

二零零九年度入職 / 發展訓練課程總計
Summary of Recruit / Development Training in 2009

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
Recruit Training 入職訓練	16	718	318	15417
Development Training 發展訓練	356	299	5468	14734.5
Overall 總計	372	1017	5786	30151.5

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

Recruit Training	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 懲教主任入職訓練課程	5	409	113	9313
Course for Officer appointed under Special Appointment Scheme 懲教主任特別委任計劃課程	2	49	6	147
Recruit Assistant Officer Training Course 懲教助理入職訓練課程	7	228	193	5846
Induction Training Course for Technical Instructor 工藝導師入職訓練課程	2	32	6	111
Total:	16	718	318	15417

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

Tactical and Escort Duties Knowledge Training	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
Continuation Training for CERT (Shotgun Training) 緊急應變隊(散彈槍射擊訓練)	6	1	53	53
PPCT Instructor Course 壓點控制法導師訓練課程	1	5	20	100
Re-certification Course for CSD PPCT Instructor Trainer 壓點控制法導師培訓主任復証課程	1	5	22	110
Control and Handcuffing Techniques Training Course for Staff of RU 善後輔導職員使用手扣技巧課程	3	3	56	168
Escort Duty Training Course (with e-learning) 押解職務訓練課程	2	8	51	408
Correctional Emergency Response Team Training Course 緊急應變隊訓練課程	2	33	30	990
Total:	15	55	232	1829

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) 服刑記錄資料系統 II 訓練課程(值日官)	16	1	130	130
PRIS II for General Office (with e-learning) 服刑記錄資料系統 II 訓練課程(總務室)	1	1	2	2
PRIS II for REH (with e-learning) 服刑記錄資料系統 II 訓練課程(更生事務科)	10	1	31	31
PRIS II for Reception Office Duties(with e-learning) 服刑記錄資料系統 II 訓練課程(收押室)	10	2.5	55	137.5
PRIS II for Security Office (with e-learning) 服刑記錄資料系統 II 訓練課程(保安)	9	1	20	20
PRIS II for Visit Room (with e-learning) 服刑記錄資料系統 II 訓練課程(探訪室)	11	1	43	43
Total:	57	7.5	281	363.5

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 高級指揮課程	1	16	17	272
Video Taking Technique Course 攝錄技巧課程	9	1	88	88
First Aid Refresher Training Course 急救複修訓練課程	9	4	148	592
Team Building Program for AO 懲教助理團隊課程	30	3	355	1065
Advance Drill Training Course 步操訓練進階課程	2	1	34	34
Assistant Officer I Development Course 一級懲教助理發展課程	4	6	89	534
Assistant Officer II Refresher Course 二級懲教助理複修課程	8	2	156	312
Assistant Officer I Refresher Course 一級懲教助理複修課程	16	2	352	704
Officer Refresher Course 懲教主任複修課程	3	4	67	268
Detention Centre Course (with e-Learning) 勞教中心課程(包括 e-learning)	2	10	48	480
Drug Addiction Treatment Centre Course (with e-Learning) 戒毒所課程(包括 e-learning)	1	5	20	100

Training Centre and Rehabilitation Centre Course (with e-Learning) 教導中心和更生中心課程 (包括 e-learning)	4	5	114	570
Control Room Duties Course 控制室職務訓練課程	11	3	123	369
Training Course for Reception Officer-in-Charge (with e-Learning) 收押室主管課程 (包括 e-learning)	1	5	10	50
Reception Office Assistant Course (with e-Learning) 收押室助理課程 (包括 e-learning)	1	4	21	84
Visit Room Duties Training Course (with e-Learning) 探訪室職務訓練課程	1	3	20	60
Total:	103	74	1662	5582

Management Development Training Programme

	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
Intermediate Command Course (Higher) 高階中級指揮課程 (MDTP)	1	3	26	78
Intermediate Command Course (MDTP) 中級指揮課程 (MDTP)	1	3	33	99
Investigation Report and Board of Enquiry Writing Course (Part I) 調查委員會及調查報告寫作技巧訓練課程 (Part I)	1	3	20	60
Investigation Report and Board of Enquiry Writing Course (Part II) 調查委員會及調查報告寫作技巧訓練課程 (Part II)	1	2	27	54
Performance Appraisal Workshop (MDTP) 評核報告撰寫研習班 (MDTP)	1	1	25	25
Media Training - Half Day Video Seminar Course (MDTP) 半天錄像研討會 - 面對傳媒的技巧訓練 (MDTP)	2	0.5	52	26
Financial Management Course (MDTP) 財政管理課程 (MDTP)	1	1	32	32
Communication and Negotiation Skills Training Workshop (MDTP) 溝通與談判技巧工作坊 (MDTP)	2	1	54	54
Project Management Workshop (MDTP) 項目管理工作坊 (MDTP)	3	1	83	83
Management Development Course (MDTP) 管理發展課程 (MDTP)	2	1	50	50
Line Managers Course (MDTP) 管理人員訓練課程	1	1	24	24
Supervisory Management Course (MDTP) 督導管理課程 (MDTP)	1	2	29	58
Leadership Skills Workshop (MDTP) 領導才能技巧工作坊 (MDTP)	1	1	36	36
Total:	18	20.5	491	679

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 Training Course 體育導師訓練課程	1	48	10	480
Physical Education Instructor Refresher Course 體育導師複修課程(0.5天)	12	0.5	354	177
Life Saving Course for Marine Escort 水路押解職員拯溺訓練課程	1	12	12	144
Sport Climbing Associate Instructor Refresher Course 運動攀登導師復修課程	1	2	11	22
Rope Course Instructor Refresher Course 繩網導師復修課程	1	2	11	2
Leadership & Teambuilding Training Course 領導及團隊訓練課程	1	2	27	54
Total:	17	66.5	425	879

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 瞭望塔職務訓練課程	4	2	35	70
Tower Duty Refresher Training Course 瞭望塔職務複修訓練課程	23	1	208	208
Shotgun Armourer Course - by Remington Arms Co. Inc. 雷明登軍械士課程 Remington Arms Co Inc 協辦	1	4	20	80
Revolver Refresher Course For CERT 緊急應變隊(左輪手槍射擊訓練)半天	13	0.5	115	57.5
Total:	41	7.5	378	415.5

Others

	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
Ad-hoc Training Course				
Smart Teen Challenge Camp 元智能挑戰營	多	5	115	575
Assistant Officer (Security) Training Course 懲教助理(保安)訓練課程	1	3	40	120
e_Mentoring Workshops 上導師課程	網	41	850	850

One Day Team Building Course - High Event Rope Course 一天團隊訓練（高空繩網）	3	1	33	33	
First Aid Remedial Examination Course 急救復試課程	6	0.5	48	24	
Revolver Armourer Course 左輪手槍軍械師課程	1	3	14	42	
Home Nursing Training Course 家庭護理學訓練課程	6	5	143	715	
Tactical Training Course for Immigration Department 戰術訓練（入境處）	5	10	120	1200	
Penal Management Training Course for the staff of Immigration Department 懲教管理（入境處）	5	5	120	600	
8-Day Outward Bound Course - Public Course for Officer 八天團隊訓練課程	8	8	11	88	
New Screening Mechanism for External Orifice Search	9	0.5	115	57.5	
Tactical Defensive Team Training Course 團隊戰術防禦控制課程	2	3	30	90	
Train-the Trainer workshop on e-Performance Appraisal 導師訓練工作坊（電子評核報告）	6	0.5	159	79.5	
English Writing Skills 文寫作技巧	英	2	1	55	55
Coaching, Mentoring & Counselling Course 指導員訓練課程	1	1	29	29	
Certificate Course in Interpretation of Electrocardiography 懲教署護理人員心電圖翻譯證書課程	1	9	18	162	
Launching of Enhanced PRIS II Function 刑記錄資料系統提升訓練	服	1	0.5	25	12.5
PEI (Swimming Official Training Course) 練訓練課程	教	1	1	54	54
PPCT Inmate Control Instructor Course 壓點控制導師課程	1	10	20	200	
Total:	105	68	1999	4986.5	