



勞工處年報2014

Labour Department Annual Report





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Chapter 1

Highlights of Year 2014

- 1.1** The labour market remained stable in 2014. Both total employment and the labour force attained further growth, with the former reaching a new annual high of 3 749 200 in 2014. The annual unemployment rate edged down by 0.1 percentage point from 3.4 per cent in 2013 to 3.3 per cent in 2014, signifying another year of full employment. We will continue to closely monitor the employment market situation and enhance our employment services on all fronts, especially in netting suitable vacancies from the market and rendering assistance to job seekers.

Employment Services

Enhanced Employment Services

- 1.2** To help job seekers enter the labour market and respond speedily to the recruitment needs of employers, the Labour Department (LD) organises employment promotion activities at various locations across the territory. A total of 19 large-scale job fairs and 959 district-based job fairs were organised in the year.



Large-scale job fairs organised by the Labour Department well-received by job seekers

- 1.3** LD adopts a proactive approach in providing employment assistance. For example, in major business closure or redundancy cases, we set up enquiry hotlines and special counters at our job centres to provide special employment services to affected employees. In 2014, the free recruitment service provided for employers by LD recorded 1 222 323 vacancies from the private and public sectors; and 151 536 placements were secured.
- 1.4** To strengthen employment support to residents living in the remote districts, LD set up a new job centre in Tung Chung in October 2014. Job seekers on Lantau Island, including Mui Wo and Tai O, may seek employment support at Tung Chung Job Centre, thus reducing their time and travelling expenses incurred in obtaining employment services from other job centres.

Strengthening Employment and Training Support for the Youth

- 1.5** LD spared no efforts in enhancing the employability of young people through the provision of comprehensive youth employment and training support services by administering the Youth Employment and Training Programme (YETP) and operating two youth employment resource centres. In 2014, LD furthered its collaboration with employers and various organisations to launch pilot employment projects under YETP. We also conducted the fourth phase of "Action S5", a special employment project which rendered assistance to vulnerable young people aged 15 to 24 with acute employment difficulties.

Broadening Horizons of our Youths

- 1.6** LD continued to explore with suitable economies to establish new Working Holiday Scheme (WHS) arrangements while at the same time sought to expand our existing bilateral arrangements. WHS with the United Kingdom commenced operation in January 2014. Furthermore, we agreed with Germany in August to double the reciprocal annual quota under the Hong Kong/Germany WHS from 150 to 300 with immediate effect.

Promoting Harmonious Labour Relations

- 1.7** To foster harmonious labour relations, LD continued to adopt a proactive and pragmatic approach in helping employers and employees resolve their conflicts through communication, mutual understanding and flexible adjustments. In 2014, we handled a total of 68 labour disputes and 15 764 claims. Over 70% of cases with conciliation service rendered were resolved. The average waiting time for conciliation meetings was 2.4 weeks in the year. Besides, the number of working days lost in Hong Kong as a result of strike remained among the lowest in the world.

Stepping Up Enforcement Against Wage Offences

- 1.8** In 2014, LD sustained its all-out efforts to combat wage offences, including breaches of the Statutory Minimum Wage provisions. Territory-wide inspection campaigns targeted at offence-prone trades were launched. Apart from proactive inspections to check compliance, we widely publicised our complaint hotline (2815 2200) and collected intelligence on non-payment of wages in various industries through an early warning system in collaboration with trade unions. LD conducted prompt investigation into suspected wage offences and employed veteran ex-police officers to strengthen the investigative work and collection of intelligence so as to facilitate speedy prosecution.
- 1.9** We continued to step up the prosecution against employers and responsible persons of companies for wage offences. We also strengthened our educational and promotional efforts to remind employers of their statutory obligation to pay wages on time and to encourage employees to lodge claims promptly and come forward as prosecution witnesses.
- 1.10** Since the implementation of the Employment (Amendment) Ordinance 2010 from October 29, 2010, employers who wilfully and without reasonable excuse defaulted awards for wages or some other entitlements made by the Labour Tribunal or Minor Employment Claims Adjudication Board have become liable to criminal prosecution. This has further strengthened the deterrent against law-defying employers.

Enhancing Good People Management Practices and Harmonious Labour Relations

1.11 LD organised a wide range of promotional activities including exhibitions, seminars and talks to promote employer-employee communication and “employee-oriented” good people management measures. In 2014, a series of seminars on employer-employee communication and dialogue were staged for over 300 human resources managers and corporate executives to foster communication and constructive interaction between employers, employees and trade unions. Promotional activities were also organised in collaboration with industry-based tripartite committees to encourage wider adoption of family-friendly employment practices in different industries.



Seminar on employer-employee communication and dialogue

Employees' Rights and Benefits

Statutory Minimum Wage (SMW)

1.12 Since the introduction of SMW in May 2011, the overall employment market has remained stable and the earnings of grassroots employees have continued to improve. In 2014, LD organised various publicity activities to promote the SMW legislation. A multi-pronged strategy was also adopted to safeguard employees' entitlement to SMW through conducting proactive workplace inspections to establishments of various trades and mounting targeted enforcement campaigns in low-paying sectors.

1.13 The Minimum Wage Commission (MWC) is an independent statutory body established under the Minimum Wage Ordinance with the main function of reporting to the Chief Executive in Council its recommendation about the SMW rate at least once in every two years. The Chief Executive has appointed its Chairperson and 12 Members drawn from the labour sector, business community, academia and Government. On October 31, 2014, after completing a new round of review of the SMW rate, MWC submitted its report to the Government and recommended by unanimous consensus that the SMW rate be raised from \$30 to \$32.5 per hour. The Government has subsequently adopted MWC's recommendation, and relevant subsidiary legislation has been approved by the Legislative Council for bringing the new SMW rate into force on May 1, 2015.

Safeguarding the Rights of Employees of Government Service Contractors

1.14 To protect the statutory rights and benefits of non-skilled workers employed by government service contractors, we conduct inspections to their workplaces to check employers' compliance with legal and contractual requirements. With the concerted efforts of LD and procuring departments in stepping up monitoring and enforcement, the situation of contractors abiding by the labour laws had improved.

Protection of Wages on Insolvency Fund (PWIF)

1.15 PWIF provides assistance in the form of ex gratia payment to eligible employees affected by insolvency of their employer. LD continued its efforts in clamping down at source on employers evading their wage liabilities, thus preventing wage defaults from developing into claims on the fund.

Vigorous Enforcement against Illegal Employment

1.16 LD collaborated with the Police and the Immigration Department to clamp down on illegal employment activities. A total of 178 joint operations were mounted in the year.

Standard Working Hours Committee (SWHC)

- 1.17** In April 2013, the Government set up SWHC, comprising members drawn from the labour and business sectors, academia, community and Government. SWHC, appointed for a term of three years, is tasked to follow up on the Government's completed policy study on standard working hours, promote informed and in-depth discussions of the community on the subject of working hours, and assist the Government to identify the way forward.
- 1.18** SWHC has since its establishment worked at full steam to undertake an enormous amount of work, including completion of wide public consultation and the first ever territory-wide comprehensive working hours survey in 2014. With reference to the findings in these two exercises, SWHC is now exploring further the issue of working hours policy with a view to building consensus and identifying working hours policy options suitable for Hong Kong.

Stepping up Enforcement Against Offences under the Employees' Compensation Ordinance

- 1.19** To expedite investigation and prosecution against offences under the Employees' Compensation Ordinance (ECO), a new investigation team was set up in May 2014 to conduct speedy and in-depth investigation of suspected contravention of ECO by employers.

Safety and Health at Work

Safety of Major Works Projects (MWPs)

- 1.20** In the light of the commencement of MWPs, LD established dedicated teams to urge contractors to implement safety management systems on construction sites for the prevention of accidents through stepping up inspection and enforcement, publicity and promotion, as well as participating in the project preparatory meetings and site safety management meetings. LD strengthened the coordination with the Development Bureau, relevant works departments and other public works project clients to enhance MWP site safety measures, with a view to ensuring more effective control of risks by contractors. LD also launched enforcement operations with the Marine Department on sea-based construction works to deter work practices contravening safety requirements.

Safety of Repair, Maintenance, Alteration and Addition (RMAA) Works

- 1.21** There has been a rising trend in industrial accidents related to RMAA works in recent years and the volume of such works are expected to grow further with the ageing of our buildings and the implementation of mandatory requirements for inspection of buildings and windows by the Government.
- 1.22** To enhance the safety condition of RMAA works, LD continued to step up inspection and enforcement efforts to deter contractors from adopting unsafe work practices. Territory-wide special enforcement operations on RMAA works with emphasis on work-at-height, truss-out scaffolding works, lifting operations, electrical work, etc. were also launched. During the special operations, 443 suspension/improvement notices were issued and 266 prosecutions were taken out.
- 1.23** On the educational and promotional front, we organised in 2014 a series of intensive promotion and publicity campaigns, targeting RMAA works, work-at-height and electrical work to arouse the safety awareness of all parties involved. These included launching a two-year publicity campaign in 2014 in collaboration with the Occupational Safety and Health Council (OSHC) with new initiatives seeking to reach contractors and workers engaged in RMAA works more directly and impress upon them the importance of work safety. We also partnered with District Councils/District Offices, Safe and Healthy Communities in various districts and the property management sector to organise publicity and promotional activities to promulgate work safety at the district level. We produced a new Radio Announcement in the Public Interest (API) and a TV API on unsafe use of ladder for broadcast in 2014.
- 1.24** We organised in collaboration with OSHC a RMAA Safety Conference in February 2014 and a series of thematic safety seminars including mobile crane operation, tunnelling works, working-at-height and electrical work to engage industry stakeholders in exploring means to further enhance the construction safety standard. Besides, LD and OSHC jointly launched a mobile working platform sponsorship scheme for small and medium-sized enterprises (SMEs) to enhance the OSH standard of the industry in 2013. As at end of 2014, over 1 700 applications were received with 1 582 approved, benefiting over 17 000 workers.



RMAA Safety Conference

- 1.25** LD and OSHC continued the scheme on RMAA safety accreditation in 2014. It enhanced the OSH standard of the industry through the auditing of safety management system, training and subsidising purchase of fall arresting equipment and related facilities.

Safety Award Schemes

- 1.26** Two safety award schemes were organised for the catering and construction industries in the year to inculcate a safety culture and to enhance the safety awareness of employers, employees and their families. The schemes featured a variety of activities which included organising safety performance competitions, roving exhibitions, safety quizzes and award presentation ceremonies cum fun days; conducting site visits; producing radio programmes and DVD-ROMs; as well as broadcasting APIs and promotional films on television/radio and buses.

Review of the System of Recognition and Monitoring of Mandatory Safety Training Courses

- 1.27** LD continued the improvement measures to enhance the system of recognition and monitoring of mandatory safety training courses. With the completion of the revision of course contents for the Mandatory Basic Safety Training Revalidation Course (Construction Work) by enriching its content with case analysis of serious construction accidents and requiring course tutors to adopt interactive teaching in 2012, similar revision of the course contents for the Mandatory Basic Safety Training Full Course (Construction Work) was rolled out in mid-2014.

Prevention of Heat Stroke at Work

1.28 To ensure adequate protection of workers from heat stroke at work in summer, we stepped up enforcement and publicity from April to September. Apart from promoting the awareness of employers and employees of heat stroke prevention, we also distributed a guide on “Prevention of Heat Stroke at Work in a Hot Environment” and a general checklist on “Risk Assessment for the Prevention of Heat Stroke at Work”. In the year, we also collaborated with OSHC and relevant workers’ unions to promote prevention of heat stroke at work among professional drivers. Besides, we stepped up our inspections of workplaces with a higher risk of heat stroke. The inspections covered matters such as the provision of adequate drinking water by employers; the provision of sheltered work and rest areas; ventilation facilities; and the provision of appropriate information, instruction and training to workers.

Strengthening Local and International Partnerships

Labour Day Reception

1.29 On April 28, 2014, Secretary for Labour and Welfare, Matthew Cheung Kin Chung, hosted a reception at the Hong Kong Convention and Exhibition Centre to pay tribute to the workforce. Acting Chief Executive, Carrie Lam, officiated at the reception, with guests from trade unions, employer associations and other organisations attending.



The Acting Chief Executive Carrie Lam (2nd from left) officiating at the Labour Day Reception

Contacts with Other Labour Administrations

1.30 We maintained active liaison and interflows with other labour administrations through visits and participation in various activities.

1.31 In June, a tripartite team comprising the Government, employer and employee representatives, led by the Deputy Commissioner for Labour (Labour Administration), Byron Ng Kwok Keung, attended the 103rd Session of the International Labour Conference in Geneva, Switzerland as part of the delegation of the People's Republic of China.



Deputy Commissioner for Labour (Labour Administration), Byron Ng Kwok Keung (6th from left), and members of the tripartite team attending the 103rd Session of the International Labour Conference in Geneva, Switzerland

1.32 In September, the Commissioner for Labour, Donald Tong Chi Keung, led a delegation to attend the 7th China International Forum on Work Safety in Beijing and delivered a talk on enhancing occupational safety and health through collaboration with the industry in Hong Kong.

1.33 In November, Mr Yoshiteru Uramoto, Regional Director of the International Labour Organisation (ILO) Regional Office for Asia and the Pacific, and Mr Tim De Meyer, Director of the ILO Country Office for China and Mongolia, were invited by the Government to visit Hong Kong. They met with Secretary for Labour and Welfare, Matthew Cheung Kin Chung, and other senior officials from the Labour and Welfare Bureau and LD, and shared with the Labour Advisory Board the latest development of international labour affairs.

- 1.34** In the same month, Mr Zhou Libin, Consultant of the Labour Inspection Bureau, Department of Human Resource and Social Security of Guangdong Province and Ms Ng Wai Han Dora, Head of the Labour Rights Division, Labour Affairs Bureau of Macao, led their respective delegations to visit Hong Kong to attend the “Guangdong-Hong Kong-Macao Training Programme on Labour Inspection and Enforcement”.
- 1.35** In December, Mr Lv Yulin, Deputy Director-General, Department of International Cooperation, Ministry of Human Resources and Social Security of the State Council, led a delegation to visit Hong Kong under the Reciprocal Visit Programme. The delegation exchanged views on labour issues with the Commissioner for Labour, Donald Tong Chi Keung, and LD officers.

Chapter 2

The Labour Department

2.1 The Labour Department (LD) is the principal agency in the Hong Kong Special Administrative Region Government responsible for the execution and co-ordination of major labour administration functions. For details of our structure and services, please visit our website: www.labour.gov.hk.

Vision, Mission and Values

2.2 Our Vision

We aspire to be a leading labour administrator in the region. Our aim is to enhance the well-being of our workforce progressively and to promote the safety and health of those at work at a pace commensurate with the socioeconomic development of Hong Kong.

2.3 Our Mission

- To improve the utilisation of human resources by providing a range of employment services to meet changes and needs in the labour market;
- To ensure that risks to people's safety and health at work are properly managed by enforcement, education and promotion;
- To foster harmonious labour relations through promotion of good employment practices and resolution of labour disputes; and
- To improve and safeguard employees' rights and benefits in an equitable manner.

2.4 Our Values

We believe in:

- Professional excellence
- Pro-activeness
- Premier customer service
- Partnership
- Participation

Key Programme Areas

- 2.5** LD has four areas of work, namely, Labour Relations, Safety and Health at Work, Employment Services, and Employees' Rights and Benefits. The objectives of these areas are set out below:

Labour Relations

- To foster and maintain harmonious employer and employee relations in establishments outside the government sector.

Safety and Health at Work

- To help employers and employees control their risks at work through inspection and enforcement, education and training, as well as publicity and promotion.

Employment Services

- To provide free employment assistance and counselling services to help job seekers find suitable jobs and employers fill their vacancies.

Employees' Rights and Benefits

- To improve and safeguard the rights and benefits of employees.

- 2.6** Detailed functions and major activities of these programme areas are contained in the following chapters.

Central Support Services

- 2.7** The Administration Division assumes the primary responsibility for financial, personnel and general resources management.

- 2.8** The Information and Public Relations Division is responsible for LD's overall strategy on publicity and public relations. It mounts extensive publicity and explains the policy and work of LD to the public through the media, and co-ordinates the production of publications.

- 2.9** The International Liaison Division oversees matters relating to the application of International Labour Conventions in Hong Kong, participation in the activities of the International Labour Organisation, and liaison with labour administration authorities in the Mainland and other places. It also provides secretariat support to the Labour Advisory Board (LAB).
- 2.10** The Prosecutions Division and the Legal Services Division help enforce relevant legislation by instituting prosecutions against suspected offenders. Major statistics on prosecution work are at Figure 2.1.
- 2.11** The Occupational Safety and Health Training Centre organises and coordinates training and development activities for staff of the Occupational Safety and Health Branch.
- 2.12** The Information Technology Management Division offers support to the development and management of information technology services.
- 2.13** The Staff Training and Development Division is responsible for staff training and development of the Labour Administration Branch as well as coordinating training activities.
- 2.14** An organisation chart of LD is set out at Figure 2.2.



Customer-oriented Services

- 2.15** Performance standards and targets are laid down for a wide range of services. A Customer Liaison Group has been formed to collect feedback from users of LD's pledged services. For details of our performance pledges, please visit the webpage: www.labour.gov.hk/eng/perform/content.htm.

Advisory Boards and Committees

2.16 LD consults various advisory boards and committees on labour matters. The most important one is LAB. It is a high-level and representative tripartite consultative body which gives advice on matters affecting labour, including legislation and Conventions and Recommendations of the International Labour Organisation. LAB is chaired by the Commissioner for Labour and comprises members representing employees and employers. Its terms of reference, composition and membership for 2013-2014 are in [Figure 2.3](#). An election of employee representatives for the 2015-2016 term of LAB was held on November 29, 2014.



Labour Advisory Board for the 2013-2014 term

Chapter 3

Labour Relations

The Programme of Labour Relations

www.labour.gov.hk/eng/labour/content.htm

3.1 In Hong Kong, employer and employee relations are largely premised on the terms and conditions of employment agreed and entered into between the two parties. Employers and employees are free to form trade unions and participate in union activities. The objective of the Labour Relations Programme is to maintain and promote harmonious labour relations in establishments outside the government sector. We achieve this by:

- giving advice on matters relating to conditions of employment, requirements of relevant labour legislation, and good people management practices;
- providing voluntary conciliation service to help employers and employees resolve their employment claims and disputes;
- promoting understanding of labour laws and encouraging good people management practices;
- adjudicating minor employment claims speedily through the Minor Employment Claims Adjudication Board (MECAB); and
- registering trade unions and their rules, organising courses and conducting inspections and visits to trade unions to bring about sound and responsible trade union administration.

3.2 The principal legislation administered by this programme area includes the Employment Ordinance (EO), the Minimum Wage Ordinance (MWO), the Labour Relations Ordinance (LRO), the Minor Employment Claims Adjudication Board Ordinance (MECABO) and the Trade Unions Ordinance (TUO).

3.3 EO sets the basic standard on the conditions of employment that establishments outside the government sector have to meet. MWO establishes a Statutory Minimum Wage regime. The procedures for settling labour disputes in establishments outside the government sector are provided for in LRO. MECABO establishes the machinery known as MECAB to adjudicate minor employment claims when settlement cannot be achieved by conciliation. For the regulation of trade unions, TUO provides a statutory framework for trade union registration and administration.



Our Work and Achievements in 2014

Key indicators of Work

- 3.4** Some key indicators of work of the Labour Relations Programme Area were contained in [Figure 3.1](#).

Amendments to the Employment Ordinance

- 3.5** In 2014, we introduced an amendment bill into the Legislative Council to make three days' paid paternity leave a statutory benefit for working fathers under EO. The amendment bill was passed by the Legislative Council in December and came into operation in February 2015.

Conciliation and Consultation Services

- 3.6** Our consultation and conciliation services are conducive to the sound record of industrial relations in Hong Kong. In 2014, the labour relations scene remained generally stable. We held 64 083 consultation meetings, handled 15 764 claims and 68 labour disputes in the year. The number of labour disputes and claims that need to be handled in 2014 dropped by 10 per cent compared with the figure of 17 585 cases in 2013. Over 70% of cases with conciliation service rendered were settled in the year. In 2014, the Labour Department (LD) handled three strikes. The average number of working days lost due to strike per thousand salaried employees and wage earners was 0.04, which is among the lowest in the world. ([Figures 3.2 - 3.7](#))

Strengthening Tripartite Co-operation

- 3.7** To promote tripartite dialogue and collaboration at the industry level with a view to fostering harmonious labour relations, nine industry-based tripartite committees have been set up in the catering, construction, theatre, logistics, property management, printing, hotel and tourism, cement and concrete as well as retail industries. These tripartite committees provide effective forums for representatives of employers, employees and the government to discuss issues of common concern in the industries. Employment related matters such as family-friendly employment practices, strategies for attracting and retaining talent as well as latest development of Mandatory Provident Fund Schemes were deliberated in the year. We also arranged a company visit cum sharing session for representatives of employers' associations, employers and trade unions of various industries to enhance communication and understanding among the parties concerned.



Members of tripartite committees visited Cathay Pacific City

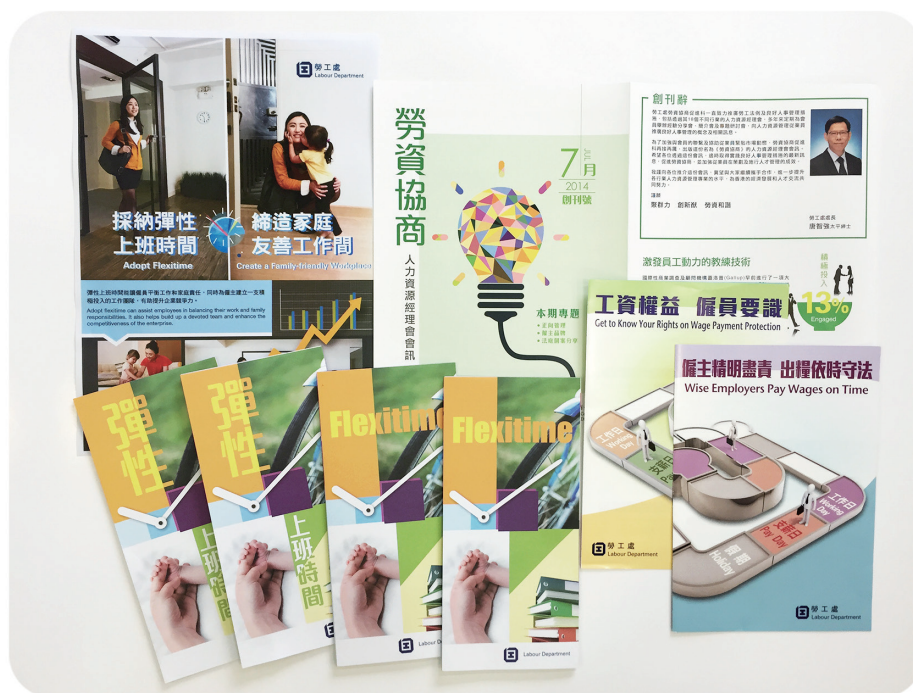
Promotion of Good Employer-Employee Relations

3.8 To enhance public understanding of EO and to promote good people management measures, we organised various promotional activities and published free publications covering different themes for employers, employees, human resources professionals and the public. Relevant information was also disseminated through LD's homepage and the media. In the year, six roving exhibitions on EO, good people management and family-friendly employment practices with new exhibition panels were organised over the territory. Furthermore, we widely publicised messages on good people management as well as statutory employees' rights and protection through extensive network of employers' associations and trade unions.



New panels displayed in roving exhibitions on the Employment Ordinance, good people management and family-friendly employment practices

3.9 We organised a number of experience-sharing sessions and briefings and published newsletters regularly for members of 18 human resources managers' clubs established in different trades to promote good people management measures. We also introduced a thematic leaflet on flexitime, published newspaper articles, and placed advertisements in public transport network and periodic journals of major employers' associations to encourage adoption of "employee-oriented" employment practices and cultivate a family-friendly working environment.



Publicity materials promoting the Employment Ordinance, good people management and family-friendly employment practices

Adjudication of Minor Employment Claims

3.10 MECAB provides a speedy, informal and inexpensive adjudication service to members of the public. It is empowered to determine employment claims involving not more than 10 claimants for a sum not exceeding \$8,000 per claimant.

3.11 In 2014, MECAB recorded 1 162 claims amounting to \$4,968,744 and concluded 1 160 claims with a total award of \$2,505,492.

Administration of Trade Unions

- 3.12** The Registry of Trade Unions (RTU) is responsible for administering TUO and Trade Union Registration Regulations. Its major areas of work include registering trade unions and their rules, examining trade unions' annual statements of account and any other returns required by the law to be furnished to RTU, organising courses on trade union legislation and fundamental trade union account management for trade unions and conducting inspections and visits to trade unions to facilitate trade unions to manage union affairs in accordance with the law and their respective rules.
- 3.13** In 2014, 15 new trade unions and one trade union federation were registered, making up a cumulative total of 869 registered trade unions (comprising 819 employee unions, 17 employers' associations and 33 mixed organisations of employees and employers) and nine registered trade union federations. Please refer to the following webpage for the key trade union statistics:
www.labour.gov.hk/eng/labour/content3.htm.
- 3.14** In the year, RTU examined 713 annual statements of account and conducted 376 inspections and visits to trade unions with a view to promoting sound and responsible trade union administration. To facilitate trade union officers in acquiring knowledge of union legislation and management, RTU organised four courses on trade union bookkeeping, auditing and trade union management and legislation.

Chapter 4

Safety and Health at Work

The Programme of Safety and Health at Work

www.labour.gov.hk/eng/osh/content.htm

- 4.1** The Occupational Safety and Health Branch is responsible for the promotion and regulation of safety and health at work. The objective of the Programme of Safety and Health at Work is to ensure that risks to people's safety and health at work are properly managed and reduced to the minimum through the three-pronged strategy of inspection and enforcement, education and training, as well as publicity and promotion. More specifically, we achieve the objective by:
- providing a legislative framework to safeguard safety and health at work;
 - ensuring compliance with the Occupational Safety and Health Ordinance (OSHO), the Factories and Industrial Undertakings Ordinance (FIUO), the Boilers and Pressure Vessels Ordinance (BPVO) and their subsidiary regulations by conducting inspections and taking out regulatory actions;
 - investigating accidents and occupational health problems at workplaces;
 - providing to employers, employees and the general public appropriate information and advice to promote knowledge and understanding of occupational safety and health; and
 - organising promotional programmes and training courses to enhance safety awareness of the workforce.
- 4.2** OSHO protects employees' safety and health at work generally in all branches of economic activities. It is a piece of enabling legislation that empowers the Commissioner for Labour to make regulations prescribing standards for general working environment as well as specific safety and health aspects at work.
- 4.3** FIUO regulates safety and health at work in industrial undertakings, which include factories, construction sites, cargo and container handling areas, as well as catering establishments.

- 4.4** BPVO aims at regulating the standards and operation of equipment such as boilers, pressure vessels, including thermal oil heaters, steam receivers, steam containers, air receivers and pressurised cement tanks mounted on trucks or trailers.



Our Work and Achievements in 2014

Work Safety Performance

- 4.5** Through the concerted efforts of all parties concerned, including employers, employees, contractors, safety practitioners, and the Government and public sector organisations, Hong Kong's work safety performance has been improving since 1998.
- 4.6** The number of occupational injuries in all workplaces in 2014 stood at 37 523, representing a drop of 15.2 per cent from 44 267 in 2005, while the injury rate per thousand employees decreased to 12.8, down by 28.3 per cent when compared to 17.8 in 2005. The number of industrial accidents for all sectors went down to 11 677, representing 31 per cent drop when compared to 16 917 in 2005. The accident rate per thousand workers for all sectors in 2005 and 2014 were 30.6 and 19* respectively.

*The compilation of the accident rate per thousand workers of all industrial sectors in 2014 was based on the employment size classified under Hong Kong Standard Industrial Classification Version 2.0 (HSIC V2.0) which was different from those under HSIC V1.1 before 2009. Therefore, this accident rate cannot be strictly comparable to those published before 2009.

- 4.7** The number of industrial accidents in the construction industry decreased by 2.3 per cent, from 3 548 in 2005 to 3 467 in 2014, while the accident rate per thousand workers also decreased from 59.9 to 41.9, down by 30.1 per cent.

Occupational Diseases

- 4.8** In 2014, there were 243 cases of confirmed occupational disease, among which, occupational deafness, silicosis and tenosynovitis of the hand or forearm were the most common.
- 4.9** For more statistics on occupational safety and health, please visit the webpage: www.labour.gov.hk/eng/osh/content10.htm.

Key Indicators of Work

4.10 Some key indicators of work of this programme area were shown in Figure 4.1.

Inspection and Enforcement

4.11 To ensure safety and health at work, we inspect workplaces, monitor health hazards, investigate work accidents and occupational diseases, register and inspect boilers and pressure equipment and advise on measures to control hazards or prevent accidents.

4.12 A key element in enforcement is to give advice on the prevention of accidents. We conduct promotional visits to encourage employers to proactively adopt a self-regulatory approach in managing risks at the workplace and regular enforcement inspections to various workplaces to ensure that duty-holders have observed relevant statutory requirements stipulated in safety legislation. We have stepped up inspection and enforcement efforts to clamp down on unsafe acts. In 2014, we continued to place establishments with poor safety performance under close surveillance. Improvement notices or suspension notices were issued when necessary to secure a speedy rectification of irregularities, or to remove imminent risks to lives and limbs. In 2014, we also conducted 17 special enforcement operations targeting high-risk work safety, including new works safety, safety of repair, maintenance, alteration, and addition (RMAA) works, electrical safety, tunneling works safety, lifting operations safety, falsework safety, work safety for sea-based construction works, safety of waste treatment work, catering safety, logistic, cargo and container-handling safety as well as fire and chemical safety. In these 17 operations, a total of 14 002 workplaces were inspected, with 920 improvement notices and 512 suspension notices issued, and 933 prosecutions initiated.

4.13 We conduct independent investigation into complaints lodged by workers on unsafe conditions or malpractices in workplaces. In 2014, we handled 136 complaints and initiated eight prosecutions arising from investigation of these cases. We also enhanced the intelligence reporting system on unsafe RMAA works with various strategic partners. In 2014, a total of 1 142 complaint/referral cases were received through the system and other channels. As a result of the follow-up inspections on these cases, we issued 117 suspension/improvement notices and took out 116 prosecutions. We had also established a similar referral mechanism with the Housing Department. In 2014, we received through the mechanism a total of 10 483 notifications of high risk RMAA works in public housing estates and followed up on these referrals.

- 4.14** From April to September, the Labour Department (LD) stepped up its enforcement, while enhancing publicity on prevention of heat stroke at work during the hot weather, targeting outdoor workplaces with a higher risk of heat stroke, such as construction sites, outdoor cleansing workplaces and container yards. In this special enforcement campaign, we conducted a total of 30 036 surprise inspections, and issued 106 warnings and two improvement notices.
- 4.15** The Commissioner for Labour, as the Boilers and Pressure Vessels Authority, recognises competent inspection bodies to assess and inspect new pressure equipment during manufacturing. In addition, we conduct examinations, monitor courses for training of competent persons and issue certificates of competency to qualified candidates as competent persons for various types of boilers and steam receivers. In 2014, 443 applications for certificates of competency were processed, with 421 certificates issued/endorsed. We also advised the Fire Services Department on matters related to the approval and preliminary inspections of pressurised cylinders and storage installations for compressed gas.
- 4.16** As at the end of 2014, there were a total of 211 298 workplaces, including 32 094 construction sites, in Hong Kong. In the year, 124 907 inspections were conducted under OSHO and FIUO, while 4 762 inspections were made under BPVO. As a result, 30 961 warnings were issued by Occupational Safety Officers while 3 197 warnings were given under BPVO. Altogether, 3 011 suspension or improvement notices were issued. We also carried out 14 758 and 3 093 investigations on accidents and suspected occupational diseases respectively in the year.

Education and Training

- 4.17** We provide training-related services to employers, employees and relevant parties to foster a culture of respect for occupational safety and health among the working population. There are three categories of such services, namely provision of training courses, recognition of mandatory safety training (MST) courses and registration of safety officers and safety auditors.
- 4.18** In 2014, we conducted 515 safety and health training courses related to relevant legislation for 6 880 employees and 285 tailor-made talks for another 11 633. We also recognised nine mandatory basic safety training courses (commonly known as "green card" courses) for construction work, six MST courses for operators of cranes, one MST course for confined spaces operation and four MST courses for operators of loadshifting machinists. LD has in place a system to monitor these MST courses. This includes surprise inspections to ensure that courses are conducted in line with the approval conditions.

- 4.19** We continued to implement the three major improvement measures of the MST system, viz. consolidation of the guidance notes on running MST courses, standardisation of the essential course contents and centralised issuance of examination papers. Standardisation of course contents and enhancement of examination arrangement had been in place in the “green card” courses and would progressively be extended to other MST courses.
- 4.20** In 2014, we registered 329 persons as safety officers and 44 as safety auditors. As at the end of the year, there were 2 977 safety officers with valid registration and 1 181 registered safety auditors. Furthermore, a total of 1 241 applications for renewal or revalidation of registration as safety officers had been approved in 2014.
- 4.21** Occupational health education raises employers’ and employees’ awareness of the prevention of occupational health hazards and occupational diseases. In 2014, a total of 1 204 health talks on various occupational health issues was organised for over 40 000 participants. Apart from organising public health talks, we also provided outreaching health talks at the workplaces of individual organisations. These health talks covered more than 30 different topics including “Occupational Health for Office Workers”, “Manual Handling Operations and Prevention of Back Injuries”, “Occupational Health for Workers of Residential Care Home for the Elderly”, “Prevention of Lower Limb Disorders” and “Occupational Health in Catering Industry”.



Large-scale health talks organised by the Labour Department were well-received by employers and employees

4.22 LD had uploaded the “Work Safety Alert” and “Systemic Safety Alert” on its website respectively to help raise the safety awareness of employers, contractors and workers and to remind the Registered Safety Officers and Registered Safety Auditors in exercising their statutory functions to advise their employers/clients to fulfill their safety responsibilities and render the necessary assistance. The Work Safety Alert summarised recent fatal and serious work accidents, and highlighted general safety precautionary measures whereas the Systemic Safety Alert provided accident prevention measures arising from the major systemic problems.

Publicity and Promotion

4.23 We organised a series of promotion campaigns in 2014 aiming at heightening safety awareness among employers and employees and cultivating a positive safety culture at the workplaces, some jointly with relevant stakeholders such as the Occupational Safety and Health Council (OSHC), trade associations, workers’ unions and other government departments.

4.24 The Catering Industry Safety Award Scheme and the Construction Industry Safety Award Scheme were organised again in the year. The two schemes were well received by the industries.



Catering Industry Safety Award Scheme - Award Presentation Ceremony



Construction Industry Safety Award Scheme - Award Presentation Ceremony

- 4.25** Accidents in RMAA works have become a source of growing concern in recent years and the volume of RMAA works continued to increase. In 2014, LD, in collaboration with OSHC, launched the two-year publicity campaign to remind contractors and workers to pay special attention to safety while carrying out RMAA works, electrical work and working at height. Other major publicity activities included broadcasting Announcements in the Public Interest (APIs) on television/radio/mobile media, staging roving exhibitions, publishing feature articles in newspapers and on the LD website, publishing leaflets and disseminating safety messages to contractors, employers and employees through various means. We produced a new Radio API and a TV API on unsafe use of ladder for broadcast in 2014.
- 4.26** To improve the safety performance of construction industry, we organised a RMAA Safety Conference in February 2014 and a series of thematic safety seminars including mobile crane operation, tunneling works, working-at-height and electrical work to engage industry stakeholders in exploring means to further enhance the construction safety standard of the industry players. Besides, LD and OSHC jointly launched a mobile working platform sponsorship scheme for small and medium-sized enterprises (SMEs) to enhance the OSH standard of the industry in 2013. As at end of 2014, over 1 700 applications were received with 1 582 approved, benefiting over 17 000 workers.
- 4.27** LD continued to operate jointly with OSHC the sponsorship scheme for Work-at-height Fall Arresting Equipment for Renovation and Maintenance Work for SMEs to encourage them to use proper safety equipment.

4.28 LD and OSHC continued the scheme on RMAA safety accreditation in 2014. It enhances the OSH standard of the industry through the auditing of safety management system, training and subsidising SMEs to purchase fall arresting equipment and related facilities. The Employees' Compensation Insurance Residual Scheme Bureau undertook to offer insurance premium discount to accredited contractors, and thus provides financial incentives for enterprises to continuously improve their occupational safety performance.

4.29 The Occupational Safety Charter, launched jointly with OSHC since 1996 to promote the spirit of "shared responsibility" in workplace safety and health, sets out a safety management framework for employers and employees to work together to create a safe and healthy working environment. By the end of 2014, 1 222 organisations, including public utilities companies, industrial and non-industrial establishments, banks, construction companies, unions, associations and community organisations, had subscribed to the Occupational Safety Charter.



Occupational Safety Charter Signing Ceremony

4.30 We also collaborated with relevant organisations including OSHC, Pneumoconiosis Compensation Fund Board, Occupational Deafness Compensation Board, employers' associations, trade unions and community groups in promoting occupational health through a variety of activities such as carnivals, occupational health award ceremony, workplace hygiene charter and promotional visits. Moreover, we promoted the prevention of common work-related diseases, such as musculoskeletal disorders which are common among service and clerical personnel and manual workers. In 2014, we continued to collaborate with OSHC, Department of Health and trade unions to promote healthy living among professional drivers. The publicity activities included paying promotional visits to transport termini, distributing educational pamphlets and promotional souvenirs, and organising diet and exercise counselling services by professional dietitian and physical fitness instructor respectively.

4.31 We also stepped up publicity on the prevention of heat stroke at work through a multitude of activities such as organising public and outreaching health talks, distributing publications, printing promotional posters, broadcasting educational videos on mobile advertising media, and issuing press releases. In the year, apart from distributing the pamphlet "Prevention of Heat Stroke at Work in a Hot Environment" and promoting a general checklist on "Risk Assessment for the Prevention of Heat Stroke at Work", we also collaborated with OSHC and relevant workers' unions to promote prevention of heat stroke at work among professional drivers.

4.32 In 2014, we published 14 new occupational safety and health publications, including "Do You Know Tenosynovitis?", "Prevention of Heat Stroke at Work in a Hot Environment", "Occupational Safety and Health Statistics" and posters related to safe lifting operations. Moreover, we published publications in languages of ethnic minorities for promoting to them work safety and health.



Latest publications on occupational safety and health



Occupational safety and health publications for ethnic minorities

- 4.33** To promote safety awareness of the industry in operating boilers and pressure vessels, we distributed a total of 1 397 publications and leaflets regarding the safe operation of boilers and pressure vessels in 2014.
- 4.34** In 2014, the Occupational Safety and Health Branch handled 13 746 enquiries, advising on various safety and health matters. Furthermore, the Occupational Safety and Health Centre provides information and advisory services to workers and employers.

Clinical Occupational Health Services

- 4.35** LD runs occupational health clinics in Kwun Tong and Fanling, providing clinical consultations, medical treatment as well as occupational health education and counselling services for workers suffering from work-related and occupational diseases. Workplaces of the patients are inspected if necessary to identify and evaluate occupational health hazards in the work environment.
- 4.36** In 2014, 10 396 clinical consultations were rendered. Moreover, five patient support groups were organised to help patients achieve more desirable rehabilitation progress through health talks, experience sharing and peer support.

Chapter 5

Employment Services

The Programme of Employment Services

www.labour.gov.hk/eng/service/content.htm

- 5.1** The objective of the Employment Services Programme is to provide a comprehensive range of free and efficient employment assistance and counselling services to help job seekers find suitable jobs and employers fill their vacancies. We achieve this by :
- providing user-friendly employment services to employers and job seekers;
 - offering intensive employment-related assistance and personalised service to vulnerable groups of unemployed people;
 - assisting young people to enhance their employability and advising them on careers choice;
 - regulating local employment agencies;
 - safeguarding the interests of local employees employed by employers outside Hong Kong to work in other territories; and
 - ensuring that employment opportunities for local workers are not adversely affected by abuse of the labour importation scheme.
- 5.2** The principal legislation administered by this programme area includes the Employment Agency Regulations made under the Employment Ordinance (EO) and the Contracts for Employment Outside Hong Kong Ordinance.
- 5.3** The Employment Agency Regulations, together with Part XII of EO, regulate the operation of employment agencies in Hong Kong through licensing, inspection, investigation and prosecution.
- 5.4** The Contracts for Employment Outside Hong Kong Ordinance safeguards the interests of local manual workers and those non-manual employees with monthly wages not exceeding \$20,000 who are recruited by employers outside Hong Kong to work in other territories through the attestation of employment contracts for these jobs.

Our Work and Achievements in 2014

Employment Situation in Hong Kong

- 5.5** The economy of Hong Kong remained on a modest expansion path and the local employment market remained stable in 2014, with the annual unemployment rate edging down by 0.1 percentage point over 2013 to 3.3 per cent. For updated statistics on the labour force, unemployment rate and underemployment rate, please visit the webpage:
www.censtatd.gov.hk/hkstat/sub/sp200.jsp?tableID=006&ID=0&productType=8
- 5.6** The Labour Department (LD) recorded a total of 1 220 405 vacancies offered by employers of the private sector for free recruitment service in 2014, a slight increase of 0.3 per cent when compared with 1 216 735 in 2013. In the year, a total of 151 536 placements were secured. ([Figures 5.1](#) and [5.2](#))

A Wider Service Choice

Services offered at Job Centres

- 5.7** Job seekers can select suitable vacancies and seek referral service at all job centres. Modern facilities such as digital display system, touchscreen vacancy search terminals, fax machines, toll-free telephones, computers connected to the Internet and a resource corner are available.

Telephone Employment Service

- 5.8** Job seekers registered at LD may call our Telephone Employment Service Centre on 2969 0888 for job referral service. Through conference calls, staff of the Centre can make arrangement for job seekers to talk to employers direct.

On-line Employment Service

- 5.9** Our Interactive Employment Service (iES) website (www.jobs.gov.hk) provides round-the-clock on-line employment service and comprehensive employment information. iES was one of the most popular government websites, recording 0.28 billion page views in 2014. It hosts a number of dedicated webpages for specific clientele. Job seekers can also use the iES smartphone application to look for suitable vacancies in the job vacancy database of LD anytime and anywhere.

Central Processing of Job Vacancies

- 5.10** Employers who need to recruit staff can send their vacancy information to our Job Vacancy Processing Centre by fax (2566 3331) or through the Internet (www.jobs.gov.hk). The vacancy information is then disseminated through a network of 13 job centres, two recruitment centres for the catering and retail industries, the iES website and vacancy search terminals located in various sites throughout the territory after vetting.

Special Recruitment and Promotional Activities

- 5.11** We organise a variety of activities to promote our employment services and appeal for vacancies from employers. Job fairs are held to facilitate job seekers and employers to meet and communicate direct. In 2014, we held large-scale job fairs to cater for various needs of job seekers and employers from different sectors, including large-scale job fairs in Tuen Mun, Tung Chung and Fanling to assist job seekers living in remote areas in securing employment, as well as thematic job fairs assisting ethnic minority job seekers to find suitable jobs and employers from retail industry to recruit employees. Moreover, to respond more promptly to the recruitment needs of employers and provide a more user-friendly service to job seekers of different districts, we held district-based job fairs at job centres to assist employers to recruit local staff and to enable job seekers to participate in job interviews without having to travel long distance. In the year, 19 large-scale job fairs and 959 district-based job fairs were held, attracting over 80 000 job seekers.



The “Mongkok Job Expo – Building a Multi-culture Workplace” organised in March

Intensified Services for the Needy

Middle-aged Job Seekers

5.12 The Employment Programme for the Middle-aged (EPM) was launched to assist the unemployed aged 40 or above to find work. Employers who engage an eligible middle-aged job seeker in a full-time permanent job and offer him/her on-the-job training are entitled to a maximum training allowance of \$3,000 per month, for a period of three to six months. In 2014, a total of 2 564 placements were secured through the programme.

Work Trial Scheme (WTS)

5.13 WTS was launched to enhance the employability of job seekers who have special difficulties in finding jobs. There is no age limit for applicants. During the one-month work-trial without employer-employee relationship, participants take up jobs offered by participating organisations. On satisfactory completion of the one-month work trial, each participant will receive an allowance of \$6,400, of which \$500 will be contributed by the participating organisation. In 2014, a total of 276 job seekers were placed into work trials.

Work Incentive Transport Subsidy (WITS) Scheme

5.14 LD administers the territory-wide WITS Scheme which aims at helping low-income earners reduce their cost of travelling to and from work and encouraging them to secure or stay in employment. Qualified applicants may choose to apply for WITS on an individual or household basis for the previous six to 12 months in each application, with the monthly subsidy of \$600 (or \$300 at half-rate). The income and asset limits for the subsidy had been raised since the claim month of February 2014 under the annual adjustment mechanism. As at year end, a total of 85 431 applicants received subsidies totalling \$861 million.

New Arrivals and Ethnic Minorities

5.15 We provide through our job centres a comprehensive range of employment services to new arrivals and ethnic minority job seekers. These include employment counselling, job referral, tailor-made employment briefing and employment information. Those who have difficulties finding jobs are encouraged to participate in various employment programmes to enhance their employability. We also proactively promote our recruitment activities to them so as to speed up their job search.

5.16 To strengthen the employment services for ethnic minority job seekers, LD launched a pilot "Employment Services Ambassador Programme for Ethnic Minorities" in September 2014. Ethnic minority trainees of the Youth Employment and Training Programme were employed by LD to work as Employment Services Ambassadors in our job centres and job fairs to provide employment services to job seekers, particularly the ethnic minorities.

Workers affected by Large-scale Retrenchment

5.17 In major business closure or redundancy cases, LD sets up hotlines for enquiry and special counters at job centres to provide special employment services to affected employees. We canvass suitable vacancies from employers to facilitate job search of the affected employees. In addition, under LD's iES website, we set up a dedicated webpage to display vacancies offered by employers interested in recruiting job seekers who lost their jobs in recent closure or redundancy exercises. In 2014, we offered such special employment services to some 500 affected employees.

Job Seekers with Disabilities

5.18 The Selective Placement Division (SPD) offers employment assistance to job seekers with disabilities looking for open employment. Placement officers provide personalised employment services, including employment counseling, job matching and referral and post placement follow-up services. In 2014, SPD registered 2 650 job seekers with disabilities and secured 2 464 placements. (Figure 5.3)

Work Orientation and Placement Scheme (WOPS)

5.19 WOPS was launched to facilitate open employment of persons with disabilities by encouraging employers to offer job vacancies to persons with disabilities through the provision of an allowance. An eligible employer who employs persons with disabilities having employment difficulties is entitled to an allowance equivalent to the amount of actual salary paid to an employee with disabilities less \$500 per month during the first two months of employment, subject to a monthly allowance ceiling of \$5,500. After the first two months, the employer is entitled to an allowance equivalent to two-thirds of the actual salary paid to the employee concerned, subject to an allowance ceiling of \$4,000 per month, and for a maximum payment period up to six months. WOPS also provides pre-employment training to persons with disabilities with a view to enhancing their employability. In 2014, 805 placements were secured through the scheme.

Self Help Integrated Placement Service (SHIPS)

5.20 SHIPS aims at improving the job-searching skills of job seekers with disabilities and encouraging them to be more proactive in search for jobs, thereby enhancing their employment opportunities. In 2014, 372 job seekers with disabilities participated in the programme.

Interactive Selective Placement Service (iSPS) Website

5.21 The iSPS website (www.jobs.gov.hk/isps) provides employment services for job seekers with disabilities and employers through the Internet. The website enables persons with disabilities to register with SPD, browse job vacancy information and perform preliminary job-matching. It also enables employers to place vacancy orders, identify suitable job seekers with disabilities to fill their vacancies and request SPD to refer candidates to them for selection interview. The website facilitates employers to browse information on the work capacity of persons with disabilities more readily. At the same time, it helps persons with disabilities to access various on-line employment services and other related support services. In January 2014, a newly designed iSPS website was launched to lucidly provide more useful information for employers and persons with disabilities.

Promotional Activities

5.22 To enhance public understanding of the working abilities of persons with disabilities as well as to publicise the services of SPD and WOPS, SPD conducted a series of promotional activities, such as exhibitions, production of publications and advertisements, broadcast of promotional videos, promotional visits, promotional messages through newspapers, radio channels, public transport vehicles, and publications of employers' associations, etc. during the year. In addition, a large-scale seminar was held for employers and human resources practitioners. Visits were paid and publicity materials were sent to employers of different trades with a view to canvassing job vacancies for persons with disabilities.

Services for Young People

Youth Employment and Training Programme (YETP)

- 5.23** To enhance the employability of young people, LD administers YETP, a "through-train" programme providing seamless and comprehensive training and employment support to young school leavers aged 15 to 24 with educational attainment at sub-degree level or below.
- 5.24** Trainees can enrol on a year-round basis and are entitled to a full range of coordinated and customised training and employment support services, including pre-employment training, one-month workplace attachment training, on-the-job training of six to 12 months, reimbursement of off-the-job course and examination fees up to \$4,000 per trainee, as well as case management services rendered by registered social workers. Employers who engage trainees under YETP and provide them with on-the-job training are entitled to a maximum training allowance of \$3,000 per month per employee for six to 12 months.
- 5.25** In the 2013/14 programme year running from September 2013 to August 2014, 3 310 young people attended pre-employment training and 3 112 trainees were placed into on-the-job training vacancies under YETP.
- 5.26** YETP also closely collaborates with training bodies and individual employers or employers of specific sectors to launch special employment projects. These well-received special employment projects provide custom-made pre-employment training and on-the-job training for young people. In the 2013/14 programme year, 65 special employment projects were launched involving employers in the retail, catering, tourism, education, engineering, information technology, logistics and personal services industries etc.

5.27 In 2014, LD furthered its collaboration with employers and various organisations to launch six pilot employment projects under YETP making available about 760 on-the-job training places to enhance the employability of young people and promote their employment. These pilot projects were to address the employment needs of specific groups of young people such as those younger and less-experienced, sub-degree holders, ethnic minorities, or to cater for industries with recruitment needs such as retail, customer service, information technology and banking.

5.28 In August, we co-organised the Award Ceremony of Most Improved Trainees of YETP cum Concert with Radio 2 of Radio Television Hong Kong. The event named "Solar Project 2014 – Dream Journey with YETP" showcased the creditable improvements of trainees after joining YETP and commended the caring efforts of training bodies and employers. Trainees' striving experience for improvement constituted the best encouragement to their peers. It was also a sterling testimony to the achievements of trainees, training bodies, employers and the Government in nurturing the development of the younger generation.



Awardees of "the Most Improved Trainees of Youth Employment and Training Programme 2014" are full of vitality. Let's give them our "LIKE"

Programme for Youths with Acute Employment Difficulties

5.29 To strengthen the employment support for vulnerable youths, LD in July 2010 launched a special employment project, "Action S5", targeting young people aged 15 to 24 with acute employment difficulties. Under this project, non-governmental organisations are commissioned to nominate vulnerable youths and provide on-the-job training opportunities to them for 12 months. Through intensive and customised training and employment support, the project aims at nurturing the work knowledge and skills of participants for their personal and career development. A total of 336 trainees were enrolled in the first three phases of the project. LD launched the fourth phase in 2014 and a total of 93 trainees started on-the-job training in May.

Youth Employment Support

5.30 LD operates two youth employment resource centres named Youth Employment Start (Y.E.S.). The two centres provide personalised advisory and support services on employment and self-employment to young people aged between 15 and 29 to facilitate them to map out their career path, enhance their employability and support them to pursue self-employment. Services provided include career assessment, career guidance, professional counselling, value-adding training, self-employment support as well as up-to-date labour market information. In 2014, the two centres provided services to 74 288 young people.

Working Holiday Scheme (WHS)

5.31 Since 2001, Hong Kong has established bilateral WHS arrangements with a number of economies to provide an opportunity to our youths aged between 18 and 30 to enrich their global exposure and broaden their horizon, by experiencing foreign culture through living and working temporarily overseas while holidaymaking. At the same time, WHS allows youths of our partner economies to learn more about Hong Kong. As of end-2014, Hong Kong has established bilateral WHS arrangements with a total of nine economies, viz. New Zealand, Australia, Ireland, Germany, Japan, Canada, Republic of Korea, France and the United Kingdom (UK).

5.32 Save for the UK which allows our youths to stay for up to 24 months, the remaining eight partners issue working holiday visas to eligible Hong Kong youths to stay in their economies for up to 12 months for holidaying and taking up short-term employment to subsidise their expenses, and/or attending short-term courses (except for Ireland).

5.33 These WHSs have been well received. As of end-2014, over 50 000 Hong Kong youths participated in WHS. LD will continue to explore with potential economies to establish new WHS arrangements and seek to expand our existing bilateral arrangements.

Regulating Local Employment Agencies and Employment Outside Hong Kong

5.34 We monitor the operation of employment agencies through licensing, inspection and investigation of complaints. In 2014, we issued 2 843 employment agency licences and revoked/refused to renew five. As at end of 2014, there were 2 715 licensed employment agencies in Hong Kong. A total of 1 806 inspections were made to employment agencies in the year.

- 5.35** We regulate employment outside the territory to safeguard the interests of local employees engaged by employers outside Hong Kong to work in other territories by attesting all employment contracts entered into in Hong Kong involving manual employees and non-manual employees with monthly wages not exceeding \$20,000.

Regulating Labour Importation

Supplementary Labour Scheme (SLS)

- 5.36** To cater for the genuine needs of employers, LD administers SLS that allows the entry of imported workers to take up jobs at technician level or below which cannot be filled locally. SLS operates on the principles of ensuring the priority of local workers in employment while allowing employers with proven local recruitment difficulties to import labour.
- 5.37** We provide active job matching and referral services for local job seekers to ensure their employment priority. Vacancies under SLS are widely publicised. Local workers can attend tailor-made retraining courses, if appropriate, to better equip themselves to fill the vacancies. Applications from employers who have set restrictive and unreasonable job requirements or who have no sincerity in employing local workers will be rejected.
- 5.38** As at the end of 2014, there were 2 990 imported workers working in Hong Kong under SLS.

Policy on Foreign Domestic Helpers (FDHs)

- 5.39** FDHs have been admitted to work in Hong Kong since the 1970's. Apart from enjoying the same statutory rights and benefits as all employees in Hong Kong, FDHs are further protected by a written Standard Employment Contract, which prescribes that the employer has to provide to the FDH free accommodation with reasonable privacy, free food (or food allowance in lieu), free passage to and from the FDH's place of origin and free medical treatment, etc. FDHs also enjoy wage protection through the Government-prescribed Minimum Allowable Wage (MAW), where employers have to pay FDHs a salary no less than the prevailing MAW when the contracts are signed. The Government attaches great importance to safeguarding their statutory and contractual rights. We spare no efforts in investigating the suspected offence cases and prosecution action will be taken out if there is sufficient evidence.

5.40 In the year, LD widely publicised the rights and benefits of FDHs by conducting various publicity activities, including producing related publications in mother languages of FDHs for distribution, staging roving exhibitions on relevant provisions, placing advertisements in local newspapers in FDHs' mother languages, organising talks and seminars with the consulates concerned, staging information kiosks at FDHs' popular gathering places to distribute the publicity materials and screen publicity videos. We have also broadcasted television and radio Announcements in the Public Interest to raise the public's awareness of FDHs' rights and to appeal to employers to treat their FDHs well. LD also maintains close liaison with consulates of the FDH-exporting countries, non-governmental organisations serving FDHs and FDH employer groups to discuss matters relating to further protection of FDHs.

5.41 As at the end of 2014, there were 330 650 FDHs in Hong Kong, an increase of 3 per cent compared with 320 988 in 2013. About 52.2 per cent of the FDHs in Hong Kong were from the Philippines and 45.3 per cent from Indonesia.

Chapter 6

Employees' Rights and Benefits



The Programme of Employees' Rights and Benefits

www.labour.gov.hk/eng/erb/content.htm

6.1 The objective of the Employees' Rights and Benefits Programme is to improve and safeguard employees' rights and benefits in an equitable manner. Our aim is to progressively enhance employment standards in a way which is commensurate with the pace of Hong Kong's economic and social developments and which strikes a reasonable balance between the interests of employers and employees. We achieve this by:

- Setting and refining employment standards in consultation with the Labour Advisory Board;
- Ensuring compliance with statutory and contractual terms and conditions of employment through inspection to workplaces, investigation into suspected breaches of the statutory provisions and prosecution of offenders;
- Processing employees' compensation claims;
- Processing applications for the Protection of Wages on Insolvency Fund (PWIF);
- Maintaining close partnership with statutory bodies set up for protecting the rights and benefits of employees; and
- Providing customer-oriented information to ensure that employees and employers know their rights and obligations.

6.2 The principal legislation administered by this programme area includes the Employees' Compensation Ordinance (ECO), the Pneumoconiosis and Mesothelioma (Compensation) Ordinance (PMCO), the Employment Ordinance (EO) and its subsidiary Employment of Children Regulations and Employment of Young Persons (Industry) Regulations, the Minimum Wage Ordinance (MWO), the Protection of Wages on Insolvency Ordinance (PWIO) as well as Part IVB of the Immigration Ordinance.

6.3 ECO establishes a no-fault, non-contributory employees' compensation system so that individual employers are liable to pay compensation for work-related injuries or fatalities. It requires all employers to possess valid insurance policies to cover their liabilities under ECO and at common law.

- 6.4** PMCO provides compensation to persons who suffer from pneumoconiosis and/or mesothelioma. Compensation is paid from the Pneumoconiosis Compensation Fund, which is administered by the Pneumoconiosis Compensation Fund Board.
- 6.5** EO is the main piece of legislation governing conditions of employment. The Employment of Children Regulations made under EO prohibit the employment of children below the age of 15 in industrial undertakings and regulate the employment of children who have attained the age of 13 but under 15 in non-industrial establishments. The Employment of Young Persons (Industry) Regulations set out requirements on the working time arrangements for young persons employed in the industrial sector and prohibit their employment in dangerous trades.
- 6.6** MWO establishes a Statutory Minimum Wage (SMW) system which provides a wage floor with a view to forestalling excessively low wages, but without unduly jeopardising Hong Kong's labour market flexibility, economic growth and competitiveness or leading to significant adverse impact on the employment opportunities of vulnerable workers. Failure to pay SMW amounts to a breach of the wage provisions under EO.
- 6.7** PWIO establishes PWIF to provide timely relief in the form of ex gratia payment to employees affected by their insolvent employers.
- 6.8** The Labour Department (LD) administers Part IVB of the Immigration Ordinance to combat illegal employment in order to protect the employment opportunities of local workers.

Our Work and Achievements in 2014

Key Indicators of Work

- 6.9** We stepped up our efforts to safeguard the rights and benefits of employees through various activities in 2014. Some key indicators of work of this programme area were shown in Figure 6.1.

Proactive Efforts to Combat Wage Defaults

- 6.10** In 2014, LD continued to adopt a proactive strategy to tackle the problem of non-payment of wages at source through enhancing publicity and promotion, stepping up enforcement and prosecution, and making use of the early warning system set up in collaboration with trade unions to gather relevant intelligence. We also proactively monitored selected sectors and establishments with a view to forestalling and detecting cases of wages default at an early stage and intervening early to tackle the problem.
- 6.11** In 2014, LD continued to step up prosecution against employers and responsible persons of companies for wage offences. We conducted territory-wide blitz inspections to workplaces to detect wage offences. Labour inspectors actively interviewed employees during inspections and conducted investigation speedily into the suspected offences. The Employment Claims Investigation Division continued to vigorously conduct prompt investigation into suspected wage offences under EO. Prosecutions were taken out against employers and company responsible persons whenever sufficient evidence was available.
- 6.12** In 2014, 420 summonses were heard in respect of wage offences. The number of convicted summonses was 304. Besides, LD secured convictions for 89 summonses relating to default of awards made by the Labour Tribunal (LT) or the Minor Employment Claims Adjudication Board (MECAB). During the year, three employers and two company directors convicted of wage offences and/or offences of defaulting awards made by LT were sentenced to imprisonment. One of the employers was sentenced to immediate imprisonment. The other two employers and the two company directors were given suspended sentences. Another company director committing the same offences was sentenced by the court to perform community service. In addition, a company was fined \$300,000 for wage offences. These sentences disseminate a strong message to employers on the seriousness of defaults of wages and awards made by LT or MECAB.

Vigorous Enforcement to Protect Employees' Rights and Benefits

- 6.13** We continued our vigorous enforcement efforts to ensure that the statutory rights of employees under labour legislation were well protected.
- 6.14** In 2014, labour inspectors carried out 146 991 workplace inspections to establishments in different trades to enforce labour laws ([Figure 6.2](#)), of which 40 892 inspections were conducted to check compliance with MWO.

- 6.15** We conducted inspections and trade-targeted operations to enforce ECO's compulsory requirement of taking out employees' compensation insurance policy. In the year, a total of 87 769 inspections were conducted to enforce the statutory requirement. Employers failing to comply with the requirement were prosecuted.
- 6.16** In the year, we continued to work closely with government departments in monitoring their service contractors to ensure that non-skilled employees of the contractors enjoyed their statutory rights and benefits. A total of 700 inspections were conducted to the workplaces of such workers and 1 939 workers were interviewed to check contractors' compliance with labour laws.
- 6.17** To ensure compliance with the conditions under the Supplementary Labour Scheme, we investigated 60 complaints and cases on suspected irregularities involving imported workers. Items investigated included payment of wages, arrangement of working hours, etc.

Processing Employees' Compensation Cases

- 6.18** Under the current no-fault employees' compensation system, compensation is payable to injured employees or family members of deceased employees for any work-related injuries or deaths. Claims for compensation involving fatality are determined by the courts or the Commissioner for Labour under the improved settlement mechanism introduced in August 2000.
- 6.19** In 2014, 53 917 employees' compensation cases, including 15 531 minor cases which involved sick leave of not exceeding three days, were received. At year-end, among the 38 386 fatal cases or non-fatal cases involving sick leave exceeding three days, 23 054 cases were settled. The amount of employees' compensation involved was \$233 million. The remaining cases were pending due to expiry of sick leave, assessment of permanent incapacity or court judgment. (Figures 6.3 and 6.4)
- 6.20** In 2013, 55 168 employees' compensation cases, including 16 096 minor cases which involved sick leave of not exceeding three days were received. As at end of 2014, among the 39 072 fatal cases or non-fatal cases with sick leave exceeding three days, 35 538 cases were settled. The amount of employees' compensation involved was \$792 million. The number of working days lost was 1 264 096. The remaining cases were pending due to expiry of sick leave, assessment of permanent incapacity or court judgment. (Figure 6.5)

6.21 The Loan Scheme for Employees Injured at Work and Dependants of Deceased Employees provides temporary relief to victims of work accidents. Under the scheme, an interest-free loan up to \$15,000 in each case is made to eligible applicants.

Briefings and Promotional Campaigns

6.22 In 2014, we arranged five briefings for government departments and 40 briefings for imported workers to publicise the rights and obligations of the parties concerned.

6.23 Extensive publicity campaigns were launched to publicise our complaint telephone hotline (2815 2200) through press releases, posters, and advertisements on newspapers, tram body, inside MTR stations and compartments etc. to encourage employees to report suspected breaches of employment rights.

6.24 During the year, we organised various publicity activities to promote the SMW legislation. These activities included: broadcasting television and radio Announcements in the Public Interest through different media; distributing promotional leaflets and displaying posters; publicising through different channels such as public transport, publications of target organisations, newspapers and internet platforms; and holding seminars and roving exhibitions, etc.



Seminar on the Minimum Wage Ordinance

6.25 We continued to promote employers' statutory obligation on timely reporting of work accidents and to take out employees' compensation insurance policies through electronic media, leaflets, departmental homepage and seminars on ECO. In the year, we held nine talks on ECO.



A seminar on the Employees' Compensation Ordinance

Partnership with Statutory Bodies

6.26 We maintained close partnership with various statutory bodies that were set up for implementing the different schemes for the protection of the rights and benefits of employees.

Protection of Wages on Insolvency Fund Board (PWIFB)

6.27 PWIFB is established under PWIO and is responsible for administering PWIF. Employees who are owed wages, wages in lieu of notice, severance payment, pay for untaken annual leave and untaken statutory holidays by their insolvent employers may apply to PWIF for ex gratia payment in accordance with PWIO. It is financed by a levy on the business registration certificates.

6.28 We provide administrative support to PWIFB, verify applications and approve payment from the fund. We received 2 236 applications in 2014. A breakdown of applicants by economic sector was shown in [Figure 6.6](#). During the year, we processed 2 544 applications, leading to payment of \$58.8 million and PWIF recorded an annual surplus of \$339 million.

6.29 By providing a safety net for employees affected by business closures, PWIF plays an important role in maintaining harmonious labour relations and social stability. Both LD and PWIFB attach great importance to protecting the fund from possible abuse. To this end, stringent vetting procedures are in place to process all applications. An inter-departmental task force has been formed by representatives of LD, Commercial Crime Bureau of the Police Force, Official Receiver's Office and Legal Aid Department to take concerted actions against suspected fraudulent cases.

Pneumoconiosis Compensation Fund Board (PCFB)

6.30 PCFB is established under PMCO to provide compensation to persons suffering from pneumoconiosis and/or mesothelioma. PCFB is financed by a levy collected from the construction and quarrying industries. Under PMCO, LD is responsible for determining whether an applicant is entitled to compensation. As at the end of 2014, 1 633 eligible persons were receiving compensation in the form of monthly payments from PCFB. In the year, PCFB made a total compensation payment of \$150 million.

Employees Compensation Assistance Fund Board (ECAFB)

6.31 ECAFB is set up under the Employees Compensation Assistance Ordinance (ECAO). ECAFB is responsible for running the Employees Compensation Assistance Scheme which provides payment to injured employees who are unable to receive their entitlements for employment-related injuries from their employers or insurers. In 2014, ECAFB approved 69 applications, leading to payment of \$51.57 million. With effect from April 1, 2004, the Employees Compensation Insurer Insolvency Bureau established by the insurance industry took over from ECAFB the responsibility of meeting the liabilities arising from employees' compensation insurance policies in the event of the insolvency of the relevant insurers.

Occupational Deafness Compensation Board (ODCB)

6.32 Established under the Occupational Deafness (Compensation) Ordinance, ODCB provides compensation for persons who suffer from noise-induced deafness by reason of employment in specified noisy occupations and financial assistance for their purchase, fitting, repair or maintenance of hearing assistive devices. ODCB also has an important role in launching educational and publicity programmes for the prevention of occupational deafness, and providing rehabilitation programmes for those suffering from occupational deafness. In 2014, ODCB approved 126 applications for compensation with a total compensation payout at \$10.07 million and 478 applications for payment of expenses on hearing assistive devices with a total payout at \$1.49 million. ODCB also provided 468 rehabilitation programmes for people with hearing impairment caused by their employment in specified noisy occupations.



Opening Ceremony of ODCB Roving Exhibitions
2014/15

Chapter 7

International Labour Affairs

International Instruments Setting Out Labour Standards

- 7.1** International Labour Conventions set by the International Labour Organisation (ILO) prescribe relevant labour standards for its Members. As at end of 2014, 41 International Labour Conventions were applied to Hong Kong, with or without modification (Figure 7.1), notwithstanding that Hong Kong is neither a sovereign entity nor an ILO Member. Other international instruments, including the International Covenant on Economic, Social and Cultural Rights and the International Covenant on Civil and Political Rights, also touch on labour standards, albeit to a much smaller extent.
- 7.2** A comprehensive set of labour legislation and administrative measures are in place in Hong Kong to enable the Government to implement internationally accepted labour standards. Through continuous improvements to labour legislation and administrative measures, Hong Kong maintains a level of labour standards that are comparable with those of neighbouring places with similar economic development as well as social and cultural background.

Participation in the Activities of ILO

- 7.3** Hong Kong participates in the activities of ILO, either as part of the delegation of the People's Republic of China or, for activities which are not limited to states, on its own using the name "Hong Kong, China".
- 7.4** In 2014, the Labour Department (LD) continued to participate actively in activities organised by ILO to keep abreast of the latest development of international labour matters. In the year, representatives from Hong Kong participated as members of the delegation of the People's Republic of China in the 103rd Session of the International Labour Conference held in Geneva, Switzerland. (Figure 7.2)

Contacts with Other Labour Administrations

- 7.5** Delegations of labour administrators from the Mainland and other places visited LD in the year. LD also sent representatives to the Mainland, Vietnam and New Zealand to attend labour-related meetings, so as to strengthen its cooperation with other countries and regions, and to exchange views and experience with its counterparts on various labour issues.

Chapter 8: Figures and Charts

- Figure 2.1** Number of summonses convicted and total fines in 2014
- Figure 2.2** Organisation Chart of the Labour Department (as at 31 December 2014)
- Figure 2.3** Terms of Reference and Composition of the Labour Advisory Board and Membership for the 2013-2014 term
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- Figure 3.3** Number of Claims Handled by the Labour Relations Division from 2010 to 2014
- Figure 3.4** Number of Labour Disputes Handled by the Labour Relations Division in 2014 by Cause
- Figure 3.5** Number of Claims Handled by the Labour Relations Division in 2014 by Cause
- Figure 3.6** Number of Strikes and Number of Employees Involved from 2010 to 2014
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- Figure 6.2** Number of Inspections Made in 2014 by Major Economic Sector
- Figure 6.3** Number of Cases Reported under the Employees' Compensation Ordinance in 2014 by Sex and Age
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- Figure 7.1** List of the 41 International Labour Conventions Applied to Hong Kong
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Figure 2.1**Number of summonses convicted and total fines in 2014**

Ordinance	Summonses convicted	Fines (\$)
Boilers and Pressure Vessels Ordinance		
Sub-total	17	65,800
Employees' Compensation Ordinance		
Sub-total	912	1,995,350
Employment Ordinance and subsidiary regulations		
Statutory benefits cases	529	2,152,400
Young persons cases ¹	0	-
Others ²	3	2,400
Sub-total	532	2,154,800
Factories and Industrial Undertakings Ordinance and subsidiary regulations		
Factory cases	309	3,584,600
Building and engineering construction cases	1 464	13,826,370
Sub-total	1 773	17,410,970
Occupational Safety and Health Ordinance and subsidiary regulations		
Sub-total	166	2,646,400
Immigration Ordinance		
Sub-total	5	5,100
Total	3 403	24,278,420

Notes: 1. Cases involving the Employment of Young Persons (Industry) Regulations

2. Cases involving the Employment Agency Regulations and the Employment of Children Regulations

Figure 2.2

Organisation Chart of the Labour Department (as at 31 December 2014)

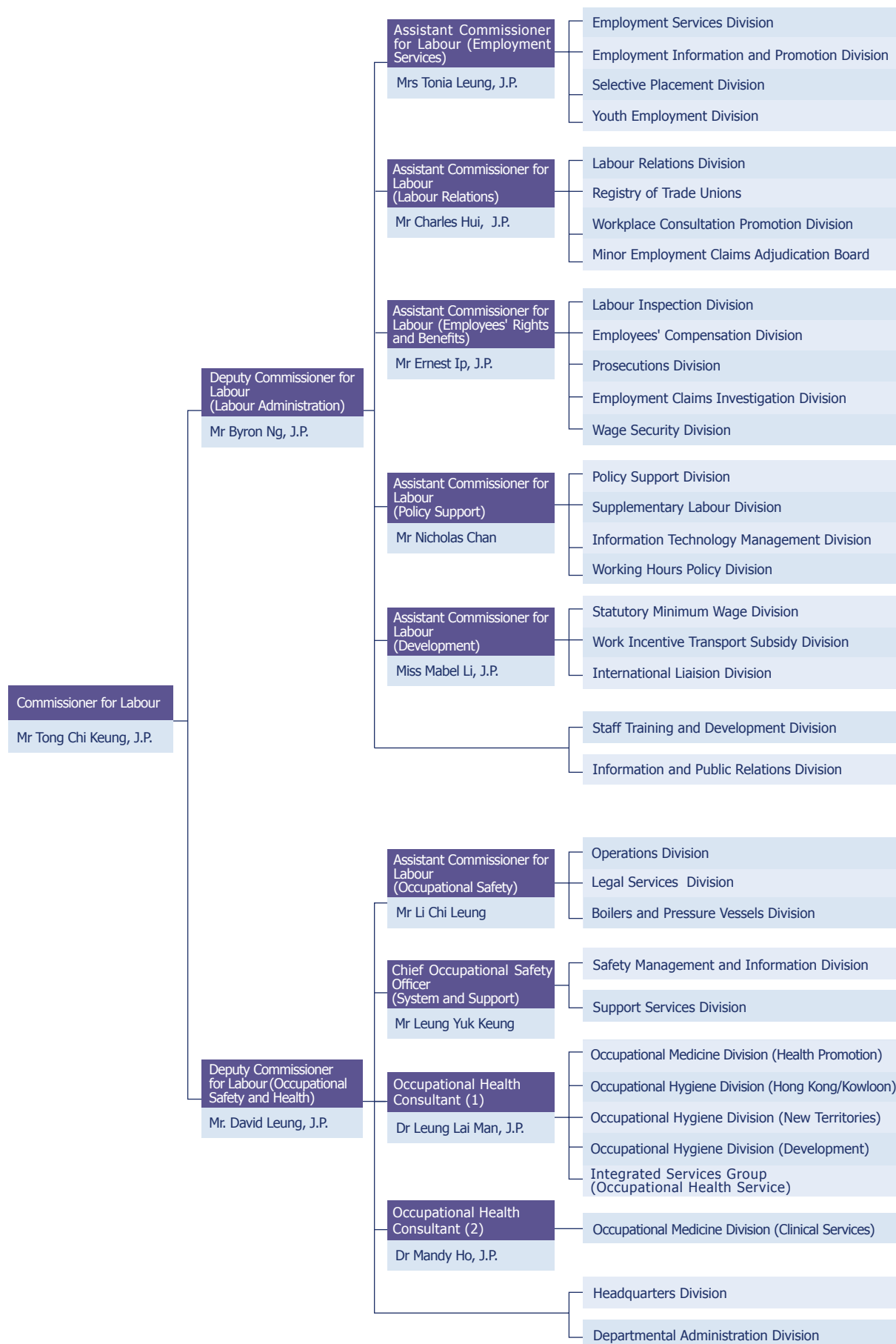


Figure 2.3**Terms of Reference and Composition of the Labour Advisory Board and Membership for the 2013-2014 term****Terms of Reference**

The Labour Advisory Board advises the Commissioner for Labour on matters affecting labour, including legislation and Conventions and Recommendations of the International Labour Organisation. It may appoint such committees as it considers necessary and include any person not being a member of the Labour Advisory Board to serve on such committees.

Composition

The composition of the Labour Advisory Board is as follows:

Chairman	Commissioner for Labour (ex-officio)
Members	Five employee members elected by registered employee unions Five employer members nominated by major employer associations One employee member and one employer member appointed ad personam
Secretary	A Senior Labour Officer

Membership**Chairman**

Mr Cheuk Wing Hing, JP (up to 2.3.2014)	Commissioner for Labour
Mr Donald Tong Chi Keung, JP (from 3.3.2014 onwards)	

Members**Employee Representatives**

Mr Leung Chau Ting	}	elected by registered employee unions
Mr Chung Kwok Sing, MH*		
Mr Lee Tak Ming		
Mr Stanley Ng Chau Pei		
Mr Chau Siu Chung		
Ms Rose Chan So Hing		appointed ad personam

Employer Representatives

Mr Ho Sai Chu, GBS, JP	representing the Chinese General Chamber of Commerce
Dr Kim Mak Kin Wah, BBS, JP	representing the Employers' Federation of Hong Kong
Mr Stanley Lau Chin Ho, SBS, MH, JP	representing the Federation of Hong Kong Industries
Mr Irons Sze, JP	representing the Chinese Manufacturers' Association of Hong Kong
Mr Emil Yu Chen On	representing the Hong Kong General Chamber of Commerce
Mr Thomas Ho On Sing, JP	appointed ad personam

Secretary

Ms Samantha Lam Yick Wah	Senior Labour Officer
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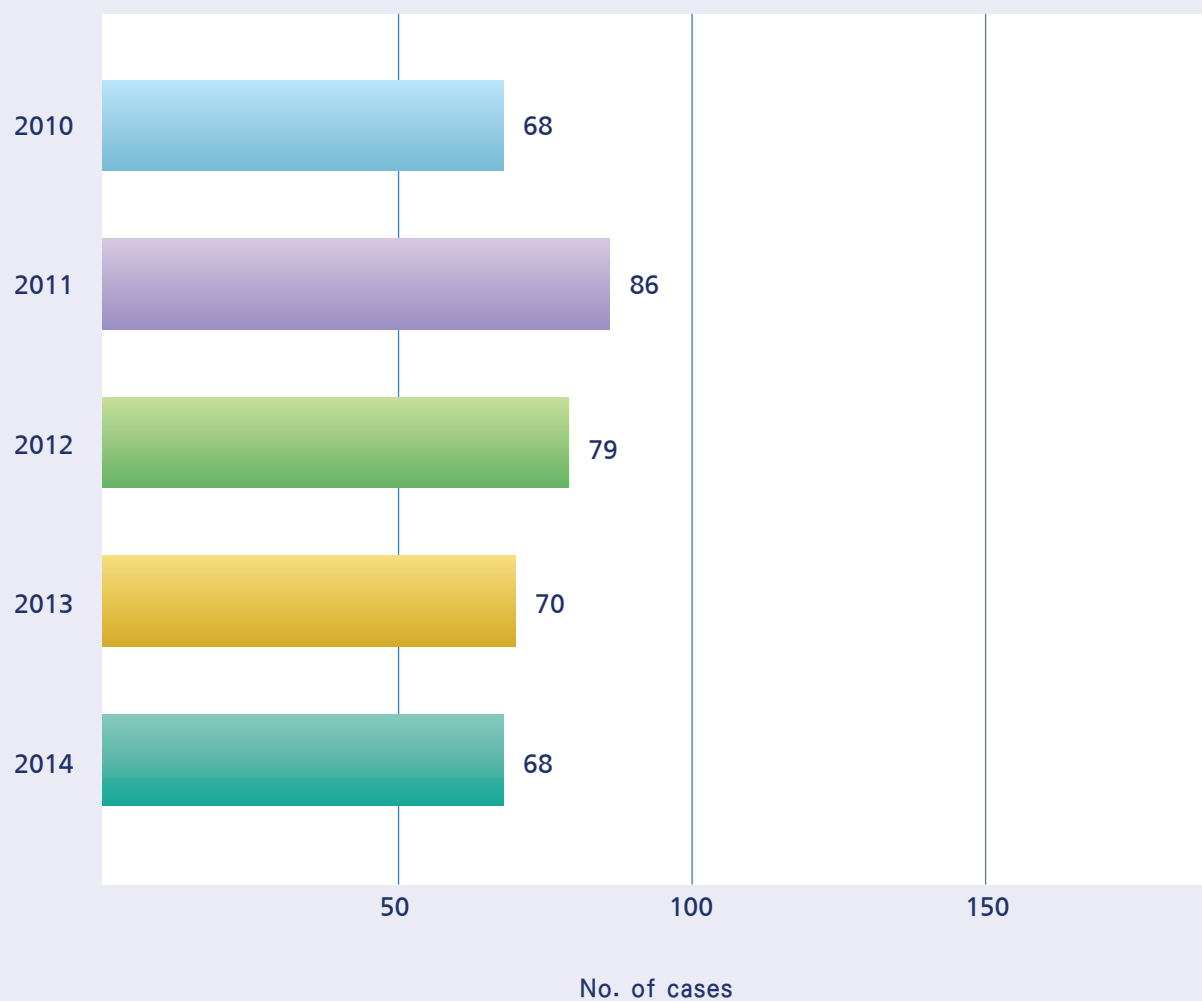
* The member passed away in December 2014.

Figure 3.1**Key Indicators of Work of the Labour Relations Programme Area in 2014**

Key Indicators of Work		Number
I.	Conciliation and Consultation Services	
	Labour disputes and claims handled	15 832
	Consultation meetings held	64 083
	Percentage of labour disputes and claims resolved through conciliation	73.4%
II.	Adjudication of Minor Employment Claims	
	Claims adjudicated by Minor Employment Claims Adjudication Board	1 160
III.	Administration of Trade Unions	
	Registration of new trade unions and changes of union names/rules	126
	Inspections and visits to trade unions	376
	Account statements of trade unions examined	713
	Training courses organised for trade unions	4

Figure 3.2

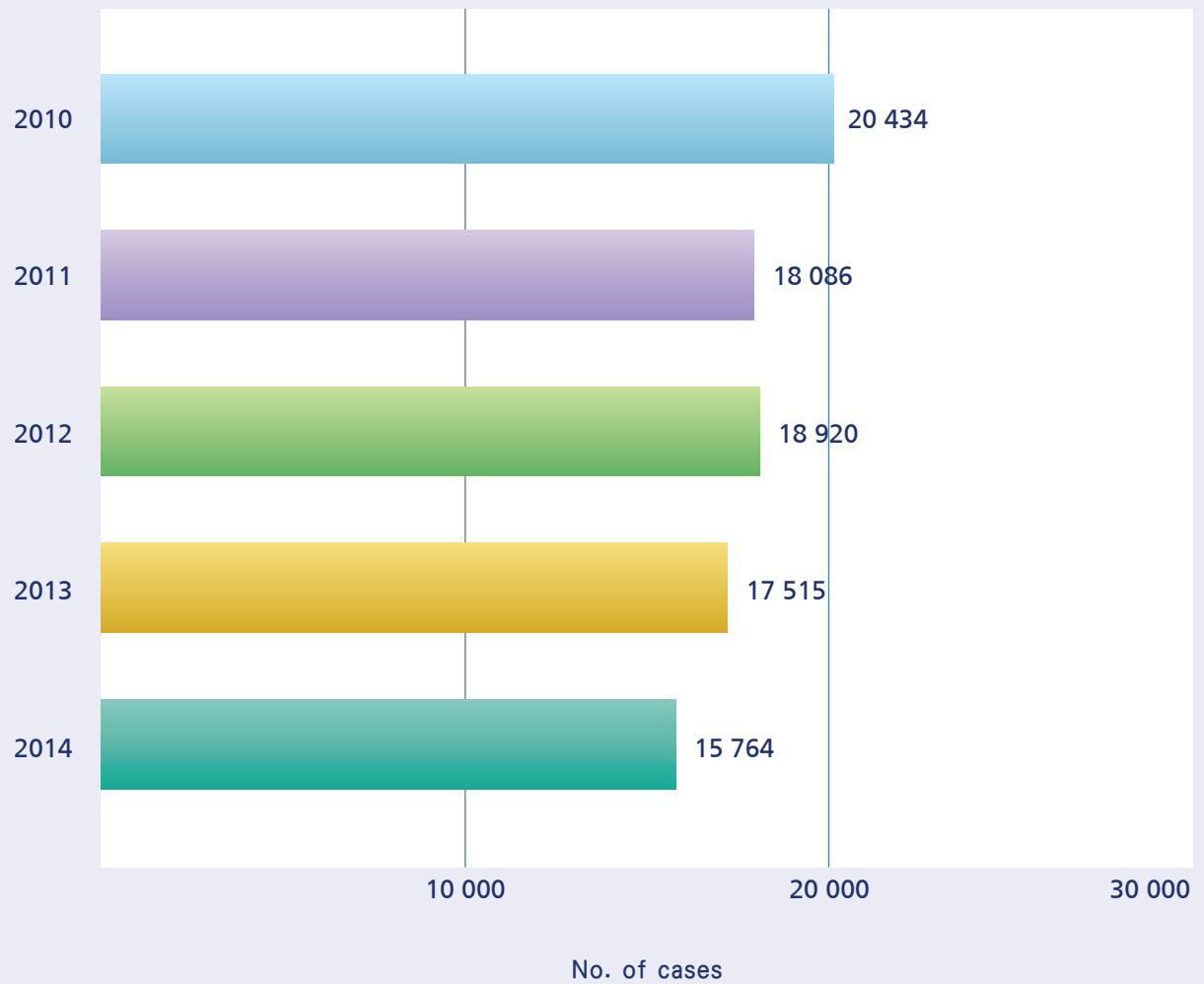
Number of Labour Disputes Handled by the Labour Relations Division from 2010 to 2014



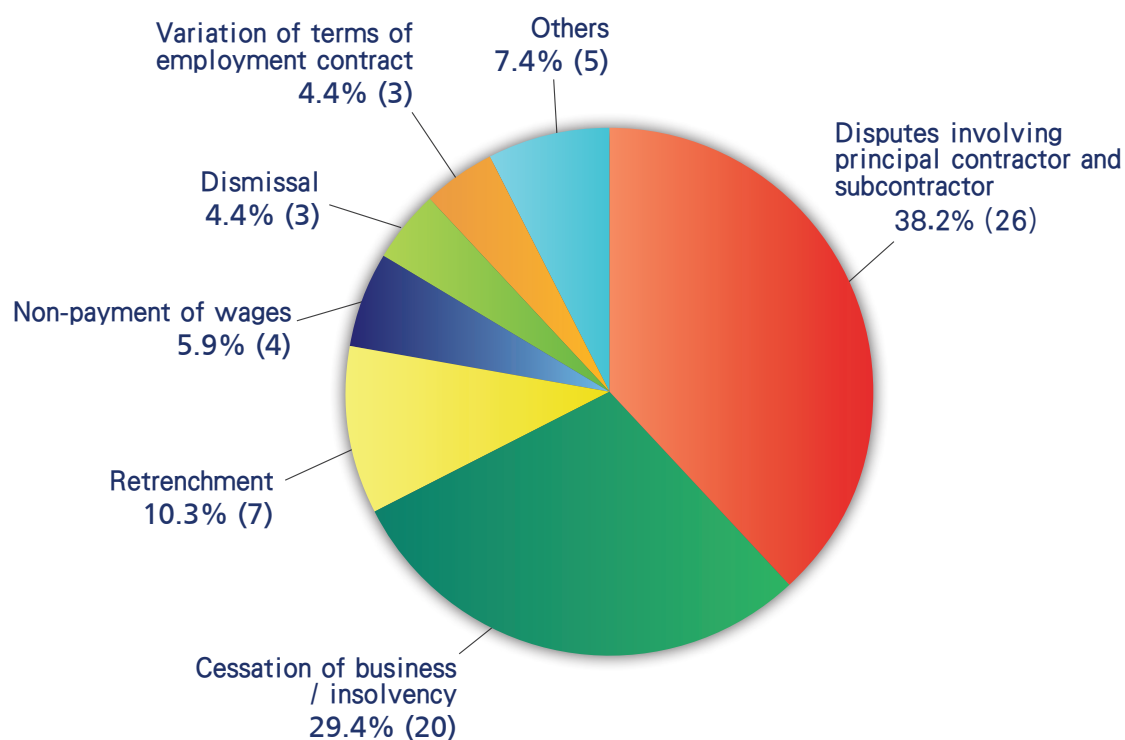
Year	No. of cases
2010	68
2011	86
2012	79
2013	70
2014	68

Figure 3.3

**Number of Claims Handled by the Labour Relations Division
from 2010 to 2014**

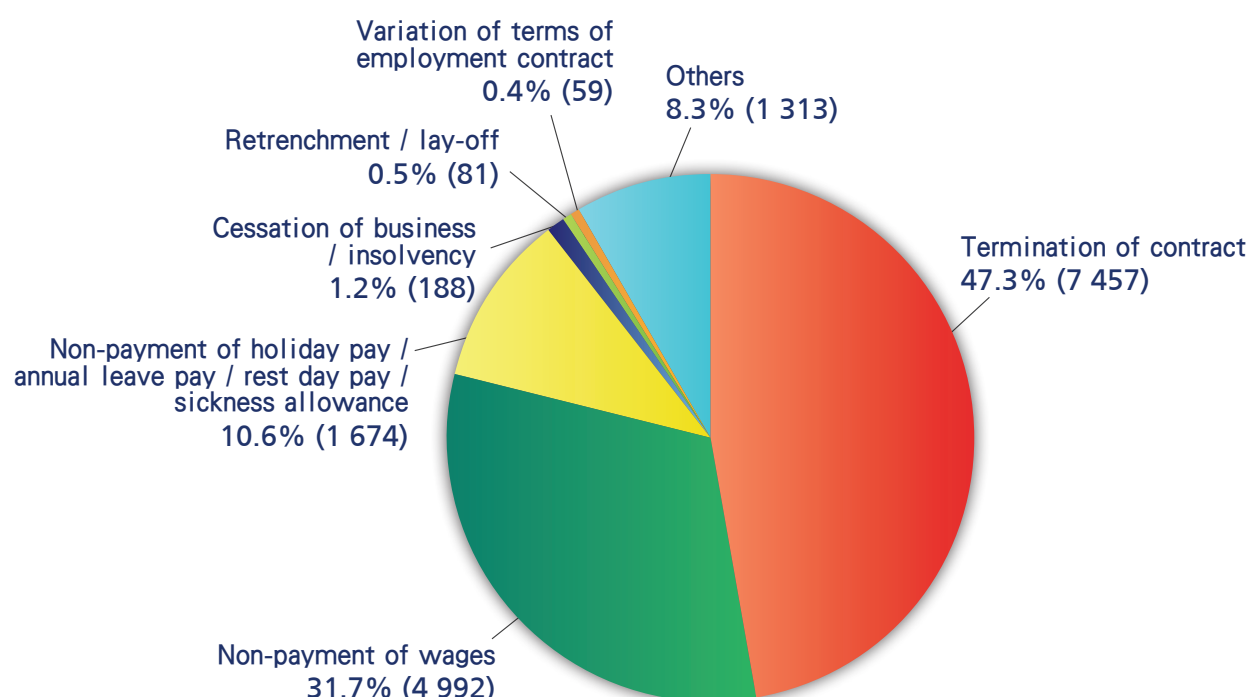


Year	No. of cases
2010	20 434
2011	18 086
2012	18 920
2013	17 515
2014	15 764

Figure 3.4**Number of Labour Disputes Handled by the Labour Relations Division in 2014 by Cause****Total number of cases : 68**

* Figures in bracket indicate the number of related cases

Cause	Number of cases	Percentage
Disputes involving principal contractor and subcontractor	26	38.2%
Cessation of business / insolvency	20	29.4%
Retrenchment	7	10.3%
Non-payment of wages	4	5.9%
Dismissal	3	4.4%
Variation of terms of employment contract	3	4.4%
Others	5	7.4%
Total number of cases	68	

Figure 3.5**Number of Claims Handled by the Labour Relations Division in 2014 by Cause****Total number of cases : 15 764**

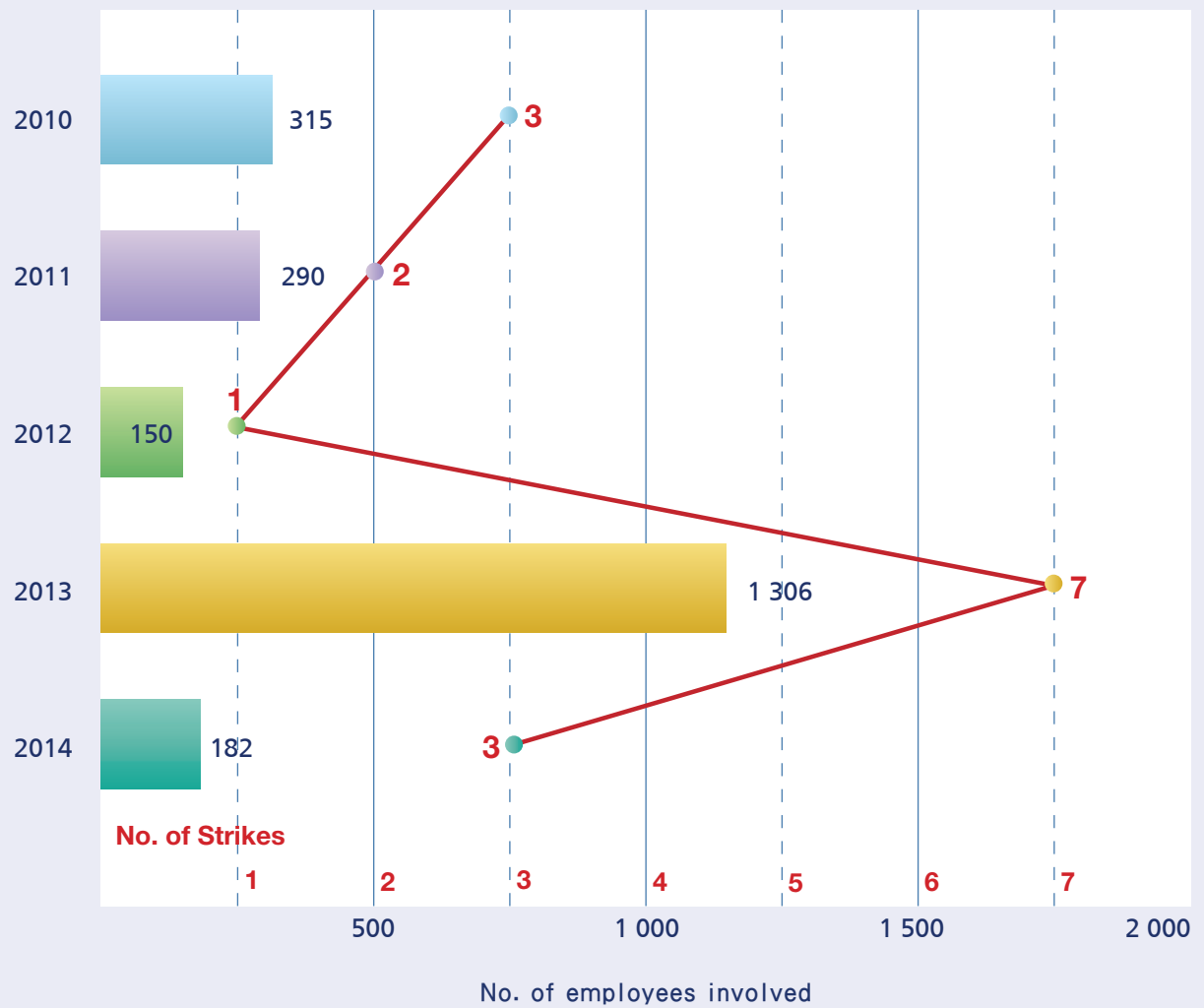
* Figures in bracket indicate the number of related cases

Cause	Number of cases	Percentage
Termination of contract	7 457	47.3%
Non-payment of wages	4 992	31.7%
Non-payment of holiday pay / annual leave pay / rest day pay / sickness allowance	1 674	10.6%
Cessation of business / insolvency	188	1.2%
Retrenchment / lay-off	81	0.5%
Variation of terms of employment contract	59	0.4%
Others	1 313	8.3%

Total number of cases**15 764**

Figure 3.6

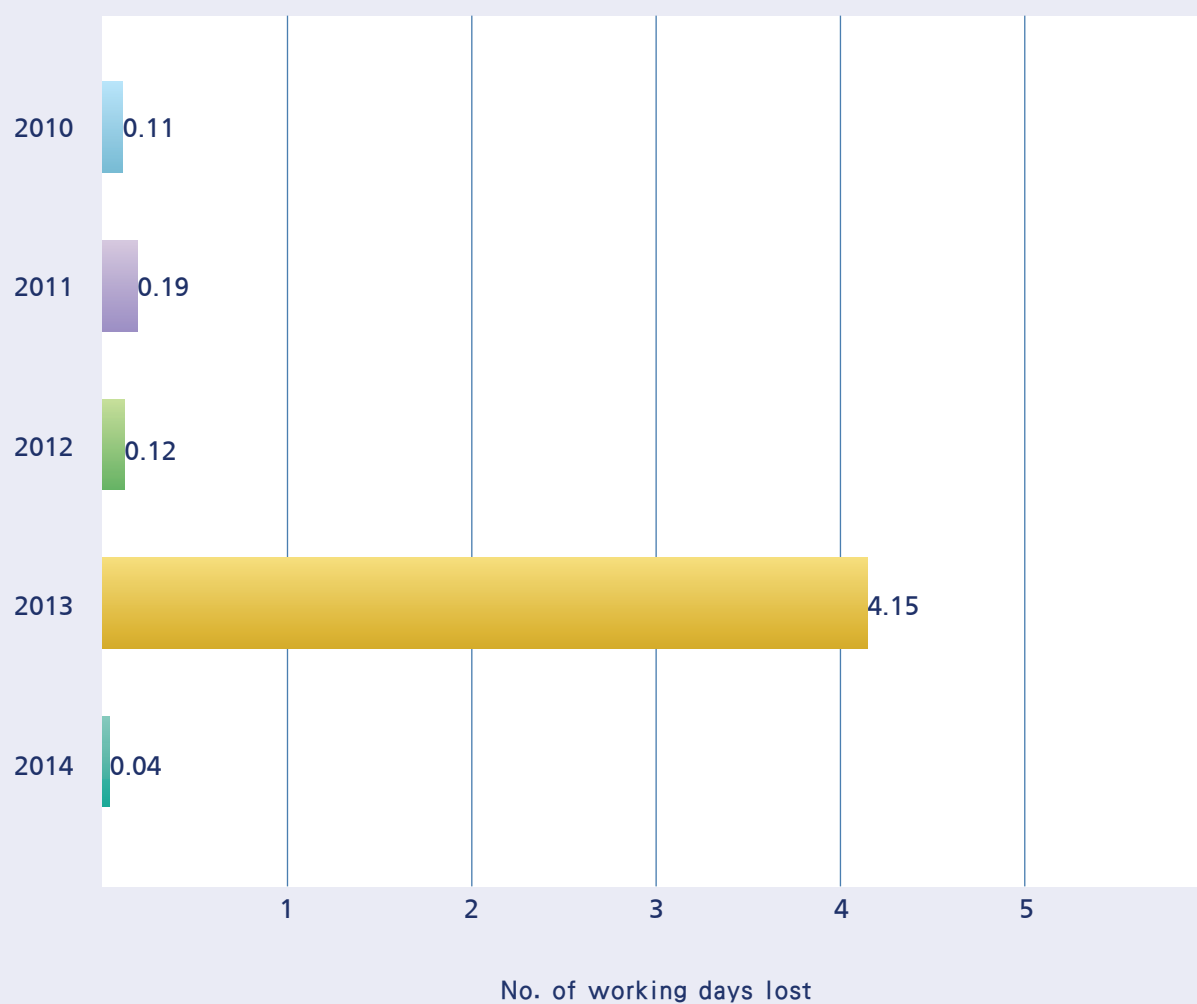
**Number of Strikes and Number of Employees Involved
from 2010 to 2014**



Year	No. of Strikes	No. of employees involved
2010	3	315
2011	2	290
2012	1	150
2013	7	1 306
2014	3	182

Figure 3.7

Number of Working Days Lost due to Strike per Thousand Salaried Employees and Wage Earners* from 2010 to 2014



Year	No. of working days lost
2010	0.11
2011	0.19
2012	0.12
2013	4.15
2014	0.04

* Salaried employees and wage earners include employees and unemployed persons having previous jobs.

Figure 4.1**Key Indicators of Work of the Programme of Safety and Health at Work in 2014**

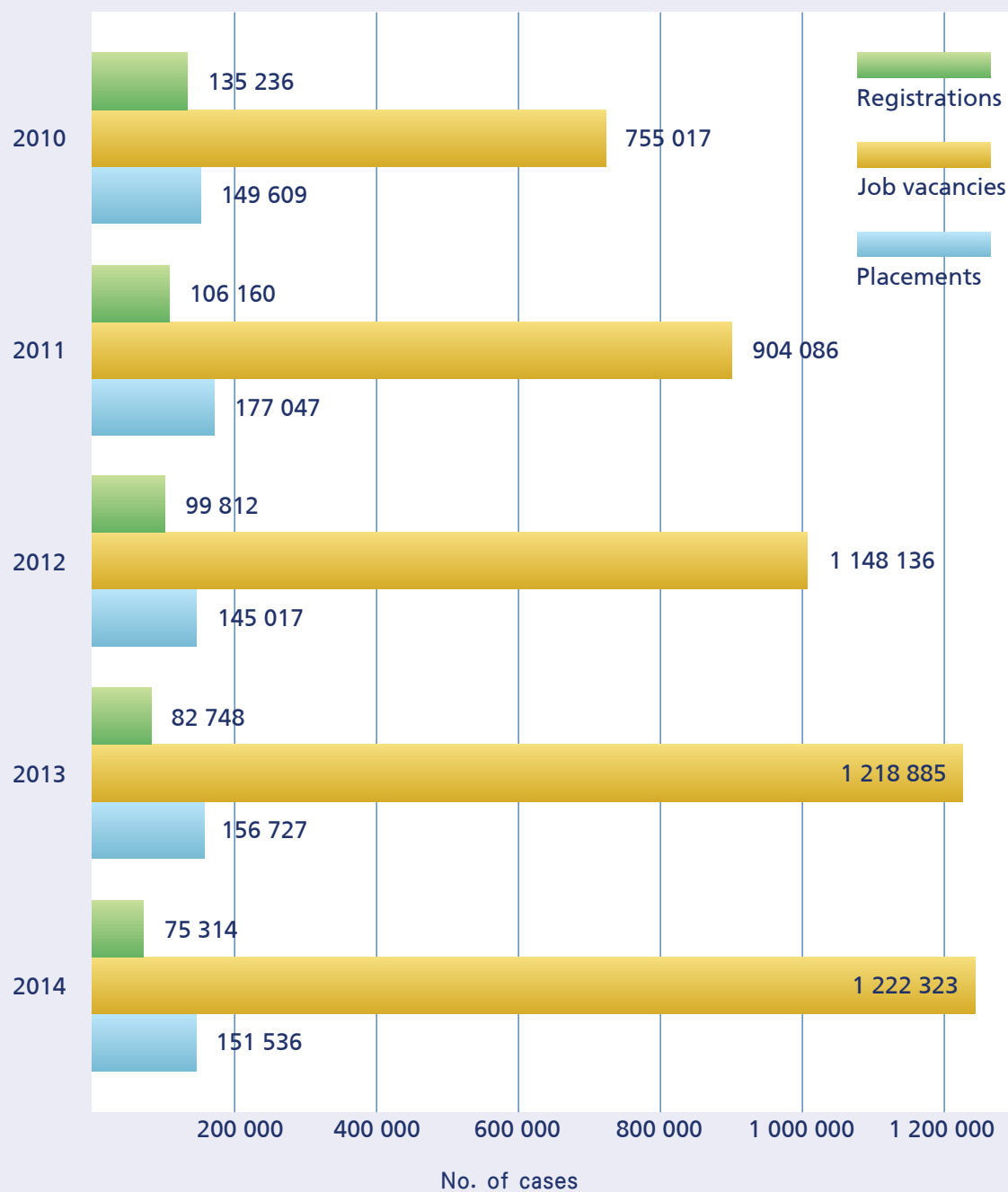
Key Indicators of Work		Number
I.	Inspections	
	Inspections under the FIUO ¹ and the OSHO ²	124 907
	Inspections under the BPVO ³	4 762
II.	Investigations	
	Investigations of accidents at workplaces	14 758
	Investigations of suspected cases of occupational diseases	3 093
III.	Promotion and Education	
	Promotional visits to workplaces under the FIUO ¹ and the OSHO ²	5 837
	Talks, lectures and seminars organised	2 047
IV.	Pressure Equipment Registration	
	Pressure equipment registered	1 925
	Examinations conducted and exemptions granted, for the issue or endorsement of certificates of competency	421
V.	Clinical Services	
	Clinical consultations conducted	10 396

Notes:

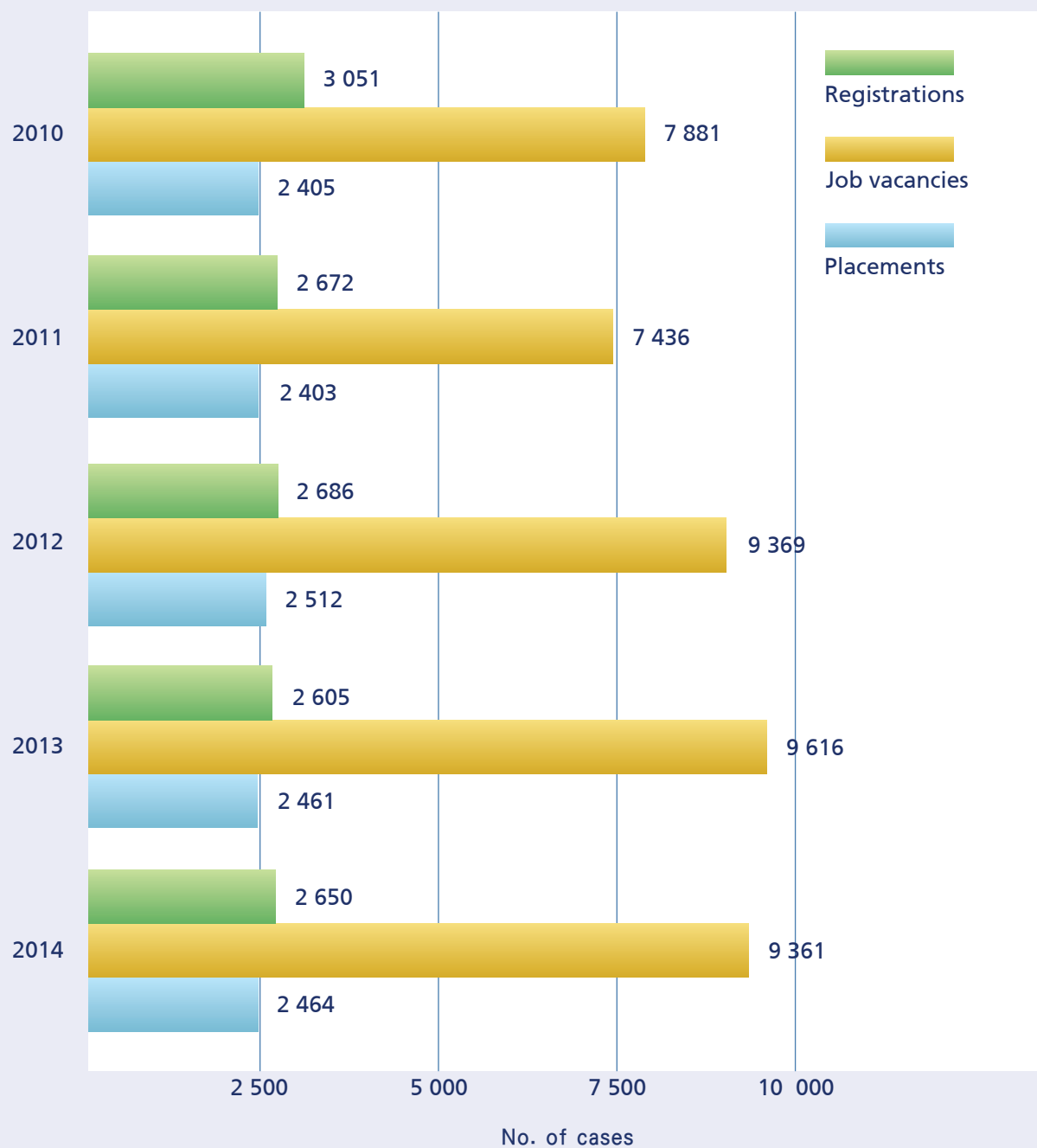
- 1. Factories and Industrial Undertakings Ordinance
- 2. Occupational Safety and Health Ordinance
- 3. Boilers and Pressure Vessels Ordinance

Figure 5.1**Key Indicators of Work of the Employment Services Programme Area in 2014**

Key Indicators of Work		Number
I.	Able-bodied Job Seekers	
	Persons registered	75 314
	Placements	151 536
II.	Job Seekers with Disabilities	
	Persons registered	2 650
	Placements	2 464
III.	Regulating Employment Agency	
	Licences issued	2 843
	Inspections	1 806
IV.	Applications under the Supplementary Labour Scheme processed	1 166

Figure 5.2**Key Indicators of Work on Employment Assistance Rendered to Able-bodied Job Seekers from 2010 to 2014**

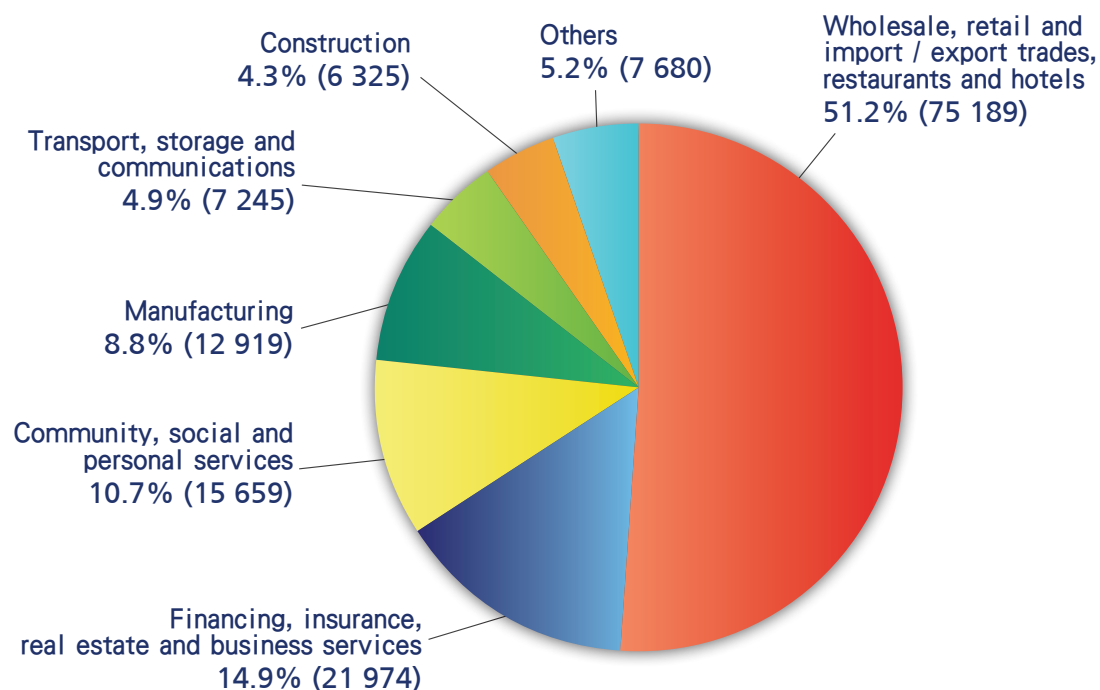
Year	Registrations	Job vacancies	Placements
2010	135 236	755 017	149 609
2011	106 160	904 086	177 047
2012	99 812	1 148 136	145 017
2013	82 748	1 218 885	156 727
2014	75 314	1 222 323	151 536

Figure 5.3**Key Indicators of Work on Employment Assistance Rendered to Job Seekers with Disabilities from 2010 to 2014**

Year	Registrations	Job vacancies	Placements
2010	3 051	7 881	2 405
2011	2 672	7 436	2 403
2012	2 686	9 369	2 512
2013	2 605	9 616	2 461
2014	2 650	9 361	2 464

Figure 6.1**Key Indicators of Work of the Employee Rights and Benefits Programme Area in 2014**

Key Indicators of Work		Number
I.	Inspections to workplaces	146 991
II.	Employees' compensation claims received	53 917
III.	Sick leave clearance interviews for injured employees conducted	43 494
IV.	Assessment of loss of earning capacity of injured employees	
	Ordinary assessment	19 364
	Special assessment	1
	Review assessment	3 799
V.	Applications for payment under the Protection of Wages on Insolvency Fund processed	2 544
VI.	Cases related to imported workers under the Supplementary Labour Scheme investigated	60
VII.	Convicted summonses on wage offences	304

Figure 6.2**Number of Inspections Made in 2014 by Major Economic Sector**

Total number of inspections : 146 991

* Figures in bracket indicate the number of related inspections

Economic sector	No. of inspections	Percentage
Wholesale, retail and import / export trades, restaurants and hotels	75 189	51.2%
Financing, insurance, real estate and business services	21 974	14.9%
Community, social and personal services	15 659	10.7%
Manufacturing	12 919	8.8%
Transport, storage and communications	7 245	4.9%
Construction	6 325	4.3%
Others	7 680	5.2%
Total number of inspections	146 991	

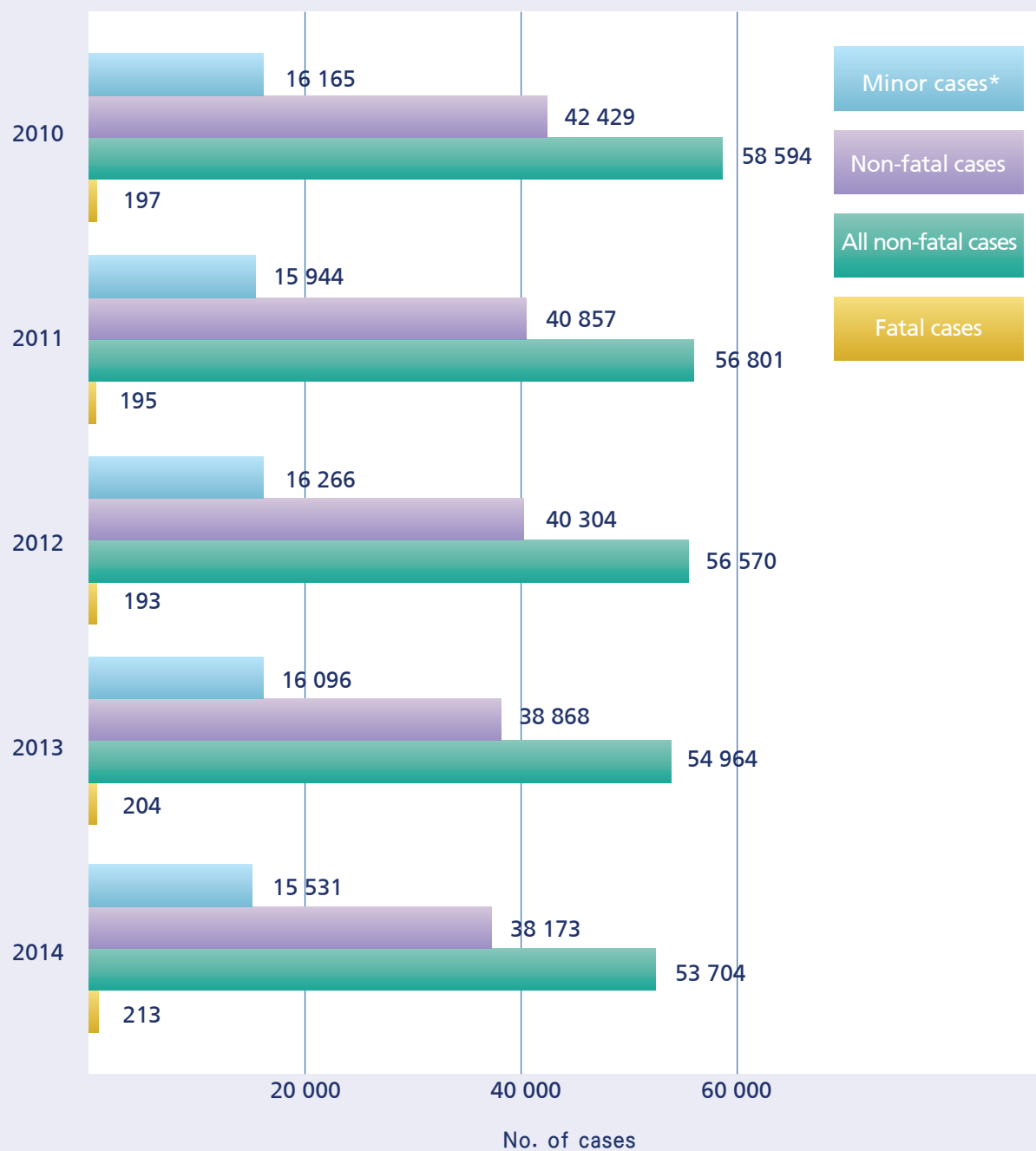
Figure 6.3

Number of Cases Reported under the Employees' Compensation Ordinance in 2014 by Sex and Age*



Age group	Males	Females
<18	109	35
18-39	8 547	4 770
40-55	8 660	8 347
>55	4 386	3 532

* The figures have not included 15 531 cases involving sick leave of not exceeding three days.

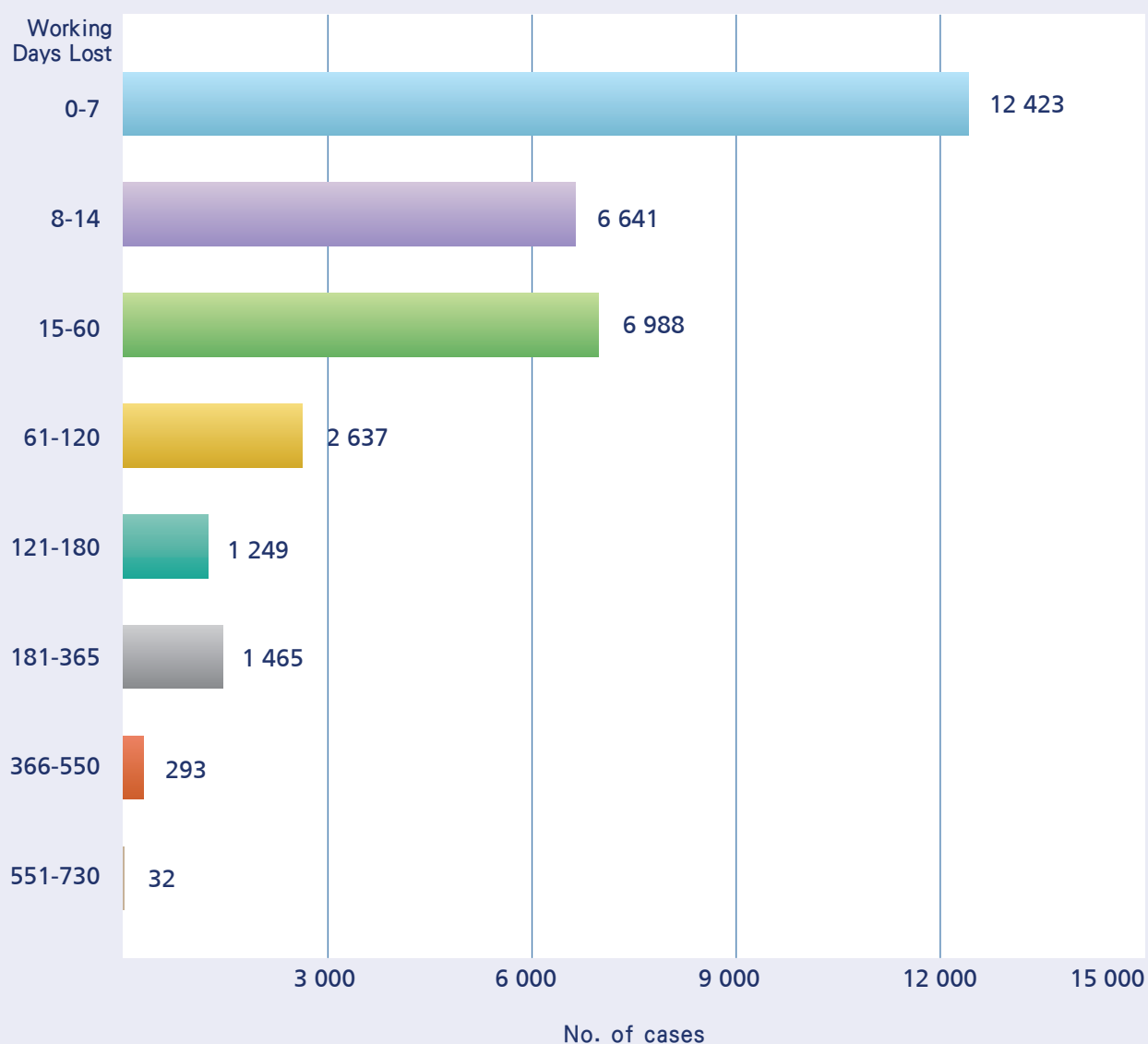
Figure 6.4**Number of Cases Reported under the Employees' Compensation Ordinance from 2010 to 2014**

Year	Minor cases*	Non-fatal cases	All non-fatal cases	Fatal cases
2010	16 165	42 429	58 594	197
2011	15 944	40 857	56 801	195
2012	16 266	40 304	56 570	193
2013	16 096	38 868	54 964	204
2014	15 531	38 173	53 704	213

* Minor cases refer to cases involving sick leave of not exceeding three days.

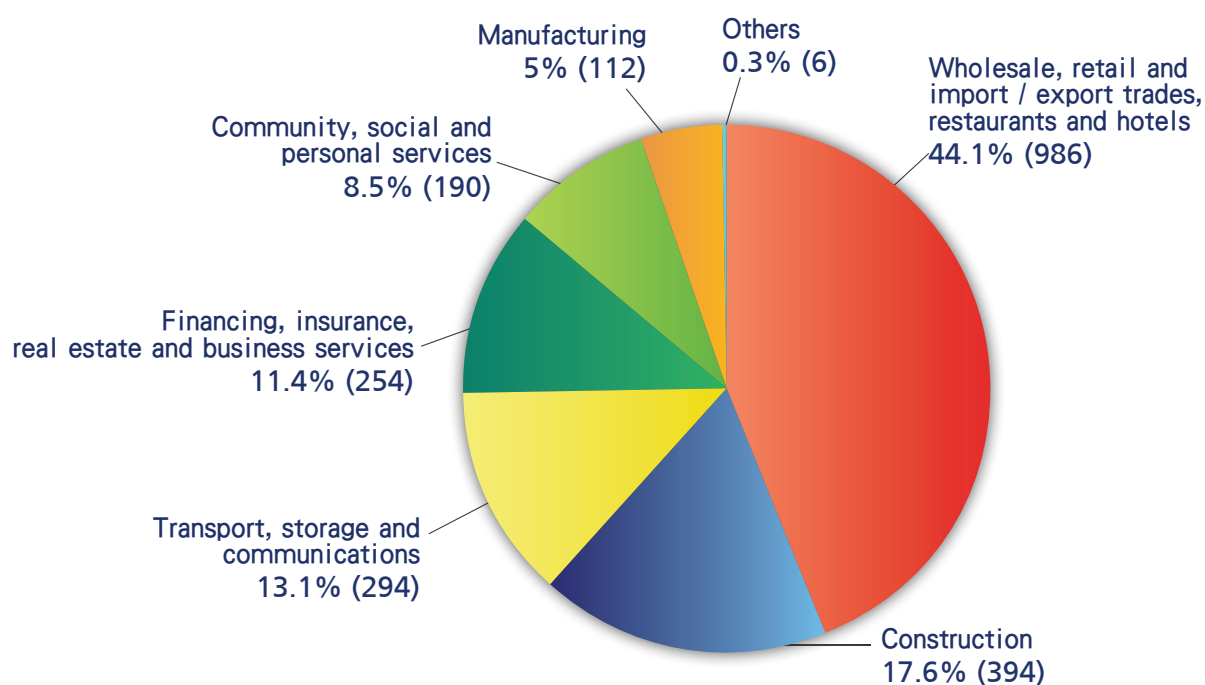
Figure 6.5

Number of Employees' Compensation Cases by Working Days Lost for Cases Reported in 2013 and Result Known as at 31 December 2014*



Working Days Lost	No. of cases
0-7	12 423
8-14	6 641
15-60	6 988
61-120	2 637
121-180	1 249
181-365	1 465
366-550	293
551-730	32

* Excludes cases involving sick leave of not exceeding three days.

Figure 6.6**Number of Applicants of the Protection of Wages on Insolvency Fund in 2014 by Economic Sector****Total number of applicants: 2 236**

* Figures in bracket indicate the number of related cases

Economic Sector	No. of applicants	Percentage
Wholesale, retail and import / export trades, restaurants and hotels	986	44.1%
Construction	394	17.6%
Transport, storage and communications	294	13.1%
Financing, insurance, real estate and business services	254	11.4%
Community, social and personal services	190	8.5%
Manufacturing	112	5%
Others	6	0.3%

Total number of applicants**2 236**

Figure 7.1**List of the 41 International Labour Conventions Applied to Hong Kong**

Convention No.	Title
2.	Unemployment Convention, 1919
3.	Maternity Protection Convention, 1919
8.	Unemployment Indemnity (Shipwreck) Convention, 1920
11.	Right of Association (Agriculture) Convention, 1921
12.	Workmen's Compensation (Agriculture) Convention, 1921
14.	Weekly Rest (Industry) Convention, 1921
16.	Medical Examination of Young Persons (Sea) Convention, 1921
17.	Workmen's Compensation (Accidents) Convention, 1925
19.	Equality of Treatment (Accident Compensation) Convention, 1925
22.	Seamen's Articles of Agreement Convention, 1926
23.	Repatriation of Seamen Convention, 1926
29.	Forced Labour Convention, 1930
32.	Protection against Accidents (Dockers) Convention (Revised), 1932
42.	Workmen's Compensation (Occupational Diseases) Convention (Revised), 1934
50.	Recruiting of Indigenous Workers Convention, 1936
64.	Contracts of Employment (Indigenous Workers) Convention, 1939
65.	Penal Sanctions (Indigenous Workers) Convention, 1939
74.	Certification of Able Seamen Convention, 1946
81.	Labour Inspection Convention, 1947
87.	Freedom of Association and Protection of the Right to Organise Convention, 1948
90.	Night Work of Young Persons (Industry) Convention (Revised), 1948
92.	Accommodation of Crews Convention (Revised), 1949
97.	Migration for Employment Convention (Revised), 1949
98.	Right to Organise and Collective Bargaining Convention, 1949
101.	Holidays with Pay (Agriculture) Convention, 1952
105.	Abolition of Forced Labour Convention, 1957
108.	Seafarers' Identity Documents Convention, 1958
115.	Radiation Protection Convention, 1960
122.	Employment Policy Convention, 1964
124.	Medical Examination of Young Persons (Underground Work) Convention, 1965
133.	Accommodation of Crews (Supplementary Provisions) Convention, 1970
138.	Minimum Age Convention, 1973
141.	Rural Workers' Organisations Convention, 1975
142.	Human Resources Development Convention, 1975
144.	Tripartite Consultation (International Labour Standards) Convention, 1976
147.	Merchant Shipping (Minimum Standards) Convention, 1976
148.	Working Environment (Air Pollution, Noise and Vibration) Convention, 1977
150.	Labour Administration Convention, 1978
151.	Labour Relations (Public Service) Convention, 1978
160.	Labour Statistics Convention, 1985
182.	Worst Forms of Child Labour Convention, 1999

Figure 7.2**Participation in Major ILO Activities and Contacts with Other Labour Administrations in 2014**

Month	Activities
May	The Labour Department (LD) sent a delegation to Auckland, New Zealand to attend the Workshop under the Memorandum of Understanding on Labour Cooperation between Hong Kong, China and New Zealand, and to study their experience in labour inspection.
Jun	Deputy Commissioner for Labour (Labour Administration) led a tripartite team comprising the Government, employer and employee representatives to attend the 103rd Session of the International Labour Conference in Geneva, Switzerland as part of the delegation of the People's Republic of China.
Sep	The Under Secretary for Labour and Welfare and two officers from LD attended the 6th APEC Human Resources Development Ministerial Meeting and High-level Human Resources Development Working Group Meeting in Hanoi, Vietnam.
Sep	The Commissioner for Labour led a delegation to participate in the 7th China International Forum on Work Safety in Beijing. The event was co-organised by the State Administration of Work Safety and the International Labour Organisation (ILO). The delegation also visited and exchanged views on matters related to labour administration and work safety with the Ministry of Human Resources and Social Security, All-China Federation of Trade Unions and China Enterprise Confederation.
Nov	Mr Yoshiteru Uramoto, Regional Director of the ILO Regional Office for Asia and the Pacific, and Mr Tim De Meyer, Director of the ILO Country Office for China and Mongolia, were invited by the Government to visit Hong Kong. They met with Secretary for Labour and Welfare and other senior officials from the Labour and Welfare Bureau and LD, and shared with the Labour Advisory Board the latest development of international labour affairs.
Nov	Mr Zhou Libin, Consultant of the Labour Inspection Bureau, Department of Human Resource and Social Security of Guangdong Province and Ms Ng Wai Han, Head of the Labour Rights Division, Labour Affairs Bureau of Macao, led their respective delegations to visit Hong Kong to attend the "Guangdong-Hong Kong-Macao Training Programme on Labour Inspection and Enforcement".
Nov	LD sent two officers to attend the International Symposium on Work Injury Prevention and Rehabilitation 2014 in Guangzhou.
Dec	Mr Lv Yulin, Deputy Director-General, Department of International Cooperation, Ministry of Human Resources and Social Security of the State Council, led a delegation to visit Hong Kong under the Reciprocal Visit Programme. The delegation exchanged views on labour issues with the Commissioner for Labour and officers of LD.

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