

CHAPTER 9

GRADES SCHEDULED IN REPORT NO. 2 FOR FURTHER EXAMINATION

9.1 In Report No. 2, we indicated that certain grades required further study before we could make firm recommendations on their pay scales. We have now completed our examination of a number of these grades and, apart from two groups which we have dealt with separately, our proposals are contained in this Chapter. These two groups are the Education Grades and the Specialist Civilian Grades in the Royal Hong Kong Police Force and our recommendations appear in Chapters 4 and 5 respectively.

9.2 There are still a few grades identified in Report No. 2 as requiring further review which, because of a delay in the receipt of certain information we required or because of the need to resolve conflicting views, have not been included in this Report; for example, the Housing Assistant and Housing Manager grades, the Technical and Survey Officer grades and the Works Supervisor grade. These grades are under active consideration and we shall tender our advice on them separately as soon as we have finalised our views.

9.3 The grades are listed in alphabetical order and the numbers following the grade titles indicate the chapter and paragraph in which reference to the grade was made in Report No. 2. The group to which we consider each grade should be assigned, for example, school certificate or matriculation is listed in Table H. Pay scales are shown by reference to points on the Master Pay Scale unless otherwise specified.

9.4 Air-Conditioning Engineer (13.13) No post

We noted that posts in this grade were filled by Electrical and Mechanical Engineers and asked that an examination be carried out to determine whether the grade could be merged with another existing grade. We have been advised that the grade has now been merged with the Electrical and Mechanical Engineer grade to form the Air-Conditioning, Electrical and Mechanical Engineer grade.

9.5 Ambulance Officer (6.34) 22 posts

In Report No. 2, we were unable to consider the effects on the lower ranks in the Ambulance Officer grade of upgrading the Chief Ambulance Officer to Directorate level. We have now obtained more information on this

suggestion, and have had the opportunity of examining the Director of Fire Services' proposals for the restructuring of the grade.

The Director of Fire Services has proposed that a new rank of Assistant Superintendent should be created at the third tier of the grade, with a consequential upgrading of the Superintendent and Assistant Chief Ambulance Officer ranks. However, in our opinion, the justification for these proposals is largely dependent on the implementation of the departmental plans for the expansion and reorganisation of the Ambulance Command. We shall therefore review the position when these plans have been accepted by Government. In the meantime we recommend no change.

	<u>Existing</u>
Ambulance Officer	DPS(O) 6 - 18
Senior Ambulance Officer	DPS(O) 19 - 23
Superintendent (Ambulance)	DPS(O) 24 - 29
Assistant Chief Ambulance Officer	DPS(O) 30 - 33

9.6 Assistant Inspector of Mines (11.10) 1 post

We asked that consideration be given to merging this one-post grade with the Survey Officer (Land) grade as the duties and entry requirements of the two grades appear similar. An examination of the duties and responsibilities of the grade has shown that although survey duties form part of the work performed by the Assistant Inspector of Mines, the other duties of the grade include inspection of quarries and mines, assisting in the examination of applicants for mine blasting certificates and investigation of accidents which are outside the scope of the normal duties of a Survey Officer (Land). The suggested merging is, therefore, inappropriate but the examination has shown that the duties of the Assistant Inspector of Mines (MPS 16 - 29) could be undertaken by staff of the Explosives Officer grade at the Explosives Officer II (MPS 17 - 24) level and we recommend that the one-post grade be replaced by a post in the Explosives Officer II rank.

9.7 Census and Survey Officer (12.24) 177 posts

This was one of a number of grades involved in the collection and analysis of statistical data which we undertook to examine to see to what extent, if any, the grades might be merged. We find that the duties of this

grade which include collecting statistical data through on-site interviews and keeping plans and records up-to-date for survey purposes are distinct from those of other grades within this category.

The entry qualification for the basic rank in the grade, i.e. Assistant Census and Survey Officer, is school certificate. The existing starting point is, therefore, difficult to justify. Our proposed scale takes this into account as well as the nature of the job and the need to appoint mature candidates. The pay scales of the senior ranks are in line with other comparable grades :

	<u>Existing</u>	<u>Proposed</u>
Assistant Census and Survey Officer	12 - 18	9 - 20
Census and Survey Officer	19 - 30	21 - 31
Senior Census and Survey Officer	31 - 37	32 - 37
Chief Census and Survey Officer	38 - 43	38 - 43

9.8 Chief Launch Engineer (11.38) 1 post

We find that the need for this grade no longer exists and it should be abolished.

9.9 Computer Operator (9.10) 111 posts

We deferred consideration of the Computer Operator grade pending the results of a review being conducted by Government.

We have now seen the results of the review. These reveal, among other things, that Computer Operators need to undergo a year's training before they become fully operational, that there is a retention problem shortly after completion of that training, and that there is a distinct difference in the level of responsibility attached to certain posts in the existing Computer Operator rank. We therefore propose that Computer Operator be re-classified as a grade with a student rank for which the minimum entry qualification is school certificate. We further propose that the grade should have the following pay structure which acknowledges the different levels of responsibility

exercised by Computer Operators. The proposed scales take account of the fact that staff in the grade are required to perform shift work.

<u>Existing</u>		<u>Proposed</u>	
		Student Computer Operator	6
Computer Operator	12 - 21	Computer Operator II	12 - 19
		Computer Operator I	20 - 24
Computer Supervisor	23 - 31	Senior Computer Operator	25 - 32
Senior Computer Supervisor	32 - 34	Computer Supervisor	33 - 37

9.10 Fire Services Ventilation Officer (11.16) 2 posts

We expressed reservations on the pay scales of this grade having regard to the entry qualifications. We have now conducted a further examination of the grade and find that the existing qualifications are adequate to ensure that staff of the grade have the necessary basic technical training in addition to satisfying the experience requirement. Taking into account the specialist experience required and the level of responsibility, we propose that the pay scales for the grade be broadbanded with the technical inspectorate grades. We also accept the proposal that the existing rank titles should be changed to reflect more accurately the level of responsibility.

<u>Existing</u>		<u>Proposed</u>	
Assistant Fire Services Ventilation Officer	40 - 43	Fire Services Ventilation Officer	38 - 41
Fire Services Ventilation Officer	44 - 47	Senior Fire Services Ventilation Officer	42 - 44

9.11 Laboratory Technician (10.27) 103 posts

We were informed that posts in the rank of Senior Laboratory Technician were created specifically for the Technical College (now the Polytechnic). We

therefore had some doubts as to whether or not there was still a functional need for the rank in the Education Department since the Polytechnic is no longer part of the Department. Consequently we made no amendment to the rank scale pending an examination of the need for the rank.

The results of our examination show that the existing circumstances of laboratories in schools and other training institutes of the Education Department do not necessitate the creation of posts in such a rank. We therefore recommend that the senior rank be deleted.

	<u>Existing</u>
Laboratory Technician III	5 - 7
Laboratory Technician II	17 - 24
Laboratory Technician I	25 - 31

9.12 Magistrate (13.34)

36 posts

We received representations that there should be only one rank of Magistrate with a pay scale based on a percentage of the salary of a High Court Judge as is the practice in the United Kingdom. Since the level of pay sought was in excess of the maximum of the Master Pay Scale, and thus in an area outside our Terms of Reference, we were unable to consider this request until a decision was taken on whether or not Magistrates should be paid from the Directorate pay scale. Subsequently, we were advised that a Directorate pay scale had not been approved and we were asked to examine the grade within the framework of the Master Pay Scale.

The view has been expressed to us that, in addition to being professionally qualified, Magistrates need to be both mature and experienced even at the basic level of their work. We accept this view and recommend that the criteria for appointment should be amended to provide for a minimum age of 40 and at least ten years' professional experience. If these revised criteria for appointment are accepted, we would then propose that the existing ranks of Magistrate and Senior Magistrate be merged into a new rank of Magistrate with the following pay scale equivalent to other senior judicial/legal ranks at the top of the Master Pay Scale.

<u>Existing</u>		<u>Proposed</u>	
Magistrate	35 - 47)	Magistrate	48 - 51
Senior Magistrate	48 - 51)		
President, Tenancy Tribunal	48 - 51	President, Tenancy Tribunal	48 - 51

We have in our review of the Magistrate grade included an examination of other professional judicial/legal grades to see whether our proposals for Magistrates call for corresponding adjustments to the pay scales of those grades. The grounds for amending the criteria for appointment of Magistrates are however inapplicable to the other professional judicial/legal grades and no corresponding adjustments are therefore recommended.

9.13 Master (Prisons) (16.14) 44 posts

The existing pay scales for this grade are basically related to those of teachers in government and aided schools. The pay scale for Senior Master (Prisons) is equated with Senior Assistant Master. The maximum point for Master (Prisons) equates with that of Assistant Master, while the minimum is five points higher than that of Certificated Master to take into account the requirement of three years' teaching experience and the nature of the job (i.e. responsibility for security of prisoners in the classroom, an element of danger as a regular factor in their working conditions, working longer hours than other teachers and not having normal school holidays and teaching pupils of a wide age range and widely differing standards of academic ability). We recommend that the existing relativities be maintained and therefore propose the following adjustments :

	<u>Existing</u>	<u>Proposed</u>
Master (Prisons)	21 - 31	22 - 31
Senior Master (Prisons)	32 - 36	32 - 37

9.14 Police Communications Computer Operator (9.21) 9 posts

In paragraph 9.9, we refer to a review of the Computer Operator grade. We have taken account of this review in examining the pay scales for Police Communications Computer Operators and consider that because of the special nature of the job the pay of this grade should be adjusted as follows :

	<u>Existing</u>	<u>Proposed</u>
Police Communications Computer Operator	20 - 24	21 - 25

9.15	<u>Statistical Assistant</u> (12.24)	180 posts
	<u>Statistical Officer</u> (12.24)	46 posts

The staff of these two grades are concerned with the edition, codification, compilation and presentation of statistical data, and with calculations and analysis. They are among those grades in the Census and Statistics Department which we undertook to review to see if they might be merged.

We find that there are significant overlaps in the duties of these two grades. Furthermore, the two grades recruit a similar type of candidate. In our opinion this is anomalous in that candidates with similar qualifications can enter as a Student Statistical Assistant (MPS 9 - 10) or as a Statistical Officer (MPS 20 - 30), even though in practice the Statistical Officer rank is usually reserved for the in-service appointment of serving Statistical Assistants.

We therefore propose that the two grades be merged. Candidates with a school certificate, with passes in appropriate subjects, should enter the student rank while those with a pass in the preliminary examination of the Institute of Statisticians with two years' relevant experience or a Polytechnic Higher Diploma in Mathematics, Statistics and Computing, should enter the first functional rank. The proposed pay scales are in line with those grades with student ranks requiring two years' training.

<u>Existing</u>		<u>Proposed</u>	
Student Statistical Assistant	9 - 10	Student Statistical Officer	5 - 6
Statistical Assistant	12 - 23	Statistical Officer II	16 - 23
Statistical Officer	20 - 30	Statistical Officer I	24 - 31
Senior Statistical Officer	31 - 37	Senior Statistical Officer	32 - 37

9.16	<u>Statistics Supervisor</u> (12.24)	9 posts
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This is one of the grades employed in the collection and analysis of statistical data, and the supervision of staff engaged in the processing of trade statistics and other related data. They are normally required to be matriculants and to have specialised knowledge and experience in this field together with the ability to

provide proper direction and guidance to their subordinates. We consider that Statistics Supervisor should remain a separate grade in its present form, and we propose that the salary scales be adjusted to bring them into line with other matriculation grades.

	<u>Existing</u>	<u>Proposed</u>
Statistics Supervisor	18 - 30	17 - 31
Senior Statistics Supervisor	31 - 37	32 - 37

9.17 Technical Instructor (Prisons) (16.26) 33 posts

The pay scale of this grade is related to that of Workshop Instructor II. We consider that the existing relativity should be maintained and, having regard to our proposed pay scale for Workshop Instructor II in paragraph 4.21, Chapter 4, we recommend the pay scale for this grade should be adjusted as follows :

	<u>Existing</u>	<u>Proposed</u>
Technical Instructor (Prisons)	20 - 24	20 - 25

GROUPING OF GRADES IN CHAPTER 9

TABLE H

Grade	Rank	Pay Scale	Existing Grouping	Proposed Grouping
Ambulance Officer	Ambulance Officer Senior Ambulance Officer Superintendent (Ambulance) Assistant Chief Ambulance Officer	DPS(O) 6 - 18 DPS(O) 19 - 23 DPS(O) 24 - 29 DPS(O) 30 - 33	Disciplined Service	No change
Assistant Inspector of Mines	Assistant Inspector of Mines	16 - 29	Group I, Technical Inspectorate and Related Grades	To be replaced by Explosives Officer II, Group II, Grades with Student Ranks
Census and Survey Officer	Assistant Census and Survey Officer Census and Survey Officer Senior Census and Survey Officer Chief Census and Survey Officer	9 - 20 21 - 31 32 - 37 38 - 43	Group II, Matriculation Grades	Group I, School Certificate Grades

Grade	Rank	Pay Scale	Existing Grouping	Proposed Grouping
Computer Operator	Student Computer Operator Computer Operator II Computer Operator I Senior Computer Operator Computer Supervisor	6 12 - 19 20 - 24 25 - 32 33 - 37	Group I, School Certificate Grades	Group II, Grades with Student Ranks
Fire Services Ventilation Officer	Fire Services Ventilation Officer Senior Fire Services Ventilation Officer	38 - 41 42 - 44	Group I, Technical Inspectorate and Related Grades	No change
Laboratory Technician	Laboratory Technician III Laboratory Technician II Laboratory Technician I	5 - 7 17 - 24 25 - 31	Group II, Grades with Student Ranks	No change
Magistrate	Magistrate President, Tenancy Tribunal	48 - 51 48 - 51	Group I, Professional, Degree and Related Grades	No change

Grade	Rank	Pay Scale	Existing Grouping	Proposed Grouping
Master (Prisons) Senior Master (Prison)	Master (Prisons) Senior Master (Prison)	22 - 31 32 - 37	Other Grades	No change
Police Communications Computer Operator	Police Communications Computer Operator	21 - 25	Group I, School Certificate Grades	No change
Statistical Officer	Student Statistical Officer Statistical Officer II Statistical Officer I Senior Statistical Officer	5 - 6 16 - 23 24 - 31 32 - 37	Group II, Matriculation Grades	Group II, Grades with Student Ranks
Statistics Supervisor	Statistics Supervisor Senior Statistics Supervisor	17 - 31 32 - 37	Group II, Matriculation Grades	Group I, Matriculation Grades
Technical Instructor (Prisons)	Technical Instructor (Prisons)	20 - 25	Other Grades	No change