

# FIN



香港懲教署  
HONG KONG  
CORRECTIONAL SERVICES

# 2011

年報 ANNUAL REVIEW



# FIN



**香港懲教署**  
**HONG KONG**  
**CORRECTIONAL SERVICES**

# 2011

年報 ANNUAL REVIEW



## 抱负 VISION

成为国际推崇的惩教机构，使香港为全球最安全的都会之一  
Internationally acclaimed Correctional Service helping Hong Kong to be one of the safest cities in the world

## 任务 MISSION

我们以保障公众安全、减少罪案为己任，致力以稳妥、安全和人道的方式，配合健康和合适的环境羁管交由本署监管的人士，并与社会大众及其他机构携手合作，为在囚人士提供更生服务。

We protect the public and reduce crime, by providing a secure, safe, humane, decent and healthy environment for people in custody, opportunities for rehabilitation of offenders, and working in collaboration with the community and other agencies.

## 价值观 VALUES

### 秉持诚信

持守高度诚信及正直的标准，秉承惩教精神，勇于承担责任，以服务社会为荣。

### INTEGRITY

We are accountable for our actions by upholding high ethical and moral standards, and have the honour of serving our society.

### 专业精神

全力以赴，善用资源，提供成效卓越的惩教服务，以维护社会安全和推展更生工作。

### PROFESSIONALISM

We strive for excellence in correctional practice and resource optimisation, and take pride in our role as society's guardian and rehabilitation facilitator.

### 以人为本

重视每个人的尊严，以公正持平及体谅的态度处事待人。

### HUMANITY

We respect the dignity of all people with emphasis on fairness and empathy.

### 严守纪律

恪守法治，重视秩序，崇尚和谐。

### DISCIPLINE

We respect the rule of law with emphasis on orderliness in the pursuit of harmony.

### 坚毅不屈

以坚毅无畏的精神面对挑战，时刻紧守岗位，履行服务社会的承诺。

### PERSEVERANCE

We are committed to serving our society, keeping constant vigilance and facing challenges with courage.

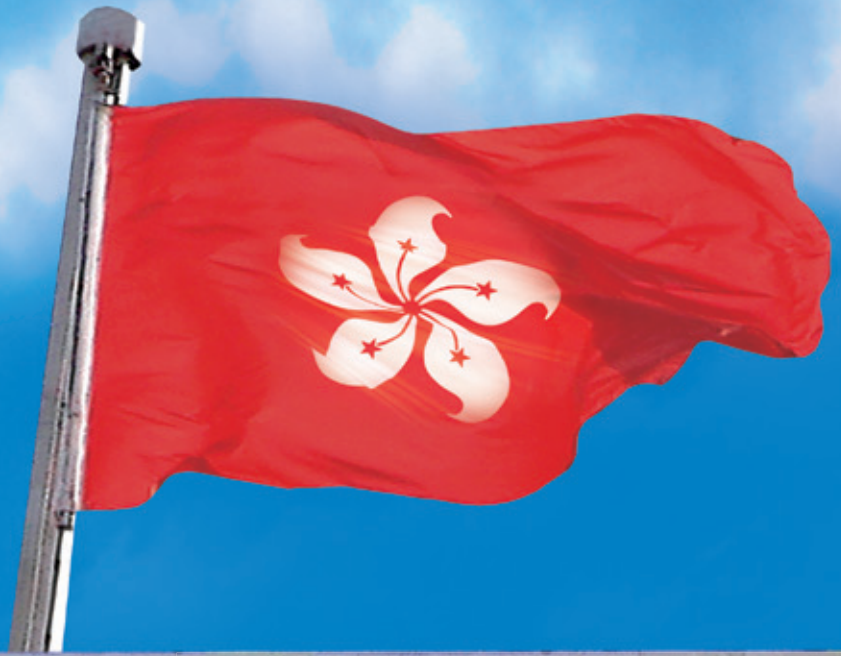


关爱伙伴 — 共拓更生每一步  
Forging partnerships for care





*and rehabilitation*











# 目录 CONTENTS

署长序言  
Commissioner's Foreword..... 2 - 3

**1** 部门运作及院所管理  
Operations and Institutional Management..... 6 - 15

**2** 更生事务  
Rehabilitation..... 16 - 23

**3** 工业及职业训练  
Industries and Vocational Training ..... 24 - 31

**4** 人力资源管理  
Human Resource Management..... 32 - 41

**5** 服务质素  
Quality Assurance..... 42 - 47

**6** 行政及策划  
Administration and Planning ..... 48 - 55

**7** 环保管理  
Green Management..... 56 - 59

附录  
Appendices ..... 60 - 63



# 署长序言

## Commissioner's Foreword



# 懲

教署过去一年在全体人员共同努力下，藉着提高服务效率及妥善调配资源等方法，将各项羁押及更生服务推行得更有效率。

年内各惩教院所平均每日在囚人口虽较对上一年稍微下跌，收押所仍出现挤迫情况。为了进一步纾缓挤迫情况，惩教署除将刚被判刑和保安级别合适的成年女性直接从法院送往罗湖惩教所，以及将荔枝角收押所部分还押在囚人士迁往赤柱监狱外，现计划将荔枝角收押所和邻近的荔枝角惩教所合并，待工程完成后，荔枝角收押所的挤迫情况将可纾缓。

长远方面，本署正积极改善一些由非惩教用途建筑物改建而成，以及到今年使用已达四十年或以上的设施，包括去年七月在赤柱监狱兴建一幢两层高综合大楼，为在囚人士提供更多更生设施。我们亦计划重建大榄女惩教所部分设施，如获立法会拨款，重建工程可于今年八月展开，在二〇一六年完成后，可增加一百零八个宿位及改善多项院所设施。

秩序和稳妥的羁管环境是提供更生服务的基石。在二〇一一年，我们以「给更生人士一个机会」为重点宣传主题，在四月中推出全新一辑「助更生」电视宣传短片及电台宣传声带和海报，向社会大众传扬这个讯息。为了给更生人士一个公平的就业机会，惩教署在去年八月与商业机构合作，首次为即将获释的在囚人士举行职业招聘会，协助他们于获释前找到工作，离开院所后能尽快自力更生，融入社区。

首间专为男性成年在囚人士而设的餐饮服务训练中心，于二〇一一年在塘福惩教所正式启用，提供一站式餐饮服务训练，包括职业培训、求职技能、就业转介及跟进工作。

另外，针对较低学历的年轻在囚人士的更生需要，本署与职业训练局在去年初开始在励志更生中心及芝兰更生中心合作推行「TEEN才再现计划」。参加计划的所员须完成一百二十小时通用技能训练及一百八十小时职业技能训练。全年共有六十二名更生中心所员完成相关训练，他们于刑释后均合资格报读职业训练局中三入学程度的证书课程。

由于女性的犯罪因素及更生需要与男性不尽相同，惩教署去年年初在罗湖惩教所成立首间女性个人成长及情绪治疗中心「健心馆」，为有需要的女性在囚人士提供系统化的专业心理评估及治疗。

惩教署与八十多个非政府机构继续紧密合作，为在囚及更生人士合办各种助更生活动。本署又与其他地区的惩教机构保持密切联系，例如去年四月在香港举行的「京粤港澳监狱论坛」，就不同地区的惩教服务作出深入的探讨，互相交流工作心得。


多年来，惩教署职员及其家人积极善用自己闲余时间参与社区工作，职员并组成爱群义工团投入公益事务。我们因此连续六年获颁「同心展关怀」标志。去年爱群义工团更获得由义工发展局颁发第四届香港杰出义工奖，肯定本署职员热心关怀社会的理念。

去年是惩教署十分忙碌的一年，今年亦会充满挑战，但我有信心，惩教署人员会上下一心，全力以赴，共同为香港安稳共融而努力。

惩教署署长单日坚







**W**ith the concerted effort of all colleagues in CSD, we were able to take forward our custodial duties and rehabilitation work efficiently through the enhancement of service efficiency and the redeployment of resources in 2011.

During the year, the average daily penal population recorded a slight decline. However, overcrowding problem still existed in reception centres. To alleviate the overcrowding situation, the department sent newly convicted adult females with suitable security grading directly from court to Lo Wu Correctional Institution, and transferred some persons remanded in Lai Chi Kok Reception Centre to Stanley Prison. We are also undertaking the project of merging Lai Chi Kok Reception Centre (LCKRC) with the adjacent Lai Chi Kok Correctional Institution. Upon completion, the overcrowding situation in LCKRC will be alleviated.

In longer term, the department is proactively improving some correctional institutions which were not purpose-built and those facilities which have been in operation for 40 years or more. These include a two-storey complex completed in Stanley Prison in July 2011 to provide additional rehabilitative facilities for persons in custody. We are also planning to pursue the partial redevelopment of Tai Lam Centre for Women. Subject to funding approval of the Legislative Council, the redevelopment works will commence in August this year. Upon its completion in 2016, an additional 108 penal places will be provided and some facilities will be improved.

A disciplined and secure custodial environment is the cornerstone of rehabilitation services. We adopted the new promotional theme of "Give Rehabilitated Offenders A Chance" in 2011. A new series of Announcements in the Public Interest on radio and television and posters carrying this message were launched from mid-April. In order to provide persons in custody with equal employment opportunities, we organised a first ever job fair in conjunction with business organisations in August 2011 to help soon-to-be-released inmates secure a job before discharge so that they could enter the job market and reintegrate into the community as soon as they leave the institution.

In 2011, the first food and beverage training centre for male adult inmates was opened in Tong Fuk Correctional Institution to provide them with an integrated training programme, including vocational training, job interview skills, job referrals and follow-up.

To cater for the rehabilitative needs of those young inmates with lower educational attainment, we launched the "Teen's Programme" with the Vocational Training Council (VTC) early last year in Lai Chi Rehabilitation Centre and Chi Lan Rehabilitation Centre. Participants of the programme have to complete 120 hours of generic skills training and 180 hours of vocational skills training. Upon completion of the programme, the inmates are eligible for enrolment in VTC's certificate courses offered to secondary three school leavers. During the year, 62 inmates of rehabilitation centres completed the training programme.

Since the criminogenic needs and rehabilitative needs of female persons in custody are different from those of their male counterparts, CSD set up the first gender-specific personal growth and emotion treatment centre, the "PSY GYM", in Lo Wu Correctional Institution early last year to provide female inmates with systematic and professional psychological assessment and treatment.

The CSD continued to work closely with more than 80 non-government organisations to co-organise various rehabilitation activities for persons in custody and rehabilitated persons. Likewise, CSD also maintained a close collaboration with other penal authorities. For example, the Beijing-Guangdong-Hong Kong-Macao Prison Forum was held in Hong Kong in April 2011. The Forum provided a platform for participants from different places to have in-depth discussion on correctional services and experience sharing.

Over the years, staff of CSD and their families have actively engaged in community services in their spare time and participated in charity work through the Oi Kwan Volunteer Group Limited established by the staff. Their contribution has won the department the "Caring Organisation Logo" for the sixth consecutive year. In addition, the Oi Kwan Volunteer Group Limited was awarded "The Fourth Hong Kong Volunteer Award" by the Agency for Volunteer Service in recognition of its efforts in caring for the community.

The department went through a busy year in 2011. Undoubtedly, 2012 will be another year full of challenges. However, I have every confidence that all the colleagues of CSD will continue to serve the community with dedication and commitment to contribute to a safer and more inclusive society.

**SIN Yat-kin, CSDSM**  
**Commissioner of Correctional Services**



# 首长级人员

## Directorate Officers



- 1 单日坚  
惩教署署长  
SIN Yat-kin, Commissioner of Correctional Services
- 2 邱子昭  
副署长  
YAU Chi-chiu, Deputy Commissioner
- 3 曹振华  
政务秘书  
CHO Chun-wah, Herman, Civil Secretary
- 4 李双  
助理署长 (更生事务)  
LEE Sheung, Assistant Commissioner (Rehabilitation)
- 5 林国良  
助理署长 (行动)  
LAM Kwok-leung, Assistant Commissioner (Operations)
- 6 邓秉明  
助理署长 (人力资源)  
TANG Ping-ming, Assistant Commissioner (Human Resource)
- 7 胡英明  
助理署长 (服务质素)  
WOO Ying-ming, Assistant Commissioner (Quality Assurance)







# 1 部门运作及院所管理

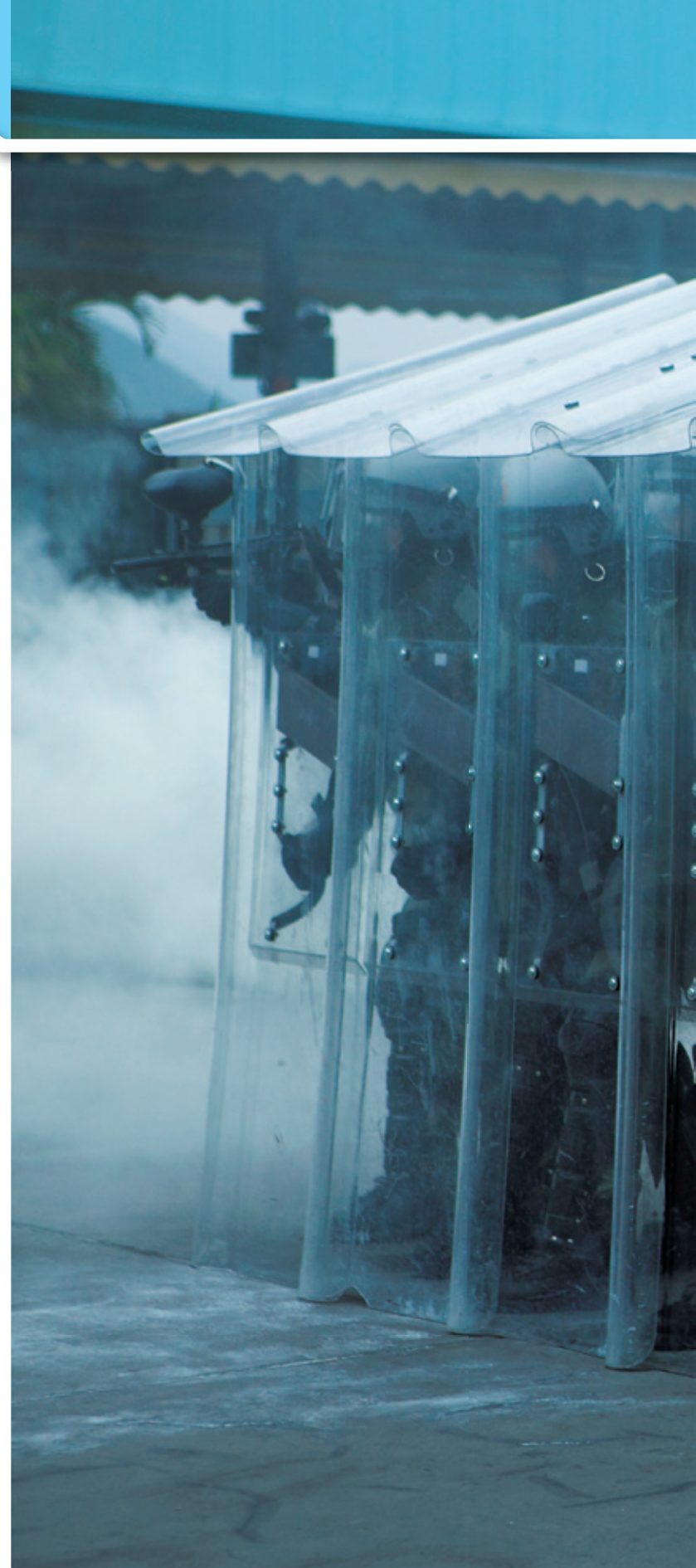
## Operations and Institutional Management

二零一一年，行动处在羁押管理工作方面取得多项成果及作出转变。

年内，不同院所的各级职员同心协力，继续紧守岗位，提供优质服务，以维持院所的保安、秩序和纪律，尽可能把在囚人士逃狱及违反纪律的机会减至最低。我们亦为在囚人士提供足够的羁管照顾、基本生活所需和合理的生活环境。

The year 2011 brought the Operations Division a number of changes and achievements in custodial management.

Throughout the year, staff from all facilities and at all levels pulled together and continued our pursuit of service excellence in contribution to maintaining security, order and discipline so as to minimise the chance of escapes and acts of indiscipline. We provide persons in custody with adequate custodial care, basic necessities and a reasonable living environment.







懲教人員進行處理突發事故演習。  
*Correctional staff conduct emergency exercises.*





与二零一零年比较，二零一一年的在囚人口稍为减少，但收押所的挤迫问题仍然存在。本署在年内推行一系列措施，以纾缓挤迫情况。我们安排把男性成年还押犯送往赤柱监狱，以减轻荔枝角收押所不敷应用的问题，而改建已关闭的荔枝角惩教所为荔枝角收押所附属中心的工程亦已接近完成。此外，为减轻大榄女惩教所的挤迫情况，被定罪成年女性会直接由法院送往相关院所。

我们继续致力提高院所的运作效率，并集中更新陈旧设施和善用资源。除了改建已关闭的荔枝角惩教所外，本署亦着手研究其他惩教设施的重建计划。

于二零零九年十月制定的《在囚人士投票条例》提供一个明确的法律架构，让受羁押人士在本地各项选举中投票。在二零一一年的区议会选举及选举委员会界别分组选举期间，本署在惩教设施设立专用投票站，让合资格的受羁押选民投票。

我们继续致力提高服务质素，竭力维持院所的保安及良好秩序和纪律，提供合适环境，协助在囚人士重投社会。凭着各职员尽忠职守和同心协力，行动处定能应对未来的各项挑战，切合不断提升的公众期望。

As compared to 2010, the penal population in 2011 slightly decreased, but the overcrowding problem still existed in reception centres. To alleviate the overcrowding situation, a series of measures were taken during the year. Apart from locating adult male remands in Stanley Prison to relieve the shortfall of penal places in Lai Chi Kok Reception Centre, the conversion of the decanted Lai Chi Kok Correctional Institution into an annex facility of Lai Chi Kok Reception Centre to provide additional penal places was near completion. To reduce the overcrowding situation at Tai Lam Centre for Women, newly convicted adult females were sent directly from the court to appropriate correctional facilities.

Continuous effort is made to strive for operational efficiency, targeting to modernise out-fashioned facilities and optimise the use of resources. Apart from the decanted Lai Chi Kok Correctional Institution, there are also projects being studied to redevelop other correctional facilities.

Enacted in October 2009, the Voting of Prisoners Ordinance sets out a clear legal framework for persons in custody to vote in all local elections. In the 2011 District Council Election and the Election Committee Subsector Elections, dedicated polling stations were set up in correctional facilities to allow eligible electors in custody to vote.

We are committed to continually improving our quality of service and take steadfast actions to maintaining security, good order and discipline in institutions so as to provide an environment conducive to prisoners' reintegration. With the commitment and unswerving support of our staff, the Operations Division will live up to the challenges and ever-rising public expectations.



## 男性在囚人士

年内，被判监禁的成年男性有9 190人，还押羁留的则有6 559人。

长刑期的成年在囚人士，包括被判终身监禁者，均囚禁在赤柱监狱及石壁监狱。

21岁以下被判监禁的年轻男性有831人，另有1 365人还押于壁屋惩教所。

为纾缓荔枝角收押所的挤迫问题，本署现正把已关闭的荔枝角惩教所改建为荔枝角收押所附属中心，额外提供400个惩教名额。附属中心预计在二零一二年首季开始收纳男性在囚人士。

## 女性在囚人士

被判监禁的成年女性有3 910人，还押羁留的则有1 815人。

大榄女惩教所收纳成年女性，设有还押犯组及收纳高度设防类别在囚人士的小组。

21岁以下被判监禁的年轻女性共有198人，另有205人还押于励敬惩教所。

成年女性收押所长期面对挤迫问题。为解决挤迫问题，我们现正计划在原地局部重建大榄女惩教所，以期把收容额由263个增至371个。

## Male Persons in Custody

In 2011, a total of 9 190 adult males were sentenced to imprisonment and 6 559 remanded in our custody.

Adult persons in custody on long term sentences, including life imprisonment, are accommodated in Stanley Prison and Shek Pik Prison.

There were 831 young men under the age of 21 sentenced to imprisonment and 1 365 remanded in our custody at Pik Uk Correctional Institution.

To alleviate the overcrowding problem of Lai Chi Kok Reception Centre, conversion work is underway to change the decanted Lai Chi Kok Correctional Institution into an annex facility of Lai Chi Kok Reception Centre to provide 400 additional penal places. The annex facility is expected to start receiving male persons in custody in the first quarter of 2012.

## Female Persons in Custody

3 910 adult females were sentenced to imprisonment and 1 815 remanded in our custody.

Tai Lam Centre for Women accommodates adult female with a remand section and a designated unit for persons in custody of high security risk.

A total of 198 young women under the age of 21 were sentenced to imprisonment and 205 remanded in our custody at Lai King Correctional Institution.

Overcrowding is a long standing problem in the adult female reception centre. To address the problem, an in-situ partial redevelopment of Tai Lam Centre for Women is in the pipeline to increase the accommodation capacity from 263 to 371.



惩教人员执行押解工作。  
Correctional staff perform escort duty.





在惩教职员监督下，所员准备膳食。  
*Inmates prepare meals under the supervision of correctional staff.*

## 在囚人士的一般待遇

经由分类及编级委员会评估后，在囚人士须接受全面的身体检验，并参加短期启导班，以接受有关规则、规例、权利、特惠及福利援助的指导。

在囚人士如有需要，可向部门的投诉调查组、巡狱太平绅士或经由其他外边渠道作出投诉。这些程序已用中英文告示清楚列出，张贴在惩教院所的显眼地方。

成年在囚人士须按法例要求，每星期六天从事有意义的工作，以建立良好的工作习惯，学习职业及就业技能。青少年罪犯则须参加一个半日上课和半日接受职业训练的计划。院所安排的更生活动包括不同行业的职业训练，并安排康乐及体育活动，照顾在囚人士的均衡生活。

## 教导所

根据《教导所条例》，青少年所员须接受为期六个月至三年的教导及感化。有关教导是根据个别所员的情况设定并跟进，确保取得最大成效。教导所会按个别所员的进度决定他们的获释时间。

教导所所员会接受由经验丰富和合资格人员讲授的教育及职业训练课程，以学习不同技能，提升就业能力。

## General Treatment in Prisons

After assessment by the Classification and Categorisation Board, persons in custody shall undergo thorough medical examination and a short induction course to receive instruction on rules and regulations, rights, privileges and welfare assistance.

Those who feel aggrieved may lodge complaint to the Department's Complaints Investigation Unit, or to visiting Justices of the Peace and other external complaint handling channels. The information is publicised clearly in bilingual notices displayed in prominent places in the correctional facilities.

Adults have to work six days a week as required by law. It aims to engage them in meaningful work posts and enables them to build up good working habit and to acquire vocational and employability skills. Young offenders have to participate in a programme based on half day education and half day vocational training. Rehabilitative activities including vocational training in a wide range of trades are provided. Recreation and physical exercises are provided for the well-being of all persons in custody.

## Training Centres

The Training Centres Ordinance stipulates six months to three years of training for young offenders. Training is fully individualised and monitored to guarantee the best results possible. Release will be based on individual performance.

All inmates will undergo education and vocational training classes conducted by experienced and qualified professionals for skills acquisition and employability enhancement.



此外，由合格的体育导师定期举办康乐活动如球类比赛及田径运动。教导所并会安排课外活动如童军活动及社区服务，以及其他活动如兴趣班、音乐、艺术、弈棋和阅读。

年内，教导所共收纳104名青少年男所员及六名青少年女所员。

## 劳教中心

沙咀惩教所收纳年轻男性受训生，安排他们接受要求严格的训练计划，其中强调严守纪律、勤奋工作，以及体能训练和步操，向所员灌输尊重法律的精神。年内，沙咀惩教所共收纳112名21岁以下的青少年受训生，以及17名21岁至25岁以下的青年受训生，羁留期分别为一个月至六个月及三个月至12个月。院所会经常评估和跟进训练进度。

Recreational activities such as ball games and athletics are conducted regularly by qualified instructors. Extra-curricular programmes such as scouting activities and community services are arranged. Other activities include hobby classes, music, arts, chess and reading.

In 2011, 104 male and six female young offenders were admitted.

## Detention Centre

Sha Tsui Correctional Institution accommodates young male detainees and offers them a programme under a strict regime. It emphasises strict discipline, hard work, physical training and foot-drill and instills in inmates a respect for the law. A total of 112 young detainees under the age of 21 and 17 young adults aged 21 to under 25 were admitted in 2011. Training periods are one to six months and three to 12 months respectively. Training progress is constantly assessed and monitored.



院所职员指导所员准备不同饮食习惯及宗教信仰的膳食。  
*A member of the correctional staff demonstrates how to prepare meals according to dietary and religious requirements.*





沙咀懲教所所員接受体能锻炼。  
*Inmates at Sha Tsui Correctional Institution  
take part in physical training.*

## 更生中心

至于14岁至21岁以下的青少年罪犯，我们于更生中心推行留宿更生计划，结合惩教院所的训练和中途宿舍功能，让他们可以工作、上学及参与其他活动，从而改过自新。年内，入住更生中心的男性青少年罪犯有101人，女性青少年罪犯有31人。

## Rehabilitation Centres

For offenders aged 14 to under 21 years, residential rehabilitation programme is offered at rehabilitation centres. It combines training at a correctional facility with half-way house residence where inmates may work, attend school and engage in other activities conducive to rehabilitation. A total of 101 male and 31 female young offenders were admitted in 2011.



## 戒毒所

喜灵洲戒毒所及励新惩教所分别收纳男性成年戒毒者及男性青少年戒毒者，而女性戒毒者则在励顾惩教所分开囚禁。

戒毒治疗为期两个月至12个月不等，结合工作与治疗，协助吸毒者戒除对毒品的倚赖，纠正犯罪行为，重拾自信及恢复身心健康。

工作治疗及个人与小组辅导课程旨在协助所员应对挑战。我们定期安排有系统的治疗计划，让所员深切明白染上毒瘾所带来的问题，并作好准备重返社会，奉公守法，远离毒品。

年内，戒毒所共收纳934名成年所员及277名青少年所员，当中男性占951名，女性则占260名。

## Drug Addiction Treatment Centres

Hei Ling Chau Addiction Treatment Centre and Lai Sun Correctional Institution accommodate adult male drug abusers and young male drug abusers respectively while female drug abusers are separately accommodated at Nei Kwu Correctional Institution.

Treatment lasts from two to 12 months with work and therapy combined to rid individuals of drug dependence, correct criminal behaviour and restore confidence and health, both physical and psychological.

Work therapy as well as individual and group counselling offer means for inmates to cope with challenges. A systematic and therapeutic programme is regularly provided to inmates to enhance their understanding about drug addiction problems and prepare them for a pro-social and drug-free life.

In 2011, 934 adult inmates and 277 young inmates were admitted to the drug addiction treatment centres. Among them, 951 were males and 260 were females.



励志更生中心安排的历奇训练活动有助提升团体合作精神，加强所员情绪管理能力。  
*Adventure training activities at Lai Chi Rehabilitation Centre help strengthen offenders' team spirit and their ability to control emotions.*





讲员向喜灵洲戒毒所所员讲解毒品祸害。  
*Inmates at Hei Ling Chau Addiction Treatment Centre are advised against taking dangerous drugs.*

## 医疗卫生服务

在卫生署协助下，所有院所均设有医院，由合格人员当值，提供全日24小时的基本医疗服务。

小榄精神病治疗中心的在囚人士由医院管理局的出诊精神科医生负责照料。

此外，医院管理局或卫生署的出诊专科医疗人员如牙医、外科医生及矫形科专科医生等，定期到主要惩教院所为在囚人士提供诊症服务。怀孕女性在囚人士会获提供产前检查及产后护理，并会在公立医院分娩。

在囚人士如需在公立医院接受治疗，一般会获安排入住玛丽医院或伊利沙伯医院的羁留病房。

为预防传染病散播，我们在各院所推广注意保持地方清洁及个人卫生。我们并徵询卫生防护中心的意见，以加强院所的卫生教育计划及预防疾病措施。

本署亦为成年在囚人士及戒毒所所员提供戒烟辅导及举办戒烟班。在十月，赤柱监狱及罗湖惩教所试行新戒烟计划，提供尼古丁替代治疗，作为协助在囚人士戒烟的新措施。

## Medical and Health Services

In collaboration with the Department of Health, all institutions have on-premises hospitals staffed by qualified personnel. Round-the-clock basic medical services are provided in all institutions.

Persons in custody at the Siu Lam Psychiatric Centre are attended to by visiting psychiatrists from the Hospital Authority.

Besides, visiting medical specialists, such as dentist, surgeon, orthopedic specialist from Hospital Authority or Department of Health provide regular consultations to persons in custody in major institutions. Ante-natal and post-natal care are also provided to female persons in custody whose babies are delivered in public hospitals.

In general, cases requiring medical intervention in public hospitals are directed to our custodial wards either in Queen Mary Hospital or Queen Elizabeth Hospital.

For prevention of infectious diseases, maintenance of cleanliness and awareness of personal hygiene are promoted in institutions. Advice from Centre of Health Protection are sought in order to strengthen health educational programmes and disease prevention measures.

Anti-smoking Counselling and Smoking Cessation Courses were also organised for adult persons in custody and drug addiction treatment centre inmates. In October, a new Smoking Cessation Programme with the provision of Nicotine Replacement Therapy was also put on trial in Stanley Prison and Lo Wu Correctional Institution to offer persons in custody an additional measure to help quit smoking.



## 押解及支援组

押解及支援组主要负责押解在囚人士出庭应讯、前往就医、进行列队认人程序或院所之间的内部转解，并在发生紧急事故时负责向惩教院所提供策略支援。

该组亦负责管理终审法院、高等法院、区域法院和观塘法院的羁留室，并把还押羁留的人士带到裁判法院应讯。

## 惩教署警卫犬队

惩教署警卫犬队训练犬只执行巡逻和缉毒工作。警卫犬队分别在港岛、新界、喜灵洲、大屿山和罗湖设有五支分队，共有60只警卫犬。

## Escort and Support Group

The Group escorts persons in custody for court attendance, medical treatment, identification parade or inter-institutional transfer, and provides correctional facilities with tactical support during emergencies.

The Group is also responsible for Cell Holding Units in the Court of Final Appeal, High Court, District Court and Kwun Tong Law Courts. Staff are deployed to Magistracies when taking custody of persons for court trial.

## Correctional Services Dog Unit

Canines are trained and arranged to carry out patrol and drug detection duties. There are five regional dog teams located on Hong Kong Island, New Territories, Hei Ling, Lantau and Lo Wu, with a total of 60 dogs.



惩教署署长单日坚向到访赤柱监狱的澳大利亚联邦警察局局长 Tony Negus 介绍本港的惩教设施。  
*The Commissioner of Correctional Services, Mr Sin Yat-kin, briefs the Commissioner of the Australian Federal Police, Mr Tony Negus, on correctional facilities in Hong Kong during a visit to Stanley Prison.*



# 2 更生事务 Rehabilitation

更生事务处在二零一一年踏入第14个年头，适逢惩教署成立九十周年。在协助罪犯改过自新、重新融入社会方面，部门在年内以「给更生人士一个机会」作为新主题，由四月中旬开始推出一系列电视宣传短片、电台宣传声带及海报作推广宣传，以配合年内推行的新措施及加强服务。

关于罪犯重犯风险与更生需要评估及管理的综合程序，由于部门获得额外资源，因此除了所员及年轻在囚人士外，所有刑期为12个月或以上的本地成年在囚人士亦有机会接受重犯风险与更生需要评估，并在年底前获提供更生计划配对。

The exhilarating 14th year of the Rehabilitation Division coincided with the 90th anniversary of the CSD. Helping offenders rehabilitate and reintegrate into society took a new theme in 2011: "Give Rehabilitated Offenders A Chance". A new series of TV Announcement in the Public Interest and a corresponding radio API and poster carrying this message were launched from mid-April to complement our on-going initiatives and enhanced services.

As regards the integrated risks and needs assessment and management protocol for offenders, besides inmates and young prisoners, we are pleased that with additional resources, all local adult prisoners with sentences of 12 months or above have undergone the risks and needs assessment and received matching programmes near the end of the year.









此外，我们继续强化针对为性罪犯、年轻罪犯、吸毒者及女性罪犯提供的心理治疗计划及服务，并于二零一一年三月八日设立亚洲首间专为女性罪犯而设的「健心馆」— 女性个人成长及情绪治疗中心。

专为成年及年轻性罪犯而设的心理评估工具综合组套的研发工作进展顺利，有助准确了解他们的重犯风险和治疗需要。我们并继续与著名学者合作发展评估方法和技巧，以评估成年暴力罪犯的重犯风险。

部门为年轻及成年罪犯提供更多元化的职业训练课程。我们于一月首次为年轻罪犯举办「Teen才再现计划」，年内又增加成年罪犯的培训名额。目前已有更多在囚人士接受职业训练，并取得外间机构的认证及认可资历。

We continued to strengthen the psychological treatment programmes and services for sex offenders, young offenders, drug abusers, and women offenders, leading a pioneer launch of a gender-specific treatment programme for women offenders, "PSY GYM: Personal Growth and Emotion Treatment Centre for Women", in Asia for the latter on 8 March 2011.

We saw the smooth development of a comprehensive battery of assessment tools for adult and young sex offenders to accurately understand their re-offending risks and treatment needs. We continued our collaboration with renowned academics to develop the tools for assessing re-offending risks of adult violent offenders.

We have diversified our vocational training programmes for young and adult offenders. Through the newly introduced Teen's Programme for young offenders in January and increased training places for adult offenders during 2011, more offenders are now receiving vocational training and attain external accreditation and recognised qualifications.



罗湖惩教所设立的亚洲首间为女性罪犯而设的「健心馆」，提供心理治疗服务。

*The "PSY GYM" in Lo Wu Correctional Institute is the first of its kind in Asia, offering gender-specific psychological treatment to female inmates.*





社会知名人士与本署携手合作，指导在囚人士录制院所广播剧「浅谈更生」及剧中的音乐演出。

*Celebrities support the department's rehabilitation work by taking the lead to coach inmates in the production of the institutional radio programme, "Shall We Talk", and music shows for the programme.*



与此同时，我们继续进行多项宣传活动，让公众更加了解和接纳更生人士，并在年底进行公众意见调查，评估宣传工作的成效。

二零一一年八月，部门首次与商界助更生委员会合办职业招聘会，协助将于三个月内获释的所员寻找工作，让他们可于离开院所后尽快就业。

在评估与天主教香港教区教友监狱福传组织于赤柱监狱合作试行的「创艺展更生」计划后，我们于二零一一年八月继续举办有关活动，通过创作艺术，协助在囚人士学习关于沟通、领导才能、解决问题、处理冲突及尊重自己和他人方面的技巧。

此外，我们继续向年轻罪犯加强新高中学制的教育支援，协助他们作好准备，参加二零一二年的香港中学文凭考试。

我们亦继续推行「更生先锋计划」，为青少年提供公众教育，进一步向他们灌输防止犯罪和罪犯更生的概念。

We have continued to launch publicity activities for better public understanding and greater acceptance of ex-offenders, and assessed their effectiveness by conducting a public opinion survey by end of the year.

In August 2011, we organised for the first time a "Job Fair" in conjunction with the Merchants Support for Rehabilitated Offenders Committee Limited to help inmates who would be released within three months secure a job before release and enter the job market as soon as they leave the institution.

In August 2011, after evaluating the trial run of a "Creation and Rehabilitation" Programme in Stanley Prison in collaboration with The Catholic Diocese of Hong Kong Lay Prison Evangelical Organisation, we decided to continue the programme by using creative arts to help prisoners build skills in communication, leadership, problem-solving, conflict resolution and respect for self and others.

We continued to strengthen education support for young offenders under the new senior secondary education curriculum to prepare them to sit for the Hong Kong Diploma of Secondary Education Examination in 2012.

We also continued to launch our enhanced public education initiatives for youth under the Rehabilitation Pioneer Project which focuses and disseminates the messages of crime prevention and offender rehabilitation to young people.



## 判前评估服务

判前评估服务为法庭提供准确的罪犯特性报告，尽量提高评估的重要性，令更生服务得以有效进行。年内，判前评估组18名职员合共处理3 714宗个案。

青少年罪犯评估专案小组由惩教署及社会福利署专业人员组成，协助法庭处理年轻罪犯个案。专案小组进行会见及评估，建议合适的更生计划。年内，小组共处理156宗法庭转介的个案，而小组的建议有82.8%获得接纳。

## 福利及辅导服务

在囚人士可能会在服刑的初期出现适应问题，因此，当他们进入惩教院所后，我们会随即为他们提供福利和辅导服务。这些服务的主要目的是配合在囚人士的福利需要，协助他们应付适应上的问题，并处理其犯罪行为，为日后重新融入社会作好准备。二零一一年，我们进行了152 102次个别辅导晤谈和举办了1 253次重新融入社会释前启导课程。

## 心理服务

心理服务旨在纠正在囚人士的犯罪倾向行为，促进他们的心理健康。本署利用临床方法，进行系统性的罪犯行为评估，并予以跟进。我们亦继续发展各项针对犯罪行为的持续计划。

年内，心理服务组合共为在囚人士进行了32 239次辅导晤谈，拟备共640个评估报告。

## Pre-sentence Assessment Services

Pre-sentence Assessment Services provide the court with accurate profiles of offenders, maximising the value of assessments and facilitating effective rehabilitation. In 2011, 18 assessment staff handled a total of 3 714 cases.

The Young Offender Assessment Panel, composed of correctional and social welfare professionals, assists the court in handling cases involving young offenders. The Panel conducts interviews and assessments, making suitable recommendations for appropriate rehabilitative programme. In 2011, the Panel handled 156 referrals, of which 82.8% were accepted.

## Welfare and Counselling Services

We render welfare and counselling services to offenders right from their admission to correctional institutions when they may be facing the most difficult time during custody. The main objectives of the services are to cater for offenders' welfare needs, help them deal with their adjustment problems, address their offending behaviour and prepare them for reintegration into society. In 2011, we conducted 152 102 individual counselling sessions and 1 253 pre-release reintegration orientation courses.

## Psychological Services

Targeting offending behaviour by addressing criminogenic needs, psychological services are rendered to enhance the psychological well-being of offenders while under custodial care. Using clinical tools, numerous offender profiles can be identified systematically and acted upon. Development in different on-going programmes targeting offending behaviours continues.

In 2011, 32 239 counselling sessions were conducted and 640 assessment reports prepared.







在囚人士可自愿参与院所内的宗教聚会。  
*Inmates attend religious assemblies on a voluntary basis.*



## 教育

教育组为年轻在囚人士提供度身订造的普通及实用科目课程。本署持续提升设施，改善学习资讯科技及语言课程。成年在囚人士方面，我们与香港公开大学及其他教育机构合作，推广高等教育及自我增值学习，并安排惩教更生义工团成员为他们举办学习班。我们亦向在囚人士提供资助。二零一一年，在囚人士在各公开考试共报考614卷，整体及格率为65.2%。

## 监管服务

监管服务为年青所员、戒毒者和某些在囚人士提供保障，协助他们重新融入社会。监管人员在罪犯羁留期间，协助他们及其亲友建立互相尊重及支持的关系。更生程序管理系统现已全面自动化，让监管人员使用全面及准确的方法，计划罪犯的更生和监察其表现。截至年底，接受法定监管的合共有2 323人。

## 中途宿舍

中途宿舍计划是劳教中心、教导所、戒毒所或监狱提供的更生服务的延展。获释后的受监管者可入住中途宿舍，日间可出外工作或上学，从而更容易重返社会，以及增强纪律和公民意识。宿舍亦提供康乐和社交活动。

## Education

The Education Unit caters for young offenders with custom programmes, focusing on general and practical studies. Facilities are continuously upgraded for organising better IT and language courses. For adult offenders, we cooperate with the Open University of Hong Kong and other institutions to promote higher learning and self-improvement, and have arranged members of CSD Rehabilitation Volunteer Group to run educational classes for them. Financial aid is also available to inmates. In 2011, a total of 614 public examination papers were attempted and the overall passing rate was 65.2 %.

## Supervision Services

Supervision Services safeguard young inmates, drug addicts and certain inmates in transition back into society. Supervision staff work with inmates and their social networks to garner respect and support. The Rehabilitation Programme Management System is now completely automated to support supervision staff with a comprehensive and accurate means of structuring supervised rehabilitation and monitoring for compliance. At the end of 2011, 2 323 persons were under active statutory supervision.

## Half Way House Programme

Half Way House Programme extends efforts past detention, training and drug addiction treatment centres or prisons. Supervisees may reside in a half way house from which they can work or attend school for better reintegration, discipline and civic awareness. Recreational and social activities are also available.



## 非政府机构

非政府机构与本署紧密合作，推行助更生工作。年内，来自80多个非政府机构超过2 000多名义工参与各种服务，范围由提供辅导至筹办文化、宗教及康乐活动等。我们在二零一一年十月与香港城市大学合办名为「更生人士重返社区——非政府机构的成功案例探讨」的论坛，加强与非政府机构合作。此外，我们更设立网上互动平台，以便使用者进行讨论和订立措施。

## 促进社区参与

我们积极争取社会支持，促进社区参与助更生工作。在众多伙伴中，成员包括来自不同界别领袖与专业人士的社区参与助更生委员会，就助更生策略(特别是宣传计划)向本署提供意见。

惩教更生义工团举办多项活动以补充服务，切合在囚人士的需要。义工团约有200名义工，于年内为惩教院所的在囚人士举办语文、电脑等研习班及其他文化兴趣活动。

助更生宣传活动自一九九九年展开，为在囚人士与社会建立一道桥梁。二零一一年，我们通过各种活动，包括电视特备节目、非政府机构论坛、非政府机构关怀服务日及惩教更生义工团义工颁奖礼等，让更多市民明白同心协力帮助罪犯更生的需要，以及市民在这方面所担当的重要角色。

## Non-Government Organisations (NGOs)

NGOs work closely with the Department to help with rehabilitation. In 2011, more than 2 000 volunteers from over 80 NGOs served from counselling to the organisation of cultural, religious and recreational projects. We held a forum entitled "Offenders' reintegration into the community – NGOs' successful case study" in October 2011 in conjunction with the City University of Hong Kong to boost cooperation with NGOs. An online platform was available to provide users with interactive aids for discussion and setting up initiatives.

## Community Engagement

We reach out to the community to seek public's engagement for offender rehabilitation. Among other partners, the Committee on Community Support for Rehabilitated Offenders, composed of leaders and professionals from different walks of life, advises on rehabilitation strategies notably publicity programmes.

CSD Rehabilitation Volunteer Group (CSDRVG) organises activities to supplement services in meeting the needs of inmates. With around 200 volunteers, the Group conducted language courses, computer studies, cultural pursuits, etc., for offenders in various correctional institutions in 2011.

Publicity activities have been ongoing since 1999, constituting a bridge between offenders and society. Through activities such as TV Variety Show, NGO Forum, NGO Service Day and Award Presentation Ceremony for Volunteers of CSDRVG held in 2011, the need for collaborative efforts to help offenders rehabilitate and the important role members of the community play to that end gained greater exposure.

多个社会及宗教团体代表出席支持本署多项大型助更生活动，包括惩教署九十周年「全城响应助更生」电视综艺节目(左)、「非政府机构关怀服务日」(右)，以及「童军乐韵献社群」等(右下)。

Representatives from various community organisations and religious groups give their support to the department's large-scale rehabilitation-related events, including "The Correctional Services Department's 90th Anniversary TV Variety Show" (left), "Non-government Organisations Service Day" (right) and "Musical Rally for the Community 2011" (right down).





## 更生先锋计划

「更生先锋计划」包括一系列教育讲座、探访和青少年论坛。讲座提供香港刑事司法体系和惩教署羁管及更生服务的基本资料。「面晤在囚人士计划」安排青少年学生参观惩教院所，并与在囚人士面对面交流，让他们了解犯罪的后果，以补充其他灭罪方法的成效。「绿岛计划」向青少年宣传禁毒信息及环境保护的重要性。参加者与喜灵洲戒毒所的青少年所员会面，了解吸毒的祸害。参观香港惩教博物馆和罗湖惩教所社区教育中心的活动，可以加深参观者对惩教服务发展的了解，尤其是大众的支持对罪犯更生的重要性。「人生交叉点」青少年座谈会是另一项防止罪行计划，通过安排机会让更生人士现身说法，向学生详述犯罪的后果。

## Rehabilitation Pioneer Project

The Rehabilitation Pioneer Project covers a series of educational talks, visits and forums for youth. The talks provide basic information on Hong Kong's criminal justice system and CSD's custodial and rehabilitative services. The Personal Encounter with Prisoners Scheme complements other crime fighting tools, as young students visit correctional institutions and meet with inmates to share experiences and cautionary lessons. The Green Haven Scheme promotes anti-drug messages and the importance of environmental protection among young people. Participants meet with young inmates at treatment centres on Hei Ling Chau, gaining insight into the detrimental effects of drug abuse. Visits to Hong Kong Correctional Services Museum and Lo Wu Correctional Institution Community Education Centre foster participants' understanding of the development of correctional services, particularly the importance of public support for offender rehabilitation. The Options in Life Student Forum is another crime prevention programme under which rehabilitated offenders are arranged to address students and elaborate on the consequences of crime.

惩教署推行更生计划的目的是协助更新人士重新融入社会，成为奉公守法的市民。

*The aim of the CSD's rehabilitative programmes is to facilitate offenders' reintegration into society as law-abiding citizens.*





# 3 工业及职业训练

## Industries and Vocational Training

二零一一年，工业及职业训练组通过与其他政府部门和非政府机构的自愿合作伙伴形式，强化该组肩负的双重角色：为在囚人士提供职业训练及安排他们从事有意义的工作。这种伙伴关系发挥显著的协同效应，不但有助在囚人士取得就业技能及认可资历，更为他们建立稳固基础，推动他们日后重新融入社会，让整个社会受惠。

In 2011, the Industries and Vocational Training (I&VT) Section fortified its dual roles of providing vocational training for offenders and engaging them in meaningful work through voluntary partnerships with both government and non-government organisations. The synergy of such partnership goes well beyond assisting offenders in acquiring employability skills and recognised qualifications, but also builds a solid foundation to foster their social reintegration that will eventually benefit the whole community.

首间专为男性成年在囚人士而设的餐饮服务训练中心设于塘福惩教所。

*The department's first food and beverage service training block for adult male inmates is located at Tong Fuk Correctional Institution.*









在囚人士在指导下制作废物箱。  
*A person in custody manufactures a garbage bin under instruction.*

## 惩教工业的发展

工业及职业训练组一直致力为在囚人士安排有意义的工作，以具成本效益的方式向公营机构提供多项产品和服务。年内提供的产品和服务的市值约为4.22亿元。

我们与医院管理局签订服务水平协议，保持紧密合作，为医院管理局辖下的医护设施提供增值兼优质的洗烫服务。为配合客户需要，工业及职业训练组研制了15种新被服物品，包括病人穿着的外衣及裤。二零一一年十二月，部门与香港纺织及成衣研发中心和香港理工大学合作展开一项为期12个月的计划，以改良制服所用的功能性布料。

工业及职业训练组的家具生产业务在年内面对的其中一项重大挑战，是为添马新政府总部及立法会综合大楼提供超过7 000件办公室家具。通过优化客户关系基础及内部资源管理，所有付运及安装工作均能如期完成。

## 安排在囚人士工作

二零一一年，每日平均有5 099名在囚人士获安排在约130个工场内工作，当中涵盖13个行业，而其他在囚人士则从事日常杂务，例如清洁、厨房及维修等工作。



罗湖惩教所针织工场设有电脑横织机及设计系统，藉以提升生产效率，并提供市场导向的训练。  
*The computerised flat-knitting machine and its design workstations at the knitting workshop of Lo Wu Correctional Institution help increase productivity while providing market-oriented training to inmates.*

## Industries Development

The I&VT Section kept on providing meaningful work for offenders through the provision of products and services to public section in a cost effective way. The total commercial value of goods and services in 2011 was \$422 million.

Under the Service Level Agreement with Hospital Authority, we maintained a close collaboration in delivering value-added and quality laundry services to its healthcare facilities. A total of 15 new linen articles including patient jacket and trousers were developed to meet customer's needs. In December 2011, a 12-month project allying with the Hong Kong Research Institute of Textiles and Apparel and the Hong Kong Polytechnic University commenced for enhancement of functional fabrics for uniforms.

Supply of more than 7 000 pieces of office furniture items to the new Central Government Offices and Legislative Council Complex at Tamar was one of the challenging tasks of the furniture business. Through strengthening the customer relationship base and internal resources management, the delivery and installation project was completed in good time.

## Employment of Offenders

A daily average of 5 099 offenders were employed in 13 trades in about 130 industrial workshops in 2011. The remaining offenders were engaged in essential domestic services like cleaning, kitchen and maintenance work.



## 职业训练发展

多年来，我们与雇员再培训局保持稳定的伙伴关系，为在囚人士提供800个培训名额，包括餐饮及宴会服务员培训课程、专业美甲师课程、化妆助理课程、仓务员课程等新培训课程，并提供就业跟进服务。此外，部门在塘福惩教所为成年在囚人士开办新的餐饮训练课程，即中式烹饪及食肆服务课程。

## Vocational Training Development

Over the years, we have been maintaining a stable partnership with Employees Retraining Board (ERB) which provided 800 training places for offenders including new training programmes such as Catering & Banquet Attendant Course, Nail Technician Training Course, Cosmetician Assistant Training Course, Warehouse Keeper Training Course as well as employment follow-up services. In addition, the pioneering Food and Beverage Training Course namely Chinese Culinary and Restaurant Service Course for adult offenders in Tong Fuk Correctional Institution was launched.



导师在塘福惩教所餐饮训练中心「塘苑」教授烹饪及餐饮课。

*A tutor teaches inmates cookery and catering at the Food and Beverage Training Block at Tong Fuk Correctional Institution.*



同时，我们亦致力为青少年在囚人士开拓更多职业训练渠道，与职业训练局合办「Teen才再现计划」，为青少年在囚人士提供有关美容、发型设计、办公室实务、空调制冷的训练，而完成计划的学员均合资格报读职业训练局入学要求为中三程度的证书课程。我们的目标是协助青少年在囚人士重拾学习动力，珍惜自我增值的机会。

本署在致力提升在囚人士的就业技能的同时，在囚人士亦积极参与职业训练。二零一一年，成年及青少年在囚人士合共报考了2 797项职业资历考试和工艺测试，及格率平均达94.8%。

On top of these, we also strived to open up more vocational training channels for young offenders, such as "Teen's Programme" jointly run with Vocational Training Council (VTC). The programme provided young offenders with training on beauty care, hairdressing, business and office operations, air-conditioning and refrigeration. After completion of the programme, graduates are eligible for enrolment of VTC's certificate courses offered to secondary three students. Our goal is to help the young offenders regaining their learning motivation and treasuring the opportunity of self-enhancement.

Our dedication in enhancing offender's employability skills echoes their active participation in vocational training. Both adult and young offenders took a total of 2 797 vocational qualification examination papers and trade tests with an average passing rate of 94.8% in 2011.

院所为在囚人士安排的职业训练有发型设计、空调制冷及室内装修等。

*Vocational training provided to inmates includes the hairdressing, air-conditioning and refurbishing trades.*





## 设施的提升

为了确保工业生产及职业训练得以持续发展，我们在二零一一年完成了多项主要设施的提升工程，其中包括把塘福惩教所的一个玻璃纤维工场改建为训练餐厅，名为「塘苑」，用作举办中式烹饪及食肆服务课程。

大榄惩教所装设了一个总起卸量达2 250公斤的高架起重机起重系统，在精简预制混凝土制品的生产程序之余，更可提升职业安全与健康。罗湖惩教所的针织工场已可接手处理石壁监狱原先负责的针织品生产量，而石壁监狱的针织工场则改作为制衣工场，以善用资源。

## 资讯科技

部门广泛应用资讯科技，以提高行政、管理和生产工作的成效。二零一一年，除了两项核心资讯系统(即第二代生产管理及控制系统和惩教署网上订购系统)正式启用外，我们现正开发新的电脑应用系统，包括合约管理子系统和书籍分发及追踪子系统。在可见的将来，前者将有助改善多项采购功能，而后者则可提升客户服务水平。

## Facility Upgrading

To sustain the development of production and vocational training, several key facility upgrading projects were completed in 2011. One of them was the conversion of a previous fiberglass workshop in Tong Fuk Correctional Institution to a training restaurant, named "TONG Garden", for conducting the Chinese Culinary and Restaurant Service Course.

An overhead crane lifting system with a total lifting capacity of 2 250kg was built in Tai Lam Correctional Institution for streamlining the precast concrete production and enhancing occupational safety and health. As the Knitting Workshop in Lo Wu Correctional Institution had succeeded the knitwear production capacity of Shek Pik Prison, the Knitting Workshop in the latter was converted to a garment workshop for resource optimisation.

## Information Technology

Information technology was widely adopted to improve administration, management and production effectiveness. Apart from the launch of two main information systems in 2011 namely Manufacturing Management & Control System II and CSD e-Ordering Portal, new computer applications including a Contract Management Sub-system and a Book Sorting & Tracking Sub-systems were being developed. In the foreseeable future, the former sub-system will help improve procurement functions and the latter one will enhance the customer services.



大榄惩教所的高架起重机起重系统，可精简预制混凝土制品生产程序和提升职业安全与健康。

*The overhead crane lifting system at Tai Lam Correctional Institution streamlines precast concrete production and enhances awareness of occupational safety.*



此外，我们在工业生产中亦采用先进科技，例如数码印刷、电脑平面设计、电脑化雕刻及刺绣等技术，并在不同工业中广泛使用电脑应用系统，包括书籍分发电脑系统、制服追踪系统及被服付运系统，得以提升工业生产的竞争力及在囚人士的就业能力。

## 职员训练和发展

职员是部门的宝贵资产，因此部门亦鼓励他们持续进修。年内，有527名职员参加105项由职业安全健康局、公务员培训处、香港生产力促进局及其他培训机构举办的训练及发展课程。我们并安排职员参观配备现代化生产设施的厂房，以及参观海外机构组织，借鉴良好运作方式。此外，部门获得制衣业训练局颁发「最紧密合作的伙伴」奖，以表扬惩教署工艺导师及在囚人士积极参与该局的训练课程。

## 职业安全及健康

在致力提供更安全及健康的工作环境、制定安全政策及提升部门整体的安全意识方面，本署的职业安全及健康督导委员会一直担当领导角色。二零一一年七月，部门派出八队由不同院所组成的队伍，参加由职业安全健康局和劳工处合办的职安健常识问答比赛。

Furthermore, we applied advanced technologies in production like digital printing, computer graphic design, computerised engraving and embroidery. Computer applications were widely used in different trades including the Book Sorting Computer System, the Uniform Tracking System and the Linen Delivery System. As a result, both the competitiveness of trades and employability skills of offenders were enhanced.

## Staff Training and Development

Staff is a valuable asset of the Department and thus we encourage continuous learning. In 2011, 527 staff members attended 105 training and development programmes in different areas organised by the Occupational Safety & Health Council, Civil Service Training and Development Institute, Hong Kong Productivity Council and other training agencies. Visits to factories with modern production facilities and overseas counterparts were also arranged for benchmark of good practices. CSD was also awarded "The Closest Partners of Clothing Industry Training Authority" in recognition of our engagement with the Authority's training services for our Technical Instructors and offenders.

## Occupational Safety and Health (OSH)

The Departmental OSH Steering Committee took the leading role in providing a safer and healthier workplace, formulating safety policy and enhancing safety awareness across the Department. In July 2011, eight teams from different institutions joined the OSH Quiz co-organised by the Occupational Safety and Health Council and Labour Department.



在囚人士接受电脑训练。  
*Inmates attend computer training class.*



罗湖惩教所为成年女性囚人士开办商业及零售训练课程。

*Lo Wu Correctional Institution provides vocational training on commercial and retail trades to female inmates.*







# 4 人力资源管理

## Human Resource Management

人力资源处通过推行策略发展及员工培训的主要职能，继续致力维持高度投入及积极主动的工作团队。管理才能发展及培训有助职员建立事业发展阶梯，取得所需技能，为日后晋升作好准备。

我们设有咨询机制，以便与员工代表保持互惠的沟通，协助员工了解部门政策及所关注的问题。高级职员协商委员会及初级职员协商委员会每季均召开职员协商会议，讨论员工所关注的问题。年内并定期与员工代表举行咨询会议，就职员宿舍、规定工作时数、署任安排和制服等特别事宜，收集员工的意见。

The Human Resource Division remains focused on maintaining a highly committed and motivated workforce through its primary functions of strategic development and training of staff. Management development and training help formulate a structured career path for staff and prepare them with necessary skills as they rise through the ranks.

A mutually beneficial dialogue with staff representatives is maintained through consultative mechanisms which serve to enhance understanding on policies and issues of concern. The Senior Departmental Consultative Committee and Junior Departmental Consultative Committee hold quarterly staff consultation meetings to discuss issues of staff concern. Regular consultations were also conducted with staff representatives throughout 2011 to solicit staff views on special matters such as officers' accommodation, conditioned working hours, acting appointment and uniform.









职员训练院为新入职人员提供基本训练课程，以及为在职人员提供职业发展训练和复修课程。新入职的惩教主任须接受26星期的训练，而惩教助理的训练期则为23星期，当中包括派驻惩教院所实习两星期，训练内容理论与实践并重。年内，共有55名惩教主任、269名二级惩教助理和九名工艺教导员接受入职训练。

二零零五年年中推出的管理才能发展及培训计划，旨在协助中层人员提升多方面的知识和技能。课程内容多元化，共分为13个单元，包括法律和行动方面的知识、领导才能培训，以及诚信和财务管理；同时亦提供学习平台，协助合资格人员建立专业阶梯，实践抱负。本署亦开办高级指挥课程，协助高级人员提升行政和管理技能。

本署自二零零六年起全面推行历奇为本训练课程。职员训练院设有多元化户外训练设施，以供进行不同的历奇训练活动。现时大部分训练课程已加入历奇训练元素，协助受训者提升解决问题的能力，增进团队合作，建立互信和自信。

本署设有室内和户外练靶场，以提供专业和完备的枪械训练课程。我们特别编定枪械处理复修课程，以增加职员对枪械应用的知识。年内，共有1 292名职员参加枪械训练课程和进行射击练习。

The Staff Training Institute (STI) is dedicated to providing effective basic training programmes to newly recruited staff members as well as development and refresher trainings to serving staff. Training courses last 26 weeks for newly recruited Officers and 23 weeks for Assistant Officers, emphasising both theory and practice, and include a two-week field placement at penal institutions. In 2011, 55 recruit Officers, 269 recruit Assistant Officers II and nine recruit Instructors participated in the recruit training courses.

Introduced in mid-2005, the Management Development and Training Programme enhances the multi-dimensional knowledge and skills of mid-career officers. The Programme consists of 13 modules, offering diversified training topics from legal and operational knowledge, leadership skills to integrity and financial management. It also serves as a platform for aspiring officers in forging specific career paths. Moreover, the Senior Command Course is conducted to broaden the administrative and management capabilities of the Senior Officers.

Broad-scale adventure-based learning has been implemented since 2006. Taking place in the multi-functional outdoor training facility at STI, a variety of adventure-based training activities is incorporated into most existing training programmes. These help nurture problem solving abilities, team cooperation, as well as trust and confidence building among participants.

The Indoor and Outdoor Firing Ranges provide facilities for complete and customised firearms training. Well-scheduled firearms refresher training programmes have reinforced the knowledge of staff members in handling firearms. A total of 1 292 staff members attended firearms training and participated in firearms practice in 2011.



惩教署学员结业会操。  
*Correctional officers at a passing-out parade.*





新學員接受搜索及直升機訓練。  
*New recruits receive search and helicopter training.*







懲教署紧急应变队队员进行战术训练。  
*Staff from the Correctional Emergency Response Team take part in tactical training.*

战术训练组举办的课程分为三个层面，包括部门层面、分处层面和院所层面。年内，战术训练组除了为271名职员举办12班课程外，还为1 251名职员举办了战术复修和发展训练课程。

战术训练组为来自入境事务处和澳门监狱的265名参加者举办八项外间课程，包括危机处理及搜查训练课程、监狱看守技巧进阶课程、青山湾入境事务中心战术训练基础课程及青山湾入境事务中心季度战术训练复修课程等。

The Tactical Training (TT) Section organised courses in three levels, namely Departmental Level, Divisional Level and Institutional Level. Apart from the 12 classes organised for 271 staff members, refresher and development tactical training courses were organised for 1 251 staff members during the year.

The TT Section had also arranged eight external training courses for 265 participants from the Immigration Department and Macao Prison. The courses included Crisis Management and Searching, Custodial Skills, Tactical Training for Immigration Department Castle Peak Bay Immigration Centre Staff and Quarterly Tactical Refresher Training for Immigration Department Castle Peak Immigration Centre Staff.



年内，本署与协青社合办共10班为期一天的团队培训工作坊，共有194名高级惩教主任和新晋升的惩教助理职级人员参加，藉此协助参与的同事加深彼此的认识和了解，建立团队关系，以及发挥个人潜能和增强自信。

为加深职员了解部门形象的重要性，本署在十一月为院所训练及联络主任举办部门形象推广工作坊，各参与职员的反应正面，令人鼓舞。

本署针对员工的需要，制订一系列发展训练课程，包括与大学、管理顾问公司及公务员培训处紧密合作，开办优质课程，并开发新的训练范畴。年内，我们在职员训练院为4 860名职员提供266项发展训练课程。

多元智能跃进计划 (前称多元智能挑战计划)自二零零二年推出以来，本署一直是教育局的协办纪律部队之一。本署在职员训练院为超过1 300名学生举办多元智能挑战营，提供纪律和团队训练。挑战营的训练协助学生提升自律、自信、合群及抗逆能力。年内，本署在二零一一年公务员优质服务奖励计划中夺得部门合作奖铜奖，表扬部门与教育局为中学生提供专业服务所作的努力和取得的成果。

此外，本署一直与大专院校密切合作，开办新的训练课程。在三月，本署与中文大学雅礼中国语文研习所为22名外籍职员开办中文读写培训课程。

自二零一零年起，香港大学专业进修学院协助本署开办一系列少数族裔语言培训课程。年内，我们为新入职职员和部分职员开办八个有关旁遮普语、尼泊尔语、越南语和乌尔都语的课程，以加深他们对本港少数族裔的了解，从而更有效执行职务。

本署与香港大学专业进修学院于二零零八年首度合办应用社会科学(惩教学)高级文凭课程。截至二零一零年年底计算，已顺利完成两届课程。第三届课程于二零一一年一月开办，有45名职员获资助修读。此外，香港大学专业进修学院和英国密德塞克斯大学于二零一一年五月首办工作为本学习(惩教学)(荣誉)文学士衔接学位课程，有13名修毕应用社会科学(惩教学)高级文凭课程的职员修读。

为确保本署人员充分掌握法律发展的最新资讯，本署为中层管理人员开办刑事证据法及出庭作证应有举止和态度的法律课程。此外，本署拣选20名职员修读一个为期五天的调解服务培训课程，让他们接受专业培训，协助部门推行调解服务。

This year, 10 courses of One-day Team Building Programme jointly organised by the Department and Youth Outreach were provided to 194 staff members including Principal Officers and newly promoted Assistant Officers, with the aim to improve better understanding among colleagues, build up team relationship and develop personal potential & self-confidence.

To enhance staff awareness on the importance and imperatives of the Department's brand, a Departmental Brand Promotion Workshop for the trainers was organised in November. Positive and encouraging feedbacks from participants were received.

A series of tailor-made development training programmes for staff are provided. We have enlisted the help of universities, managerial consultants and the Civil Service Training and Development Institute in the provision of high quality courses and new training perspectives. In 2011, we conducted a total of 266 development training courses for 4 860 staff members in STI.

The Department has been one of the discipline forces partnered with the Education Bureau (EDB) in implementing the Enhanced Smart Teen Project, formerly known as Smart Teen Challenge Project launched since 2002. We have provided discipline and team building training for over 1 300 students cumulatively through organising the Smart Teen Challenge Camp in STI. The training helps students enhance their self-discipline, self-confidence, team spirit and resilience. In 2011, the Department received Bronze Prize of Partnership Awards in the Civil Service Award Scheme 2011 in recognition of our efforts and achievements in developing inter-departmental partnership with EDB for the delivery of professional services for these secondary students.

Besides, the Department has been working closely with tertiary institutions to generate new training initiatives. In March, we organised a Chinese Reading and Writing Programme jointly with the Chinese Language Centre of The Chinese University of Hong Kong for 22 non-Chinese staff members.

The School of Professional and Continuing Education of the University of Hong Kong (HKU SPACE) has helped organise the Training Courses in Languages and Cultures of Ethnic Minorities in Hong Kong since 2010. In 2011, eight courses under the subjects on Punjabi, Nepalese, Vietnamese and Urdu were conducted for our new recruits and some selected officers to enhance their understanding of the ethnic minorities in Hong Kong and their job efficacy.

The Advanced Diploma Social Sciences (Corrections) Programme organised jointly by the Department and HKU SPACE first started in 2008 and two courses were successfully completed at the end of 2010. The third course began in January 2011 and 45 staff members were sponsored for the training. The top-up degree programme Bachelor of Arts (Honours) in Work Based Learning Studies (Corrections) Programme jointly organised by HKU SPACE and United Kingdom Middlesex University, began the first course in May 2011 in which 13 graduates from the Advanced Diploma Programme were enrolled.

To equip staff members with updated knowledge in the development of laws, we organised the Training Course on Criminal Law of Evidence and Court Demeanors for the middle managers. On top of that, 20 staff members were selected to attend a five-day Mediation Service Training Programme which aimed at developing a pool of staff that could facilitate the implementation of our mediation services.



本署于二零一零年四月以试行形式推出院所为本学长计划，为完成入职训练的新同事提供支援网络和协助他们建立团队精神。是项计划已于各院所全面推行，共有68名同事成为学长，为191名新同事提供指导。

为增进专业交流和联系，本署于2011年安排了139位职员前赴内地及海外机构访问，同年也接待了307位到访本署的内地及海外人员。

本署亦于同年四月中主办「京粤港澳监狱论坛2011」，让来自北京、广东省、澳门、新加坡及本地的代表，就论坛的主题「社区参与助更生与罪犯风险及更生需要评估和管理的协同效应」，进行深层次的讨论和经验分享。

香港惩教博物馆是香港主要旅游点之一，作为本署与公众之间的桥梁，向市民展示香港惩教体制的发展，以及本署在刑事司法体系所担当的重要角色。馆内为团体参观访客如学生及非政府机构团体提供导赏服务，讲解更生工作和社会接受更生人士的重要性。年内，有42 629名访客(包括561个团体)参观了惩教博物馆。博物馆自二零零二年启用以来，已接待逾541 000名访客。

职员关系及福利组负责统筹一切与职员福利有关的事宜，并为有需要的职员及其家属提供即时协助。惩教署福利基金为有需要的在职人员、退休人员及其家属提供贷款和补助金。该组亦负责管理惩教署中央基金，为本署人员提供保险服务，同事可自由参加。

惩教署人员子女教育信托基金为惩教助理及部门同等职系人员的子女提供资助，使他们能继续升学，接受高等教育。此外，接受全日制教育或训练的残疾儿童亦可获得信托基金资助。年内，信托基金向141名受助者提供合共702,227元的资助。



惩教署与其他地区的惩教机构保持密切联系，不同地区的代表在「京粤港澳监狱论坛2011」上就惩教服务作出深入探讨。  
*The CSD maintains close collaboration with other penal authorities. Participants from various places had in-depth discussions on correctional services during the "Beijing-Guangdong-Hong Kong-Macao Prison Forum 2011".*

With a view to cultivating a supporting network and team spirit for our newly passing-out staff, a pilot Institutional-based Mentorship Programme was introduced in April 2010. The programme was fully introduced to all institutions and 68 mentors were commissioned to guide 191 mentees.

To enhance professional exchanges and ties, the Department arranged 139 members to visit the Mainland and overseas agencies as well as received 307 visitors from the Mainland and overseas counterparts in 2011.

Beijing-Guangdong-Hong Kong-Macao Prison Forum 2011 was hosted by the Department in mid-April. Delegations from Beijing, Guangdong Province, Macao, Singapore and the Department participated in an in-depth discussion and shared experiences on the topic of "The Synergy Effect of Community Involvement in Offender Rehabilitation and Risks and Needs Assessment and Management Protocol for Offenders".

Being one of the key tourist spots in Hong Kong, the Hong Kong Correctional Services Museum not only serves as a channel between the Department and the community, but also showcases the evolution of Hong Kong's penal system and the role of the Department as an integral part of the criminal justice system. Guided tour services are provided to group visitors like school students and non-government organisations with the importance of rehabilitation of offenders and their acceptance by society well illustrated. During the year, the Museum served 561 visiting groups with 42 629 visitors. Since its opening in 2002, more than 541 000 visitors have visited the Museum.

The Staff Relations and Welfare Unit co-ordinates all matters relating to staff welfare and offers immediate assistance to staff and their family in times of need. Loans and grants for certain serving and retired personnel and family members are issued through the Correctional Services Department Welfare Fund. The Unit also administers the Correctional Services Department Central Fund to provide insurance coverage to staff on voluntary basis.

The Correctional Services Children's Education Trust continued to provide financial assistance to children of Assistant Officers and equivalent grades in the Department to help them pursue higher education. Disabled children undertaking full-time education or training also received financial assistance from the Trust. In 2011, a total of \$702,227 was granted to 141 recipients.



惩教署体育会协助部门安排体育及康乐活动，是推动员工建立健康均衡生活模式和培育团队精神的重要一环。年内，我们举办了多项活动，包括陆运会、水运会、十公里长跑大赛、家庭同乐在喜灵及六项院所际体育比赛。

本署积极参与慈善及筹款活动，包括公益金雇员乐助计划、公益金百万行等。自二零零八年以来，本署连续多年荣获公益金颁予雇员乐助计划政府部门最高筹款奖第一名和最高参与率奖，以及在二零一零至一一年度获得雇员募捐计划杰出奖项和商业及雇员募捐计划银奖。本署并在二零一零至一一年度公益金百万行中夺得杰出步行队伍奖。

爱群义工团通过参与慈善活动，表达对社会的关怀。年内，义工团有1 900名团员合共参与超过14 000小时义务工作，其中包括汇丰博爱单车百万行、乐施毅行者2011及二零一零至一一年度公益金百万行。此外，义工团亦获得由义务工作发展局颁发第四届香港杰出义工奖，足证团员对社会作出的贡献获得肯定。

The Correctional Services Department Sports Association arranged sports and recreation activities for staff members of the Department. The Association's work is an essential part of our drive to promote a healthy and balanced lifestyle among staff and cultivate their esprit de corps. During the year, among the many events organised were the Annual Sports Meet, Swimming Gala, 10 Km Distance Run, Family Outing on Hei Ling and six inter-institutional competitions.

The Department participated actively in charity and fund-raising events, including the Community Chest of Hong Kong's Corporate and Employee Contribution Programme and Walk for Millions. In recognition of our participation, we have been presented by the Community Chest of Hong Kong since 2008 the Highest Donation of Civil Service Category, Highest Participation Rate of Civil Service Category, Outstanding Award, and Silver Award in 2010/2011. The Department also won the Outstanding Walking Team Award in the 2010/2011 Walks for Millions.

The Oi Kwan Volunteer Group Limited seeks to extend our spirit of care to the community through benevolent activities. During the year, over 14 000 service hours of voluntary work were provided by our 1 900 volunteers in various social services including HSBC Pok Oi Cycle for Millions, Oxfam Trailwalker 2011 and 2010/2011 Walk for Millions. In 2011, our volunteer group was awarded The Fourth Hong Kong Volunteer Award by the Agency for Volunteer Service in recognition of our volunteers' contribution for the benefit of others in the community.



惩教署职员及其家人积极参与社区工作及投入公益事务。

*Staff and their families participate in community service and charity work.*



## TEAM - SPIRIT APPROACH (全方位操守管理—SPIRIT 模式)



职员心理辅导服务组分别于赤柱和荔枝角设有服务中心，为职员及其家人提供心理治疗、心理教育材料和松弛身心设施。该组在三月增设了一名临床心理学家，以加强服务。临床心理学家（职员服务）协助推广健康均衡生活模式，亦预备了相关的视像资料和小册子帮助职员适应工作，以及加强他们对健康均衡生活的意识，并保持心理健康。我们在五月设立职员心理服务 / 健康均衡生活的网页，方便职员浏览最新的心理教育材料和专题探讨资料，以及参与互动游戏。我们亦于不同场地为新入职人员、在职人员及其家人举办关于健康均衡生活的讲座和座谈会，并会为遇到严重事故的职员及其家人，提供紧急危机处理及事后辅导服务。

本署一直持续和全面关怀员工、其家人以至整个社会的福祉，因此获得香港社会服务联会颁发商界关怀计划5年Plus同心展关怀标志。

部门操守委员会自二零零七年成立以来，一直全力推动职员保持高度诚信，并在部门推广重视道德操守的文化。部门在六月推出了全新的诚信大使计划，委任73名诚信大使协助于院所层面推动诚信管理和良好的公民精神。部门亦为诚信大使安排反贪污及诚信管理工作坊，并继续为不同职级的新入职人员举办防贪讲座，从而深化部门的诚信和持廉守正的文化。

The Staff Psychological Services, operating from two centres in Stanley and Lai Chi Kok, provides staff and their families with psychotherapy, psycho-education materials as well as relaxation facilities. An additional Clinical Psychologist was deployed in March to strengthen the services. Clinical Psychologists (Staff Services) assist in promoting the healthy and balanced (H&B) lifestyle. Videos and leaflets on related topics were produced to help staff in making work adjustment as well as understanding and maintaining psychological well-being. A website on psychological services for H&B lifestyle was launched in May where staff members have access to updated psycho-educational messages, columns on specific issues and interactive games. Talks and seminars on H&B lifestyle are given to new recruits, serving staff and their families at various venues. Ad-hoc crisis intervention and debriefing work for staff and their families who are actively facing critical events are also provided.

With the continual, sustainable and total commitment in caring for the well-being of the staff and their families as well as the community, the Department has been awarded the 5 Years Plus Caring Organisation Logo under the Caring Company Scheme organised by the Hong Kong Council of Social Service.

Since its establishment in 2007, the Departmental Ethics Committee has made an all-out effort to maintain a high level of staff integrity and to promote an ethical culture within the Department. In June, the Department launched a brand new Integrity Ambassadors Programme by appointing 73 Integrity Ambassadors to assist in the promotion of integrity management and good citizenship at institutional level. Workshops on anti-corruption and integrity management were arranged for the Ambassadors. Meanwhile, seminars on corruption prevention were continuously organised for recruit Officers and Assistant Officers as a sustained effort to enhance integrity and ethical culture.



委员会于九月公布一套全面的诚信管理模式，即根据既有的e-CSD模式而制定的全方位操守管理模式，以协助部门全面而有系统地推广诚信管理，包括制定标准；承诺高度承担推动部门诚信文化的责任；透过各个职级和职系人员的积极参与，共同培养一个廉洁的工作环境；不时修订及增补相关部门政策，以确保诚信文化持续发展；建立有效的机制及程序检视可能引致不当行为发生的诱因，并采取适当的预防及相应措施；透过恒常培训，提升人员对廉洁行为和诚信管理的认知，并增强他们正确的防贪意识和技巧。

此外，部门亦在年内举办多项比赛等不同活动，以推动部门人员建立良好公民精神及正面的价值观。

The Committee promulgated in September a comprehensive model on integrity management, namely the Total Ethics Assurance Management (TEAM) - SPIRIT model based on the established e-CSD model. It helps promote integrity management within the Department through a more comprehensive and structured manner, including the setting of Standard, promulgation of Pledge in full commitment towards the upholding of an ethical culture, Involvement of staff at all levels in nurturing and fostering an ethical working environment, Reinforcement through supportive departmental policies to ensure sustainability of an ethical culture, Inspection on possible risks of unethical practices through establishment of an effective monitoring mechanism, and Training on continuous basis for equipping staff members with relevant knowledge and skills in corruption prevention and integrity management.

A series of other activities including competitions was organised throughout the year for promoting good citizenship and positive values among CSD staff.



惩教署职员训练院导师与解放军部队步操导师切磋技术。  
*Tutors from the department's Staff Training Institute exchange techniques in parade training with a tutor from the PLA's Hong Kong Garrison.*



# 5 服务质素

Quality Assurance

零一一年，服务质素处一如既往，适时进行检讨和推行优化措施，以维持及提升服务水平。

In 2011, the Quality Assurance Division (QAD) continued to conduct timely review and initiate enhancements for upholding the service standard of the Department.







Walk-through Metal Detector



  
This Commemorative Plaque to Mark the Opening  
of the Redeveloped  
Ma To Ping Prison and Tour, Fuk Centre Metal Workshop  
was Unveiled  
by the Commissioner of Correctional Services  
Mr. Joseph Leung Ming CSDSM  
on 9 December 2008

蘇埔坪監獄及地庫中心  
重建落成啟用  
荷蒙  
懲教署署長郭亮明先生  
主持揭幕典禮  
立此為誌  
二零零八年十二月九日  
CSDSM



## 审核及保安组

审核课致力提供有系统和优质的审核服务，确保各院所恪守部门的政策、规则及规例、以及既定方法和标准，并善用资源，提高工作效率。

年内，审核课于不同院所进行了五次全面视察、15次专题视察、13次跟进视察、五次保安视察及16次突击视察。

为提升服务水平，以及因应社会和惩教环境的转变，审核课推出多项新措施以切合公众期望。审核课在年内完成关于「电锁系统」及「锁匠服务」的两项专题研究。前者深入研究把电锁系统广泛应用在所有惩教设施的可行性，而后者则研究简化锁匠组的架构，以期为院所提供更有效率 and 更具效益的服务。此外，审核课亦已完成检讨香港惩教设施标准，确保标准切实可行，方便参考。审核课现正筹备进行的检讨项目包括保安闸/保安分隔栅、闭路电视系统及了望塔。

## Inspectorate and Security Unit

The Inspectorate Sub-unit is committed to providing systematic and quality inspections to institutions to ensure that the departmental policies are being followed, rules and regulations are duly complied with, approved practices and standards are consistently maintained, and resources gainfully deployed to enhance efficiency.

In 2011, the Inspectorate Sub-unit conducted a total of five full inspections, 15 thematic inspections, 13 follow-up inspections, five security inspections and 16 surprise visits to various institutions.

To uphold the service standard of the Department and address public aspirations that come with the ever-changing society and penal environment, the Inspectorate Sub-unit has never stopped launching new initiatives. In 2011, two thematic studies on "Electric Locking System" and "Locksmith Services" were completed. The former critically studied the feasibility of extended application of electric locking system to all penal facilities while the latter streamlined the structure of locksmith section for providing more effective and efficient services to institutions. On top of the above, the Inspectorate Sub-unit completed a review of the Hong Kong Correctional Services Standards, making it more user-friendly and feasible. Other reviews in the pipeline include security grille gates / partitions, CCTV system and observation towers.



惩教人员对探访物品进行严谨保安检查，遏止毒品及违禁品流入院所。

*Stringent security checks of hand-in items prevent dangerous drugs or prohibited articles from being smuggled into institutions.*





During the year, the Security Sub-unit made every effort to stamp out the smuggling of contrabands into penal institutions, ensuring a drug-free environment for the safe custody of offenders. There were 125 seizures of dangerous drugs, all of which were intercepted on the doorstep of the institutions.

The eradication of gambling and illicit activities in correctional facilities is also an important mission of the Security Sub-unit. Based on sound intelligence networks and frequent searching operations, gambling and other illicit activities are forestalled. In 2011, 185 joint searching operations, 2 097 special searching operations and 60 night raid operations were conducted in institutions with fruitful results.

On the training front, the Security Sub-unit organised three professional training courses with Hong Kong Management Association for selected QAD officers on "Criminal law for disciplined officers", "Criminal investigation and forensic science" and "Crime investigation." Also, a series of on-the-job training and training workshops were held respectively for all new QAD officers.

保安组人员使用静电缉毒器探测毒品。

*A security staff member uses an electrostatic drug detector to detect drugs through electrostatic-magnetic attraction.*

为确保一个无毒品的安全环境羁押囚犯，保安课在年内全力打击偷运违禁品进入惩教院所。署方检获毒品125宗，全部均在流入院所的门槛前已被截获。

杜绝惩教院所内的赌博和其他非法活动是保安课的重要工作之一。署方根据可靠情报和频密搜查行动，及时制止多项赌博和非法活动。年内，保安课于各院所进行了185次联合搜查行动、2 097次特别搜查行动及60次夜间突击搜查行动，成效显著。

在培训方面，保安课与香港管理专业协会为经甄选的服务质素处职员合办三项专业训练课程，内容分别关于「纪律部队刑事法」、「刑事调查与法证」及「罪案调查」。保安课亦为所有新加入服务质素处的职员提供一系列在职训练及培训工作坊。

闭路电视系统当值职员紧守岗位。

*Duty officers closely monitor a CCTV system.*







## 投訴調查組

投訴調查組由懲教署署長委任，負責處理及調查職權範圍內的所有投訴。調查結果由懲教署投訴委員會審核。該組並進行服務對象滿意程度調查，以了解有關人士對服務的滿意程度，尤其是調查組人員的態度、專業水平和效率各方面的表現。二零一一年的調查結果顯示，服務滿意評級超過90%。

為了不斷改善職員的服務質素，投訴調查組按季把投訴統計資料、懲教署投訴委員會通過的改善服務建議，以及個案分享等實用資料，上載於部門內聯網的「知識管理系统」及「優質管理錦囊」，供職員參考。二零一一年，投訴調查組引入調解服務，提供另一途徑解決須予報告但屬輕微及不複雜的投訴。共有40名職員已經接受訓練成為調解協調員處理投訴個案。

投訴調查組在二零一一年收到541宗由在囚人士和市民提出的個案。當中，由該組展開全面調查的個案有95宗、轉介院所處理并由該組監察的個案有63宗、重複投訴的個案有233宗，以及列為求助 / 查詢的個案有150宗。此外，懲教署投訴委員會合共審議及通過對78宗個案作出的調查報告，並作出8項改善服務的建議。

## Complaints Investigation Unit

Appointed by the Commissioner of Correctional Services, the Complaints Investigation Unit (CIU) handles and investigates all complaints within its purview, the results of which are examined by the Correctional Services Department Complaints Committee (CSDCC). Customer Satisfaction Surveys are conducted in order to gauge satisfaction with CIU services in terms of mannerism, professionalism and efficiency. In 2011, the satisfaction rating was over 90%.

As an initiative for continual improvement and for sharing useful information among staff, the CIU has uploaded complaints statistics and recommendations endorsed by CSDCC as well as Cases of Interest to the 'Knowledge Management System' and 'Smart QA Info' of CSD Intranet on quarterly basis. In 2011, the CIU introduced mediation service as an alternative to resolve minor and uncomplicated reportable complaints. A total of 40 staff members had been trained as Mediation Facilitators to handle complaints.

In 2011, the CIU received 541 cases from persons in custody and the public. Among them, 95 cases entailed full investigation by CIU, 63 cases entailed handling by institutions under CIU monitoring while 233 were repeated complaints and 150 were requests / enquiries. Besides, CSDCC examined and endorsed the investigation reports on a total of 78 cases and made eight recommendations for service improvement.



## 管理事务组

年内，管理事务组不时修订在惩教署职权范围内的相关法例、部门工作守则和运作手册，以确保符合运作需要及因社会环境转变而产生的诉求。

该组亦积极进行管理研究，并探讨先进科技的应用，藉以提升运作效率和加强保安。

年内，该组继续致力探讨无线射频识别技术的应用，以提高惩教院所的运作效率及加强保安。除了研究把无线射频识别技术应用于防止将武器及设备带离惩教院所外，该组亦与香港大学电子商业科技研究所合作，就院所锁匙管理制度进行研究计划，并已获得创新科技署拨款资助。该组并继续探讨使用身体扫描器协助搜查在囚人士的可行性。

此外，管理事务组亦与香港应用科技研究院及创新科技署通力协作，研究提升移动监视系统，以供在紧急情况下使用。

## Management Services Unit

During the year, the Management Services Unit constantly reviewed the relevant legislation under the Department's purview, departmental standing orders and operational manuals to ensure that they were in line with operational needs, and able to meet the demands arising from the changing environment in society.

The Unit also carried out management studies and researches in advanced technology for operational and security enhancement.

In 2011, continuous efforts were made in exploring the application of the Radio Frequency Identification Technology (RFID) for facilitating the operation and security enhancement of penal institutions. Apart from conducting a research on the use of RFID in preventing weapons and equipment from being brought out of the penal institutions, the Unit also collaborated with the E-Business Technology Institute of the University of Hong Kong for a research project funded by the Innovation and Technology Commission in the key management system for our penal institutions. Studies on the feasibility of using body scanner to assist the searching on persons in custody continued.

Partnered with Hong Kong Applied Science and Technology Research Institute, and Innovation and Technology Commission, the Unit also conducted a research on enhancing the mobile surveillance system for use in emergency situations.



惩教署警卫犬队训练犬只执行巡逻和缉毒工作。  
*Canines are trained for carrying out patrol and drug detection duties.*



# 6 行政及策划

## Administration and Planning

行政及策划处由一名首长级丙级政务官掌管，包括以下各组别：

### 行政组

部门行政分组：负责为本署总部和惩教院所提供行政及后勤支援，包括资源、环保、档案和楼宇管理，以及负责部门约500名一般职系人员的职系管理事宜。

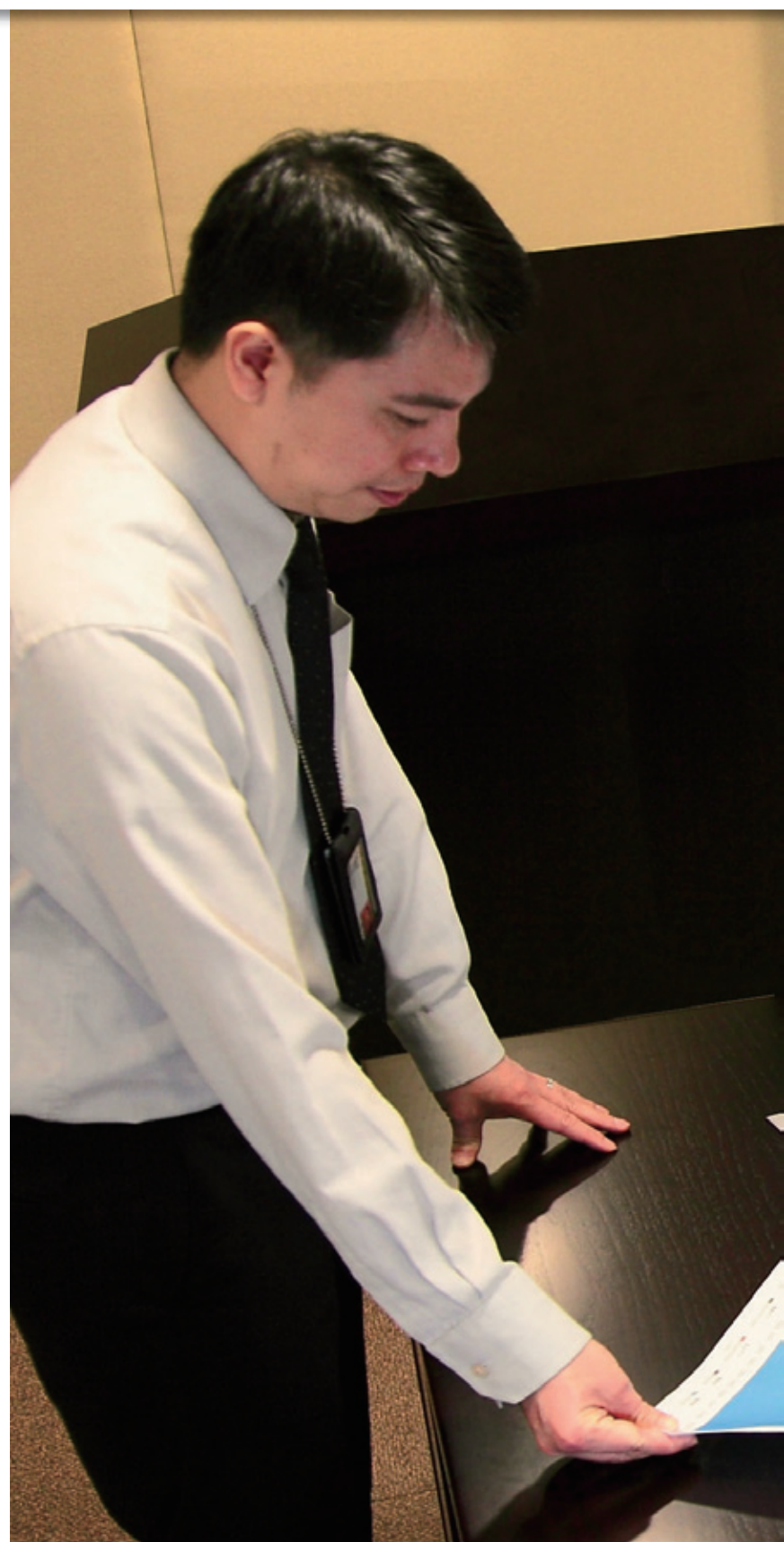
人事分组：负责处理约6 500名职员的人事事宜，包括薪酬和津贴、假期和旅费、房屋福利、雇员补偿及终止聘用。该分组亦负责在电脑系统内存备人事档案及薪酬记录。

The Division is headed by an Administrative Officer Staff Grade C with the following sections:

### Administration Section

Departmental Administration Unit: provides administrative and logistical support for departmental headquarters and penal institutions, covering resource management, green management, records and building management. It also maintains grade management for some 500 General Grades staff in the Department.

Personnel Unit: handles all personnel matters for about 6 500 staff, including salary and allowances, leave and passages, housing benefits, employee compensation and termination of service. The Unit is also responsible for maintaining personnel and payroll records in computerised systems.









聘任分组：处理所有招聘和晋升选拔工作。在二零一一年内，有关工作为数约40项。本署通过公开招聘，全年约聘用了380名公务员。

编制分组：负责一切编制事宜，包括开设及删除职位，为运作需要临时调配职位，并为部门编制委员会提供秘书服务。

内部核数分组：负责视察各院所的财政及物料供应事宜，确保有关人员遵从政府所定的规例及程序。

翻译分组：除了提供主要的中英文翻译服务外，亦为院所所员安排及统筹有关越南语文和其他非法定语文及方言的翻译及传译服务。

Appointments Unit: handles all recruitment and promotion exercises. About 40 such exercises were conducted in 2011. The number of intakes of civil servants from open recruitment in the year was around 380.

Establishment Sub-unit: oversees all establishment matters, including the creation and deletion of posts, temporary redeployment due to operational needs and the provision of secretarial services to the Departmental Establishment Committee.

Internal Audit Sub-unit: inspects financial and stores matters of all institutions to uphold government regulations and procedures.

Translation Unit: in addition to its core translation services, it also arranges for and coordinates the translation and interpretation services in Vietnamese and other non-official languages and dialects for inmates.







沙咀懲教所體育館重建後新貌。

*The new face of the reconstructed gymnasium at Sha Tsui Correctional Institution.*

中央物料供应组：监管所有与采购、供应、物料及设备有关的行政和财务事宜。二零一零至一一年的全年采购总开支如下：

院所物品和设备 — 4,682万元；  
囚犯衣服 — 1,216万元；  
职员制服 — 1,128万元。

## 会计组

包括部门会计组、管理会计组和工业会计组，共同负责涵盖惩教工业的所有财政及会计工作。

本署在二零一一年的总开支为29.22亿元（不包括建设工程费用），较二零一零年增加2.8%。开支增加主要由于个人薪酬上升所致。从各项来源所得的全年总收入为5,400万元，其中4,600万元来自职员宿舍租金。

惩教署工业组暂记帐内的订购和收款总额分别为1.45亿元和1.50亿元。

Central Supplies Unit: supervises administrative and financial matters relating to procurement, supplies, stores and equipment. Annual purchases in 2010-11 included:

Institutional Goods and Equipment: \$46.82 million  
Prisoners' Clothing: \$12.16 million  
Staff Uniform: \$11.28 million

## Accounts Section

The Accounts Section comprises the Departmental, Management and Industries Accounts Offices which are jointly responsible for all financial and accounting operations, including those pertaining to the Correctional Services Industries.

Expenditure in 2011 was \$2,922 million, excluding capital building works. This represents a 2.8% rise on 2010, mainly due to increased personal emoluments. Revenue collected from various sources during the year amounted to \$54 million, including \$46 million in rent from staff quarters.

Purchases and recoveries under the Correctional Services Industries Suspense Account were \$145 million and \$150 million respectively.



## 整合科技组

整合科技组包括电子行动组和电子行政组，负责为部门提供资讯科技方面的支援，协助日常运作顺畅。在保安局资讯科技管理组的支援下，整合科技组负责策划、统筹和推行各项资讯科技活动及电子政府措施，以提高部门的运作效率。

电子行动组专责处理网络系统的发展，以及与行动有关的资讯科技计划和服刑资料管理系统的管理工作。电子行政组则专注行政方面的电脑系统和计划项目的管理工作，以及部门互联网网站和内联网的系统维修。

年内，本署已完成在囚人士邮件资料系统的实施计划和资讯科技保安审核及风险评估。研发在囚人士邮件资料系统旨在提升在囚人士邮件处理程序的效率及成效，而进行资讯科技保安审核及风险评估是要检讨现行资讯科技保安措施，以加强本署在资讯科技方面的整体保安。

除了日常的资讯科技应用外，整合科技组继续研究可否整合不同科技以提升惩教院所的运作效率。

## 工程及策划组

工程及策划组负责与建筑署及机电工程署共同计划兴建新惩教院所及翻新陈旧的惩教设施。年内完成的主要工程项目包括在赤柱监狱兴建综合大楼，为在囚人士提供额外附属设施；翻新位于荔枝角惩教署职员会所的中餐厅和西餐厅及提升消防设备；重建沙咀惩教所的体育馆；改善喜灵洲的运动场；改建塘福惩教所的一座囚仓为职业训练大楼；在塘福惩教所改善一道供职员及宿舍住户使用的楼梯；以及翻新惩教署官员会所。

## Integrated Technology Section

The Integrated Technology Section comprises the e-Operations Office and the e-Administration Office, which provides information technology (IT) support to the Department to maintain smooth daily operation. With the support of the Information Technology Management Unit of the Security Bureau, this Section is also responsible for the planning, coordination and implementation of various IT activities and e-Government initiatives for enhancing operational efficiency of the Department.

The e-Operations Office specialises in the development of network systems, management of operational IT projects and penal information systems. The e-Administration Office focuses on the management of administrative computer systems, projects and maintenance of departmental Internet and Intranet websites.

In 2011, the Department completed an implementation project of Inmate Mail Information System (IMIS) and an IT Security Audit and Risk Assessment (Risk Assessment). The IMIS was developed to improve the efficiency and effectiveness of inmate mail handling process while the Risk Assessment was conducted to review the existing IT security measures with a view to strengthening overall IT security of the Department.

Apart from the common IT applications, the Section continuously reviews the feasibility of integrating different technologies for enhancement of the operation and efficiency of the penal institutions.

## Works and Planning Section

The Works and Planning Section plans for the construction of new penal institutions and the rejuvenation of existing aged correctional facilities in conjunction with Architectural Services Department and Electrical and Mechanical Services Department. Major projects completed in this year include the construction of a Complex Block in Stanley Prison to provide additional ancillary facilities for persons in custody, refurbishment and fire services upgrading of the Chinese and Western Restaurants in Staff Club of Correctional Services Department at Lai Chi Kok, reconstruction of the gymnasium in Sha Tsui Correctional Institution, improvement of the stadium in Hei Ling Chau, conversion of a dormitory block into a vocational training block in Tong Fuk Correctional Institution, improvement of a staircase walkway at Tong Fuk Correctional Institution for staff and quarters occupants and refurbishment of Correctional Services Department Officers' Club.



翻新后的荔枝角收押所附属设施。  
*Renovated ancillary facilities at Lai Chi Kok Reception Centre.*





懲教署众高级监督亲身到塘福惩教所视察所内工程计划进度。

*Department officials see for themselves the progress of works projects at Tong Fuk Correctional Institution.*

进行中的基本工程包括在罗湖惩教所安装额外遥控电动锁以取替手动锁。规划中的基本工程包括大榄女惩教所重建计划、重建芝麻湾监狱范围、屯门虎地的前消防已婚职员宿舍重建计划，以及香港仔田湾的前房屋署职员宿舍重建计划。

进行中的小规模建造工程包括改建塘福惩教所的另一座囚仓为职业训练大楼，更换东头惩教所及白沙湾惩教所的围网，翻新壁屋监狱的图书馆、课室和办公室，合并荔枝角收押所及前荔枝角惩教所的工程，在喜灵洲戒毒所建造金属制品工场，提高小榄精神病治疗中心大闸区的保安水平，改善励敬惩教所的附属设施，重整东头惩教所的工场设施。规划中的小规模建造工程包括改善大榄惩教所的探访室设施。

本署正物色合适院所以增设成年在囚人士的职业训练设施，并正为各院所更换省电照明系统，代替传统照明装置，以及改善所有院所的吸烟间、消防系统和探访室设施。我们亦正研究改善各院所的污水处理设施。

本署很多规模较小的建造、改善和维修工程均由所员进行。此举不但为所员提供更生和职业训练的机会，更可节省大量公帑。

Capital works project in progress is the replacement of mechanical locks with extra electro-mechanical locks at the Lo Wu Correctional Institution. Capital works projects under planning include the redevelopment of Tai Lam Centre for Women, redevelopment of Chi Ma Wan Prison Area, redevelopment of the ex-Fire Services staff married quarters at Fu Tei in Tuen Mun and redevelopment of ex-Housing staff quarters in Tin Wan, Aberdeen.

Minor building projects in progress include the conversion of another dormitory block into a vocational training block in Tong Fuk Correctional Institution, replacement of outer perimeter fence in Tung Tau Correctional Institution and Pak Sha Wan Correctional Institution, refurbishment of the library, classroom and office in Pik Uk Prison, the amalgamation of Lai Chi Kok Reception Centre and the ex-Lai Chi Kok Correctional Institution, construction of a metal workshop in Hei Ling Chau Addiction Treatment Centre, upgrading of the security standard at the main gate area of Siu Lam Psychiatric Centre, improvement of the ancillary facilities in Lai King Correctional Institution and reshuffling of workshop facilities in Tung Tau Correctional Institution. Minor building works project under planning is the upgrading of visiting facilities in Tai Lam Correctional Institution.

The Department is identifying appropriate institutions for addition of vocational training facilities for adult persons in custody. Besides, the existing traditional light fittings in various institutions are being replaced with energy-saving lighting devices, and the upgrading works of smoking booths, fire services installations and visiting facilities in all institutions are in progress. It is also studying the upgrading of sewage treatment facilities in different institutions.

Inmate labour is used in many minor building works as well as improvement and maintenance projects. This not only provides opportunities for inmates to receive corrective and vocational training, but also achieves considerable savings in public expenditure.



# 踏出未来

Stepping towards The Future



懲教署制作的《踏出未来》短片，深入找出地介绍惩教工作的方方面面。  
*The department's documentary "Stepping Towards the Future" features various aspects of the department's work.*

## 公共关系组

公共关系组负责向传媒发放有关本署各项计划、服务和活动的消息。通过向传媒提供相关资料，有助更多市民得知本署所提供的羁管及更生服务的最新情况。

该组亦处理新闻界的查询，发放新闻稿，筹办新闻发布会和记者招待会，安排传媒与惩教署人员会面及参观惩教院所。

此外，该组亦协助制作宣传物品，包括单张、小册子、海报、展板，以及电视、电台的政府宣传声带和短片，并提供意见。该组亦同时负责本署年报及《爱群》月刊的编制工作。

## 统计及研究组

统计及研究组负责就部门运作和惩教计划的策略规划、监察和检讨，提供统计资料和研究支援。

除编制统计报告以应付部门管理及规划需要外，该组亦收集有关在囚人口的社会经济和犯罪背景特徵的统计数字，以及定期更新在囚人口的推算数字，为日后的需要作出评估。

该组亦负责研究罪犯在入狱前的吸毒情况、在囚期间的自残行为和违反纪律行为、本地罪犯在获释后的再犯罪情况及「罪犯风险与更生需要评估及管理程序」的成效，以期尽量提升惩教治疗、惩教行动和行政工作的成效。该组亦提供统计分析、研究结果和技术支援，以协助制订政策、决策和解决问题。

## Public Relations Section

It is responsible for disseminating information about the Department's plans, services and activities to the media. By keeping the media fully informed, it helps enhance public awareness of the latest developments in custodial and rehabilitative services of the Department.

The Section handles media enquiries, issues press releases, and arranges press briefings, conferences, interviews with correctional officers as well as media visits to institutions.

It assists and advises on the production of publicity items, including pamphlets, booklets, posters, exhibition panels as well as TV and Radio Announcements in the Public Interest. It also produces the Department's Annual Review and monthly newsletter, *The Guardian*.

## Statistics and Research Section

The Section provides statistical and research support for the strategic planning, monitoring and review of the Department's operations and correctional programmes.

Apart from compiling statistical reports to meet management and planning needs, the Section collates statistics on socio-economic and criminal background characteristics of the penal population and updates the penal population projections to provide assessments of future needs.

Drug abuse, incidence of offenders before admission, self-harm and disciplinary behaviour of offenders in custody and recidivism of discharged local offenders and effectiveness of the Risks and Needs Assessment and Management Protocol for Offenders are monitored to best promote correctional treatment, operations and administrative effectiveness. Policy formulation, decision making and problem solving all benefit from the statistical analyses, research findings and technical insights provided by the Section.



Integrity

東持誠信



Professionalism

以人為本

Humanity

# 懲教署周年記者會 2011

## CSD Annual Press Conference





# 7 环保管理

## Green Management

本署在各方面的运作均以环保为重要考虑因素，严格执行与环保有关的法例、规定及标准，力求保持良好记录，取得明显改善。我们的设施设计及运作均贯彻环保的原则，并切实执行节省资源措施。此外，本署致力减少废物、循环使用物资、采购和使用环保制品和原料，以及提高职员及所员的环保意识等工作，以确保环境得到优良的保育。

### 环保管理及责任

环保委员会配合条例规定，订定本署的环保目标，落实环保措施。在参考职员、所员、伙伴及其他方面的意见后，该委员会推行由本署制订的政策，并与环境审核小组合作。二零一一年，环境审核小组分别为赤柱监狱和石壁监狱进行全面环境审核，审核结果及建议会供部门职员分享。

The Department always places ecological considerations in high priorities in every aspect of its operation. We strictly comply with relevant laws, regulations and standards pertaining to protecting the environment and strive to maintain excellent records and achieve demonstrable improvements. Correctional facilities are designed and operated in an environmentally-friendly manner; while conservation of resources remains tightly enforced throughout. Going hand in hand, waste reduction, recycling, ecologically-sound supplies and education of staff and persons in custody are all pivotal components in departmental efforts towards good stewardship of the environment.

### Environmental Management and Accountability

The Green Manager's Committee sets environmental objectives and adopts measures in line with regulations. With feedback from staff, persons in custody, partners and other sources, the Committee implements policies mandated by the Department and cooperates with the Environmental Auditing Team. In 2011, comprehensive audits were conducted at Stanley Prison and Shek Pik Prison. The findings and recommendations of the Team would be shared among staff members.











懲教署月刊《愛群》推出新电子版及改用循环再造纸印制以支持环保。

*To care for the environment, the department's monthly newsletter, The Guardian, has launched a revamped e-version and uses recycled paper for print copies.*

## 环保措施

措施包括节省能源和环保管理，逐步引入节能的电器及照明系统以代替传统的装置，而院所设施亦正引入再生能源科技。本署重视有效运用资源，致力减少浪费，节约用水，以及控制办公室的各项运作消耗。我们亦确保尽量循环使用工场的物料及剩馥食物，而院所化学及医疗废物则由注册承办商处理，并经严格监管。各院所的设施及部门车辆均已加强废气排放管制。

此外，我们常规检查及提升污水处理和隔滤系统，防止排放有害环境的污水，同时杜绝污染源。减低噪音污染是另一项重要工作。院所内所有地方，尤其是工场，均已实行监管噪音水平措施，并规定要有适当的听觉保护装置，保障所有人的健康。

## 环保合作

本署与其他机构及组织紧密联系，推行环保运动。举例来说，本署在秋季卖物会提供一系列有机及循环再造产品，亦与环境保护署及机电工程署专业人员联手提高环保意识。

## Environmental Initiatives

These include energy conservation, green housekeeping and gradual replacement of conventional electrical appliances and lighting with energy saving types. Renewable energy is also being integrated into facilities. The Department adheres to full accountability in resource utilisation, and thus works vigilantly to limit wastage, conserve water and control office-related consumption. We also maintain high levels of recycling efficiency as regards materials used in workshops and any remaining food waste. Chemical and clinical by-products from facilities are handled by licensed contractors and strictly regulated. Emissions controls have been augmented in both institutional infrastructure and all motor vehicles of the Department.

Similarly, sewage treatment and filtration systems are routinely inspected and upgraded to prevent the discharge of polluted effluent and to reign in any possible sources of contamination. Noise pollution reduction is a major issue. In all locations, notably workshops, monitoring noise levels and requiring proper ear protection have helped safeguard the health and well-being of all.

## Green Cooperation

Environmental campaigns are made possible through close ties with other agencies and organisations. For instance, we contribute a range of organic and recycled products in the Autumn Fair, and eco-awareness is enhanced by working with professionals from the Environmental Protection Department and Electrical and Mechanical Services Department.



## 自然保育运动

我们采用符合高环保标准的供应商服务，并通过提供保育训练及与生态有关的课程，致力教育职员和所员。为提高职员对保育环境的关注和意识，本署参加香港花卉展览，并赢得10个奖项。此外，沙咀惩教所在香港环保卓越计划中，亦赢得公营机构及公用事业界别的优异奖。

## Conservation Campaigns

We use suppliers complying with high environmental standards, and strive to educate our staff and persons in custody with conservation training and formal ecology-related classes. To promote staff's interest and awareness of environmental conservation, we took part in the Hong Kong Flower Show and won a total of 10 prizes. Sha Tsui Correctional Institution was awarded the Certificate of Merit under the category of Public Organisations and Utilities of the Hong Kong Awards for Environmental Excellence.





# 附录


## Appendices

惩教署总部组织图(二零一一年十二月三十一日)  
 Organisation chart of Correctional Services Department  
 Headquarters (as at 31.12.2011)



署长  
Commissioner

单日坚  
SIN Yat-kin



副署长  
Deputy Commissioner

邱子昭  
YAU Chi-chiu

行动  
Operations



助理署长  
Assistant Commissioner

林国良  
LAM Kwok-leung

更生事务  
Rehabilitation



助理署长  
Assistant Commissioner

李 双  
LEE Sheung

人力资源  
Human Resource



助理署长  
Assistant Commissioner

邓秉明  
TANG Ping-ming

服务质素  
Quality Assurance



助理署长  
Assistant Commissioner

胡英明  
WOO Ying-ming

行政及策划  
Administration and Planning

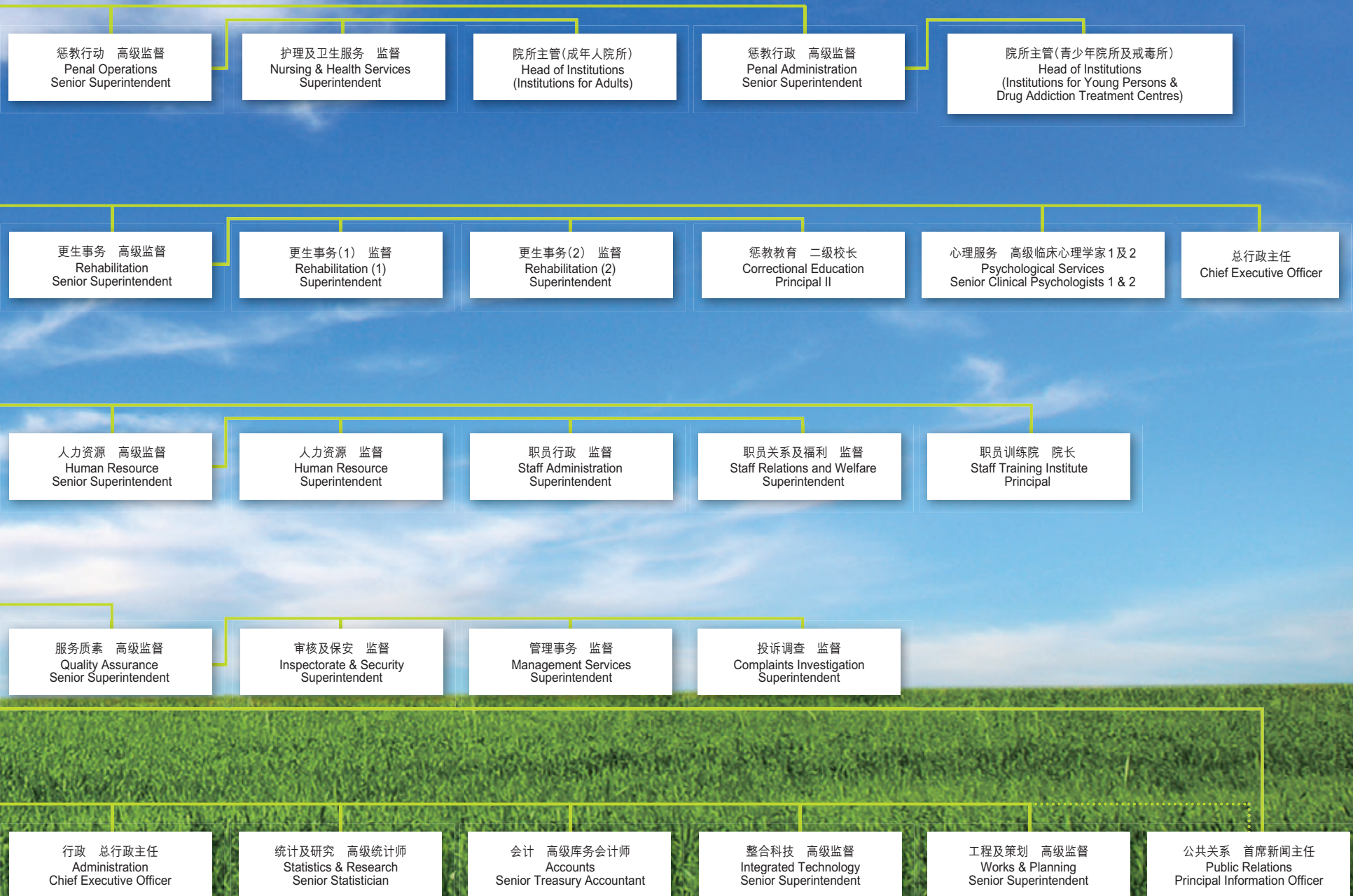


政务秘书  
Civil Secretary

曹振华  
CHO Chun-wah, Herman

工业及职业训练 总经理  
Industries and Vocational Training  
General Manager







# 惩教署总部、职员训练院及惩教设施位置图

Locations of Correctional Services Department Headquarters,  
Staff Training Institute and Correctional Facilities

(二零一一年十二月三十一日)  
as at 31. 12. 2011





**H** 惩教署总部  
CSD Headquarters

**S** 职员训练院  
Staff Training Institute

### 惩教设施 Correctional facilities

**1** 罗湖惩教所  
Lo Wu Correctional Institution

**2** 壁屋惩教所  
Pik Uk Correctional Institution

**3** 壁屋监狱  
Pik Uk Prison

**4** 伊利沙伯医院羁留病房  
Custodial ward at Queen Elizabeth Hospital

**5** 百勤楼  
Pelican House

**6** 丰力楼  
Phoenix House

**7** 励行更生中心  
Lai Hang Rehabilitation Centre

**8** 荔枝角收押所  
Lai Chi Kok Reception Centre

**9** 励敬惩教所  
Lai King Correctional Institution

**10** 芝兰更生中心  
Chi Lan Rehabilitation Centre

**11** 大榄女惩教所  
Tai Lam Centre for Women

**12** 大榄惩教所  
Tai Lam Correctional Institution

**13** 紫荆楼  
Bauhinia House

**14** 蕙兰更生中心  
Wai Lan Rehabilitation Centre

**15** 小榄精神病治疗中心  
Siu Lam Psychiatric Centre

**16** 歌连臣角惩教所  
Cape Collinson Correctional Institution

**17** 励志更生中心  
Lai Chi Rehabilitation Centre

**18** 赤柱监狱  
Stanley Prison

**19** 东头惩教所  
Tung Tau Correctional Institution

**20** 白沙湾惩教所  
Pak Sha Wan Correctional Institution

**21** 马坑监狱  
Ma Hang Prison

**22** 玛丽医院羁留病房  
Custodial ward at Queen Mary Hospital

**23** 喜灵洲惩教所  
Hei Ling Chau Correctional Institution

**24** 喜灵洲戒毒所  
Hei Ling Chau Addiction Treatment Centre

**25** 励顾惩教所  
Nei Kwu Correctional Institution

**26** 励新惩教所  
Lai Sun Correctional Institution

**27** 塘福惩教所  
Tong Fuk Correctional Institution

**28** 石壁监狱  
Shek Pik Prison

**29** 沙咀惩教所  
Sha Tsui Correctional Institution

## 香港惩教署 2011 年年报 Hong Kong Correctional Services Annual Review 2011

设计及印刷：易设计香港有限公司  
Design & Printing : In Design HK Limited

© 香港特别行政区政府惩教署 2011  
© HKSARG Correctional Services Department 2011

### 兑换率

除另有说明外，本年报所用的「元」均指港元。自一九八三年十月十七日起，政府透过发行钞票机制，将港元与美元挂钩，以 7.8 港元兑 1 美元为固定汇率。

### Exchange Rate

When dollars are quoted in this Review, they are, unless otherwise stated, Hong Kong dollars. Since 17 October 1983, the Hong Kong dollar has been linked to the US dollar, through an arrangement in the note-issue mechanism, at a fixed rate of HK\$7.8 = US\$1.

年报网上版载有附录，含详细数字，可在惩教署网站 <http://www.csd.gov.hk> 下载。

The internet version of this Annual Review contains appendices with detail figures. It can be downloaded from the Correctional Services Department website: <http://www.csd.gov.hk>.

本年报所载资料经多方核证，力求准确无误。如有谬误遗漏，或因使用有关资料而引致任何损失、作为或不作为，或因依据有关资料而得出任何意见，香港特别行政区政府均无须负上任何责任。

Every effort has been made to ensure accuracy. The Government of the Hong Kong Special Administrative Region is not responsible for any inaccuracies, errors or omissions in this Review, or for any loss, action, or inaction arising from the use of, or for advice based on, any information therein.



# 附录 (3-20)

Appendix (3-20)



各懲教院所人口 (以二零一一年十二月三十一日計算)  
Population in Penal Institutions (as at 31.12.2011)

院所 Institution		監獄囚犯 / 所員 Prisoners / Inmates	還押犯 Remands	羈留者 Detainees
<b>監獄</b>	<b>PRISON</b>			
喜靈洲懲教所	Hei Ling Chau Correctional Institution	413	-	-
荔枝角收押所	Lai Chi Kok Reception Centre	339	758	-
勵敬懲教所	Lai King Correctional Institution	65	17	-
羅湖懲教所	Lo Wu Correctional Institution	1 003	-	-
馬坑監獄	Ma Hang Prison	203	-	-
白沙灣懲教所	Pak Sha Wan Correctional Institution	371	-	-
壁屋懲教所	Pik Uk Correctional Institution	202	157	-
壁屋監獄	Pik Uk Prison	445	-	-
石壁監獄	Shek Pik Prison	408	-	-
赤柱監獄	Stanley Prison	1 231	142	-
大欖女懲教所	Tai Lam Centre for Women	111	188	-
大欖懲教所	Tai Lam Correctional Institution	525	-	-
塘福懲教所	Tong Fuk Correctional Institution	707	-	-
東頭懲教所	Tung Tau Correctional Institution	430	-	-
<b>戒毒所</b>	<b>DRUG ADDICTION TREATMENT CENTRE</b>			
喜靈洲戒毒所	Hei Ling Chau Addiction Treatment Centre	449	-	-
勵新懲教所	Lai Sun Correctional Institution	109	-	-
勵顧懲教所	Nei Kwu Correctional Institution	160	-	-
<b>教導所</b>	<b>TRAINING CENTRE</b>			
歌連臣角懲教所	Cape Collinson Correctional Institution	154	-	-
<b>勞教中心</b>	<b>DETENTION CENTRE</b>			
沙咀懲教所	Sha Tsui Correctional Institution	148	-	-
<b>更生中心</b>	<b>REHABILITATION CENTRE</b>			
勵志更生中心	Lai Chi Rehabilitation Centre	48	-	-
勵行更生中心	Lai Hang Rehabilitation Centre	21	-	-
芝蘭更生中心	Chi Lan Rehabilitation Centre	15	-	-
蕙蘭更生中心	Wai Lan Rehabilitation Centre	8	-	-
<b>精神病治療中心</b>	<b>PSYCHIATRIC CENTRE</b>			
小欖精神病治療中心	Siu Lam Psychiatric Centre	196	44	-
<b>總數 Total :</b>		<b>7 761</b>	<b>1 306</b>	<b>0</b>

備註 : 不包括根據《監獄規則》第 21 條規定羈留的 10 名嬰兒及在中途宿舍居住的 51 名宿員。

Note : 10 infants detained under Prison Rules 21 and 51 residents in Half-way Houses are excluded.



按還押犯 / 監獄囚犯 / 所員類別劃分的收納人數  
Admission of Remands / Prisoners / Inmates by Category

類別 CATEGORY		男 Male			女 Female		
		2009	2010	2011	2009	2010	2011
<b>A. 還押犯 Remands</b>							
1.	聆訊的法院 For hearing in :						
	(a) 區域法院 District Court						
	不足21歲 Under 21 years	21	25	33	8	3	3
	21歲及以上 21 years and over	234	282	235	57	64	44
	(b) 裁判法院 Magistrates' Courts						
	不足21歲 Under 21 years	621	569	464	123	99	78
	21歲及以上 21 years and over	5 753	5 107	4 952	1 838	1 765	1 499
2.	於高等法院受審 For trial at the High Court						
	不足21歲 Under 21 years	2	11	10	1	0	0
	21歲及以上 21 years and over	18	34	28	2	6	3
3.	等候報告確定是否適合判入戒毒所 Pending suitability report for sentence to a drug addiction treatment centre						
	不足21歲 Under 21 years	505	347	273	96	55	52
	21歲及以上 21 years and over	1 573	1 260	1 197	321	252	269
4.	等候報告確定是否適合判入教導所 <sup>#</sup> Pending suitability report for sentence to a training centre <sup>#</sup>						
	不足21歲 Under 21 years	29	37	44	112	93	41
5.	等候報告確定是否適合判入勞教中心 <sup>##</sup> Pending suitability report for sentence to a detention centre <sup>##</sup>						
	不足21歲 Under 21 years	638	593	497	不適用N.A.	不適用N.A.	不適用N.A.
	21歲及以上 21 years and over	205	216	147	不適用N.A.	不適用N.A.	不適用N.A.
6.	等候報告確定是否適合判入更生中心 Pending suitability report for sentence to a rehabilitation centre						
	不足21歲 Under 21 years	46	29	44	46	41	31
	<b>小計 Sub-total :</b>	<b>9 645</b>	<b>8 510</b>	<b>7 924</b>	<b>2 604</b>	<b>2 378</b>	<b>2 020</b>
<b>B. 定罪監獄囚犯 / 所員 Convicted Prisoners / Inmates</b>							
1.	判處監禁 Sentenced to imprisonment						
	不足21歲 Under 21 years	388	345	285	225	206	113
	21歲及以上 21 years and over	9 520	9 108	8 451	4 826	4 686	3 698
2.	召回監獄 Recalled to a prison						
	不足21歲 Under 21 years	8	10	11	1	1	3
	21歲及以上 21 years and over	22	25	24	0	0	0

備註：# 包括等候報告判入教導所 / 更生中心犯人。

Notes : Including those pending suitability reports for sentencing to a training / rehabilitation centre.

## 包括等候報告判入勞教中心 / 教導所 / 更生中心犯人。

Including those pending suitability reports for sentencing to a detention / training / rehabilitation centre.



類別 CATEGORY		男 Male			女 Female		
		2009	2010	2011	2009	2010	2011
<b>B. 定罪監獄囚犯 / 所員 (續) Convicted Prisoners / Inmates (cont'd)</b>							
3.	判處羈押在戒毒所 Sentenced to undergo detention in a drug addiction treatment centre						
	不足21歲 Under 21 years	248	244	229	81	57	48
	21歲及以上 21 years and over	1 004	838	722	239	220	212
4.	召回戒毒所 Recalled to a drug addiction treatment centre						
	不足21歲 Under 21 years	34	110	100	17	54	40
	21歲及以上 21 years and over	362	744	644	84	200	219
5.	判處羈押在教導所 Sentenced to undergo detention in a training centre						
	不足21歲 Under 21 years	110	97	104	12	11	6
6.	召回教導所 Recalled to a training centre	86	95	82	7	6	4
7.	判處羈押在勞教中心 Sentenced to undergo detention in a detention centre						
	不足21歲 Under 21 years	187	148	112	不適用N.A.	不適用N.A.	不適用N.A.
	21歲至24歲 21 - 24 years	33	21	17	不適用N.A.	不適用N.A.	不適用N.A.
8.	召回勞教中心 Recalled to a detention centre						
	不足21歲 Under 21 years	84	79	43	不適用N.A.	不適用N.A.	不適用N.A.
	21歲及以上 21 years and over	22	11	3	不適用N.A.	不適用N.A.	不適用N.A.
9.	判處羈押在更生中心 Sentenced to undergo detention in a rehabilitation centre						
	不足21歲 Under 21 years	233	186	101	68	64	31
10.	召回更生中心 Recalled to a rehabilitation centre	164	85	78	61	43	34
	<b>小計 Sub-total :</b>	<b>12 505</b>	<b>12 146</b>	<b>11 006</b>	<b>5 621</b>	<b>5 548</b>	<b>4 408</b>
<b>C. 民事犯 Civil Prisoners</b>							
1.	債務人 Debtors	2	0	0	1	0	0
2.	犯藐視罪* Contemnors*	-	-	-	-	-	-
3.	根據《監獄規則》第188(1)(h)條規定予以羈押 Detained under Prison Rule 188(1)(h)	2	0	0	0	0	0
	<b>小計 Sub-total :</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>D. 羈留者 Detainees<sup>+</sup></b>							
		<b>6 121</b>	<b>1 078</b>	<b>1 078</b>	<b>5 782</b>	<b>1 264</b>	<b>1 264</b>
	<b>總數 Total :</b>	<b>28 275</b>	<b>21 734</b>	<b>20 008</b>	<b>14 008</b>	<b>9 190</b>	<b>7 692</b>

<sup>+</sup> 青山灣入境事務中心於二零零五年八月八日開始收納羈留者，並於二零一零年四月十五日交還入境事務處管理。

With effect from 8 August 2005, detainees have been admitted to Castle Peak Bay Immigration Centre which reverted to Immigration Department on 15 April 2010.

\* 自二零零九年，監獄囚犯包括觸犯藐視罪的在囚人士。  
Starting from 2009, contemnors are included in prisoners.



按罪行類別及性別劃分的收納人數 (二零零二至二零一一年)  
**Admission of Prisoners / Inmates by Type of Offence and Sex (2002-2011)**

罪行類別 / 性別 Type of Offence / Sex	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
<b>違反合法權力</b>										
<b>Against Lawful Authority</b>										
男 Male	714	756	695	694	710	671	519	427	380	433
女 Female	565	914	898	590	467	258	240	192	144	107
<b>小計 Sub-total :</b>	<b>1 279</b>	<b>1 670</b>	<b>1 593</b>	<b>1 284</b>	<b>1 177</b>	<b>929</b>	<b>759</b>	<b>619</b>	<b>524</b>	<b>540</b>
<b>違反公眾道德</b>										
<b>Against Public Morality</b>										
男 Male	433	532	609	809	748	650	529	563	544	516
女 Female	34	72	92	91	73	66	43	42	38	25
<b>小計 Sub-total :</b>	<b>467</b>	<b>604</b>	<b>701</b>	<b>900</b>	<b>821</b>	<b>716</b>	<b>572</b>	<b>605</b>	<b>582</b>	<b>541</b>
<b>侵害人身</b>										
<b>Against the Person</b>										
男 Male	492	605	615	691	727	762	724	673	694	562
女 Female	52	67	65	53	77	79	84	81	85	81
<b>小計 Sub-total :</b>	<b>544</b>	<b>672</b>	<b>680</b>	<b>744</b>	<b>804</b>	<b>841</b>	<b>808</b>	<b>754</b>	<b>779</b>	<b>643</b>
<b>侵害財產</b>										
<b>Against Property</b>										
男 Male	3 706	4 054	4 490	4 294	4 043	3 609	3 167	3 135	3 003	3 026
女 Female	650	708	910	905	919	871	874	941	951	932
<b>小計 Sub-total :</b>	<b>4 356</b>	<b>4 762</b>	<b>5 400</b>	<b>5 199</b>	<b>4 962</b>	<b>4 480</b>	<b>4 041</b>	<b>4 076</b>	<b>3 954</b>	<b>3 958</b>
<b>違反刑事法</b>										
<b>Against the Penal Code</b>										
男 Male	1 224	1 143	1 248	905	1 042	865	905	747	766	636
女 Female	749	757	826	886	835	706	868	648	620	444
<b>小計 Sub-total :</b>	<b>1 973</b>	<b>1 900</b>	<b>2 074</b>	<b>1 791</b>	<b>1 877</b>	<b>1 571</b>	<b>1 773</b>	<b>1 395</b>	<b>1 386</b>	<b>1 080</b>
<b>違反本地法律</b>										
<b>Against Local Laws</b>										
男 Male	4 173	5 031	6 500	6 028	4 916	4 216	3 938	3 640	3 361	2 841
女 Female	8 881	9 642	10 676	7 332	5 515	3 621	3 426	3 143	3 006	2 146
<b>小計 Sub-total :</b>	<b>13 054</b>	<b>14 673</b>	<b>17 176</b>	<b>13 360</b>	<b>10 431</b>	<b>7 837</b>	<b>7 364</b>	<b>6 783</b>	<b>6 367</b>	<b>4 987</b>
<b>毒品罪行</b>										
<b>Drug Offences</b>										
男 Male	2 426	2 098	2 138	1 963	1 895	2 151	2 309	2 538	2 239	2 007
女 Female	267	280	308	282	261	349	348	404	400	373
<b>小計 Sub-total :</b>	<b>2 693</b>	<b>2 378</b>	<b>2 446</b>	<b>2 245</b>	<b>2 156</b>	<b>2 500</b>	<b>2 657</b>	<b>2 942</b>	<b>2 639</b>	<b>2 380</b>
<b>所有罪行</b>										
<b>All Offences</b>										
男 Male	13 168	14 219	16 295	15 384	14 081	12 924	12 091	11 723	10 987	10 021
女 Female	11 198	12 440	13 775	10 139	8 147	5 950	5 883	5 451	5 244	4 108
<b>總數 Total :</b>	<b>24 366</b>	<b>26 659</b>	<b>30 070</b>	<b>25 523</b>	<b>22 228</b>	<b>18 874</b>	<b>17 974</b>	<b>17 174</b>	<b>16 231</b>	<b>14 129</b>



按性別、懲教計劃及定罪時年齡組別劃分的收納人數(二零零二至二零一一年)  
Admission of Prisoners / Inmates by Sex, Correctional Programme  
and Age Group upon Conviction (2002-2011)

性別 / 計劃 / 年齡 Sex / Programme / Age	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
<b>男 MALE</b>										
<b>監獄 Prison</b>										
不足21歲 Under 21 years	445	473	648	496	384	332	370	388	345	285
21歲及以上 21 years and over	10 979	11 992	13 790	12 831	11 855	10 783	9 880	9 520	9 108	8 451
<b>戒毒所 Drug Addiction Treatment Centre</b>										
不足16歲 Under 16 years	3	3	3	0	0	0	3	7	12	6
16至20歲 16 - 20 years	178	131	127	54	42	89	146	241	232	223
21歲及以上 21 years and over	880	949	996	1 440	1 161	1 041	931	1 004	838	722
<b>教導所 Training Centre</b>										
不足16歲 Under 16 years	17	9	16	11	17	12	6	12	12	18
16至20歲 16 - 20 years	159	119	147	117	147	137	135	98	85	86
<b>勞教中心 Detention Centre</b>										
不足16歲 Under 16 years	55	51	62	27	32	35	45	40	32	15
16至20歲 16 - 20 years	322	235	234	177	154	194	181	147	116	97
21至24歲 21 - 24 years	57	72	54	54	39	37	50	33	21	17
<b>更生中心 Rehabilitation Centre *</b>										
不足16歲 Under 16 years	13	27	35	44	56	53	58	56	36	20
16至20歲 16 - 20 years	60	158	183	133	194	211	286	177	150	81
<b>女 FEMALE</b>										
<b>監獄 Prison</b>										
不足21歲 Under 21 years	2 143	1 573	1 497	1 097	828	375	314	225	206	113
21歲及以上 21 years and over	8 780	10 608	11 995	8 775	7 059	5 261	5 253	4 826	4 686	3 698
<b>戒毒所 Drug Addiction Treatment Centre</b>										
不足21歲 Under 21 years	24	15	29	12	15	29	57	81	57	48
21歲及以上 21 years and over	206	185	169	192	180	213	179	239	220	212
<b>教導所 Training Centre</b>										
不足21歲 Under 21 years	19	9	24	7	10	9	6	12	11	6
<b>更生中心 Rehabilitation Centre *</b>										
不足16歲 Under 16 years	6	17	16	22	15	21	36	22	26	15
16至20歲 16 - 20 years	20	33	45	34	40	42	38	46	38	16

\* 於二零零二年七月十一日開始運作。  
Started operation on 11 July 2002.



按受懲教署羈管者類別及性別劃分的平均每日人口(二零零二至二零一一年)  
Average Daily Population under CSD Management by Type of Person and Sex (2002-2011)

羈管者類別 / 性別 Type of Person / Sex	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
<b>監獄囚犯 Prisoners</b>										
男 Male	7 667	7 654	7 792	7 237	7 016	6 703	6 151	5 849	5 778	5 717
女 Female	2 073	2 136	2 327	2 121	1 947	1 779	1 684	1 669	1 543	1 350
<b>小計 Sub-total :</b>	<b>9 740</b>	<b>9 789</b>	<b>10 119</b>	<b>9 358</b>	<b>8 963</b>	<b>8 482</b>	<b>7 834</b>	<b>7 518</b>	<b>7 321</b>	<b>7 067</b>
<b>戒毒所所員 Drug Addiction Treatment Centre Inmates</b>										
男 Male	526	514	576	663	611	543	485	543	611	583
女 Female	147	123	125	121	123	131	129	160	171	186
<b>小計 Sub-total :</b>	<b>673</b>	<b>637</b>	<b>702</b>	<b>783</b>	<b>734</b>	<b>674</b>	<b>614</b>	<b>703</b>	<b>782</b>	<b>769</b>
<b>教導所所員 Training Centre Inmates</b>										
男 Male	329	279	254	247	228	255	239	194	175	169
女 Female	33	29	29	28	21	18	13	18	20	17
<b>小計 Sub-total :</b>	<b>362</b>	<b>308</b>	<b>283</b>	<b>275</b>	<b>249</b>	<b>273</b>	<b>252</b>	<b>212</b>	<b>195</b>	<b>186</b>
<b>勞教中心所員 Detention Centre Inmates</b>										
男 Male	188	173	169	145	118	124	141	127	95	73
<b>更生中心所員 Rehabilitation Centre Inmates +</b>										
男 Male	17	79	100	90	110	142	193	162	120	98
女 Female	5	27	29	35	31	38	39	45	42	29
<b>小計 Sub-total :</b>	<b>22</b>	<b>107</b>	<b>128</b>	<b>125</b>	<b>141</b>	<b>180</b>	<b>232</b>	<b>207</b>	<b>162</b>	<b>127</b>
<b>還押犯 Remands</b>										
男 Male	1 073	1 107	1 295	1 224	1 081	1 213	1 198	1 303	1 279	1 180
女 Female	175	204	260	246	201	229	237	253	239	256
<b>小計 Sub-total :</b>	<b>1 248</b>	<b>1 311</b>	<b>1 555</b>	<b>1 470</b>	<b>1 283</b>	<b>1 442</b>	<b>1 435</b>	<b>1 555</b>	<b>1 518</b>	<b>1 436</b>
<b>中途宿舍宿員 Residents of Half-way Houses</b>										
男 Male	56	53	43	42	42	44	40	41	38	36
女 Female	6	5	4	5	5	7	8	12	8	8
<b>小計 Sub-total :</b>	<b>62</b>	<b>57</b>	<b>47</b>	<b>47</b>	<b>47</b>	<b>51</b>	<b>47</b>	<b>53</b>	<b>46</b>	<b>44</b>
<b>羈留者 Detainees #</b>										
男 Male	111	92	88	124	211	258	208	125	44	*
女 Female	68	56	45	62	103	117	117	113	33	*
<b>小計 Sub-total :</b>	<b>179</b>	<b>148</b>	<b>133</b>	<b>187</b>	<b>314</b>	<b>375</b>	<b>325</b>	<b>238</b>	<b>77</b>	<b>*</b>
<b>所有羈管者類別 All Types of Persons</b>										
男 Male	9 967	9 949	10 317	9 772	9 417	9 281	8 655	8 346	8 140	7 856
女 Female	2 507	2 580	2 821	2 618	2 432	2 320	2 227	2 269	2 055	1 846
<b>總數 Total :</b>	<b>12 474</b>	<b>12 529</b>	<b>13 138</b>	<b>12 390</b>	<b>11 849</b>	<b>11 601</b>	<b>10 882</b>	<b>10 615</b>	<b>10 196</b>	<b>9 702</b>

備註 : 由於進位關係，個別項目的數字加起來未必與總數相等。  
Notes : Individual figures may not add up to the total due to rounding.

+ 更生中心於二零零二年七月十一日開始運作。  
Rehabilitation centres started operation on 11 July 2002.

# 包括在二零零五年八月八日至二零一零年四月十四日期間於青山灣入境事務中心的羈留者。  
該中心於二零一零年四月十五日交還入境事務處管理。  
Including persons detained in the Castle Peak Bay Immigration Centre during the period from 8 August 2005 to 14 April 2010.  
The centre was handed over to the Immigration Department on 15 April 2010.

\* 少於0.5  
Less than 0.5.



**二零一一年成年及年輕在囚人士參加公開考試及課程成績**  
**Results of External Examinations and Courses Taken by Young and Adult Offenders in 2011**

考試 Examination	考生人數 No. of Candidates	試卷數目 No. of Papers	及格數目 Pass	「良」 級數目 Credit	「優」 級數目 Distinction	及格率 Passing Rate	
香港高級程度會考 Hong Kong Advanced Level Examination	3	6	4	0	0	66.67%	
香港中學會考 Hong Kong Certificate of Education Examination	71	155	60	9	1	45.16%	
英國城市專業學會 City & Guilds							
簿記及會計 Book-keeping and Accounts	第一級 Level 1	28	28	10	N.A.	0	35.71%
	第二級 Level 2	8	8	3	N.A.	0	37.50%
	第三級 Level 3	2	2	0	N.A.	1	50.00%
商業財務 Business Finance	第一級 Level 1	37	37	9	N.A.	23	86.49%
	第二級 Level 2	11	11	6	N.A.	2	72.73%
	第三級 Level 3	2	2	1	N.A.	0	50.00%
中文試算表處理 Chinese Spreadsheet Processing	初級 Essential	39	39	7	N.A.	11	46.15%
	中級 Intermediate	1	1	0	N.A.	0	0.00%
中文文書處理 Chinese Word Processing	初級 Essential	68	68	13	N.A.	36	72.06%
	中級 Intermediate	33	33	21	N.A.	7	84.85%
中文輸入速度 Chinese Inputting Speed Test	N.A.	14	14	3	N.A.	8	78.57%
國際綜合英語(母語為非英語人士) International English for Speakers of Other Languages	Preliminary	59	59	41	N.A.	15	94.92%
	Access	20	20	8	N.A.	5	65.00%
	Achiever	11	11	6	N.A.	2	72.73%
	Communicator	2	2	2	N.A.	0	100.00%
	Expert	1	1	0	N.A.	0	0.00%
實用數據處理 Practical Data Processing	初級 Elementary	5	5	2	N.A.	2	80.00%
	中級 Intermediate	6	6	1	N.A.	3	66.67%
英文試算表處理 Spreadsheet Processing Techniques	中級 Intermediate	2	2	1	N.A.	0	50.00%
英文文書處理 Word Processing Techniques	初級 Essential	44	44	8	N.A.	27	79.55%
	中級 Intermediate	7	7	1	N.A.	5	85.71%
	高級 Advanced	2	2	0	N.A.	2	100.00%
小計(英國城市專業學會): Sub-total (C & G):	402	402	143	N.A.	149	72.64%	



考試 Examination		考生人數 No. of Candidates	試卷數目 No. of Paners	及格數目 Pass	「良」 級數目 Credit	「優」 級數目 Distinction	及格率 Passing Rate
英國倫敦工商會 London Chamber of Commerce & Industry							
簿記 Book-keeping	第一級 Level 1	6	6	0	0	1	16.67%
簿記及會計 Book-keeping and Accounts	第二級 Level 2	2	2	0	0	1	50.00%
商業英文 English for Business	基本 Preliminary	2	2	2	0	0	100.00%
	第一級 Level 1	16	16	1	3	4	50.00%
	第二級 Level 2	2	2	0	0	1	50.00%
商業混算 Business Calculation	第二級 Level 2	1	1	0	0	0	0.00%
	高級 Advanced	1	1	0	0	1	100.00%
會計 Accounting	第三級 Level 3	1	1	0	0	0	0.00%
文本產生 Text Production	第一級 Level 1	1	1	0	1	0	100.00%
	第二級 Level 2	3	3	1	1	1	100.00%
	第三級 Level 3	2	2	0	1	1	100.00%
小計 (英國倫敦工商會): Sub-total (LCC & I):		37	37	4	6	10	54.05%
英國皇家音樂學院樂理考試 ABRSM Music Theory Examination		14	14	0	0	14	100.00%
考試總計: Examination Total:		424	614	211	15	174	65.15%

課程 Course		考生人數 No. of Candidates	試卷數目 No. of Paners	及格數目 Pass	「良」 級數目 Credit	「優」 級數目 Distinction	及格率 Passing Rate
香港公開大學 Open University of Hong Kong		139	192	171	N.A.	N.A.	89.06%
香港管理專業協會 Hong Kong Management Association		163	225	194	N.A.	N.A.	86.22%
香港中文大學專業進修學院 School of Continuing and Professional Studies The Chinese University of Hong Kong		258	363	322	N.A.	N.A.	88.71%
課程總計: Course Total:		560	780	687	N.A.	N.A.	88.08%



## 二零一一年成年及年輕在囚人士獲取職業技能認可資格

## Vocational Qualifications Obtained by Adult and Young Offenders in 2011

考試 Examination		人次 No. of Entries	及格 數目 Pass	「良」 級數目 Credit	級數目 Distinction	及格率 Passing Rate
<b>英國城市專業學會</b>						
<b>City and Guilds</b>						
簿記及會計	第一級					
Book-keeping and Accounts	Level 1	22	4	0	10	63.64%
中文文書處理	初級					
Chinese Word Processing	Essential	102	39	0	40	77.45%
中文試算表處理	初級					
Chinese Spreadsheet Processing	Essential	38	3	0	17	52.63%
建築業主要技術實操	第一級					
Construction Industry Core Skills Practice	Level 1	48	48	N.A.	N.A.	100.00%
建築業主要技術原理	第一級					
Construction Industry Core Skills Principles	Level 1	43	13	22	7	97.67%
建築業水管基礎技術實操	第一級					
Construction Industry Plumbing - Basic Skills Practice	Level 1	21	21	N.A.	N.A.	100.00%
建築業電工基礎技術實操	第一級					
Construction Industry Electrical Installation - Basic Skills Practice	Level 1	21	21	N.A.	N.A.	100.00%
建築業木工技術實操	第一級					
Construction Industry Timber Vocations Practice	Level 1	12	12	N.A.	N.A.	100.00%
桌上出版	第一級					
Desktop Publishing	Level 1	16	0	0	15	93.75%
餐飲服務實操	第一級					
Food & Beverage Service Practice	Level 1	10	10	N.A.	N.A.	100.00%
餐飲服務原理	第一級					
Food & Beverage Service Principles	Level 1	10	0	0	10	100.00%
專業美髮實操	第一級					
Hairdressing Skills Practice	Level 1	49	49	N.A.	N.A.	100.00%
專業美髮原理	第一級					
Hairdressing Skills Principles	Level 1	49	12	27	8	95.92%
英文文書處理	初級					
Word Processing Techniques	Essential	7	1	0	2	42.86%
商品零售實操	第一級					
Retailing Practice	Level 1	81	81	N.A.	N.A.	100.00%
商品零售原理卷	第一級					
Retailing Principles	Level 1	75	4	41	29	98.67%
顧客服務						
Customer Service		81	73	N.A.	N.A.	90.12%
銷售						
Selling		23	21	N.A.	N.A.	91.30%
專業美容原理						
Beauty therapy skills principles		13	1	10	2	100.00%
專業美容實操						
Beauty therapy skills practice		13	13	N.A.	N.A.	100.00%
銷售業衝突處理						
Conflict Handling in Selling		11	10	N.A.	N.A.	90.91%
小計						
<b>Sub-total:</b>		<b>745</b>	<b>436</b>	<b>100</b>	<b>140</b>	<b>90.74%</b>



<b>製衣業訓練局</b>					
<b>Clothing Industry Training Authority</b>					
成衣營商及市場學課程					
Clothing Marketing Course	55	7	14	10	56.36%
小計					
<b>Sub-total:</b>	<b>55</b>	<b>7</b>	<b>14</b>	<b>10</b>	<b>56.36%</b>
<b>職業訓練局</b>					
<b>Vocational Training Council</b>					
基礎髮型設計證書					
Certificate in Foundation Hairdressing	14	14	N.A.	N.A.	100.00%
辦公室實務證書					
Certificate in Business and Office Operations	30	30	N.A.	N.A.	100.00%
中式廚務助理證書課程					
Chinese Kitchen Assistant Certificate Course	40	40	N.A.	N.A.	100.00%
專業美容護理證書					
Certificate in Beauty Care	9	9	N.A.	N.A.	100.00%
空調製冷初階證書					
Certificate in Air-conditioning and Refrigeration	9	9	N.A.	N.A.	100.00%
初級中式烹飪及食肆服務課程					
Basic Chinese Culinary and Restaurant Service Training	18	18	N.A.	N.A.	100.00%
印刷 - 「過往資歷認可」機制-資歷架構					
Printing - Recognition of Prior Learning Scheme of Qualifications Framework	11	11	N.A.	N.A.	100.00%
小計					
<b>Sub-total:</b>	<b>131</b>	<b>131</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>



<b>建造業議會</b>					
<b>Construction Industry Council</b>					
電氣佈線工中級工藝測試 Electrical Wireman Intermediate Trade Test	33	31	N.A.	N.A.	93.94%
控制板裝配工中級工藝測試 Control Panel Assembler Intermediate Trade Test	35	33	N.A.	N.A.	94.29%
空調製冷設備技工(獨立系統)中級工藝測試 Refrigeration/Air-conditioning/Ventilation Mechanic (Unitary System) Intermediate Trade Test	23	23	N.A.	N.A.	100.00%
空調製冷設備技工(電力控制)中級工藝測試 Refrigeration/Air-conditioning/Ventilation Mechanic (Electrical Control) Intermediate Trade Test	23	22	N.A.	N.A.	95.65%
細木工 中級工藝測試 Joiner Intermediate Trade Test	14	14	N.A.	N.A.	100.00%
金屬工中級工藝測試 Metal Worker Intermediate Trade Test	54	51	N.A.	N.A.	94.44%
髹漆及裝飾工中級工藝測試 Painter & Decorator Intermediate Trade Test	9	9	N.A.	N.A.	100.00%
鋪瓦工中級工藝測試 Tiler Intermediate Trade Test	49	47	N.A.	N.A.	95.92%
砌磚工中級工藝測試 Bricklayer Intermediate Trade Test	4	4	N.A.	N.A.	100.00%
混凝土工中級工藝測試 Concretor Intermediate Trade Test	16	16	N.A.	N.A.	100.00%
指定行業安全訓練證明書(鋪瓦工) Silver Card-Specified Trade Safety Training Certificate (Tiler)	32	30	N.A.	N.A.	93.75%
建造工友(指定行業)安全訓練課程-髹漆及裝飾工 Silver Card-Specified Trade Safety Training (Painter & Decorator)	15	15	N.A.	N.A.	100.00%
髹漆及裝飾工證書課程 Painting & Decoration Certificate Course	27	26	N.A.	N.A.	96.30%
牆紙實務證書課程 Wall Papering Certificate Course	9	9	N.A.	N.A.	100.00%
鋪瓦工證書課程 Tiler Certificate Course	32	30	N.A.	N.A.	93.75%
氣體焊接安全訓練課程 Gas Welding Safety Training Course	9	9	N.A.	N.A.	100.00%
建造業平安咭課程 Construction Industry Safety Card Course	433	425	N.A.	N.A.	98.15%
<b>小計</b>					
<b>Sub-total:</b>	<b>817</b>	<b>794</b>	<b>0</b>	<b>0</b>	<b>97.18%</b>



<b>僱員再培訓局</b>					
<b>Employees Retraining Board</b>					
洗衣工場助理證書課程					
Certificate in Laundry Assistant Training	76	71	N.A.	N.A.	93.42%
展台建造及佈置證書課程					
Certificate in Exhibition Booth Setting and Decoration Training	56	56	N.A.	N.A.	100.00%
廚務助理證書課程					
Certificate in Chef Assistant Training	20	20	N.A.	N.A.	100.00%
文書處理單元證書課程					
Module Certificate in Word Processing	77	72	N.A.	N.A.	93.51%
搬運物流證書課程					
Certificate in Removal & Logistics Training	90	88	N.A.	N.A.	97.78%
園藝助理證書課程					
Certificate in Horticulture Assistant Training	89	89	N.A.	N.A.	100.00%
環境潔淨服務員證書課程					
Certificate in Environmental Hygiene & Cleaning Worker Training	59	58	N.A.	N.A.	98.31%
零售店務員證書課程					
Certificate in Retail Salesperson Training	18	18	N.A.	N.A.	100.00%
基本電腦概念和鍵盤操作訓練課程					
Module Certificate in Fundamental Computer Concepts and Keyboard Operation	135	132	N.A.	N.A.	97.78%
專業美甲師證書課程					
Certificate in Nail Technician Training	58	54	N.A.	N.A.	93.10%
職業普通話單元證書課程 I					
Module Certificate in Vocational Putonghua	44	43	N.A.	N.A.	97.73%
餐飲及宴會服務員證書課程					
Certificate in Catering & Banquet Attendant Training	18	18	N.A.	N.A.	100.00%
<b>小計</b>					
<b>Sub-total:</b>	<b>740</b>	<b>719</b>	<b>0</b>	<b>0</b>	<b>97.16%</b>
<b>釋前職業訓練課程</b>					
<b>Pre-Release VT Programme</b>					
基礎洗衣技巧					
Basic Laundry Skill	25	25	N.A.	N.A.	100.00%
新天地創業種子計劃培訓課程					
Seed Money Project	20	16	0	0	80.00%
初級園藝訓練課程					
Basic Horticulture Training	13	13	N.A.	N.A.	100.00%
叉式剷車操作員訓練課程					
Forklift Truck Operator Course	12	12	N.A.	N.A.	100.00%
龍門式起重機操作員證明書訓練課程					
Overhead Crane Operator Certificate Course	6	6	N.A.	N.A.	100.00%
電腦繪圖及數碼圖像實務應用證書課程					
Graphic Design & Digital Printing Training Course	20	20	N.A.	N.A.	100.00%
網頁及基礎程式設計證書					
Module Certificate in Webpage Design and basic Programming	19	19	N.A.	N.A.	100.00%
基本包餅製作					
Basic Bread Making Techniques	38	38	N.A.	N.A.	100.00%
食物衛生經理訓練課程					
Basic Food Hygiene for Hygiene Managers Training Course	141	141	N.A.	N.A.	100.00%
其他					
Others	15	10	0	1	73.33%
<b>小計</b>					
<b>Sub-total:</b>	<b>309</b>	<b>300</b>	<b>0</b>	<b>1</b>	<b>97.41%</b>



善後輔導計劃的個案統計及成功率  
Statistics on Caseload and Success Rates of Supervision Programmes

善後輔導計劃 Supervision Programme	更生者性別 Sex of Rehabilitated Offenders	二零一一年獲釋而須受監管個案 Discharged Under Supervision in 2011	於二零一一年十二月三十一日仍接受監管個案 Under Active Supervision as at 31.12.2011	二零一一年監管期滿個案 Supervision Expired in 2011	二零一一年成功完成監管個案 Supervision Successfully Completed in 2011	成功率 Success Rates
戒毒所 Drug Addiction Treatment Centre	男 Male	892	736	1 108	470	42%
	女 Female	253	246	268	110	41%
	小計 Sub-total :	<b>1 145</b>	<b>982</b>	<b>1 376</b>	<b>580</b>	<b>42%</b>
教導所 Training Centre	男 Male	95	319	168	107	64%
	女 Female	10	25	4	2	50%
	小計 Sub-total :	<b>105</b>	<b>344</b>	<b>172</b>	<b>109</b>	<b>63%</b>
勞教中心 Detention Centre	男少年犯 Male young offender	121	93	140	131	94%
	男青年犯 Male young adult	20	20	28	28	100%
	小計 Sub-total :	<b>141</b>	<b>113</b>	<b>168</b>	<b>159</b>	<b>95%</b>
更生中心 Rehabilitation Centre	男 Male	139	124	161	158	98%
	女 Female	41	38	65	62	95%
	小計 Sub-total :	<b>180</b>	<b>162</b>	<b>226</b>	<b>220</b>	<b>97%</b>
少年囚犯 Young Prisoner	男 Male	145	139	112	93	83%
	女 Female	15	15	13	13	100%
	小計 Sub-total :	<b>160</b>	<b>154</b>	<b>125</b>	<b>106</b>	<b>85%</b>
囚犯監管試釋 Release Under Supervision	男 Male	26	72	15	15	100%
	女 Female	5	9	3	3	100%
	小計 Sub-total :	<b>31</b>	<b>81</b>	<b>18</b>	<b>18</b>	<b>100%</b>
釋前就業 Pre-release Employment	男 Male	42	22	35	35	100%
	女 Female	12	6	18	18	100%
	小計 Sub-total :	<b>54</b>	<b>28</b>	<b>53</b>	<b>53</b>	<b>100%</b>
監管釋囚 Post-release Supervision	男 Male	300	433	298	258	87%
	女 Female	18	16	17	17	100%
	小計 Sub-total :	<b>318</b>	<b>449</b>	<b>315</b>	<b>275</b>	<b>87%</b>
有條件釋放 Conditional Release	男 Male	0	1	0	0	-
	女 Female	0	0	0	0	-
	小計 Sub-total :	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>-</b>
釋後監管 Supervision After Release	男 Male	4	9	10	10	100%
	女 Female	0	0	0	0	-
	小計 Sub-total :	<b>4</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>100%</b>
所有計劃 All Programmes	男 Male	<b>1 784</b>	<b>1 968</b>	<b>2 075</b>	<b>1 305</b>	<b>63%</b>
	女 Female	<b>354</b>	<b>355</b>	<b>388</b>	<b>225</b>	<b>58%</b>
	總數 Total :	<b>2 138</b>	<b>2 323</b>	<b>2 463</b>	<b>1 530</b>	<b>62%</b>



**社區參與助更生委員會 (二零一一年)**  
**Committee on Community Support for Rehabilitated Offenders (2011)**

**委員會成員 Membership**

名譽顧問 Honourary Advisor	劉漢華先生 (由 1.11.2011 開始)	Mr Steve LAU Hon-wah, BBS, CStJ, JP	(from 1.11.2011)
主席 Chairman	許宗盛先生	Mr Herman HUI Chung-shing, BBS, MH, JP	
副主席 Vice-Chairman	李雙先生 (懲教署)	Mr LEE Sheung (Correctional Services Department)	
委員 Members	陳偉道先生 (直至 31.10.2011)	Mr CHAN Wai-to	(up to 31.10.2011)
	劉漢華先生 (直至 31.10.2011)	Mr Steve LAU Hon-wah, BBS, CStJ, JP	(up to 31.10.2011)
	翁裕雄醫生 (直至 31.10.2011)	Dr Paul YUNG Yue-hung	(up to 31.10.2011)
	吳宏增先生	Mr Andy Ng Wang-tsang	
	丘頌云先生	Mr YAU Chung-wan	
	葉永成先生	Mr David YIP Wing-shing, MH, JP	
	鄭承隆教授	Professor Edwin CHENG Shing-lung	
	湯修齊先生	Mr Henry TONG Sau-chai	
	楊建霞女士	Ms Yvonne YEUNG Kin-ha	
	馮婉嫻女士	Ms Mandy FUNG Yuen-han	
	李家樂女士	Miss Jacqueline LEE Kar-lok	
	羅乃新女士	Ms Nancy LOO, MH	
	倪文玲女士 (直至 31.10.2011)	Miss Malina NGAI Man-lin	(up to 31.10.2011)
	謝永齡博士 (由 1.11.2011 開始)	Dr John TSE Wing-ling, MH	(from 1.11.2011)
	楊萬里先生 (由 1.11.2011 開始)	Mr YEUNG Man-lee	(from 1.11.2011)
	李添麟博士 (由 1.11.2011 開始)	Dr LEE Yuk-lun	(from 1.11.2011)
	蔡曉慧女士 (由 1.11.2011 開始)	Miss Sherry TSAI Hiu-wai	(from 1.11.2011)
	民政事務總署代表	Representative of the Home Affairs Department	
	香港警務處代表	Representative of the Hong Kong Police Force	
	政府新聞處代表	Representative of the Information Services Department	
	社會福利署代表	Representative of the Social Welfare Department	
秘書 Secretary	葉龍英女士 (懲教署)	Ms Isabella YIP Lung-yin (Correctional Services Department)	

**職責範圍 Terms of Reference**

- (1) 就更生人士重投社會的計劃及策略，向懲教署署長提供意見；  
To advise the Commissioner of Correctional Services on the programmes and re-integration strategies of rehabilitated offenders into the community; and
- (2) 藉教育、宣傳及大眾參與，呼籲社會人士對更生人士多加支持。  
To promote community support for rehabilitated offenders through education, publicity and public involvement.



**二零一一年助更生宣傳活動**  
**Publicity Activities for Rehabilitated Persons in 2011**

日期 Date	活動 Activities / Events	備註 Remarks
一月至十二月 January to December	<p>進行以學生及青少年為對象的更生先鋒計劃 - 包括教育講座,「面晤在囚人士計劃」及「綠島計劃」下的參觀懲教院所活動,參觀香港懲教博物館及「人生交叉點」青少年座談會</p> <p>Implementation of the Rehabilitation Pioneer Project for students and youth - including education talks, visits to correctional institutions under the Personal Encounter with Prisoners Scheme and the Green Haven Scheme, visits to the Hong Kong Correctional Services Museum, and “Options in Life” Student Forum</p>	
一月至十二月 January to December	<p>增進青少年所員就業機會的社會企業「有粽計劃」</p> <p>The “Rice Dumpling Production Project”, a social enterprise project to enhance employability of young inmates</p>	<p>計劃自二零零八年八月成立以來,共 80 名所員參加了該計劃和接受食物安全及衛生的訓練,其中 18 人獲香港善導會附屬社會企業明朗服務有限公司正式聘用,其他所員亦有從事飲食行業</p> <p>80 inmates had participated and received basic training in food safety and hygiene since the implementation of this Project in August 2008. Of them, 18 were formally employed by Bright Services Co. Ltd, a social enterprise managed by the Society of Rehabilitation and Crime Prevention, Hong Kong while others were/are engaged in the food and beverage field</p>
一月十二日 January 12	<p>赤柱監獄證書頒發典禮</p> <p>Certificate Presentation Ceremony at Stanley Prison</p>	
三月三十日 March 30	<p>羅湖懲教所證書頒發典禮</p> <p>Certificate Presentation Ceremony at Lo Wu Correctional Institution</p>	
四月三日 April 3	<p>在囚人士電腦輸入比賽</p> <p>Inter-institutional Computer In-putting Competition</p>	<p>比賽與基督教牧愛會合辦</p> <p>The competition was co-organised with Christian Prison Pastoral Association</p>
四月十三日 April 13	<p>主題為「給更生人士一個機會」的新一輯電視宣傳短片及電台宣傳聲帶啟播禮及委任前精英游泳運動員蔡曉慧小姐為更生大使</p> <p>“Give Rehabilitated Offenders A Chance” API</p>	<p>新一輯宣傳短片及宣傳聲帶由二零一一年四月起在本港電視台及電台播出,得多個政府部門、公營機構、公共屋邨、非政府機構及商</p>



日期 Date	活動 Activities / Events	備註 Remarks
	Kick-off Ceremony and appointment of former elite swimming athlete Sherry TSAI as Rehabilitation Ambassador	業機構支持在其管理地點如社區會堂等播放，並上載到懲教署網頁、互聯網和 YouTube 播放。 The new APIs have been broadcast in local TV and Radio stations during Government air time and at venues managed by various government departments, public organisations, public housing estates, non-government organisations and commercial organisations such as community halls, and uploaded onto CSD website, the Internet and YouTube since April 2011
四月十三日 April 13	張掛新一輯宣傳海報及大型橫額 Display of new posters and giant wall banners	新一輯宣傳海報及大型橫額由二零一一年四月起在懲教院所、多個政府部門、公營機構、公共屋邨、非政府機構及商業機構的管理地點張掛。 The new posters and giant wall banners have been displayed at correctional institutions and venues managed by various government departments, public organisations, public housing estates, non-government organisations and commercial organisations since April 2011
四月十八日 April 18	在囚人士電腦輸入比賽 Inter-institutional Computer In-putting Competition	比賽與基督教牧愛會合辦 The competition was co-organised with Christian Prison Pastoral Association
四月二十一日 April 21	綠島計劃資源中心啟用典禮 Opening Ceremony of the Green Haven Scheme Resource Centre on Hei Ling Chau	經全面更新後，綠島計劃資源中心已於二零一一年四月起開放，讓更生先鋒計劃的參加者認識毒品的禍害 The newly refurbished centre has been opened to participants of the RPP to publicise the anti-drug messages since April 2011
五月 May	在囚人士作曲及填詞比賽 Lyrics and Songs Competition	比賽與香港基督教更新會合辦 The competition was co-organised with Hong Kong Christian Kun Sun Association
六月二十七日 June 27	向所有分區撲滅罪行委員會簡介「2011-12 年助更生宣傳活動」 Briefings for all District Fight Crime Committees (DFCCs) on the 2011-12 Publicity Campaign for Rehabilitated Persons	簡介會後，各分區撲滅罪行委員會與懲教署在各區合辦社區參與助更生活動 After the briefing, DFCCs jointly organised with CSD community involvement activities in their



日期 Date	活動 Activities / Events	備註 Remarks
		districts
六月二十九日 June 29	懲教更生義工團嘉獎典禮 Award Presentation Ceremony for volunteers of Correctional Services Department Rehabilitation Volunteers Group	
八月三日 August 3	「給更生人士一個機會」職業招聘會 "Give Rehabilitated Offenders A Chance" Job Fair	<p>招聘會由懲教署及商界助更生委員會試行首次舉辦，目的是為將於三個月內獲釋的在囚人士提供職位就業機會，既可幫助在囚人士取得面試經驗，同時亦有向市民大眾推廣助更生訊信息，以及擴大懲教署愛心僱主支援網絡，為更生人士爭取更多公平就業機會。</p> <p>The job fair was jointly organised with the Merchants' Support for Rehabilitated Offenders Committee Limited for the first time on a trial basis to provide job opportunities for local persons in custody who would be released within three months. Apart from providing persons in custody with opportunities to gain interview experience, the Job Fair also helped to promote the message of offender rehabilitation and extend the support network of Caring Employers of CSD, with a view to securing more equal employment opportunities for rehabilitated persons.</p>
八月三十一日 August 31	歌連臣角懲教所證書頒發典禮 Certificate Presentation Ceremony at Cape Collinson Correctional Institution	
十月三日 October 3	非政府機構論壇「更生人士重返社區 — 非政府機構的成功案例探討」 NGO Forum entitled "Offenders' Reintegration into the Community - NGOs' Successful Case Study"	<p>論壇與香港城市大學合辦。約 250 位非政府機構代表、學者、義工和懲教署人員出席</p> <p>The Forum was co-organised with the City University of Hong Kong. Around 250 NGO representatives, scholars, volunteers and members of Correctional Services Department attended the forum</p>
十月十九日 October 19	勵敬懲教所證書頒發典禮 Certificate Presentation Ceremony at Lai King Correctional Institution	
十一月 November	製作及派發印有助更生信息之案頭月曆及證件膠套予有興趣團體 Production and distribution of 2011 desktop planner and plastic card holder with publicity message to interested parties	



日期 Date	活動 Activities / Events	備註 Remarks
十一月十二日 November 12	「非政府機構關懷服務日」開展禮 Kick-off ceremony of the “NGO Service Day”	簡介會後，約二百多名來自十五間非政府機構的職員及義工隨即前往各懲教院所為在囚人士提供不同形式的更生服務 After the ceremony, about 200 volunteers and staff members from 15 NGOs headed off to various correctional institutions to provide rehabilitation services to inmates
十一月十六日 November 16	壁屋懲教所證書頒發典禮 Certificate Presentation Ceremony at Pik Uk Correctional Institution	
十一月九日至 十二月三日 November - December	一連四集的電視處境劇「談懲說教」及電視綜藝節目「全城響應助更生」 Four-episode drama series on CSD services and rehabilitated offenders and TV Variety Show “Support Offender Rehabilitation for a Safer and More Inclusive Society”	一連四集的電視處境劇於十一月九、十六、廿三及三十日於無線電視翡翠台及高清翡翠台播映。電視綜藝節目則於十二月三日於兩台播出。適逢 2011 年懲教署正式成立九十周年，綜藝節目的主題除了回應較早前播出的四集處境劇的內容外，亦帶出懲教署由只著重監禁在囚人士轉為懲教並重的角色 The drama series was broadcast on Jade Channel and High Definition Channel of Television Broadcasts Limited on 9, 16, 23 and 30 November. The show was broadcast on 3 December on the same channels. Riding on the CSD's 90th anniversary and its four-episode drama series broadcast earlier, the show featured the development of the department's role from custodial management to the provision of both custodial and rehabilitative services over the years.
十二月二日 December 2	懲教更生義工訓練 Training for volunteers for CSD Rehabilitation Volunteer Group	
十二月七日 December 7	石壁監獄證書頒發典禮 Certificate Presentation Ceremony at Shek Pik Prison	



**二零一一年個人/社區團體的捐獻及合辦的活動項目**  
**Donations by and Collaborative Projects with**  
**Individual / Community Organisations in 2011**

個人/團體 Individual/Organisation	捐款(元) Donation (\$)	合辦項目 Collaboration project
一名社會人士 An Individual	300,000	<ul style="list-style-type: none"> <li>● 在二零零九年二月成立「更生基金」，為在囚人士提供教育及職業訓練資助，計劃為期三年，第一(二零零九年二月)、第二(二零一零年四月)及第三(二零一一年二月)年各獲得的捐助為港幣三十萬元，合共港幣九十萬元</li> </ul> <p>Providing education and vocational training subsidy for inmates under the “New Life Foundation”, a subsidy scheme set up in February 2009 for three years. A total sum of \$900,000 was received with donations of \$300,000 each in February 2009, April 2010 and February 2011 to fund the three years’ operation</p>
一名社會人士 An Individual	500	<ul style="list-style-type: none"> <li>● 在二零一一年十月以這捐助為在囚人士提供「在囚人士教育信託基金」教育資助</li> </ul> <p>Providing education subsidy for inmates under the “Prisoners’ Education Trust Fund” with donation in October 2011</p>
二名社會人士 Two Individuals	2,000	<ul style="list-style-type: none"> <li>● 在二零一一年一月及十二月以這捐助為在囚人士提供「在囚人士教育資助基金」教育資助</li> </ul> <p>Providing education subsidy for inmates under the “Prisoners’ Education Subsidy Fund” with donations in January and December 2011</p>
許宗盛先生 Mr HUI Chung-shing, BBS, MH, JP	100,000	<ul style="list-style-type: none"> <li>● 在二零一一年九月以這捐助資助當月舉辦的「童軍樂韻獻社群二〇一一」音樂匯演</li> <li>● Sponsoring the "Musical Rally for the Community 2011" held in September 2011</li> </ul>
劉漢華先生 Mr LAU Hon-wah, BBS, CStJ, JP	100,000	<ul style="list-style-type: none"> <li>● 在二零一一年九月以這捐助資助當月舉辦的「童軍樂韻獻社群二〇一一」音樂匯演</li> </ul> <p>Sponsoring the "Musical Rally for the Community 2011" held in September 2011</p>
陳樹玉女士 Ms CHAN Shu-yuk, Janice	—	<ul style="list-style-type: none"> <li>● 在二零一一年八月捐贈書籍予院所圖書館</li> <li>● Donation of books to prison libraries in August 2011</li> </ul>



個人/團體 Individual/Organisation	捐款(元) Donation (\$)	合辦項目 Collaboration project
盧和鐳執事 Rev Deacon Peter Lo	—	<ul style="list-style-type: none"> <li>● 在二零一一年七月捐贈書籍予院所圖書館</li> <li>● Donation of books to prison libraries in July 2011</li> </ul>
白德培牧師 Rev Dr Tobias Brandner	—	<ul style="list-style-type: none"> <li>● 在二零一一年一月捐贈書籍予赤柱監獄圖書館</li> <li>Donation of books to the library of Stanley Prison in January 2011</li> </ul>
香港中西區各界協會 The Association of the Hong Kong Central and Western District Limited	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士</li> <li>Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
國際佛光會香港協會 Buddha's Light International Association of Hong Kong	—	<ul style="list-style-type: none"> <li>● 在二零一一年五月捐贈書籍予院所圖書館</li> <li>Donation of books to prison libraries in May 2011</li> </ul>
關顧更生人士會 Care of Rehabilitated Offenders Association	450,000	<ul style="list-style-type: none"> <li>● 在二零一一年七月成立「關顧更生人士基金」，為在囚人士提供教育資助，計劃為期三年，首年獲得的捐助為港幣三十萬元。</li> <li>Providing education subsidy for inmates under the “Care of Rehabilitated Offenders Association Foundation”, a subsidy scheme set up in July 2011 for three years with a start-up donation of HK\$300,000.</li> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士</li> <li>Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
宣道出版社 The China Alliance Press	—	<ul style="list-style-type: none"> <li>● 在二零一一年一月捐贈書籍予院所圖書館</li> <li>Donation of books to prison libraries in January 2011</li> </ul>
法國駐港澳總領使館 Consulate General of France in Hong Kong and Macau	—	<ul style="list-style-type: none"> <li>● 在二零一一年九月捐贈書籍予院所圖書館</li> <li>● Donation of books to prison libraries in September 2011</li> </ul>
香港青年企業家協會有限公司 Entrepreneurs' Organization Hong Kong Chapter Limited	20,000	<ul style="list-style-type: none"> <li>● 在二零一一年十月捐助「在囚人士教育信託基金」為在囚人士提供教育方面的經濟援助</li> <li>Providing education subsidy for inmates under the “Prisoners' Education Trust Fund” with donation in October 2011</li> </ul>



個人/團體 Individual/Organisation	捐款(元) Donation (\$)	合辦項目 Collaboration project
蓬瀛仙館 Fung Ying Seen Koon	150,000	<ul style="list-style-type: none"> <li>● 在二零一一年四月捐贈書籍予院所圖書館 Donation of books to prison libraries in April 2011</li> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
金色蓮花有限公司 Golden Lotus Buddha Art Center Limited	—	<ul style="list-style-type: none"> <li>● 自二零一一年三月起捐贈月刊予院所圖書館</li> <li>● Donation of magazines to prison libraries since March 2011</li> </ul>
香港台山同鄉總會慈善基金有限公司 Hong Kong General Tai Shan Clansmen Association Charitable Foundation Ltd	100,000	<ul style="list-style-type: none"> <li>● 在二零一一年二月以這捐助為在囚人士提供「在囚人士教育資助基金」教育資助 Providing education subsidy for inmates under the “Prisoners’ Education Subsidy Fund” with donation in February 2011</li> </ul>
香港賽馬會慈善信託基金 The Hong Kong Jockey Club Charities Trust	964,623	<ul style="list-style-type: none"> <li>● 五年內資助港幣五百一拾萬元研發專為本地性罪犯而設的心理評估工具綜合組套，計劃由二零一零年四月展開，首兩年共獲得的資助為港幣 1,746,295.76 元 Providing a grant of \$5.1 million for a 5-year project commenced in April 2010 on the Construction of Risks and Needs Assessment Tools for Sex Offenders, with a total subsidy of HK\$1,746,295.76. in the first two years</li> </ul>
國際獅子總會中國港澳 303 區 Lions Clubs International District 303 – Hong Kong & Macao, China	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>



個人/團體 Individual/Organisation	捐款(元) Donation (\$)	合辦項目 Collaboration project
九龍樂善堂 Lok Sin Tong Benevolent Society, Kowloon	450,000	<ul style="list-style-type: none"> <li>● 資助分區撲滅罪行委員會在二零一一至一二年度舉辦的地區性宣傳活動 Sponsoring district-based publicity activities organised by District Fight Crime Committees in 2011-12</li> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
商界助更生委員會 Merchants Support for Rehabilitated Offenders Committee	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
鳳凰慈善基金會 Phoenix Charitable Foundation	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
保良局 Po Leung Kuk	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
博愛醫院 Pok Oi Hospital	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>



個人/團體 Individual/Organisation	捐款(元) Donation (\$)	合辦項目 Collaboration project
灣仔扶輪社 Rotary Club of Wan Chai	50,000	<ul style="list-style-type: none"> <li>● 在二零一零年十二月在勵顧懲教所設立親子中心 Setting up a Parent-child Centre in Nei Kwu Correctional Institution in December 2011</li> </ul>
嗶色園 Sik Sik Yuen	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
香港善導會 The Society of Rehabilitation and Crime Prevention, Hong Kong	—	<ul style="list-style-type: none"> <li>● 在二零一一年三月捐贈書籍予院所圖書館 Donation of books to prison libraries in March 2011</li> </ul>
通善壇 Tung Sin Tan	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
仁濟醫院 Yan Chai Hospital	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
仁愛堂 Yan Oi Tong	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>
圓玄學院 Yuen Yuen Institute	150,000	<ul style="list-style-type: none"> <li>● 資助製作在二零一一年十一月播映的電視處境劇「談懲說教」，並在二零一一年十二月舉辦電視綜藝節目，呼籲公眾接納更生人士 Sponsoring the shooting of a TV drama series broadcast in November 2011 and staging a TV show in December 2011 to appeal for community support for offender rehabilitation</li> </ul>



個人/團體 Individual/Organisation	捐款(元) Donation (\$)	合辦項目 Collaboration project
九龍崇德社慈善基金 Zonta Club of Kowloon Charitable Trust	35,000	<ul style="list-style-type: none"> <li>● 在二零一一年二月資助大欖女懲教所重置親子中心</li> </ul> Re-provisioning of a Parent-child Centre in Tai Lam Centre for Women in February 2011
總數 Total:	4,372,123	



## 二零一一年度入職 / 發展訓練課程總計

## Summary of Recruit / Development Training in 2011

Course Title 課程	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
<b>Recruit Training 入職訓練</b>	<b>26</b>	<b>1188</b>	<b>583</b>	<b>30209</b>
<b>Development Training 發展訓練</b>	<b>274</b>	<b>306</b>	<b>4947</b>	<b>14304.5</b>
<b>Overall 總計</b>	<b>300</b>	<b>1494</b>	<b>5530</b>	<b>44513.5</b>

**Table 1 Recruit Training Course**  
(表一 入職訓練課程)

<i>Recruit Training</i>	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
Recruit Officer Training Course - A0002 懲教主任入職訓練課程 (160)	1	111	15	1665
Recruit Assistant Officer Training Course - A0001 懲教助理入職訓練課程 (428-430)	3	64	92	1956
*Induction Training Course for Technical Instructor - A0005 工藝導師入職訓練課程 (01/11-04/11)	4	29	8	65
Recruit Officer Training Course - A0002 懲教主任入職訓練課程 (158-159)	2	257	40	5140
Recruit Assistant Officer Training Course - A0001 懲教助理入職訓練課程 (422-427)	6	679	175	19814
*Induction Training Course for Technical Instructor - A0005 工藝導師入職訓練課程 01/11	1	43	8	344
Basic First Aid Training Course - A0317 急救基礎訓練課程	9	5	245	1225
<b>Total:</b>	<b>26</b>	<b>1188</b>	<b>583</b>	<b>30209</b>

**Table 2 Development Training Course**  
(表二 發展訓練課程)

<i>Tactical and Escort Duties Knowledge Training</i>	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
PPCT Inmate Control Instructor Refresher Course - A0473 壓點控制法導師複修課程	1	4	6	24
Escort Duty Training Course (with e-learning) - A0239 押解職務訓練課程	3	8	66	528
Tactical Defensive Team Training Course -A0442 戰術防禦訓練課程	3	3	73	219
Defensive Control Tactics Trainer Course -A0235 防禦控制戰術訓練員課程	1	8	28	224
Defensive Control Tactics Trainer Refresher Course - A0241 防禦控制戰術訓練員複修課程	3	2	54	108
Control and Handcuffing Techniques Training Course - A0463 使用手扣技巧訓練課程	1	1	24	24
Control & Handcuffing Techniques Training Course for RU Staff - A0462 更生事務組人員使用手扣技巧訓練課程	2	3	43	129
Re-certification Course for CSD PPCT Instructor Trainer Course - A0474 壓點控制法導師培訓主任復証課程	1	5	22	110
Less Lethal Weapon & CQC Instructor Re-Cert Course - AE351 低致命武器及近距離戰略方式導師培訓主任復証課程	1	5	22	110
Correctional Emergency Response Team Training Course - AE240 緊急應變隊訓練課程	1	20	13	260
Control and Handcuffing Techniques Refresher Course - A0464 使用手扣技巧複修課程	2	1	38	38
<b>Total:</b>	<b>19</b>	<b>60</b>	<b>389</b>	<b>1774</b>



**Information Technology Application Training**

	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
PRIS II for DOO (with e-learning) - AE241 服刑記錄資料系統 II 訓練課程(值日官)	8	1	124	124
PRIS II for REH (with e-learning) - AE243 服刑記錄資料系統 II 訓練課程(更生事務科)	4	1	17	17
PRIS II for Reception Office Duties(with e-learning) - AE244 服刑記錄資料系統 II 訓練課程(收押室)	5	2.5	26	65
PRIS II for Security Office (with e-learning) - AE245 服刑記錄資料系統 II 訓練課程(保安)	4	1	16	16
PRIS II for Visit Room (with e-learning) - AE246 服刑記錄資料系統 II 訓練課程(探訪室)	4	1	32	32
<b>Total:</b>	<b>25</b>	<b>6.5</b>	<b>215</b>	<b>254</b>

**Development Training**

	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
Senior Command Course - A0110 高級指揮課程	1	16	20	320
Video & Photo Taking Technique Course - A0476 攝錄技巧課程	3	3	53	159
First Aid Refresher Training Course - A0308 急救復修訓練課程	13	4	284	1136
Junior Command Course ( with e-learning) - AE107 初級指揮課程	2	9	43	387
Assistant Officer I Development Course - AE101 一級懲教助理發展課程	4	6	148	888
One Day Team Building Course- A0325 一天團隊課程	10	1	194	194
Principal Officer Refresher Course - AE106 高級懲教主任復修課程	3	4	62	248
Assistant Officer II Refresher Course - AE103 二級懲教助理復修課程	21	2	529	1058
Assistant Officer I Refresher Course - AE104 一級懲教助理復修課程	11	2	240	480
Officer Refresher Course - AE105 懲教主任復修課程	2	4	25	100
Detention Centre Course (with e-Learning) - AE209 勞教中心課程	2	10	44	440
Assistant Officer Refresher and Development Course (with e-Learning) - AE102 懲教助理復修發展課程	4	10	132	1320
Drug Addiction Treatment Centre Course (with e-Learning) - AE210 戒毒所課程	2	5	39	195
Training Centre and Rehabilitation Centre Course (with e-Learning) - AE211 教導中心和更生中心課程	2	5	42	210
Control Room Duties Course (with e-Learning) - AE214 控制室職務訓練課程	10	3	152	456
Training Course for Reception Officer-in-Charge (with e-Learning) - AE227 收押室主管課程	1	5	9	45
Reception Office Assistant Course (with e-Learning) AE228 收押室助理課程	1	4	21	84
Visit Room Duties Training Course (with e-Learning) - AE229 探訪室職務訓練課程	1	3	21	63
<b>Total:</b>	<b>93</b>	<b>96</b>	<b>2058</b>	<b>7783</b>

**Management Development & Training Programme (MDTP)**

	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
Potential Day Orderly Officer Course (MDTP) - AM001 潛質值日主管訓練課程	1	5	26	130
Leadership and Change Management Training Workshop (MDTP) - AM010 領袖及轉變管理培訓工作坊	1	1	27	27
Performance Appraisal Workshop (MDTP) - AM005 評核報告撰寫研習班	1	1	28	28
Workshop in Disciplinary Practices and Procedures (MDTP)- AM009 紀律聆訊及程序工作坊	1	1	29	29



Management Development Course (MDTP) - AM016 管理發展課程	1	1	17	17
Human Resource Management & Organizational Communication (MDTP) - AM019 人力資源管理及組織聯絡課程	1	1	28	28
Supervisory Management Course (MDTP) - AM017 督導管理課程	1	2	18	36
<b>Total:</b>	<b>7</b>	<b>12</b>	<b>173</b>	<b>295</b>

### *Physical & Adventure Training*

	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
Physical Education Instructor Refresher Course - A0236 體育導師複修課程	10	0.5	331	165.5
Physical Education Instructor Training Course - A0469 體育導師訓練課程	1	40	16	640
Life Saving Course for Marine Escort - A0303 水路押解職員拯溺訓練課程	1	12	5	60
<b>Total:</b>	<b>12</b>	<b>52.5</b>	<b>352</b>	<b>865.5</b>

### *Drill and Weaponry*

	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
Tower Duty Training Course - A0215 瞭望塔職務訓練課程	9	2	65	130
Tower Duty Refresher Training Course - A0247 瞭望塔職務複修訓練課程	12	1	68	68
Drill Instructor Refresher Course - A0418 步操導師複修訓練課程	1	3	10	30
Continuation Training Firearm for CERT (Shotgun) - A0412 緊急應變隊延續訓練 (散彈槍射擊)	8	1	60	60
Continuation Training Firearm for CERT (Revolver) - A0410 緊急應變隊延續訓練 (點38左輪手槍射擊)	8	1	77	77
<b>Total:</b>	<b>38</b>	<b>8</b>	<b>280</b>	<b>365</b>

### *Others*

	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
Half-day CPR Training Course for STI Staff - A0459 職員訓練院人員心肺復蘇法半天訓練課程	4	0.5	46	23
Half-day AED Training Course for STI Staff - A0460 職員訓練院人員自動外置式心臟去纖顫器半天訓練課程	1	0.5	6	3
Tactical Training Course for ImmD CIC Staff 入境處人員戰術訓練課程	2	10	78	780
Training Course on Criminal Law of Evidence and Witness Demeanors - C1009 刑法證據及證人樣式訓練課程	3	1	99	99
Smart Teen Challenge Camp 多元智能挑戰營	6	5	117	585
Hostage Negotiation Refresher Course - AE335 拯救人質複修課程	1	2	22	44
Smoking Cessation Counselling - G1068 戒煙輔導課程	1	1	16	16
CO Seminar on Handling Special Request of Prisoners - B9089 總懲教主任講座：處理特別要求	1	0.5	15	7.5
One Day Team Building Course - Army Force Experiential Learning - A0461 團隊訓練課程 - 軍事經驗實習	1	1	26	26
e-Mentoring Workshops - A0322 網上導師課程	17	1	412	412
First Aid Remedial Examination Course - A0345 急救複試課程	4	0.5	18	9
One-day Workshop of Continuing Nursing Education(CNE) Program for CSD Nursing Staff - G1064 懲教署護理人員持續護理教育計劃工作坊	1	1	5	5
AED Training Course for CSD Nursing Staff - G1063 懲教署護理人員自動外置式心臟去纖顫器訓練課程	1	0.5	3	1.5
Training Officer Training Course - A0205 訓練主任課程	1	5	12	60
Liaison Officer Training Course - A0406 聯絡主任課程	1	1	27	27



Refinement of the Performance Appraisal System (Seminar for C.O.) - A0472 總懲教主任講座 :改善表現評核系統	1	1	26	26
Leading Teams - B9076 領導團隊課程	1	1	16	16
Training Course in Language & Culture of Ethnic Minorities Course on 'Urdu' - B3018 外語"烏都語"課程	1	4.5	10	45
Training Course in Language & Culture of Ethnic Minorities Course on 'Nepali' - B3019 外語"尼泊爾語"課程	1	4.5	3	13.5
Training Course in Language & Culture of Ethnic Minorities Course on 'Punjabii' - B3017 外語"旁遮普語"課程	1	4.5	10	45
Managing Conflicts in the Workplace - B9075 處理衝突工作坊	1	1	14	14
Understand the Culture of Indonesian Talk - B9084 認識印尼文化講座	3	0.5	73	36.5
Adventure Based Education Training Course for Training Officer - A0467 訓練主任歷險為本訓練課程	1	3	19	57
Coaching & Counselling Workshop - A0463 教練及輔導工作坊	1	1	13	13
Departmental Brand Promotion Workshop - G1069 部門品牌推廣工作坊	1	1	27	27
Institutional-based Mentorship Programme (IBMP) Training Course for Nominated Mentors - B9078 院所為本學長訓練課程	6	2	119	238
Suicide Crisis Intervention Workshop- A0471 自殺危機評估及介入工作坊	1	1	36	36
User Acceptance Test (UAT) on Drug Management System (DMS) - AE352 藥物管理系統測試課程	2	2	41	82
Training Course for Assessors of Group Interview - C1005 小組面晤評判人員訓練課程	1	1	19	19
Presentation Skills Workshop -B9072 表達技巧工作坊	1	1	19	19
EQ in Action -B9073 情緒商數的運用	1	1	21	21
Effective Negotiation Skills - B9074 有效談判技巧課程	1	1	18	18
Introduction to the Personal Data (Privacy) Ordinance Seminar - B9080 個人資料(私隱)條例基礎工作坊	4	1	15	15
AR15 Refile Instructor Course - B9081 來福槍導師課程	1	5	1	5
Training Programme for Departmental Guard of Honour - AE353 懲教署儀仗隊訓練課程	2	2	56	112
Experience Sharing Course for DOO - B9083 值日主管經驗交流課程	2	0.5	20	10
User Training on CLC Plus-Phase II Redevelopment - B9079 公務員易學網重新開發使用訓練課程	1	1	2	2
<b>Total:</b>	<b>80</b>	<b>71</b>	<b>1480</b>	<b>2968</b>



二零一一年獲嘉獎人員名單  
Commendations to Staff in 2011

香港懲教事務卓越獎章

Hong Kong Correctional Services Medal for Distinguished Service (CSDSM)

林季新 Mr. LAM Kwai-sun

香港懲教事務榮譽獎章

Hong Kong Correctional Services Medal for Meritorious Service (CSMSM)

林益祺 Mr. LAM Yick-kei

潘廣萬 Mr. PUN Kwong-man

楊均偉 Mr. YEUNG Kwan-wai, Simen

馮偉雄 Mr. FUNG Wai-hung

劉麗兒 Mr. LAU Lai-ye, Wendy

公務員事務局局長嘉獎

Secretary for the Civil Service's Commendation

張艾明 Miss. CHEUNG Ngai-ming, Cinty

劉守明 Mr. LAU Sau-ming

尹任光 Mr. WAN Yum-kwong

署長嘉獎

Commissioner's Commendation

簡志強 Mr. KAN Chi-keung

陳理莉 Ms. CHEN Li-li, Lily

屈柏衡 Mr. WAT Pak-hang



## 助理署長嘉獎

## Assistant Commissioner's Commendation

倫家樂	Mr. LUN Ka-lok, Erik
鄧燦榮	Mr. TANG Chan-wing
余麗瑩	Miss. YU Lai-ying, Teresa
馬興章	Mr. MA Hing-cheung
梁惠玲	Ms. LEUNG Wai-ling
彭仁偉	Mr. PANG Yan-wai
陳健誠	Mr. CHAN Kin-shing
張智偉	Mr. CHEUNG Chi-wai
黃嘉豪	Mr. WONG Ka-ho
范君俊	Mr. FAN Kwan-chun
陳玉英	Ms. CHAN Yuk-ying
陳志榮	Mr. CHAN Chi-wing
洪嘉諾	Mr. HUNG Ka-lok
甘明翰	Mr. KAM Ming-hon
林賜良	Mr. LAM Che-leung
黃子健	Mr. WONG Tsz-kin
吳超覺	Mr. NG Chiu-kok
丘鏡波	Mr. YAU Kang-por
何國文	Mr. HO Kwok-man
羅文健	Mr. LAW Man-kin
張國強	Mr. CHEUNG Kwok-keung
曾慶明	Mr. TSANG Hing-ming
許永康	Mr. HUI Wing-hong
韓文惠	Miss HON Man-wai
文家傑	MAN Ka-kit
唐志偉	TONG Chi-wai
黎榮富	LAI Fu-wing
梁天行	LEUNG Tin-hang
張啟邦	CHEUNG Kai-bong
白偉航	PAK Wai-hon
李偉達	LI Wai-tat



麥景桃	MAK King-to
彭偉枝	PANG Wai-chi
簡志強	KAN Chi-keung
何智傑	HO Chi-kit
劉志雄	LAU Chi-hung
梁文聰	LEUNG Man-chung
鄭文龍	CHENG Man-lung
陳秀真	CHAN Vicki Sau-chun
李麗琼	LI Lai-king
王文璋	WONG Man-cheung
王雨荷	WONG Yu-ho
鄒志偉	WU Chi-wai
古偉農	KOO Wai-lung, Otto
潘學城	PUN Hok-sing
盧肖妹	LO Chew-mui
羅成昌	LO Shing-cheong
陳文偉	CHAN Man-wai
吳穎聰	NG Wing-chung
歐偉鴻	AU Wai-hung
陳慶龍	CHAN Hing-lung, Henry
吳君正	NG Kwan-ching
湯永明	TONG Wing-ming
陳玉蓮	CHAN Yuk-lin
羅玉秋	LO Yuk-chau
杜崇偉	TO Sung-wai
麥慧明	MAK Wai-ming, Vivian
周劍儒	CHOW Kim-yue
馮宇	FUNG Yu
潘競雄	POON King-hung
戚詠詩	CHIK Wing-sze
黃啓泰	WONG Kai-tai
葉劍雄	YIP Kim-hung
鄭惠聯	CHENG Wai-luen
林振聲	LAM Chun-sing
黎劍平	LAI Kim-ping

呂金頌  
梁國威  
羅志威  
莊惠仁  
陳文忠  
周淑芬

LUI Kam-chung  
LEUNG Kwok-wai  
LO Chi-wai  
CHONG Wai-yan  
CHAN Man-chung  
CHOW Suk-fun, Fion



二零一零年參觀香港懲教署各懲教院所的內地及海外人士及機構名單  
List of Mainland and Overseas Visitors and Organisations to CSD in 2010

月份 Month	代表團/參觀者 Delegation/ Visitor
02/10	貴州省監獄管理局
02/10	澳門監獄
03/10	全國人大常委會法制工作委員會副主任信春鷹女士
03/10	司法部陳訓秋副部長
04/10	江西省監獄管理局（第一團）
05/10	江西省監獄管理局（第二團）
05/10	Ms. Meline TAI (Australia)
05/10	寧夏司法廳（由王正升廳長、監獄局第一政委率領）
05/10	內地法律工作人員訓練計劃
05/10	天津市監獄學會
06/10	Brunei Prisons Department
07/10	內地法律工作人員訓練計劃
08/10	河南省司法廳（由王文海廳長率領）
08/10	北京市監獄管理局、廣東省監獄管理局及澳門監獄
09/10	內地司法廳 / 局人員在港培訓計劃
11/10	北京公證管理人員
11/10	廣東省檢察機關
11/10	燕城監獄
11/10	中國最高人民法院副院長蘇澤林先生
12/10	Korea Correctional Service
12/10	最高人民檢察院國際合作局局長郭興旺先生
12/10	江西省監獄管理局（第三團）
12/10	司法部副部長張蘇軍先生
12/10	揚州市公安局代表團

二零一零及二零一一年投訴調查組接收由在囚人士及公眾人士提出的個案數目  
 No. of cases received by Complaints Investigation Unit (CIU)  
 from persons in custody and the public in 2010 and 2011

		年份 Year	2010	2011
<b>A</b>	<b>由投訴調查組展開調查的個案</b> <b>Cases entailing CIU investigation</b>		118	95
	-使用非必要武力 -Use of unnecessary force		22	13
	-行為不當 -Misconduct of staff		71	27
	-疏忽職守 -Negligence of duty		8	15
	-濫用權力 -Abuse of authority		4	10
	-紀律行動不公正 -Injustice in disciplinary action		8	26
	-不滿院所的政策或程序 -Institutional policy / procedure		5	4
<b>B</b>	<b>由投訴調查組監察院所處理的個案<sup>①</sup></b> <b>Cases handled by institutions under CIU monitoring<sup>①</sup></b>		177	63
<b>C</b>	<b>由投訴調查組處理的重複投訴個案<sup>②</sup></b> <b>Repeated complaints handled by CIU<sup>②</sup></b>		238	233
<b>D</b>	<b>由投訴調查組處理的求助／查詢個案<sup>③</sup></b> <b>Cases of requests / enquiries handled by CIU<sup>③</sup></b>		143	150
	<b>總數 Total (A+B+C+D)</b>		676 <sup>④</sup>	541



	年份 Year	2010	2011
<b>E</b>	<b>由懲教署投訴委員會批簽通過投訴調查組的調查結果</b> <b>Findings of CIU investigation endorsed by Correctional Services Department Complaints Committee (CSDCC)</b>	149	78
	- 證明屬實 - <i>Substantiated</i>	2	0
	- 證實另有別情 - <i>Substantiated other than reported</i>	0	1
	- 無法完全證實 - <i>Not fully substantiated</i>	1	0
	- 虛假 - <i>False</i>	16	5
	- 虛假及惡意 - <i>False &amp; malicious</i>	0	1
	- 並無過錯 - <i>Faultless</i>	12	12
	- 未能證實 - <i>Not Proven</i>	0	1
	- 無法證實 - <i>Unsubstantiated</i>	80	26
	- 終止調查 - <i>Curtailed</i>	28	24
	- 無從追查 - <i>Not Pursuable</i>	10	4
	- 撤回 - <i>Withdrawn</i>	0	4
<b>F</b>	<b>經懲教署投訴委員會覆核的個案</b> <b>Cases re-examined by CSDCC</b>	5	1
<b>G</b>	<b>向懲教署署長提出上訴的個案</b> <b>Cases of appeal to Commissioner of Correctional Services</b>	2	0
<b>H</b>	<b>懲教署投訴委員會批簽通過的服務改善建議</b> <b>Recommendation for service improvement endorsed by CSDCC</b>	7	8

- ① 投訴個案屬於性質輕微及與院所運作有關，例如院所環境、膳食及探訪安排等。  
The cases were complaints of minor and operational nature such as institutional environment, diet and visit arrangement

- ② 投訴個案由同一投訴人重複地提出，而其性質按常理是無聊及惹人生厭的投訴。為避免該投訴人繼續濫用本署的投訴處理服務及節省資源，投訴調查組循簡易的行政程序處理有關個案。  
Those complaints were grievances of, by common sense, frivolous or vexatious nature repeatedly raised by the same complainant. In order to prevent the complainant from further abusing the complaints handling service of the Department, CIU handled those cases in a simple administrative way.
- ③ 個案經由電郵或電話熱線提出，或透過 1823 政府電話中心轉介。  
The cases were raised either via CIU email, phone calls or referred by 1823 Call Centre.
- ④ 該 676 宗為 438 宗(即 A、B 及 D 項)加上 238 宗重複投訴個案(C 項)之總數。而該 238 宗重複投訴個案在 2010 年未有納入該年接獲的個案總數之內，因 2009 年未有重複投訴個案可作比較。  
Those 676 cases were the sum of the 438 cases (Items A, B and D) and 238 repeated complaints (Item C). Those 238 repeated complaints were not counted in 2010 as there was no repeated complaint in 2009 for comparison.



懲教署主要工程計劃  
Major Works Projects in Correctional Services Department

工程代號 Project Code	工程名稱 Project	工程計劃級別 Category of Public Works Programme
3076LC	重建大欖女懲教所計劃 Redevelopment of Tai Lam Centre for Women	B+
3062JA	屯門虎地前消防已婚人員宿舍重建計劃 Redevelopment of the ex-Fire Services Married Quarters in Fu Tei, Tuen Mun	B+
3063JA	香港仔田灣房屋署舊職員宿舍重建計劃 Redevelopment of the ex-Housing Staff Quarters in Tin Wan, Aberdeen	B-
3075LC	芝罘灣監獄區重建計劃 Redevelopment of Chi Ma Wan Prison Area	B-
CO-977	勵敬懲教所附屬設施改善工程 Improve the ancillary facilities at Lai King Correctional Institution	不適用 N.A.
ASG/MBW/2009-10/2	喜靈洲戒毒所興建金屬制品工場 Construction of a New Metal Workshop at Hei Ling Chau Addiction Treatment Centre	不適用 N.A.
ASG/MBW/2008-09/7	小欖精神病治療中心大閘範圍保安設施改善工程 Upgrading of the Security Standard of Main Gate Area at Siu Lam Psychiatric Centre	不適用 N.A.
不適用 N.A.	改善各懲教院所的囚室、囚倉及工場等消防系統 Fire Services Upgrading to workshops, cells and dormitories etc. in CSD Institutions	不適用 N.A.

懲教工業所提供的貨品及服務的商業價值  
Commercial Value of Goods and Services  
Provided By Correctional Services Industries

	<b>2010</b> <b>(\$'000)</b>	<b>2011</b> <b>(\$'000)</b>
<b>製造業:</b> <b>Manufacturing :</b>		
製衣 Garment Making	78 543	103 417
木工 Carpentry	29 537	33 530
金屬製品 Metal Work	5 504	6 064
標誌製作 Sign Making	12 387	12 822
玻璃纖維製品 Fibreglass Products	9 781	9 711
混凝土預製品 Precast Concrete Products	1 080	1 898
皮革製品 Leather Products	19 333	20 545
針織 Knitting	2 226	3 319
印刷 Printing	4 218	5 008
信封製造 Envelope Making	9 177	7 829
小計 Sub-total:	171 786	204 143
<b>服務:</b> <b>Services :</b>		
為其他部門提供洗熨服務 Laundry for other departments	112 552	112 308
內部洗熨服務 Domestic Laundry	76 010	72 715
園地維修 Labour for Grounds Maintenance	23 944	21 450
書籍裝訂 Bookbinding	4 761	4 891
其他服務 Miscellaneous Services	6 371	6 792
小計 Sub-total:	223 638	218 156
<b>總值 Total:</b>	<b>395 424</b>	<b>422 299</b>



按行業劃分的囚犯工作人數(以二零一一年十二月三十一日計算)

## EMPLOYMENT OF INMATES / PRISONERS BY TRADES

AS AT 31 DECEMBER 2011

行業 TRADE	戒毒所/教導所/勞教中心 DATC/TC/DC*	監獄 PRISON	總數 TOTAL
書籍裝訂 Bookbinding	-	506	506
木工 Carpentry	-	332	332
信封製造 Envelope Making	19	341	360
玻璃纖維產品 Fibreglass Products	65	75	140
製衣 Garment making	-	1 582	1 582
針織 Knitting	-	64	64
皮革製品 Leather Products	-	265	265
金屬製品 Metalwork	19	84	103
混凝土預製品 Precast concrete products	-	38	38
印刷 Printing	-	30	30
標誌製作 Sign making	-	131	131
洗熨 Laundry	79	1 115	1 194
其他 Miscellaneous	11	214	225
總數 TOTAL	193	4 777	4 970

\* DATC : Drug Addiction Treatment Centre

TC : Training Centre

DC : Detention Centre













## 关爱伙伴 — 共拓更生每一步

在过去一年，惩教署全体人员与来自八十多个非政府机构约二千名义工及工作人员继续紧密合作，为在囚及更生人士合办各种助更生服务，如辅导、宗教，以至举办文化和康乐活动。

为了给更生人士一个公平的就业机会，惩教署在去年八月与商业机构合作，首次为即将获释的在囚人士举行职业招聘会，协助他们于获释前找到工作，在离开院所后能尽快自力更生，融入社区。

本署又与其他地区的惩教机构保持密切联系，例如藉着去年四月在香港举行的「京粤港澳监狱论坛」深入探讨不同地区的惩教服务，互相交流工作心得。

此外，我们一直与多个海外惩教机构、本港大学、其他政府部门及机构合作，探讨及研究应用先进科技以提升本署的运作效率。

由于非本地在囚人士有不同的文化、种族和宗教信仰背景，为协助他们融入惩教院所的生活，署方积极与各驻港领事馆保持紧密联络，透过了解不同地方的风俗习惯，促进署方对非本地在囚人士的管理，及在需要时为他们安排领事探访和提供有关服务。

多年来，惩教署职员及其家人均积极善用自己闲馀时间参与社区工作，职员并组成爱群义工团投入公益事务。本署因此连续六年获颁「同心展关怀」标志。去年爱群义工团更获得由义务工作发展局颁发第四届香港杰出义工奖，肯定本署职员热心关怀社会的理念。

## Forging partnerships for care and rehabilitation

Over the past year, all colleagues of the department continued to work closely with some 2 000 volunteers and staff from more than 80 non-government organisations to provide persons in custody and rehabilitated persons with various rehabilitative services, such as counselling and religious services and organising cultural and recreational activities.

With a view to providing rehabilitated persons with equal employment opportunities, we organised the first "Job Fair" jointly with a business organisation in August 2011 to help soon to be released persons in custody securing a job before discharge, so that they could reintegrate into the community as soon as they leave the institution.

The CSD has maintained close links with penal authorities of different places. For example, the Beijing-Guangdong-Hong Kong-Macao Prison Forum, held in April 2011, provided a platform for in-depth discussion and experience sharing on correctional services for participants from different places.

Likewise, the CSD continued to collaborate with our overseas counterparts, local universities, other government departments and organisations to explore and study the application of advanced technology in enhancing the operational efficiency of the department.

Non-local persons in custody have different cultural, ethnical and religious backgrounds. In order to help them adapt to the institutional life, the department has proactively maintained close liaison with different consulates in Hong Kong to gain better understanding of the local customs and habits of different places with a view to facilitating the management of non-local persons in custody. When necessary, visits by consular officers will be arranged and relevant services will be provided for them.

Over the years, staff of the CSD and their families have actively engaged in community services in their spare time and participated in charity work through the Oi Kwan Volunteer Group Limited established by the staff. With their contribution, the department has been awarded the "Caring Organisation Logo" for the sixth consecutive year. In addition, the Oi Kwan Volunteer Group Limited was awarded "The Fourth Hong Kong Volunteer Award" by the Agency for Volunteer Service in recognition of its efforts in caring for the community.





懲教署总部  
Correctional Services Department Headquarters

---

香港湾仔港湾道12号湾仔政府大楼23, 24及27楼  
23rd, 24th & 27th floors, Wanchai Tower, 12 Harbour Road, Wan Chai, Hong Kong

懲教署互联网网址：  
Correctional Services Department Website:  
<http://www.csd.gov.hk>

电邮 e-mail:  
[email@csd.gov.hk](mailto:email@csd.gov.hk)