

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head : 42 – Electrical and Mechanical Services Subhead (No. & title):

Department

000 Operational expenses

Programme :

Controlling Officer : Director of Electrical and Mechanical Services

Director of Bureau : Secretary for Development

Question :

On engagement of “outsourced workers”, please provide the following information:

	2011-12	2010-11	2009-10	2008-09
Number of outsourced service contracts	()	()	()	()
Total expenditure for outsourced service providers	()	()	()	()
Duration of service for each outsourced service provider	()	()	()	()
Number of workers engaged through outsourced service providers	()	()	()	()
Details of the positions held by outsourced workers (e.g. customer service, property management, security, cleansing and information technology)				
Monthly salary range of outsourced workers				
• \$30,001 or above	()	()	()	()
• \$16,001 - \$30,000	()	()	()	()
• \$8,001 - \$16,000	()	()	()	()
• \$6,501 - \$8,000	()	()	()	()
• \$5,001 - \$6,500	()	()	()	()
• \$5,000 or below	()	()	()	()
• number of workers with salary below \$5,824	()	()	()	()
• number of workers with salary between \$5,824 and \$6,500	()	()	()	()
Length of service of outsourced workers				
• 5 years or above	()	()	()	()
• 3 - 5 years	()	()	()	()
• 1 - 3 years	()	()	()	()
• less than 1 year	()	()	()	()
Percentage of outsourced workers against the total staff in the department	()	()	()	()
Percentage of expenditure for outsourced service providers against the total staff costs in the department	()	()	()	()
Number of workers with paid meal break	()	()	()	()
Number of workers without paid meal break	()	()	()	()

Number of workers working 5 days per week	()	()	()	()
Number of workers working 6 days per week	()	()	()	()

Figures in () denote year-on-year changes

Asked by : Hon. WONG Kwok-hing

Reply :

The department uses a wide range of outsourced services, such as office cleansing and security. The requested information is provided below. However, we are unable to provide information for 2011-12 since the need for outsourced services fluctuates with changing service needs of the department.

(a) **Number of outsourced service contracts**

2010-11 (as at 31.12.10)	2009-10 (as at 31.3.10)	2008-09 (as at 31.3.09)
2 (0%)	2 (0%)	2

(b) **Total expenditure for outsourced service providers**

2010-11 (up to 31.12.10) (\$M)	2009-10 (up to 31.3.10) (\$M)	2008-09 (up to 31.3.09) (\$M)
0.53 M (-18.5%)	0.65 M (+3.2%)	0.63 M

(c) **Duration of outsourced service contracts**

Duration of service	2010-11 (as at 31.12.10)	2009-10 (as at 31.3.10)	2008-09 (as at 31.3.09)
	Number of contracts		
6 months or less	1 (-50%)	2 (+100%)	1
Over 6 months to 1 year	0	0	0
Over 1 year to 2 years	1 (+100%)	0 (-100%)	1
Over 2 years	0	0	0
Total:	2 (0%)	2 (0%)	2

(d) **Total number of workers engaged through outsourced service providers**

2010-11 (as at 31.12.10)	2009-10 (as at 31.3.10)	2008-09 (as at 31.3.09)
7 (0%)	7 (0%)	7

(e) **Number of outsourced workers against their work nature**

Nature of service contracts	2010-11 (as at 31.12.10)	2009-10 (as at 31.3.10)	2008-09 (as at 31.3.09)
	Number of workers		
Customer services	0	0	0

	2010-11 (as at 31.12.10)	2009-10 (as at 31.3.10)	2008-09 (as at 31.3.09)
Property management	0	0	0
Security	3 (0%)	3 (0%)	3
Cleansing	4 (0%)	4 (0%)	4
Information technology	0	0	0
Others (please specify)	0	0	0
Total:	7 (0%)	7 (0%)	7

(f) Salaries of outsourced workers

The contractors are required to offer monthly wages to non-skilled workers which are no less than the average monthly wages for the relevant industry/occupation as published in the latest Census and Statistics Department's Quarterly Report of Wage and Payroll Statistics at the time when tenders are invited. For 2010-11 (up to December 2010), the minimum monthly salaries specified in the contracts ranged from \$5,900 to \$7,100.

(g) Length of service of outsourced workers

The mode of using outsourced workers is that government departments and the contractor enter into a service contract under which the contractor will supply manpower as and when required. As long as the requirements of the government departments (in terms of the number of outsourced workers and the qualifications and/or experience required from outsourced workers) are satisfied, the contractor may arrange any of their employees to work in the departments or arrange replacement outsourced workers during the contract period for different reasons. Therefore, we do not have information on the years of service of outsourced workers who are employees of the contractors and are at the disposal of the latter.

(h) Percentage of outsourced workers against the total staff in the Department

2010-11 (as at 31.12.10)	2009-10 (as at 31.3.10)	2008-09 (as at 31.3.09)
2%	2%	2.1%

(i) Percentage of expenditure for outsourced service providers against the total staff costs in the Department

2010-11 (up to 31.12.10)	2009-10 (up to 31.3.10)	2008-09 (up to 31.3.09)
0.4%	0.3%	0.3%

(j) Meal break for outsourced workers

The outsourced workers are employed by the outsourced contractors, and whether the meal break is paid or not is governed by the employment contract between the two parties. We do not have information on this matter.

(k) **Number of outsourced workers against working days**

Working days	2010-11 (as at 31.12.10)	2009-10 (as at 31.3.10)	2008-09 (as at 31.3.09)
	Number of workers		
5 working days per week	0	0	0
6 working days per week	7 (0%)	7 (0%)	7
Total:	7 (0%)	7 (0%)	7

Figures in () denote year-on-year changes. For the changes in 2010-11 over 2009-10 in item (b), the figures are made based on part-year information in 2010-11.

Signature:



Name in block letters:

CHAN Hung-cheung, Stephen

Post Title: Director of Electrical and Mechanical Services

Date:

18 March 2011