

第三章

CHAPTER 3



周年檢閱 —— 行政長官董建華主持部門周年檢閱會操時與人員談話。

CHIEF INSPECTION: The Chief Executive, Mr Tung Chee Hwa, chats with officers at the Department's Annual Inspection.

人力資源管理
*Human Resource
Management*

為配合部門的「抱負、任務及價值觀」，本署不斷革新人力資源管理方式，為職員提供現代懲教工作和管理技巧的全面訓練。資質適合的職員接受過適當訓練後，有機會擔任專責的職務，如善後輔導、福利、護理、保安情報、心理服務、配匙開鎖、體育、駕駛、押解和領犬等。

通過評核制度、職位調派和訓練，本署立意協助職員發展事業。表現出色、才幹出眾的懲教助理可晉升為懲教主任。年內，共有 11 名一級懲教助理和 4 名二級懲教助理分別透過特別委任計劃及潛質人員晉升計劃獲擢升為懲教主任。

截至二零零一年十二月三十一日止，本署的編制職位有 7 059 個，實際職員則有 6 971 人。年內增加了 31 個職位。

訓練

職員訓練院負責為本署人員策劃及推行各項訓練計劃。該院同一時間可分別為

To align with its Vision, Mission and Values, the Department continuously modernises its human resource management practices to provide comprehensive training for staff in the most up-to-date operational and management techniques. Staff who have the right quality and aptitude will be given opportunities to work in specialised fields, such as aftercare, welfare, nursing, security intelligence, psychological service, locksmithery, physical education, driving, escort and dog handling after receiving relevant training.

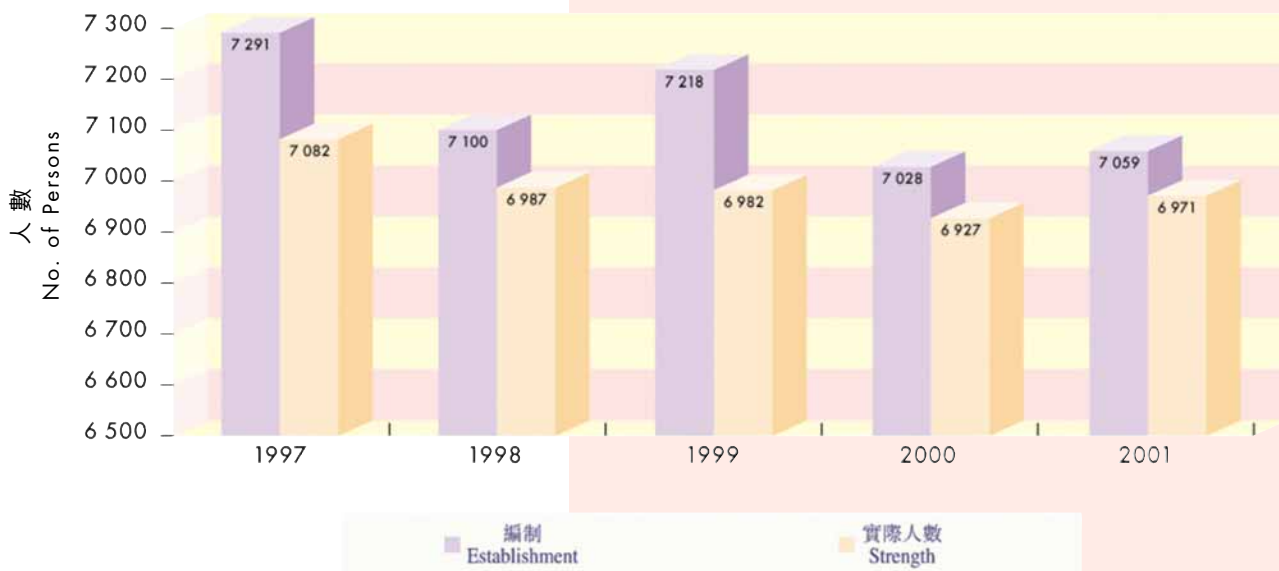
The Department is committed to assisting its staff in career development through the appraisal system, postings and training. Assistant Officers with exceptional merit and ability can be advanced to the Officer grade. In 2001, a total of 11 Assistant Officers I and four Assistant Officers II were promoted to Officer through the Special Appointment Scheme and Potential Officer Scheme respectively.

The staff establishment of the Department as at 31 December 2001 was 7 059 and the strength was 6 971. There was an increase of 31 posts in 2001.

Training

The Staff Training Institute (STI) is responsible for the planning and implementation of training programmes for

職員編制及實際人數 Establishment and Strength of Staff



190 名留宿和 190 名非留宿職員提供入職訓練、發展訓練及專科訓練。職員訓練注重模擬訓練和實況分析。

該院亦負責統籌在職訓練計劃及各懲教院所每周一次的在職訓練。

該院的設施包括課室、模擬法庭、護理及急救訓練室、電腦訓練室、模擬囚室、圖書館、健身室、體能訓練室、室內及戶外射擊場、操場、控制中心、會議室、研討室、視像會議室、資源中心、博物館、飯



職員訓練院新設立的電腦訓練中心，可容納 40 名學員。
The new computer-training centre at the Staff Training Institute can accommodate 40 students.

堂、康樂室、洗衣房及留宿設施等。院方十分重視改進各種訓練設施，以配合職員的工作需要，年內增設一個可供 40 名學員使用的電腦訓練中心，並已啟用。

為提升職員學習的成效，部門於年內開展網上學習計劃。資訊性及指導性的題材如法律、規例及程序等，均可透過網上學習方式傳授。網上學習的好處是更為靈活、易於參與、方便、具成本效益及省時。

入職訓練

入職訓練旨在向新入職人員講授執行職務所需的基本知識和技巧，以及讓他們認識懲教工作。

staff of the Department. It has a 190 residential training and 190 non-residential training capacity for recruit, development and specialist training at any one time. Simulated training and situational analyses are stressed in the training programmes.

The Institute is also responsible for co-ordinating in-service training programmes and weekly in-service training for all institutions.

Its facilities include training rooms, a training courtroom, a nursing/first-aid training room, a computer training room, mock cells, a library, a gymnasium, a physical conditioning room, indoor and outdoor firing ranges, a parade ground, a control centre, a conference room, syndicate rooms, a video-conferencing room, a resource unit, a museum, a dining hall, recreation rooms, a laundry and overnight accommodation. Improvement to training facilities is of paramount importance to meet the working context. In 2001, a new computer-training centre for 40 students was put to use.

To enhance the effectiveness of staff learning, e-Learning was launched by the Department during the year. Some informative and instruction-based topics such as laws, regulations and procedures would be delivered through e-Learning. The advantages of online learning are that it is more flexible, accessible, convenient, cost-effective and time-saving.

Recruit Training

Recruit training aims to equip new staff with the basic knowledge and skills for carrying out their duties and a foundation orientation of correctional work.

The duration of training for recruit Officers is 26 weeks and that for recruit Assistant Officers II is 23 weeks including a two-week field placement at penal institutions. In 2001, the total intake of recruit Officers and Assistant Officers II were 24 and 110 respectively.

The recruit training programme places equal emphasis on theory and practice. It includes laws of the Hong Kong

新入職的懲教主任接受26周的訓練，而新聘的二級懲教助理則接受23周的訓練，包括在懲教院所實習兩周。年內，新聘的懲教主任和二級懲教助理分別有24及110名。

訓練課程理論和實習並重，內容計有香港特別行政區的法例、部門規則和規例、輔導服務、社會工作技巧、管理學、心理學、犯罪學、監獄學、急救、步操、防暴操、策略訓練、歷險訓練、實習訓練、資訊系統訓練及個人電腦訓練等。為配合不斷轉變的社會需要，訓練課程還加入普通話、中文寫作和公民教育。

Special Administrative Region, departmental rules and regulations, counselling and social work skills, management,



學生參觀「教育及職業博覽2001」的本署攤位，索取最新的招聘資料。
Students visit the Department's booth at Education and Careers Expo 2001 to get the most up-to-date information on a career with the Correctional Services.



學員在職員訓練院練習步操。
Recruits are being put through their paces at the Staff Training Institute.

年內，本署亦為文職人員和工業組人員舉辦啟導及入職訓練課程。這些職員包括臨床心理學家、教師（懲教事務）及工業組的技術人員。

發展訓練

發展訓練有助在職人員發展潛質，使他們學得專業知識和技能，以便日後晉升。此外，亦讓職員得知影響本署行政及運作的法例、刑罰政策、監獄管理及環境保護概念等的最新發展。

psychology, criminology, penology, first aid, foot drill, anti-riot drill, tactical training, adventure training, field training, information system training and personal computer training. To cope with the ever-changing social needs, subjects like *Putonghua*, Chinese writing and civic education have also been included in the training programme.

Orientation/recruit training courses were also organised in 2001 for departmental civilian and industrial staff, including Clinical Psychologists, Masters (Correctional Services) and technical staff of Correctional Services Industries.



人員在防暴操演練中驅散「暴徒」。
Officers disperse the 'mob' during an anti-riot drill.

職員訓練院舉辦各種發展及專科課程，例如管理發展課程、建立團隊的體驗學習課程、勞教中心課程、教導所課程、戒毒所課程、應急支援訓練課程、個人電腦訓練課程、服刑記錄資料系統訓練課程、人力資源管理課程及潛質值日主管課程等。該院亦為各職系的職員舉辦一些核心發展訓練課程，協助他們發展事業和晉升。本署亦為受聘於本署的專業人員提供專科訓練和獎學金。

年內舉辦的入職、發展及專科訓練課程概況載於附錄 12。

海外訓練、研討會及會議

除本地訓練外，本署更派職員到海外參加合適的訓練課程及研討會，以便得悉世界各地在監獄管理方面的最新發展，並汲取別人的經驗。年內，本署共安排 64 名不同工作範疇的職員前往內地和海外實習，以及進行考察和交流。

人力資源管理

為推行部門人力資源管理計劃，本署繼續擴展以下綱領：

- 人力策劃
- 訓練及發展
- 工作表現管理
- 溝通
- 招聘

年內，本署繼續加強人力資源管理系統，以便有效地利用電腦管理重要的人事資料。本署並就人力資源方面的各項挑戰、持續的人事問題和訓練需要，進行策略性覆檢；結果制定一套目標明確的綜合訓練及發展計劃。此外，本署亦全面推動網上學習，並聯同公務員事務局及公務員

Development Training

Development training helps serving staff develop their career potentials and equip them with professional knowledge and skills for advancement. It also keeps staff abreast of the latest changes and developments in legislation, penal policy and management and environmental protection concepts affecting the administration and operation of the Department.

The Institute runs various development/specialist courses, such as Management Development Courses, Team Building/Experiential Learning Programmes, Detention Centre Course, Training Centre Course, Drug Addiction Treatment Centre Course, Emergency Services Training Course, Personal Computer Training Course, Penal Record Information System Course, Human Resource Management Workshops and Potential Day Orderly Officer Course. Some other core development training courses are organised for career development and advancement of staff in different grades. Specialist training and training scholarships are also provided for professional staff employed by the Department.

A summary of the recruit, development and specialist training courses organised in 2001 is at Appendix 12.

Overseas Training/Seminars and Conferences

In addition to local training, the Department sends officers to attend suitable training courses and seminars overseas. This has enabled officers, as well as the Department, to keep abreast of the latest developments in prison management worldwide, and to learn from the experiences of other prison administrations. In 2001, the Department arranged 64 staff in different fields to conduct observational visits, exchanges and training attachments in the Mainland and overseas.

Human Resource Management

In pursuing our Departmental Human Resource Management Plan, we continued to develop and progress in the following programme areas:

- Manpower Planning

培訓處，為職員舉辦不少有關關鍵才能和人力資源管理的課程。

本署二零零零年開展的部門文化轉變計劃卓見成績，因此將之定為長期措施，以收長遠效果。憑着不斷努力，本署正逐步減低官僚作風、提高靈活性、加強溝通，以及提高整體的效率和效能。為進一步改善本署服務的質素以回應公眾不斷提高的要求和期望，本署亦致力向職員灌輸以客為本的文化理念。

二零零零年八月，本署採用一套以才能為本的全新工作表現評核表格，因而更能客觀評估職員的才能、是否具備晉升的潛質，以及其工作發展的需要。此外，本署亦借助顧問研究，建立一套綜合表現管理系統，將招聘、表現管理、晉升、培訓及事業發展等人力資源事項結合起來。

本署自一九九六年起實施增進公務員表現計劃，在部門推行激勵職員的活動，包括以選定主題舉辦比賽，務求職員竭力落實部門的服務承諾、改善與市民溝通的技巧、提高效率 and 生產力，培養歸屬感，以及激勵他們不斷改善服務質素。年內，本署舉辦了智能隊最佳建議獎、標語創作大賽及最佳儀表獎等比賽。

職員關係及福利

職員關係及福利組負責統籌一切員工福利及康樂事宜，並向需要協助的職員及其家人提供專業的社會工作服務及輔導服務。此外，更會於重大行動進行期間提供後勤支援，為有關職員安排膳食、茶點和住宿。

懲教署福利基金的作用是向職員貸

- Training and Development
- Performance Management
- Communication
- Recruitment

During the year, we continued to develop and improve our Human Resource Management System to facilitate the effective management of essential personnel information about our staff electronically. We conducted strategic review on various human resource challenges, on-going personnel issues and training needs. A comprehensive training and development plan with clear objectives was devised. In addition, we have been developing e-Learning across the Department. Alongside with the Civil Service Bureau and the Civil Service Training and Development Institute, we worked to provide a host of courses on core competencies and human resource management for our staff.

The Corporate Culture Reform project launched in 2000 was a great success and the practice has been converted into a permanent measure ever since for lasting effect. With unflinching effort and devotion of staff, the Department is making its way towards less bureaucracy, greater flexibility, better communication, and a higher level of organisational efficiency and effectiveness. To further promote the quality of our services in the wake of increasing public demands and expectations, we are also committed to inculcating in our staff a customer-oriented culture.

The adoption of a new set of competency-based performance appraisal forms in August 2000 enabled objective assessments of staff's job behaviour, potentials and promotability to the next higher rank and easy identification of their development needs. With the assistance of consultancy services, the Department is taking steps to form an Integrated Performance Management System as a tool to link up various human resource functions such as recruitment, performance management, promotion, training and career development.

The Staff Motivation Scheme was launched in 1996 to improve staff motivation activities on a department-wide scale. We organise contests on selected topics to promote staff commitment to the Department's performance pledges, improve skills in public relations, achieve greater efficiency and productivity, foster a sense of belonging and motivate

款，並在特別情況下，為需要經濟援助的職員、退休人員及職員遺屬提供補助金。

為穩定職員的經濟狀況及在有需要時給予援助，懲教署於一九九一年六月成立職員儲蓄互助社，目的是鼓勵會員節儉，並接受會員以股份或存款形式儲蓄，以及向有需要的會員貸款。年底時，儲蓄互助社共有 4 497 名會員。

為身故職員的家屬而設的自願供款中央基金於一九九一年十二月成立，以協助職員遺屬和因公受傷的職員。截至十二月三十一日止，基金共有 3 322 名會員。

懲教署人員子女教育信託基金於一九八三年七月成立，為本署懲教助理及同等職系人員的子女提供經濟援助，使他們能夠接受高等教育。接受全日制教育或訓練的殘疾兒童亦獲信託基金的經濟援助。年內，信託基金共發放 664,630.5 元。

優惠購物組於一九九五年年底成立，全面推行優惠購物計劃，讓職員及其家屬得到合理折扣，以低於市值的價錢向供應商購買家庭必需品。此外，該組亦於年內舉辦多個優惠產品展銷會，讓職員以優惠價購買產品，從而提高生活質素。

體育及康樂

本署注重職員的體能及團隊精神，每年均舉辦康體活動。本署設有康樂體育主任一職，由康樂及文化事務署借調職員出任，就策劃和安排活動方面，提供專業意見及協助。

年內，本署舉辦了多項活動，除大型的周年項目如陸運會、水運會和喜靈長跑行山樂等之外，又舉辦了 8 項院所際體育比賽。

staff towards the continuous improvement of service. In 2001, three competitions - *The Best Work Improvement Team Suggestion Award*, *Slogan Design Competition* and *the Best Department Staff Competition* - were organised.

Staff Relations and Welfare

The Staff Relations and Welfare Unit co-ordinates all matters relating to welfare and recreational activities and provides, where necessary, professional social work and counselling service to staff and their families. In addition, the Unit provides logistical support during major operations, taking care of meals, refreshments and lodging for the staff involved.

The Correctional Services Department Welfare Fund provides loans and, in special cases, grants for serving and retired personnel and for families of deceased staff who are in need of financial assistance.

To provide financial stability for staff and to give assistance in times of need, the Correctional Services Department Staff Credit Union was set up in June 1991. It aims at promoting thrift among its members and receives savings from members either as payment on shares or as deposits, and makes loans to them. At the end of 2001, the Credit Union had a membership of 4 497.

The Central Fund for Voluntary Contributions to Widows/Dependants of Deceased Correctional Services Officers was established in December 1991 to assist the widow, widower or dependants of a member who died, and staff who were injured in service. As at 31 December 2001, it had 3 322 members.

The Correctional Services Children's Education Trust, founded in July 1983, continues to provide financial assistance to children of Assistant Officers and equivalent grades in the Department to enable them to pursue higher education. Handicapped children undertaking full-time education or training also receive financial assistance from this Trust. During the year, a total of \$664,630.50 was granted from the Trust.

The Bargain Purchase Unit set up at the end of 1995 puts the Bargain Purchase Scheme into full



周年陸運會上的歡呼大合照。
A cheery wave for the camera at the Annual Sports Meet

連同年內成立的部門釣魚隊在內，懲教署體育會共有 31 支隊伍，其中大部分均積極參加各項公開比賽。是年，龍舟隊、柔道隊、射擊隊、足球隊及長跑隊均在公開賽中奪得不少獎項。

四月，本署代表團前往新西蘭克賴斯特徹奇市參加超級運動會 2001，在空手道、長跑、田徑、單車、壁球、水肺式潛水及草地滾球等項目一共取得 45 面獎牌。

implementation. It provides an access for staff and their families to obtain household necessities from a number of market suppliers at a reasonable discount off the market prices. Besides, a number of promotional sales displays of different commodities were organised during the year. Staff can acquire the items at bargain prices thereby upgrading their quality and standard of living.

Sports and Recreation

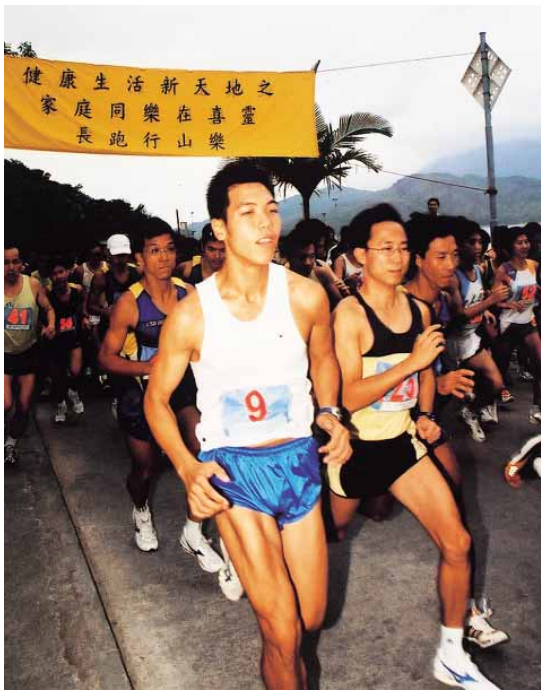
Sports and recreation activities are organised by the Department with emphasis on the physical fitness and the *esprit de corps* of staff. A Recreation and Sports Officer is seconded from the Leisure and Cultural Services Department to give professional advice and assistance in planning and arranging activities.

During the year, a variety of activities were organised. Apart from the major annual events such as the Annual Sports Meet, Swimming Gala and Hiking on Hei Ling, eight inter-institutional



周年水運會男子組競賽。
A men's event of the Annual Swimming Gala

為推廣健康生活風氣，本署年內為職員及其家屬舉辦多項康樂活動。十一月三日，本署舉辦「健康生活新天地之家庭同樂在喜靈」活動，參加人數超過一千。此外，又在麥理浩夫人度假村舉辦兩個家庭康樂營。



一年一度的喜靈長跑行山樂。
Runners pace around Hei Ling Chau in the annual hiking on the island.

周年秋季賣物會於十二月一日在赤柱舉行，籌得的善款 556,000 元會捐給各慈善機構及用於職員福利及體育活動。

毗鄰馬坑監獄的懲教署體育會會所設有戶外及室內康體設施，例如卡拉 OK、燒烤場、射箭場、高爾夫球發球練習場和練習坪、鳥舍、籃球場和足球場等。年內，會所的設施如常大受職員及家屬歡迎。

sport competitions were organised.

With the establishment of a departmental angling team in the year, there are totally 31 teams sponsored by the CSD Sports Association and most of them have actively participated in various open competitions. In 2001, the dragon boat, judo, shooting, soccer and distance running teams won many prizes in public competitions.

In April 2001, a departmental delegation visited Christchurch in New Zealand to take part in *Supergames 2001* in the events of karate, distance run, track and field, cycling, squash, scuba diving and lawn bowls and won a total of 45 medals.

To promote a healthy lifestyle, recreational activities were organised for staff and their family. More than 1 000 staff and their family members took part in various activities at the Family Outing on Hei Ling Chau held on 3 November 2001. Two residential holiday camps were also held in Lady MacLehose Village in the year.

The annual Autumn Fair at Stanley was held on 1 December 2001. A sum of \$556,000 will be distributed to various charitable agencies and used for staff welfare and sports activities.



立法會主席范徐麗泰在主持 2001 年秋季賣物會開幕禮後與眾同樂。
The President of the Legislative Council, Mrs Rita Fan Hsu Lai-tai, tries her hand at a stall after officiating at the 2001 Autumn Fair.

第一屆粵港澳懲教人員運動會

十一月二十七至三十日，懲教署體育會主辦首屆粵港澳懲教人員運動會。廣東、澳門及新加坡的懲教部門均有派隊參



參加首屆粵港澳懲教人員運動會長跑比賽的健兒蜂擁衝出起點。
The huge field of competitors storm off from the starting line at the distance run of the inaugural Sports Meet of Guangdong/Hong Kong/Macau Correctional Officers.

加各項賽事，計有足球、籃球、乒乓球、羽毛球、射擊、壁球、十公里跑及桌球等。本署結果贏得全場總冠軍。

參與社會活動

本署在公益金舉辦的籌款活動中奪得二零零零至二零零一年度政府部門組別金獎。年內，本署參加多項慈善活動，包括公益金的香港區百萬行及僱員募捐計劃和執法人員火炬慈善跑，共籌得 436,000 多元。

職員協商

本署定期舉行職員協商會議，使管方與職方保持緊密而有效的溝通。職員協商委員會分高級職員協商委員會和初級職員協商委員會，每季召開聯席會議一次，討論共同關注的事項。兩個協商委員會雖然各自運作，但目標均為促進管方和職方之間的了解和合作。為規範和簡化溝通及協

The Correctional Services Department Sports Association Recreation Complex next to the Ma Hang Prison provides both indoor and outdoor recreation and sports facilities such as karaoke, barbecue site, archery range, golf driving range, putting green, aviary, basketball court and soccer pitch. It continued to be well patronised by staff and their family in the year.

1st Guangdong/Macau/Hong Kong Correctional Officers Sports Meet

The inaugural Sports Meet of Guangdong/Hong Kong/Macau Correctional Officers was hosted by the Correctional Services Department Sports Association from 27 to 30 November 2001. Delegates from the correctional services of Guangdong, Macau and Singapore participated in various events, namely soccer, basketball, table tennis, badminton, shooting, squash, 10-km run and snooker. The Department won the overall championship with flying colours.

Community Involvement

The Department was awarded a 'Golden Award - Government Sector' for the year 2000-01 in the fund-raising events organised by the Community Chest. During the year, more than \$436,000 was raised in various charity events which included the Walk for Million - Hong Kong Walk and the Employee Contribution Programme of the Community Chest and the Law Enforcement Torch Run for Special Olympics.

Staff Consultation

Staff consultation meetings are held at regular intervals to foster close and effective communication between the management and the staff. The two Departmental Consultative Committees, namely the Senior Departmental Consultative Committee (SDCC) and the Junior Departmental Consultative Committee (JDCC), met quarterly during the year to discuss issues of common

商渠道，高級及初級職員協商委員會會議分別有懲教事務職員協會及香港政府華員會懲教事務職員分會／組別聯席會議的成員出席，作為職方代表。



署長伍靜國祝賀女子懲教院所代表隊在周年檢閱會操中奪得署長盃。
The Commissioner, Mr Ng Ching-kwok, congratulates officers of the contingent of female institutions, the winner of the Commissioner's Cup at the Annual Inspection.

各院所的職員協商會議最少每季舉行一次，各職級均有代表出席。此外，署長每兩個月巡視各院所時，亦會會晤職員代表。

懲教事務職員協會

該會於一九八三年三月成立，截至二零零一年十二月三十一日止，共有會員5 176名。該會就職員的服務條件、制服及福利事宜提出意見，供管方考慮。

香港懲教署退休人員協會

該會於一九八六年四月成立，本署職員關係及福利組有代表在該會的委員會，擔任聯絡人員。年底時，該會共有會員545名。

嘉獎

政府和部門會嘉獎表現出色和提供優良服務的職員，以提高士氣。

concern. The two Committees function separately towards the objective of achieving a better understanding and co-operation between the management and the staff. To regularise and streamline the communication and consultative channels, there is representation from the

members of both the Correctional Services Officers' Association and the Departmental Staff Branches/Class Unit Joint Conference, Hong Kong Chinese Civil Servants' Association on the staff-side of the SDCC and JDCC respectively.

In the institutions, staff consultation meetings are held at least quarterly and all ranks are represented. The Commissioner also meets staff representatives during his visits to the institutions every two months.

Correctional Services Officers' Association

The Association, established in March 1983, had a membership of 5 176 as at 31 December 2001. It gives views on conditions of service, uniform and staff welfare matters for consideration by the management.

Association for the Retired Staff of the Hong Kong Correctional Services Department

The Association was inaugurated in April 1986. A representative of the Staff Relations and Welfare Unit sits on the Association's Committee as liaison officer. At the end of 2001, the Association had 545 members.

Awards and Commendations

It is important for staff morale that individual excellent performance and meritorious service are recognised by the Government and the Department.



助理署長陳俊仁（左）及郭亮明（右）獲頒懲教事務卓越獎章。
Correctional Services Distinguished Service Medal recipients: Assistant Commissioners Chan Chun-yan (left) and Kwok Leung-ming (right)

年內獲獎的職員中，助理署長陳俊仁及郭亮明獲頒香港懲教事務卓越獎章；退休懲教工業總經理李家山、高級監督陳碩聖及曾國強、監督余品超、一級懲教助理陳漢耀及劉紹賢獲頒香港懲教事務榮譽獎章；總懲教主任鄭均明、二級懲教助理黃淑華及楊惠娟獲頒銅英勇勳章。

In the 2001 Honours List, Assistant Commissioners CHAN Chun-yan and KWOK Leung-ming were awarded the Correctional Services Distinguished Service Medal (CSDSM); retired General Manager of Correctional Services Industries LEE Gar-san, Senior Superintendents Samson CHAN and TSANG Kwok-keung, Superintendent YUE Bun-chiu, Assistant Officers I CHAN Hon-yiu and LAU Siu-yin were awarded the Correctional Services Meritorious Service Medal (CSMSM); and Chief Officer KWONG Kwan-ming, and Woman Assistant Officers II WONG Suk-wah and YEUNG Wai-kuen were awarded the Medal for Bravery (Bronze) (MBB).

In December 2001, 364 staff members were awarded the Correctional Services Long Service Medal, and 137 staff members the First and Second Clasps to the Correctional Services Long Service Medal. Their names were published in the *Government Gazette* (GN



左起：總懲教主任鄭均明、二級懲教助理黃淑華及楊惠娟獲頒銅英勇勳章。
Medal for Bravery (Bronze) recipients, from left: Chief Officer Kwong Kwan-ming, and Woman Assistant Officers II Wong Suk-wah and Yeung Wai-kuen



獲頒懲教事務榮譽獎章的人員與行政長官董建華（右四）及署長伍靜國（中）在授勳儀式後合照。左起：一級懲教助理劉紹賢及陳漢耀、懲教事務監督余品超及羅偉鋒（獲頒行政長官公共服務獎狀）、懲教事務高級監督陳碩聖及曾國強、已退休的工業組總經理李家山。

Correctional Services Meritorious Service Medal recipients pose for a photo with the Chief Executive, Mr Tung Chee Hwa (fourth from right), and the Commissioner, Mr Ng Ching-kuok (centre), after the presentation ceremony. From left: Assistant Officers I Lau Siu-yin and Chan Hon-yiu, Superintendents Yue Bun-chiu and Law Wai-fung (Chief Executive's Commendation recipient), Senior Superintendents Samson Chan and Tsang Kwok-keung and retired General Manager of Correctional Services Industries Lee Gar-san.

十二月，364名職員獲頒懲教事務長期服務獎章，另有137名職員獲頒懲教事務長期服務獎章第一或第二加敘勳扣〔獲獎職員名單刊於十二月七日出版的《憲報》（二零零一年第49期）〕。此外，有36名職員在執行職務時表現卓越，獲行政長官、署長、助理署長或政務秘書嘉獎，名單載於附錄13。

49/2001 dated 7 December 2001). In addition, 36 staff who made exceptionally meritorious contributions in the course of duty were awarded the Chief Executive's, Commissioner's, Assistant Commissioner's or Civil Secretary's commendations. Their names are at Appendix 13.