

SUMMARY OF CONCLUSIONS AND RECOMMENDATIONS

PARAGRAPH

Entry Salary Point for In-service Appointees

1. In principle it is inappropriate to allow an officer to retain a higher salary if he chooses to take up a less demanding job which earns lower pay. 2.9

Incremental Credit for Previous Experience

2. Increments should be granted to new recruits for their previous relevant experience only where such practice meets specific service needs. 2.12
3. The Administration should develop a mechanism to review at appropriate intervals the need for continuing the award of increments for previous experience for the grades concerned. 2.13

Departmental Grades in Disciplined Services

4. The Technical Instructor (Correctional Services) grade should be accorded disciplined status; the Physical Training Instructor and the Fire Services Training Officer (Physical Training) grades should be merged with their primary disciplined grades. The other 16 departmental grades within the disciplined services should remain as civilian grades and any pay links with disciplined grades should be severed. 2.19

General and Common Grades in Correctional Services Department

5. There is a case to pay an appropriate allowance to general and common grades staff working in the correctional/penal institutions of the Correctional Services Department. 2.22

Retitling of Polytechnic Higher Diploma, Diploma
and Related Grades

6. The word 'Polytechnic' in the titles of Groups I, II and III of the Polytechnic Higher Diploma, Diploma and Related Grades should be deleted. 2.25

Information System for Human Resource
Management

7. Departments should make use of their existing microcomputer systems to develop a simple and ready-to-use data base of all essential staff information. 2.26

Restructuring of Grades

8. Restructuring of grades recommended in the overall review should be implemented within six months of the submission of this Report. 2.27

Education Grades

9. The existing scheme whereby members of non-graduate grades could apply for transfer to the non-teaching graduate grades should be expanded. 3.7

Matriculation Grades

10. In-service appointment of serving officers in the supporting grades who have only a School Certificate and relevant experience should be encouraged. 4.4

School Certificate Grades

Grades Not Requiring a Full School Certificate

11. Apart from suitable exercise of flexibility in creating senior posts, the Administration should provide more resources and opportunities for staff training and development. Staff should also be encouraged to pursue further studies or training to equip themselves for more demanding responsibilities. 5.5 & 6.6

Technical Inspectorate and Related Grades

12. Groups I and II of the Technical Inspectorate and Related Grades should be put into separate categories : Group I should stand on its own in the existing category; Group II should be placed in a new category of 'Technician, Supervisory and Related Grades'. 7.2
13. The Administration should examine whether the existing appointment requirements for Technical Inspectorate grades are appropriate. 7.5
14. The two-increment gap between the pay scales of the second and third tiers should be closed by raising the scale maximum of the second tier by one point. 7.7
15. The practice of awarding one increment for membership of a recognised technical institution or society should cease to apply to new appointees forthwith. 7.9

16. The common use of the Chief Technical Officer rank should discontinue and a separate rank should be provided for each of the grades concerned. 7.10

Technician, Supervisory and Related Grades

17. A new category of 'Technician, Supervisory and Related Grades' should be created to accommodate the following two groups of grades :- 8.1

Group I : Grades classified under the existing Group II of the Technical Inspectorate and Related Grades.

Group II : Grades transferred from the Senior Artisan and Artisan segments of Model Scale 1 to the Master Pay Scale.

18. The pay scales of grades remunerated on the Senior Artisan and Artisan segments should continue to be broadbanded. 8.4

Specialist Civilian Grades

Other Grades

19. Specialist Civilian grades should be included in the 'Other Grades' group. 9.1

Model Scale 1 Grades

20. A new Model Scale 1 is proposed. 10.1
21. The existing broadbanded approach for Model Scale 1 grades should continue. 10.2
22. The existing conditioned working hours for Model Scale 1 grades should remain unchanged. 10.3

Apprentice Ranks

23. Pending the introduction of the new apprentice training scheme, the pay of the Craft Apprentice and Technician Apprentice ranks should be improved. 11.3