負債 Financial liabilities at amortised cost	
		二零二二年 2022	二零二一年 2021
		港元 HK\$	港元 HK\$
包含在應付款項和其他應付款的 金融負債	Financial liabilities included in accruals and other payables	54,734,662	108,633,702
租賃負債	Lease liabilities	9,714,920	4,323,686
		<b>64,449,582</b>	<b>112,957,388</b>

## 20. 金融資產及負債公平值層級

經管理層評估，現金及現金等價物、應收香港金融管理局、培訓機構、入境事務處之款項，應付款項及其他應付款與其賬面值相若，主要是由於有關工具的到期時間較短。

## 20. FAIR VALUE HIERARCHY OF FINANCIAL ASSETS AND LIABILITIES

Management has assessed that the fair values of receivables and deposits, bank balances and deposits, amounts due from the Hong Kong Monetary Authority, training bodies and the Immigration Department, accruals and other payables approximate to their carrying amounts largely due to the short-term maturities of these instruments.

## 21. 財務風險管理目標及政策

再培訓局所承擔的信貸風險，市場風險及流動資金風險產生自再培訓局主要服務。再培訓局透過下文所述之財務管理政策及常規管理此等風險：

## 21. FINANCIAL RISK MANAGEMENT OBJECTIVES AND POLICIES

The Board's exposure to credit risk, market risk and liquidity risk arises in the normal course of its principal activities. These risks are managed by the Board's financial management policies and practices described below:

### 信貸風險

#### 最高風險及年末階段最大信貸風險

信貸質素和最大信貸風險是基於再培訓局的信貸政策，主要基於逾期資料，除非其他資料在無需花費不必要成本或精力情況下可用，以及截至2022年及2021年3月31日的年末分期分類。呈列金額為金融資產的賬面值總額。

### Credit risk

#### Maximum exposure and year-end staging

The credit quality and the maximum exposure to credit risk based on the Board's credit policy, which is mainly based on past due information unless other information is available without undue cost or effort, and year-end staging classification as at 31 March 2022 and 2021. The amounts presented are gross carrying amounts for financial assets.

		12個月的 預期信貸 虧損	全期預期信貸虧損			
		12-month Expected credit losses	Lifetime Expected credit losses			
		第1類	第2類	第3類	簡化方法 Simplified	
		Stage 1	Stage 2	Stage 3	approach	
		港元 HK\$	港元 HK\$	港元 HK\$	港元 HK\$	港元 HK\$
<b>於2022年3月31日</b>	<b>31 March 2022</b>					
包含在應收款項、按 金及預付款的金融 資產*	Financial assets included in receivables, deposits and prepayments*	6,025,953	-	-	3,650,162	9,676,115
應收香港金融管理局 之款項	Due from the Hong Kong Monetary Authority					
— 正常**	— Normal**	11,738,215,912	-	-	-	11,738,215,912
應收培訓機構之款項	Due from training bodies					
— 正常**	— Normal**	56,482	-	-	-	56,482
應收入境事務處之 款項	Due from the Immigration Department					
— 正常**	— Normal**	1,771,200	-	-	-	1,771,200
銀行結餘及存款	Bank balances and deposits					
— 未逾期	— Not yet past due	3,576,423,066	-	-	-	3,576,423,066
		15,322,492,613	-	-	3,650,162	15,326,142,775
<b>於2021年3月31日</b>	<b>31 March 2021</b>					
包含在應收款項、按 金及預付款的金融 資產*	Financial assets included in receivables, deposits and prepayments*	8,410,432	-	-	4,992,530	13,402,962
應收香港金融管理局 之款項	Due from the Hong Kong Monetary Authority					
— 正常**	— Normal**	11,186,744,522	-	-	-	11,186,744,522
應收培訓機構之款項	Due from training bodies					
— 正常**	— Normal**	222,089	-	-	-	222,089
應收入境事務處之 款項	Due from the Immigration Department					
— 正常**	— Normal**	1,238,400	-	-	-	1,238,400
銀行結餘及存款	Bank balances and deposits					
— 未逾期	— Not yet past due	5,175,407,631	-	-	-	5,175,407,631
		16,372,023,074	-	-	4,992,530	16,377,015,604

## 財務報表 Financial Statements

\* 關於再培訓局就減值採用簡化法的應收款項、按金及預付款(應收收入及應收課程學費)，基於財務報表附註13所披露的撥備矩陣的資料。

\*\* 計入應收香港金融管理局、培訓機構及入境事務處之款項，及銀行結餘及存款的金融資產的信貸質素在未逾期且沒有信息表明金融資產自初始確認以來信貸風險顯著上升時被視為「正常」。否則，金融資產的信貸質素被認為「可疑」。

\* For income receivables and course fee receivables included in receivables, deposits and prepayments to which the Board applies the simplified approach for impairment, information based on the provision matrix is disclosed in note 13 to the financial statements.

\*\* The credit quality of financial assets included in amount due from the Hong Kong Monetary Authority, the training bodies and the Immigration Department, bank balances and deposits are considered to be "normal" when they are not past due and there is no information indicating that the financial assets had a significant increase in credit risk since initial recognition. Otherwise, the credit quality of the financial assets is considered to be "doubtful".

### 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及應收香港金融管理局之款項，利率為按年利率取過往六年外匯基金投資組合的平均投資回報率及上一年度的三年期政府債券的平均年化收益之較高者(見附註14及16)。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及應收香港金融管理局之款項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(2021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。

### 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 and amount due from the Hong Kong Monetary Authority which carried interest at higher of the average investment return of the Exchange Fund's Investment Portfolio for the past six years and the average annual yield of three-year government bond for the previous year (see notes 14 and 16 respectively). 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 and amount due from the Hong Kong Monetary Authority. The analysis is prepared assuming the bank deposits and amount due from Hong Kong Monetary Authority outstanding at the end of the reporting period were outstanding for the whole year. A 50 basis points (2021: 50 basis points) increase or decrease is used, which represents members' assessment of the reasonable possible change in interest rates.



若利率上升50基點(2021年：50基點)，而其他變量均保持不變，再培訓局截至2022年3月31日止年度之年內虧損會減少76,573,000港元(2021年：81,802,000港元)。若利率下降50基點(2021年：50基點)，再培訓局年內虧損會帶來相等但相反的影響。

### 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。

再培訓局於報告期末根據已訂約但未折現付款之金融負債之到期狀況如下：

If interest rates had been 50 basis points (2021: 50 basis points) higher and all other variables were held constant, the Board's deficit for the year ended 31 March 2022 would decrease by approximately HK\$76,573,000 (2021: HK\$81,802,000). 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 (2021: 50 basis points) lower.

### 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 maturity profile of the Board's financial liabilities as at the end of the reporting period, based on the contractual undiscounted payments, is as follows:

2022		少於1年 Within 1 year 港元 HK\$	2至5年 2 to 5 years 港元 HK\$	總額 Total 港元 HK\$
計入應計負債及其他應付款項之金融負債	Financial liabilities included in accruals and other payables	54,734,662	–	54,734,662
租賃負債	Lease liabilities	5,496,000	4,396,000	9,892,000
		<b>60,230,662</b>	<b>4,396,000</b>	<b>64,626,662</b>
2021		少於1年 Within 1 year 港元 HK\$	2至5年 2 to 5 years 港元 HK\$	總額 Total 港元 HK\$
計入應計負債及其他應付款項之金融負債	Financial liabilities included in accruals and other payables	108,633,702	–	108,633,702
租賃負債	Lease liabilities	2,196,000	2,212,000	4,408,000
		110,829,702	2,212,000	113,041,702

## 財務報表 *Financial Statements*

### 資本風險管理

再培訓局的資本主要由僱員再培訓徵款及特區政府注資維持。再培訓局的資本管理目標是保障再培訓局能夠持續經營。再培訓局的整體策略與上年度比較維持不變。

### Capital management

The Board is funded mainly by Employees Retraining Levy and funding injection by the SAR Government. The members of the Board 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.

## 22. 財務報表之批准

財務報表由再培訓局委員於2022年12月16日批准及授權發出。

## 22. APPROVAL OF THE FINANCIAL STATEMENTS

The financial statements were approved and authorised for issue by the Board on 16 December 2022.

# 合作夥伴 STAKEHOLDERS

## 「行業諮詢網絡」名單 List of Industry Consultative Networks

美容美髮業	Beauty Therapy and Hairdressing
<b>召集人</b>	<b>Convenor</b>
鄭明明教授, SBS, BBS	Professor CHENG Ming-ming, SBS, BBS
<b>副召集人</b>	<b>Vice-Convenor</b>
葉世雄先生	Mr. Nelson IP Sai-hung
<b>委員</b>	<b>Members</b>
香港美髮美容業商會	Hong Kong Hair & Beauty Merchants Association
香港化粧品同業協會	The Cosmetic & Perfumery Association of Hong Kong
香港美容業總會	Federation of Beauty Industry (H.K.)
CIDESCO中國分會－國際斯佳美容協會	CIDESCO SECTION CHINA – International CICA Association of Esthetics
香港國際專業美容師協會	HK Association of Professional Aestheticians International
iPMA國際專業化妝師協會(香港)	International Professional Make Up Artists Federation (HK)
國際美容健康總聯合會有限公司	International Beauty & Health General Union Limited
國際美業評審總會	International Beauty Professionals Validation Association
亞洲髮型藝術家協會	Asia Hair Masters Association
國際香薰整全護療學會	International Federation of Holistic Aromatherapy
香港工會聯合會	The Hong Kong Federation of Trade Unions
髮型化妝整體形象設計師總會	Hair and Make-up Stylish Image Designers General Union
香港美容保健業僱員總會	Union of Hong Kong Beauty and Health Care Employees
彭鷹揚先生	Mr. Alan PANG
鞠玲真女士	Ms. Cecilia KUK
陳美香校長	Ms. Cindy CHAN
楊漢聲先生	Mr. Stanley YEUNG

## 合作伙伴 Stakeholders

### 商業服務業

### Business Services

召集人	Convenor
梁永祥教授, GBS, JP	Professor William LEUNG Wing-cheung, GBS, JP
副召集人	Vice-Convenor
劉健華博士, MH, JP	Dr. Kevin LAU Kin-wah, MH, JP
委員	Members
香港總商會	The Hong Kong General Chamber of Commerce
香港中華總商會	The Chinese General Chamber of Commerce
香港中小型企業聯合會	Hong Kong Small and Medium Enterprises Association
香港社會企業總會	Hong Kong General Chamber of Social Enterprises
香港管理專業協會	The Hong Kong Management Association
香港人才管理協會	Hong Kong People Management Association
香港人力資源管理學會	Hong Kong Institute of Human Resource Management
香港華人會計師公會	The Society of Chinese Accountants & Auditors
香港財務會計協會	The Hong Kong Institute of Accredited Accounting Technicians
中小企可持續發展學會	The SME Sustainability Society
香港浸會大學商學院人力資源策略及發展研究中心	Centre for Human Resources Strategy and Development, School of Business, Hong Kong Baptist University
香港洋務工會	Hong Kong Union of Chinese Workers in Western Style Employment
香港文職及專業人員總會	Hong Kong Clerical and Professional Employees General Union
香港工會聯合會	The Hong Kong Federation of Trade Unions
香港會計人員總會	Hong Kong Accounting Professionals Association
蔡惠琴女士, JP	Ms. CHOI Wai-kam, JP
羅君美女士, MH, JP	Ms. Elizabeth LAW, MH, JP
陳勤業教授工程師	Ir Sr Cr Professor Philip CHAN Kan-ip
梁嘉麗女士, MH	Ms. Carrie LEUNG Ka-lai, MH

**飲食業****Catering****召集人****Convenor**

鍾偉平先生, BBS, MH, JP

Mr. CHUNG Wai-ping, BBS, MH, JP

**副召集人****Vice-Convenor**

陳家強先生

Mr. Tommy CHAN Ka-keung

**委員****Members**

香港餐飲聯業協會

Hong Kong Federation of Restaurants &amp; Related Trades

現代管理(飲食)專業協會

Association of Restaurant Managers

香港餐務管理協會

The Association For Hong Kong Catering Services Management Ltd.

稻苗飲食專業學會

Institute of Dining Professionals

職業訓練局國際廚藝學院

International Culinary Institute of Vocational Training Council (VTC)

飲食業職工總會

Eating Establishment Employees General Union

香港飲食業職工會聯合會

The Federation of Hong Kong Food &amp; Beverage Industries Trade Unions

飲食及酒店業職工總會

Catering and Hotels Industries Employees General Union

林佩英女士

Ms. Susan LAM Pui-ying

黃國凱先生

Mr. Alex WONG

楊位醒先生, BBS, MH

Mr. YEUNG Wai-sing, BBS, MH

**創意產業****Creative Industries****召集人****Convenor**

卓伯棠教授

Professor CHEUK Pak-tong

**副召集人****Vice-Convenor**

司徒旭先生, MH

Mr. SE-TO Yok, MH

**委員****Members**

香港總商會數碼、資訊及電訊委員會

Hong Kong General Chamber of Commerce –  
Digital, Information & Telecommunications Committee

香港八和會館

The Chinese Artists Association of Hong Kong

## 合作伙伴 Stakeholders

香港電影後期專業人員協會	Hong Kong Association of Motion Picture Post Production Professionals
國際創意及科技總會	International Federation of Creativity and Technology
香港電影工作者總會	Federation of Hong Kong Filmmakers
港九勞工社團聯會	The Federation of Hong Kong and Kowloon Labour Unions
香港I.T.人協會	I.T. People Association of Hong Kong
西九文化區管理局	West Kowloon Cultural District Authority
向雪懷教授	Professor Jolland CHAN

### 機電及建造業

### Electrical & Mechanical Services and Construction

<b>召集人</b>	<b>Convenor</b>
莊堅烈先生, BBS, MH	Mr. Paul CHONG Kin-lit, BBS, MH
<b>副召集人</b>	<b>Vice-Convenor</b>
伍新華先生, MH	Mr. Lawrence NG San-wa, MH
<b>委員</b>	<b>Members</b>
香港機電工程商聯會	The Hong Kong Federation of Electrical & Mechanical Contractors Ltd
電業承辦商協會	Association of Electrical Contractors
香港註冊專門承建商(通風系統)協會	Hong Kong Registered Specialist Contractors (Ventilation) Association
香港建造商會	The Hong Kong Construction Association, Limited
香港工程師學會	The Hong Kong Institution of Engineers
英國特許水務工程師學會 – 香港分會	The Chartered Institute of Plumbing and Heating Engineering – Hong Kong Branch
屋宇設備運行及維修行政人員學會	Building Services Operation and Maintenance Executives Society
香港建築信息模擬學會	The Hong Kong Institute of Building Information Modelling
香港建造學院	Hong Kong Institute of Construction
香港中華煤氣公司華員職工會	Hong Kong and China Gas Co. Ltd Chinese Employees Association
香港機電業工程專業人員協會	Hong Kong Electrical & Mechanical Engineering Professional Employees Association

香港氣體及燃料業從業員協會	The Hong Kong Gas And Fuel Practitioners Association
香港造船機電鋼鐵業總工會	Hong Kong Marine, Electrical and Mechanical Service, Steel Fabrication Industry General Union
香港電梯業總工會	Hong Kong General Union of Lift and Escalator Employees
香港喉管從業員總會	Hong Kong Plumbing General Union
建築地盤職工總會	Construction Site Workers General Union
香港機電工程助理人員工會	Union of Hong Kong Electrical and Mechanical Engineering Assistants
勞工處－職業安全及健康訓練中心	Labour Department – The Occupational Safety and Health Training Centre
機電工程署	Electrical and Mechanical Services Department

## 環境服務業

## Environmental Services

<b>召集人</b>	<b>Convenor</b>
甄瑞嫻女士	Ms. Catherine YAN Sui-han
<b>副召集人</b>	<b>Vice-Convenor</b>
謝黃小燕女士	Ms. Elizabeth TSE WONG Siu-yin
<b>委員</b>	<b>Members</b>
環保工程商會	Environmental Contractors Management Association
香港清潔商會	Hong Kong Cleaning Association Limited
香港殺蟲業協會	Hong Kong Pest Management Association
香港廢物處理業協會	Hong Kong Waste Disposal Industry Association
香港環境衛生業界大聯盟	Environmental Services Contractors Alliance (Hong Kong)
香港鮮花零售業協會	Hong Kong Flower Retailers Association
香港工會聯合會	The Hong Kong Federation of Trade Unions
中國樹藝專業學會	The Professional Arboriculture Society of China
香港環保物流及清潔從業員協會	Hong Kong Environmental Services, Logistics and Cleaning Employees Association
環保業職工會	Eco Industry Labour Union
清潔服務業職工會	Cleaning Service Industry Workers Union

## 合作伙伴 Stakeholders

康樂及文化事務署	Leisure and Cultural Services Department
食物環境衛生署	Food and Environmental Hygiene Department
發展局	Development Bureau
林雪華女士	Ms. Josephine LAM
楊潤先生	Mr. Marcus YEUNG
文國興先生	Mr. Victor MAN

### 健康護理業

### Healthcare Services

召集人	Convenor
林正財議員, SBS, JP	Dr. Hon. LAM Ching-choi, SBS, JP
委員	Members
香港社會服務聯會	The Hong Kong Council of Social Service
香港安老服務協會	The Elderly Services Association of Hong Kong
全港私營安老院同業會	Hong Kong Private Nursing Home Owners Association
香港浸信會醫院	Hong Kong Baptist Hospital
東華三院	Tung Wah Group of Hospitals
保良局	Po Leung Kuk
基督教香港信義會社會服務部	Evangelical Lutheran Church Social Service – Hong Kong
薺色園	Sik Sik Yuen
香港家庭福利會	Hong Kong Family Welfare Society
香港醫學會	The Hong Kong Medical Association
香港老年學會	Hong Kong Association of Gerontology
香港認知障礙症協會	The Hong Kong Alzheimer's Disease Association
醫院管理局	Hospital Authority
香港教育大學	The Education University of Hong Kong
東華學院	Tung Wah College
醫院診所護理業職工會	Hospitals, Clinics and Nursing Workers Union
香港工會聯合會	The Hong Kong Federation of Trade Unions



健康服務從業員協會	Association of Health Services Workers
社區及院舍照顧員總工會	Community Care and Nursing Home Workers General Union
衛生署	Department of Health
社會福利署	Social Welfare Department
謝偉鴻博士	Dr. Henry SHIE Wai-hung
梁永義先生, MH	Mr. LEUNG Wing-yu, MH

## 進出口及物流業

## Import & Export and Logistics

<b>召集人</b>	<b>Convenor</b>
黃定光先生, GBS, JP	Mr. WONG Ting-kwong, GBS, JP
<b>副召集人</b>	<b>Vice-Convenor</b>
何志盛博士工程師, JP	Ir Dr. David HO Chi-shing, JP
<b>委員</b>	<b>Members</b>
香港中華出入口商會	The Hong Kong Chinese Importers' and Exporters' Association
香港中小型企業總商會	The Hong Kong General Chamber of Small and Medium Business
香港貨櫃碼頭商會有限公司	Hong Kong Container Terminal Operators Association Limited
香港貨運物流業協會有限公司	Hong Kong Association of Freight Forwarding and Logistics Limited
香港物流協會	Hong Kong Logistics Association
香港物資採購與供銷學會	The Institute of Purchasing and Supply of Hong Kong
香港物流管理人員協會	Hong Kong Logistics Management Staff Association
香港運輸物流學會	The Chartered Institute of Logistics and Transport in Hong Kong
汽車交通運輸業總工會	Motor Transport Workers General Union
海港運輸業總工會	Harbour Transportation Workers General Union
香港洋務工會	Hong Kong Union of Chinese Workers in Western Style Employment
香港進出口貿易從業員協會	Hong Kong Import & Export Trade Employees Association
香港航空貨運及速遞業工會	Hong Kong Air Freight Transport and Express Transport Employees Union
物流從業員工會	Logistics Practitioners Union
香港貿易發展局	The Hong Kong Trade Development Council

## 合作伙伴 Stakeholders

梁剛銳先生, BBS, JP

Mr. LEUNG Kong-yui, BBS, JP

馮家碧女士

Ms. Florence FUNG

### 資訊及通訊科技業

### Information and Communications Technology

#### 召集人

#### Convenor

麥鄧碧儀女士, MH, JP

Mrs. Agnes MAK TANG Pik-ye, MH, JP

#### 委員

#### Members

香港無線科技商會

Hong Kong Wireless Technology Industry Association

香港資訊科技商會

Hong Kong Information Technology Federation

香港互聯網供應商協會

Hong Kong Internet Service Providers Association

香港電腦學會

Hong Kong Computer Society

香港通訊業聯會

Communications Association of Hong Kong

專業資訊保安協會

Professional Information Security Association

香港數碼娛樂協會

Hong Kong Digital Entertainment Association

香港資訊科技網絡工程人員協會

Hong Kong Information Technology & Network Engineering  
Employees Association

香港I.T.人協會

I.T. People Association of Hong Kong

香港工會聯合會

The Hong Kong Federation of Trade Unions

港九電子工業職工總會

Hong Kong And Kowloon Electronics Industry Employees' General Union

關雁卿博士, MH

Dr. Edith KWAN Ngan-hing, MH

彭子傑先生

Mr. Gabriel PANG Tsz-kit

楊月波教授

Professor YEUNG Yuet-bor

**保險及金融業****Insurance and Financial Services**

<b>召集人</b>	<b>Convenor</b>
梁頌恩女士, MH	Ms. Juan LEUNG Chung-yan, MH
<b>委員</b>	<b>Members</b>
香港保險業聯會	The Hong Kong Federation of Insurers
香港保險顧問聯會	The Hong Kong Confederation of Insurance Brokers
香港保險中介人商會	Hong Kong Chamber of Insurance Intermediaries
香港總商會－金融及財資服務委員會	Hong Kong General Chamber of Commerce – Financial & Treasury Services Committee
香港專業保險經紀協會	Professional Insurance Brokers Association
香港保險師公會	Hong Kong Society of Certified Insurance Practitioners
香港一般保險業協會	Hong Kong General Insurance Affairs Association Ltd.
香港人壽保險從業員協會	The Life Underwriters Association of Hong Kong Ltd.
香港人壽保險經理協會	General Agents and Managers Association of Hong Kong Limited
香港財務策劃師學會	Institute of Financial Planners of Hong Kong
註冊理財師學會	Society of Certified Financial Organizer
香港證券業協會	Hong Kong Securities Association
香港銀行華員會	Chinese Bankers Club, Hong Kong
高峰進修學院	Institute of Professional Education And Knowledge
香港工會聯合會職業再訓練中心	The Hong Kong Federation of Trade Unions – Occupational Retraining Centre
香港保險業總工會	Hong Kong Insurance Practitioners General Union
工聯會金融專業委員會	HKFTU Finance Professionals Committee
保險及理財策劃人員協會	Insurance and Financial Planners Association
保險及金融從業員權益分會	Insurance & Finance Practitioners Solidarity Sector
保險業監管局	Insurance Authority
強制性公積金計劃管理局	Mandatory Provident Fund Schemes Authority
證券及期貨事務監察委員會	Securities and Futures Commission
余健南先生	Mr. Allan YU

## 合作伙伴 Stakeholders

### 個人保健及家居服務業

### Personal Healthcare and Domestic Services

召集人	Convenor
梁榮能教授	Professor Albert LEUNG Wing-nang
委員	Members
保良局	Po Leung Kuk
東華三院	Tung Wah Group of Hospitals
長者安居協會	Senior Citizen Home Safety Association
香港助產士會	Hong Kong Midwives Association
香港大學中醫藥學院	School of Chinese Medicine – The University of Hong Kong
職業安全健康局	Occupational Safety and Health Council
商業機構及家居服務從業員協會	Commercial Organization and Domicile Services Employees Association
香港中藥從業員協會	Hong Kong Chinese Medicine Employees Association
香港推拿理療專業人員總會	Hong Kong Massage & Physiotherapy Professional General Union
香港工會聯合會	The Hong Kong Federation of Trade Unions
國家推拿技能考評員香港總會	Hong Kong General Association of National Massage Skills Examiners
香港家務助理總工會	Hong Kong Domestic Workers General Union
衛生署(中醫藥規管辦公室)	Department of Health (Chinese Medicine Regulatory Office)
鍾偉楊先生	Mr. CHUNG Wai-yeung
鍾浩輝先生	Mr. CHUNG Ho-fai

### 印刷及出版業

### Printing and Publishing

召集人	Convenor
梁兆賢先生	Mr. Jackson LEUNG Siu-yin
委員	Members
香港印刷業商會	The Hong Kong Printers Association
香港出版總會	Hong Kong Publishing Federation
香港數碼印刷協會	Hong Kong Digital Printing Association
香港出版學會	Hong Kong Publishing Professionals Society

香港印藝學會	Graphic Arts Association of Hong Kong
印刷媒體專業人員協會	Institute of Print-Media Professionals
香港印刷出版媒體業工會	Hong Kong Printing and Publishing Media Industry Workers Union
電腦資訊科技人員協會	Computer Information Technology Employees Association
李家駒博士, BBS, JP	Dr. Elvin LEE Ka-kui, BBS, JP
陳家揚先生	Mr. Edmund CHAN Ka-yeung

## 物業管理及保安業

## Property Management and Security

召集人	Convenor
袁靖罡教授, MH	Professor Stephen YUEN Ching-bor, MH
委員	Members
保安業商會	Chamber of Security Industry
香港物業管理公司協會	The Hong Kong Association of Property Management Companies
香港保安專業學會	Hong Kong Institute of Security Professionals
國際專業保安協會(香港)	International Professional Security Association (Hong Kong)
英國特許房屋經理學會亞太分會	Chartered Institute of Housing Asian Pacific Branch
香港房屋經理學會	The Hong Kong Institute of Housing
香港地產行政師學會	Hong Kong Institute of Real Estate Administrators
香港工會聯合會	The Hong Kong Federation of Trade Unions
物業管理行政及文職人員協會	Property Management Administrative and Clerical Staff Association
香港物業管理及工程技術人員協會	Hong Kong Property Management & Technical Employees Association
香港護衛及物業管理從業員總會	The Hong Kong General Union of Security & Property Management Industry Employees
香港物業管理及保安職工總會	Hong Kong Buildings Management and Security Workers General Union
香港樓宇管理僱員工會	Hong Kong Housing Management Employees Union
物業管理業監管局	Property Management Services Authority
蔣世源博士	Dr. Aaron CHIANG Sai-yuen

## 合作伙伴 Stakeholders

湯淑芬女士	Ms. Shirley TANG Shuk-fan
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陳廣志先生	Mr. Ronald CHAN Kwong-chi
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### 地產代理業

### Real Estate Agency

#### 召集人

#### Convenor

汪敦敬博士, MH	Dr. Lawrance WONG Dun-king, MH
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#### 委員

#### Members

香港專業地產顧問商會	Hong Kong Chamber of Professional Property Consultants Limited
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香港房地產代理業聯會有限公司	Hong Kong Property Agencies Association Limited
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香港地產代理商總會	Hong Kong Real Estate Agencies General Association
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香港新界地產代理商聯會有限公司	Hong Kong New Territories Estate Agents & Merchants Association Limited
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香港地產代理專業協會	Society of Hong Kong Real Estate Agents Limited
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地產代理管理協會有限公司	Estate Agents Management Association Limited
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高峰進修學院	Institute of Professional Education And Knowledge
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香港工會聯合會職業再訓練中心	The Hong Kong Federation of Trade Unions – Occupational Retraining Centre
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香港文職及專業人員總會	Hong Kong Clerical and Professional Employees General Union
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港九勞工社團聯會	The Federation of Hong Kong and Kowloon Labour Unions
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地產代理監管局	Estate Agents Authority
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消費者委員會	Consumer Council
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### 康體及運動業

### Recreation and Sports

#### 召集人

#### Convenor

沈劍威教授	Professor Raymond SUM Kim-wai
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#### 委員

#### Members

香港基督教青年會	YMCA of Hong Kong
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香港中華基督教青年會	Chinese YMCA of Hong Kong
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中國香港體育協會暨奧林匹克委員會	Sports Federation & Olympic Committee of Hong Kong, China
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中國香港體適能總會	Physical Fitness Association of Hong Kong, China
香港體育學院	Hong Kong Sports Institute
中國香港攀山及攀登總會	China Hong Kong Mountaineering and Climbing Union
中國香港挑戰網陣協會	Challenge Course Association of Hong Kong, China
香港教育大學健康與體育學系	Department of Health and Physical Education, The Education University of Hong Kong
香港浸會大學體育、運動及健康學系	Department of Sport, Physical Education and Health, Hong Kong Baptist University
香港康樂體育專業人員總會	Hong Kong Recreation and Sports Professionals General Union
香港體育學院職員工會	Hong Kong Sports Institute Staff Union
黃德森先生, MH	Mr. Sam WONG Tak-sum, MH

## 零售業

## Retail

召集人	Convenor
余鵬春先生, GBS, JP	Mr. YU Pang-chun, GBS, JP
副召集人	Vice-Convenor
謝邱安儀女士	Mrs. Annie YAU TSE
委員	Members
香港總商會 – 零售及旅遊委員會	Hong Kong General Chamber of Commerce – Retail & Tourism Committee
香港中華總商會	The Chinese General Chamber of Commerce, Hong Kong
港九百貨業商會有限公司	The Hong Kong & Kowloon General Merchandise Merchants' Association Limited
香港零售管理協會	Hong Kong Retail Management Association
香港商業專業評審中心	The Professional Validation Centre of Hong Kong Business Sector
優質旅遊服務協會	Quality Tourism Services Association
香港百貨、商業僱員總會	Hong Kong Department Stores & Commercial Staff General Union
商品推廣及零售業僱員總會	Commodities Promotion and Retailing Employees General Union

## 合作伙伴 Stakeholders

零售、商業及成衣業總工會	Retail, Commerce and Clothing Industries General Union
消費者委員會	Consumer Council
鄒惠儀女士	Ms. Winnie CHOW

### 旅遊及酒店業

### Tourism and Hotel

召集人	Convenor
麥秀蘭女士	Ms. Keller MAK Sau-lan
副召集人	Vice-Convenor
麥磊明博士	Dr. Barry MAK
委員	Members
香港旅遊業議會	Travel Industry Council of Hong Kong
香港旅行社協會	Hong Kong Association of Travel Agents
香港酒店業協會	Hong Kong Hotels Association
香港展覽會議業協會	Hong Kong Exhibition & Convention Industry Association
香港註冊導遊協會	Hong Kong Association of Registered Tour Co-ordinators
香港理工大學酒店及旅遊業管理學院	School of Hotel & Tourism Management, The Hong Kong Polytechnic University
香港旅遊聯業工會聯會	The Federation of Hong Kong Trade Unions in Tourism
酒店及餐飲從業員協會	Hotels, Food & Beverage Employees Association
香港旅遊服務業員工總會	General Union of Hong Kong Tourism Services Industry Employees
飲食及酒店業職工總會	Catering and Hotels Industries Employees General Union
旅行代理商註冊處	Travel Agents Registry
香港旅遊發展局	Hong Kong Tourism Board
梁志群先生, JP	Mr. Andrew LEUNG, JP



**交通及支援服務業****Transportation and Support Services**

<b>召集人</b>	<b>Convenor</b>
李耀培博士	Dr. Ringo LEE Yiu-pui
<b>委員</b>	<b>Members</b>
香港汽車服務業聯會	Federation of Automobile Services Industry Hong Kong
汽車維修管理協會	Service Managers Association
香港陸路客貨運輸業議會有限公司	Hong Kong Land Transport Council Limited
綠色專線小巴(綠專)總商會有限公司	G.M.B. Maxicab Operators General Association Limited
公共小型巴士總商會	PLB General Association
香港汽車工業學會	The Institute of The Motor Industry Hong Kong
香港的士業議會	Hong Kong Taxi Council
香港海員工會	Hong Kong Seamen's Union
汽車交通運輸業總工會	Motor Transport Workers General Union
香港民用航空事業職工總會	The Staffs and Workers Union of Hong Kong Civil Airlines
海港運輸業總工會	Harbour Transportation Workers General Union
香港碼頭及港口業工會	Hong Kong Docks & Ports Industries Union
物流及貨櫃車司機工會	Logistics Industry and Container Truck Drivers Union
機電工程署	Electrical and Mechanical Services Department
馮寶美女士	Ms. Bobo FUNG
文婉玲女士	Ms. Ellen MAN Yuen-ling
張國偉先生	Mr. Demen CHEUNG Kwok-wai

## 合作伙伴 Stakeholders

### 鐘錶及珠寶業

### Watch and Jewellery

召集人	Convenor
朱繼陶先生	Mr. Joseph CHU Kai-to
副召集人	Vice-Convenor
莫偉基博士	Dr. Dominic MOK Wai-kei
委員	Members
香港鐘表業總會有限公司	The Federation of Hong Kong Watch Trades and Industries Ltd.
香港表廠商會有限公司	Hong Kong Watch Manufacturers Association Ltd.
香港珠寶玉石廠商會	Hong Kong Jewellery & Jade Manufacturers Association
香港金銀首飾工商總會	Hong Kong Gold & Silver Ornament Workers & Merchants General Union
香港珠寶製造業廠商會	Hong Kong Jewelry Manufacturers' Association
香港珠石玉器金銀首飾業商會	The Hong Kong Jewellers' and Goldsmiths' Association
九龍珠石玉器金銀首飾業商會	The Kowloon Pearls, Precious Stones, Jade, Gold and Silver Ornament Merchants Association
香港鑽石總會有限公司	Diamond Federation of Hong Kong, China Limited
香港寶石學協會	The Gemmological Association of Hong Kong
亞太寶石學家協會有限公司	Asia Pacific Gemmologist Society Co. Ltd.
港九鐘錶業職工會	Hong Kong and Kowloon Clock and Watch Trade Workers Union
港九金飾珠寶業職工會	Hong Kong & Kowloon Gold Ornaments & Jewellery Trade Workers' Union
香港生產力促進局	Hong Kong Productivity Council
王巧陽女士	Ms. WONG Hau-yeung
莫慕潔女士	Ms. Daisy MOK

**服裝製品及紡織業****Wearing Apparel and Textile**

<b>召集人</b>	<b>Convenor</b>
楊國榮教授	Professor Philip YEUNG Kwok-wing
<b>委員</b>	<b>Members</b>
香港中華廠商聯合會	The Chinese Manufacturers' Association of Hong Kong
香港工業總會	Federation of Hong Kong Industries
香港華商織造總會	The Hong Kong Chinese Textile Mills Association
香港羊毛化織針織業廠商會	Hong Kong Woollen & Synthetic Knitting Manufacturers' Association
香港洗衣商會	The Laundry Association of Hong Kong Limited
香港洗衣服務業聯會	Hong Kong Laundry Services Association
香港紡織及服裝學會	Hong Kong Institution of Textile and Apparel
香港理工大學－時裝及紡織學院	School of Fashion and Textiles, The Hong Kong Polytechnic University
香港知專設計學院	Hong Kong Design Institute
製衣服飾從業員協會	Garment Fashion Practitioners Association
梁嘉彥先生	Mr. Lawrence LEUNG Ka-yuen

以「行業諮詢網絡」英文名稱排列。

Listed in alphabetical order of Industry Consultative Networks.

## 合作伙伴 Stakeholders

### 委任培訓機構名單 List of Appointed Training Bodies

AA	香港理工大學活齡學院	Institute of Active Ageing, The Hong Kong Polytechnic University
AE	機電工程協會(香港)有限公司	The Association of Electrical and Mechanical Engineering (Hong Kong) Limited
AG	香港老年學會	Hong Kong Association of Gerontology
AI	嶺南大學亞太老年學研究中心	Asia-Pacific Institute of Ageing Studies, Lingnan University
AK	香港仔街坊福利會有限公司	Aberdeen Kai-fong Welfare Association Limited
AP	香港民主民生協進會	Hong Kong Association for Democracy and People's Livelihood
AT	印刷科技研究中心有限公司	Advanced Printing Technology Centre Limited
BD	香港標準舞總會有限公司	Hong Kong Ballroom Dancing Council Limited
BK	浸信會愛羣社會服務處	Baptist Oi Kwan Social Service
CA	香港明愛	Caritas – Hong Kong
CH	香港護理學院	College of Nursing, Hong Kong
CL	製衣業訓練局	Clothing Industry Training Authority
CS	香港職業發展服務處有限公司	Hong Kong Employment Development Service Limited
CT	港專機構有限公司	HKCT Group Limited
DW	香港聖公會福利協會有限公司	Hong Kong Sheng Kung Hui Welfare Council Limited
EE	港九電器工程電業器材職工會	Hong Kong and Kowloon Electrical Engineering and Appliances Trade Workers Union
EL	基督教香港信義會	The Evangelical Lutheran Church of Hongkong
EM	工程及醫療義務工作協會	Association for Engineering and Medical Volunteer Services
FC	香港婦女中心協會	Hong Kong Federation of Women's Centres
FH	胡芬妮髮型美容教育中心	Farida Hair & Beauty Education Centre
FL	港九勞工社團聯會	The Federation of Hong Kong and Kowloon Labour Unions
FM	香港循理會	The Free Methodist Church of Hong Kong
FS	香港童軍總會童軍知友社	The Scout Association of Hong Kong – The Friends of Scouting

FU	香港工會聯合會	The Hong Kong Federation of Trade Unions
FW	香港各界婦女聯合協進會有限公司	Hong Kong Federation of Women Limited
FY	香港傷殘青年協會	Hong Kong Federation of Handicapped Youth
GO	港九金飾珠寶業職工會	Hong Kong and Kowloon Gold Ornaments and Jewellery Trade Workers' Union
HC	聖公會聖匠堂社區中心	S.K.H. Holy Carpenter Church Community Centre
HE	香港商業專科學校	Hongkong School of Commerce
HH	基督教靈實協會	Haven of Hope Christian Service
HK	基督教勵行會	Christian Action
HN	醫院診所護士協會	Hospital & Clinic Nurses Association
HS	星廚管理學校有限公司營辦的 星廚管理學校	Star Chef Management School operated by Star Chef Management School Company Limited
HT	香島專科學校	Heung To College of Professional Studies
IF	工業福音團契有限公司	The Industrial Evangelistic Fellowship Limited
IT	香港科技專上書院	Hong Kong Institute of Technology
IW	離島婦聯有限公司	OIWA Limited
KA	葵協社區教育拓展中心有限公司	KCRA Community Education Enhancement Center Limited
KC	葵涌醫院－醫院管理局	Kwai Chung Hospital – Hospital Authority
KE	香港機電專業學校(夜校)	Hong Kong Electrical & Mechanical College (Evening School)
LA	物流從業員工會	Logistics Practitioners Union
LF	李暉武術文化中心	Li Fai Centre of Wushu
LI	香港都會大學李嘉誠專業進修學院	Li Ka Shing School of Professional and Continuing Education, Hong Kong Metropolitan University
LN	嶺南大學持續進修學院	Lingnan Institute of Further Education
LU	路德會真道堂有限公司營辦的 路德會真道堂青年中心	Youth Centre of The True Word Lutheran Church operated by The True Word Lutheran Church Limited
MC	循道衛理中心	Methodist Centre

## 合作伙伴 Stakeholders

MD	香港人才培訓中心有限公司	Hong Kong Manpower Development Centre Limited
MK	香港心理衛生會	The Mental Health Association of Hong Kong
ML	香港駕駛學院有限公司	The Hong Kong School of Motoring Limited
MO	蒙妮坦美髮美容學院	Monita Hair & Beauty Academy
MT	港鐵學院(香港)有限公司	MTR Academy (HK) Company Limited
NA	鄰舍輔導會	The Neighbourhood Advice-Action Council
NH	新家園協會有限公司	New Home Association Limited
NL	新生精神康復會	New Life Psychiatric Rehabilitation Association
NT	新界社團聯會再培訓中心有限公司	New Territories Association Retraining Centre Limited
NW	街坊工友服務處	Neighbourhood & Worker's Service Centre
OS	職業安全健康局	Occupational Safety and Health Council
PE	香港城市大學專業進修學院	School of Continuing and Professional Education, City University of Hong Kong
PM	瑪嘉烈醫院	Princess Margaret Hospital
PY	香港普通話研習社	Xianggang Putonghua Yanxishe
QE	伊利沙伯醫院－醫院管理局	Queen Elizabeth Hospital – Hospital Authority
RC	香港紅十字會	Hong Kong Red Cross
RE	香港復康力量	Hong Kong Rehabilitation Power
RI	皇家國際教育學院	Royal International College
RP	香港善導會	The Society of Rehabilitation and Crime Prevention, Hong Kong
SA	香港聖約翰救護機構	Hong Kong St. John Ambulance
SC	香港中文大學專業進修學院	School of Continuing and Professional Studies, The Chinese University of Hong Kong
SJ	聖雅各福群會	St. James' Settlement
SK	香港聖公會麥理浩夫人中心	Hong Kong Sheng Kung Hui Lady MacLehose Centre
SL	龍耳有限公司	Silence Limited
SR	香港復康會	The Hong Kong Society for Rehabilitation

TC	香港旅遊業議會	Travel Industry Council of Hong Kong
TG	香港導遊總工會	Hong Kong Tour Guides General Union
VM	華夏國際中醫學會有限公司	Vassar International Chinese Medical Society Limited
VT	職業訓練局	Vocational Training Council
WH	香港工人健康中心有限公司	Hong Kong Workers' Health Centre Limited
YC	青年會專業書院	YMCA College of Careers
YG	香港青年協會	The Hong Kong Federation of Youth Groups
YH	香港基督教青年會	The Young Men's Christian Association of Hong Kong
YM	循道衛理楊震社會服務處	Yang Memorial Methodist Social Service
YT	仁愛堂有限公司	Yan Oi Tong Limited
YW	香港基督教女青年會	Hong Kong Young Women's Christian Association

以機構編號排列。

Listed according to organisation code.

## 合作伙伴 Stakeholders

# ERB人才企業嘉許計劃 ERB Manpower Developer Award Scheme

### 技術顧問

### Technical Consultant

香港品質保證局

Hong Kong Quality Assurance Agency

### 榮譽顧問名單

### List of Honorary Advisors

趙其琨教授, MH  
香港浸會大學榮休教授及  
香港公開大學客座教授

Professor Randy CHIU, MH  
Professor Emeritus, Hong Kong Baptist University and  
Visiting Professor, The Open University of Hong Kong

蔡惠琴女士, JP  
持續專業進修聯盟  
主席

Ms. Virginia CHOI, JP  
Chairperson  
Continuing Professional Development Alliance

范潔儀女士  
香港中華煤氣有限公司  
企業人力資源總監

Ms. Kit FAN  
Head of Corporate Human Resources  
The Hong Kong and China Gas Company Limited

廖家陞先生  
仁愛堂  
總監(人力、資訊及行政)

Mr. Brian LIU  
Controller (Human Resources, I.T. and Admin.)  
Yan Oi Tong

廖國泰先生  
新世界發展有限公司  
企業籌劃及人才發展部  
總經理

Mr. Teddy LIU  
General Manager  
Corporate & Talent Development  
New World Development Company Limited

潘小紅女士  
香港機場管理局  
獨立人力資源顧問

Ms. Queena PUN  
Independent HR Consultant  
Airport Authority Hong Kong

鄧明慧女士  
百麗亞洲有限公司  
董事

Ms. Mandy TANG  
Director  
Belle Asia Limited

阮博文教授  
香港理工大學專業及持續教育學院  
院長

Professor Peter YUEN  
Dean  
College of Professional and Continuing Education  
The Hong Kong Polytechnic University

以英文姓氏排列。

Listed in alphabetical order.



**支持機構名單****List of Supporting Organisations**

持續專業進修聯盟	Continuing Professional Development Alliance
香港僱主聯合會	Employers' Federation of Hong Kong
香港工業總會	Federation of Hong Kong Industries
香港優質顧客服務協會	Hong Kong Association for Customer Service Excellence
香港人力資源管理學會	Hong Kong Institute of Human Resource Management
香港市務學會	Hong Kong Institute of Marketing
香港人才管理協會	Hong Kong People Management Association
香港零售管理協會	Hong Kong Retail Management Association
優質旅遊服務協會	Quality Tourism Services Association
香港中華總商會	The Chinese General Chamber of Commerce
香港中華廠商聯合會	The Chinese Manufacturers' Association of Hong Kong
香港社會服務聯會	The Hong Kong Council of Social Service
香港中小型企业總商會	The Hong Kong General Chamber of Small and Medium Business
香港銀行學會	The Hong Kong Institute of Bankers
香港董事學會	The Hong Kong Institute of Directors

以機構英文名稱排列。  
Listed in alphabetical order.

「人才企業」名單請參閱「ERB人才企業嘉許計劃」網站。  
Please refer to the website of “ERB Manpower Developer Award Scheme” for the list of “Manpower Developers”.

# 2021-22得獎名單

## AWARDEE LIST 2021-22

### ERB年度頒獎禮2021-22

#### ERB Annual Award Presentation Ceremony 2021-22

#### ERB傑出僱主年度大獎

#### ERB Excellence Award for Employers

城市服務集團	City Services Group
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)
康業服務有限公司 (新鴻基地產集團成員)	Hong Yip Service Company Ltd. (A Member of the Sun Hung Kai Properties Group)

#### ERB傑出僱主獎

#### ERB Outstanding Award for Employers

機場保安有限公司	Aviation Security Company Limited
中原地產代理有限公司	Centaline Property Agency Limited
國民警衛有限公司	CNT Security Company Limited
大快活集團有限公司	Fairwood Holdings Limited
香港安全護衛服務有限公司	G4S Secure Solutions (Hong Kong) Limited
ISS Facility Services Limited	ISS Facility Services Limited
祥益地產代理有限公司	Many Wells Property Agent Limited
宏力保安服務有限公司	Megastrength Security Services Co. Ltd.
安民警衛有限公司	Onward Security Company Limited
富豪國際酒店集團	Regal Hotels International
兆恆清潔服務有限公司	Shiu Hang Cleaning Services Co., Ltd.
信和物業管理有限公司(九龍灣分區)	Sino Estates Management Limited – Kowloon Bay District Office
信和護衛有限公司	Sino Security Services Limited
太興環球發展有限公司	Tai Hing Worldwide Development Limited
亞洲國際餐飲集團	Taste of Asia Group
富城集團	Urban Group
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)
威信停車場管理(控股)有限公司	Wilson Parking (Holdings) Limited

**ERB優異僱主獎****ERB Merit Award for Employers**

美容集顧問有限公司	Beauty Collection Consultants Limited
香港九龍東皇冠假日酒店	Crowne Plaza Hong Kong Kowloon East
大眾安全警衛(香港)有限公司	General Security (H.K.) Ltd.
夏利文物業管理有限公司	Harriman Property Management Limited
基督教靈實協會	Haven of Hope Christian Service
香港迪士尼樂園度假區	Hong Kong Disneyland Resort
英格蜜兒有限公司	Ingrid Millet Limited
仲量聯行物業管理有限公司	Jones Lang LaSalle Management Services Ltd
啟勝管理服務有限公司	Kai Shing Management Services Limited
新里程國際有限公司	Leading Edge Worldwide Limited
紫雲間沁怡護養院	Oasis Nursing Home
Pacific Coffee	Pacific Coffee
第一太平戴維斯物業管理有限公司	Savills Property Management Limited
智舒適家居服務有限公司	Smart Home Professional Services Limited
Spa Collection	Spa Collection
昇捷管理服務有限公司	Synergis Management Services Limited
悅寶貝陪月服務有限公司	uBaby Maternity Services Ltd
惠康環境服務有限公司	Waihong Environmental Services Limited
偉裕(香港)有限公司	Well Fixed (HK) Limited

以機構英文名稱排列。  
Listed in alphabetical order.

## 2021-22得獎名單

### Awardee List 2021-22

#### ERB傑出學員獎

#### ERB Outstanding Award for Trainees

得獎學員	完成的ERB課程	Awardee	ERB course completed
閉曉容女士	保健員證書	Ms. BI Xiao-rong	Certificate in Health Worker Training
陳海燕女士	醫護支援人員(臨床病人服務)基礎證書	Ms. CHAN Hoi-yin	Foundation Certificate in Care-related Support Worker Training
陳榮基先生	標準保安及物業管理基礎證書	Mr. CHAN Wing-kei	Foundation Certificate in Standard Security & Property Management
葉銘森女士	「物業管理客戶服務專員基礎證書」度身訂造課程	Ms. IP Ming-sum	Foundation Certificate in Customer and Concierge Service in Property Management (Tailor-Made Course)
	保安培訓課程認可計劃－質素保證系統基礎證書(兼讀制)		Foundation Certificate in Quality Assurance System for the Recognition Scheme of Security Training (Part-time)
關深汝先生	標準保安及物業管理基礎證書	Mr. KWAN Sum-yu	Foundation Certificate in Standard Security & Property Management
	物業管理中文書寫技巧I基礎證書(兼讀制)		Foundation Certificate in Chinese Writing Skill for Property Management I (Part-time)
郭志雄先生	社福活動助理基礎證書	Mr. KWOK Chi-hung	Foundation Certificate in Social Services Programme Assistant Training
賴嘉穎女士	化妝及髮飾造型基礎證書－青年培育計劃(Teen才再現)	Ms. LAI Ka-wing	Foundation Certificate in Makeup & Hair Styling – Youth Training Programme (Teen's Programme)
林玉花女士	花店實務及花藝設計助理基礎證書	Ms. LAM Yuk-fa	Foundation Certificate in Florist and Floriculture Assistant Training
	花藝設計及應用II基礎證書(兼讀制)		Foundation Certificate in Floral Design and Applications II (Part-time)
李仲紋女士	社福活動助理基礎證書	Ms. LI Chung-man	Foundation Certificate in Social Services Programme Assistant Training
胡森源先生	金融證券投資證書	Mr. WU Sum-yuen	Certificate in Financial Market and Securities
卓曉真女士	醫護支援人員(臨床病人服務)基礎證書	Ms. ZHUO Xiao-zhen	Foundation Certificate in Care-related Support Worker Training

**ERB優異學員獎****ERB Merit Award for Trainees**

得獎學員	完成的ERB課程	Awardee	ERB course completed
周詠輝先生	咖啡調製員基礎證書	Mr. CHOW Wing-fai	Foundation Certificate in Barista Training
	咖啡拉花藝術基礎證書 (兼讀制)		Foundation Certificate in Latte Art (Part-time)
馮微崧女士	物理治療助理基礎證書	Ms. FENG Wei-song	Foundation Certificate in Physiotherapist Assistant Training
林立夫先生	高級保安及物業管理基礎證書	Mr. LAM Lap-foo	Foundation Certificate in Advanced Security & Property Management
林嘉樂女士	營養顧問助理基礎證書	Ms. LAM Ka-lok	Foundation Certificate in Nutrition Therapist Assistant Training
劉凱棋女士	地產代理(地產代理資格考試)基礎證書	Ms. LAU Hoi-ki	Foundation Certificate in Estate Agent Training (Estate Agents Qualifying Examination)
廖冠喬先生	醫護支援人員(臨床病人服務)基礎證書	Mr. LIU Koon-kiu	Foundation Certificate in Care-related Support Worker Training
彭佩珍女士	專業摩登大妗員基礎證書	Ms. PANG Pui-chun	Foundation Certificate in Professional Modern Guide of Traditional Chinese Wedding Etiquettes Training
布韻珊女士	醫護支援人員(臨床病人服務)基礎證書	Ms. PO Wan-shan	Foundation Certificate in Care-related Support Worker Training
溫婉蘭女士	物理治療助理基礎證書	Ms. WAN Yuen-lan	Foundation Certificate in Physiotherapist Assistant Training

## 2021-22得獎名單 Awardee List 2021-22

### ERB傑出導師獎

### ERB Outstanding Award for Instructors

得獎導師	任教ERB課程的行業/ 技能範疇	Awardee	Industry / skill discipline of ERB course taught
蔡美達先生	健康護理(物理治療)	Mr. CHOY Mei-tat	Healthcare Services (Physiotherapy)
鍾友雨先生	飲食(點心)	Mr. CHUNG Yau-yu	Catering (Dim Sum)
林道汪先生	飲食(咖啡)	Mr. LAM Tao-wong	Catering (Barista)
劉智偉先生	商業(攝影)	Mr. LAU Chi-wai	Business (Photography)
李修任先生	健康護理(物理治療)	Mr. LEE Sau-yam	Healthcare Services (Physiotherapy)
梁偉樂先生	中醫保健	Mr. LEUNG Wai-lok	Chinese Healthcare
吳尚源先生	健康護理(醫護支援)	Mr. NG Sheung-yuen	Healthcare Services (Care-related Support)
謝敏玲女士	美容	Ms. TSE Man-ling	Beauty Therapy

### ERB優異導師獎

### ERB Merit Award for Instructors

得獎導師	任教ERB課程的行業/ 技能範疇	Awardee	Industry / skill discipline of ERB course taught
區嘉燕女士	環境服務(花藝)	Ms. AU Ka-yin	Environmental Services (Floriculture)
江證然先生	美髮	Mr. KONG Ching-yin	Hairdressing
郭俊豪先生	飲食(葡萄酒推廣)	Mr. KWOK Chun-ho	Catering (Wine Promoting)
吳漢昇先生	物業管理及保安/ 教育康體	Mr. NG Hon-sing	Property Management & Security / Education & Recreation
杜兆麟先生	鐘錶及珠寶(珠寶)	Mr. TO Siu-lun	Watch & Jewellery (Jewellery)

以英文姓氏排列。  
Listed in alphabetical order.

**ERB課程發展獎****ERB Outstanding Award for Course Development**

港專機構有限公司	HKCT Group Limited
香港婦女中心協會有限公司	Hong Kong Federation of Women's Centres Limited
香港聖公會麥理浩夫人中心	Hong Kong Sheng Kung Hui Lady MacLehose Centre
葵協社區教育拓展中心有限公司	KCRA Community Education Enhancement Center Limited
循道衛理中心	Methodist Centre
香港城市大學專業進修學院	School of Continuing and Professional Education, City University of Hong Kong

**ERB課程管理獎****ERB Outstanding Award for Course Management**

香港明愛	Caritas – Hong Kong
香港人才培訓中心有限公司	Hong Kong Manpower Development Centre Limited
皇家國際教育學院	Royal International College
聖公會聖匠堂社區中心	S.K.H. Holy Carpenter Church Community Centre
香港善導會	The Society of Rehabilitation and Crime Prevention, Hong Kong
華夏國際中醫學會有限公司	Vassar International Chinese Medical Society Limited

## 2021-22得獎名單 Awardee List 2021-22

### ERB就業服務獎 (一般對象課程組)

### ERB Outstanding Award for Placement Service (Courses for General Public)

香港明愛	Caritas – Hong Kong
基督教勵行會	Christian Action
香港民主民生協進會	Hong Kong Association for Democracy and People's Livelihood
香港基督教女青年會	Hong Kong Young Women's Christian Association
聖雅各福群會	St. James' Settlement
仁愛堂有限公司	Yan Oi Tong Limited

### ERB就業服務獎 (特定對象課程組)

### ERB Outstanding Award for Placement Service (Courses for Special Service Targets)

浸信會愛羣社會服務處	Baptist Oi Kwan Social Service
葵涌醫院－醫院管理局	Kwai Chung Hospital – Hospital Authority
伊利沙伯醫院－醫院管理局	Queen Elizabeth Hospital – Hospital Authority
香港復康會	The Hong Kong Society for Rehabilitation
循道衛理楊震社會服務處	Yang Memorial Methodist Social Service

### ERB推廣宣傳獎

### ERB Outstanding Award for Promotion and Marketing

基督教勵行會	Christian Action
港專機構有限公司	HKCT Group Limited
葵協社區教育拓展中心有限公司	KCRA Community Education Enhancement Center Limited
基督教香港信義會	The Evangelical Lutheran Church of Hongkong
職業訓練局	Vocational Training Council
仁愛堂有限公司	Yan Oi Tong Limited



**ERB特別愛增值培訓獎****ERB Outstanding Award for  
“Love Upgrading Special Scheme”**

港專機構有限公司	HKCT Group Limited
港九勞工社團聯會	The Federation of Hong Kong and Kowloon Labour Unions
香港工會聯合會	The Hong Kong Federation of Trade Unions

**ERB網上培訓獎****ERB Outstanding Award for Online Training**

港專機構有限公司	HKCT Group Limited
港九勞工社團聯會	The Federation of Hong Kong and Kowloon Labour Unions
香港工會聯合會	The Hong Kong Federation of Trade Unions

**ERB青年培訓獎****ERB Outstanding Award for Youth Training**

港專機構有限公司	HKCT Group Limited
香港聖公會麥理浩夫人中心	Hong Kong Sheng Kung Hui Lady MacLehose Centre
職業訓練局	Vocational Training Council

以機構英文名稱排列。  
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2021-22得獎金單  
**Awardee List 2021-22**

**2021-22年度「尤德爵士紀念基金－在職人士自我增值獎」**  
**Sir Edward Youde Memorial Awards for Self-improvement for Working Adults**  
**2021-22**

得獎學員	職業	Awardee	Occupation
陳慧琮女士	月子餐廚	Ms. CHAN Wai-king	Chef of Post-natal Menu
何文豪先生	保健員	Mr. HO Man-ho	Health Worker
胡森源先生	組別經理(保險業)	Mr. WU Sum-yuen	Unit Manager (Insurance Industry)
葉卓誠先生	電機技術員	Mr. YIP Cheuk-shing	Electrical & Mechanical Technician

以英文姓氏排列。  
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