

**CONTROLLING OFFICER'S REPLY**

**THB(H)073**

**(Question Serial No. 4757)**

Head: (62) Housing Department

Subhead (No. & title): (-) Not Specified

Programme: (-) Not Specified

Controlling Officer: Permanent Secretary for Transport and Housing (Housing)  
(Stanley YING)

Director of Bureau: Secretary for Transport and Housing

Question:

Regarding the outsourced service contractors of the Housing Department, please provide the following information:

	2018-19	Increase over the previous year
No. of outsourced service contracts		
No. of outsourced workers employed by the outsourced service providers		
Types of services provided by the outsourced service providers (including but not limited to engineering and construction, property and facilities management, machinery and equipment maintenance, information management and information systems, environmental hygiene, security, etc.)		
Average monthly salary of outsourced workers: \$30,001 or above \$15,001 - \$30,000 \$10,001 - \$15,000 \$8,001 - \$10,000 \$6,760 - \$8,000 Below \$6,760		
Average length of service of outsourced workers		
Percentage of outsourced workers in the total no. of staff members in the Department		
No. of outsourced workers: Working 5 days a week Working 6 days a week		
No. of working hours per week of outsourced workers: Maximum working hours per week Average working hours per week		
No. of workers with their severance payment, long service payment or contract gratuity offset by the accrued benefits		

attributable to employer's contributions to the Mandatory Provident Fund and the amount involved		
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Asked by: Hon KWOK Ka-ki (LegCo internal reference no.: 352)

Reply:

Relevant information of the outsourced service contracts engaged by the Housing Department (HD) under Head 62 in 2018-19 is as follows:-

	2018-19	Increase over the previous year
No. of contracts	10	1 new service contract was hired.
No. of workers/service	<ul style="list-style-type: none"> <li>◆ Clerical clerks: 17 persons</li> <li>◆ Hiring drivers : 11 persons</li> <li>◆ Car with driver hiring: 1 person</li> <li>◆ Cleansing: twice per day</li> <li>◆ Handing out publicity materials: 3 persons per time</li> <li>◆ Data input: 2 persons per day</li> <li>◆ Transcription service and maintenance and support of the Sales of First-hand Residential Properties Authority website and the Sales of First-hand Residential Properties Electronic Platform: the contractor to arrange according to operational requirements</li> </ul>	<p>Increased by 2 persons and 1 person for Clerical clerks and Hiring drivers contracts respectively.</p> <p>1 new service contract for data input service was hired involving 2 persons.</p>
Types of services	<ul style="list-style-type: none"> <li>◆ Clerical clerks</li> <li>◆ Hiring drivers</li> <li>◆ Car with driver hiring</li> <li>◆ Cleansing</li> <li>◆ Handing out publicity materials</li> <li>◆ Data input</li> <li>◆ Transcription service</li> <li>◆ Website maintenance and support</li> </ul>	1 new service for data input.

<p>Average monthly salary of workers:  \$30,001 or above  \$15,001 - \$30,000  \$10,001 - \$15,000  \$8,001 - \$10,000  \$6,760 - \$8,000  Below \$6,760</p>	<p>According to contract information:</p> <p>Hiring drivers –  \$15,001 - \$30,000: 5 persons  \$10,001 - \$15,000: 6 persons</p> <p>Clerical clerks  \$8,001 - \$10,000: 17 persons</p> <p>The car and driver hiring service involves the provision of 1 car and 1 driver by the contractor. HD does not have the information only on the driver’s monthly salary.</p> <p>As for other services, the outsourced workers are not working solely for HD. HD does not have the statistics on the monthly salary of individual outsourced worker.</p>	<p>+1 person  No change</p> <p>+2 persons</p>
<p>Average length of service of workers</p>	<p>Length of service of individual outsourced worker is determined by the contractor. HD does not have the relevant statistics.</p>	<p>Not Applicable.</p>
<p>Percentage of workers in the total no. of staff members in the Department</p>	<p>Number of outsourced workers is adjusted according to operational requirements. There is no fixed ratio.</p>	<p>Not Applicable.</p>

No. of workers	<ul style="list-style-type: none"> <li>◆ Clerical clerks: 5 days per week , 17 persons</li> <li>◆ Hiring drivers: 5 days per week, 11 persons</li> <li>◆ Car with driver hiring: 5 days per week; 1 person each time</li> <li>◆ Cleansing: twice per day for 5 days per week; 2 to 3 persons each time</li> <li>◆ Handing out publicity materials: 3 persons per time; the number of times per week depending on operational requirements</li> <li>◆ Data input: 5 days per week; 3 hours per day; 2 persons each time</li> <li>◆ Transcription service and website maintenance and support: the contractor to arrange according to operational requirements</li> </ul>	<p>Increased by 2 persons and 1 person for Clerical clerks and Hiring drivers contracts respectively. They all work 5 days per week.</p> <p>1 new service contract for data input service was hired and the outsourced workers work 5 days per week, 3 hours per day, with 2 persons each time.</p> <p>The working days for other outsourced workers remain unchanged.</p>
No. of working hours	<ul style="list-style-type: none"> <li>◆ Clerical clerks: maximum 40 hours per week and average 36 hours per week</li> <li>◆ Hiring drivers: maximum 50 hours per week and average 47.5 hours per week</li> <li>◆ Car with driver hiring: 45 hours per week</li> <li>◆ Cleansing: twice per day</li> <li>◆ Handing out publicity materials: not more than 3 hours per time</li> <li>◆ Data input: 15 hours per week per worker</li> <li>◆ Transcription service and website maintenance and support: the contractor to arrange according to operational requirements</li> </ul>	<p>1 new service contract for data input service was hired and each worker works 15 hours per week. The working hours for other outsourced workers remain unchanged.</p>

<p>No. of workers with their severance payment, long service payment or contract gratuity offset by the accrued benefits attributable to employer's contributions to the Mandatory Provident Fund and the amount involved</p>	<p>The severance payment, long service payment or contract gratuity offset by the accrued benefits attributable to employer's contributions to the Mandatory Provident Fund of individual outsourced worker is determined and arranged by the contractor. HD does not have the relevant statistics.</p>	<p>Not Applicable.</p>
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