



職薪會 SRCC

工作回顧

職員薪酬及服務條件委員會(職薪會)直屬董事局及向其負責,其角色乃協助制訂苗圃的職員編制、崗位職責說明、薪酬及服務條件、招聘及委任、服務表現管理、培訓、紀律等人事政策。

過去一年,苗圃職員的流動性頗大,加上本港經濟蓬勃,勞動市場活躍,令招聘工作加倍困難。不過,新的職員帶來新景象和動力,與義工的融合也很順利。另一方面,為了配合會務發展和日益增加的工作量,職薪會提請董事局增加職員編制,其中香港辦事處較上個財政年度增加了兩名職員,主要增長在國內服務部,以加快項目的資助及善款的運用;雲南辦事處方面亦在07年底增聘人手,以應付工作所需。

2007-08年度,職薪會就香港辦事處及國內雲南項目辦事處的職員薪酬制度進行了檢討。香港辦事處由以往參照公務員設有薪酬表的做法,轉變為較具彈性及與績效掛鉤的薪酬制度。新制度下,每一職級均參照本地市場而設立適當的薪酬範圍,而職員每年的薪酬增幅大致取決於員工的服務表現。期望新制度更能發揮激勵員工的作用。除了薪酬制度外,職薪會亦正檢討香港辦事處職員的福利及服務條件,以反映僱傭條例及勞動市場的最新要求及情況。至於雲南項目辦事處,改革的方向是隨著國內物價及工資水平的變化,改善職員的待遇,以期提高士氣及挽留人才。具體工作包括更新各職級的薪酬範圍、提供晉升階梯、增加膳食補貼等。

2007年9月,雲南項目辦事處職員來港接受培訓。2008年5月,兩地的職員在北京參與為期一周的國情培訓班,共同學習和生活,增進對國情和彼此的了解。

職員薪酬及服務條件委員會

Work Report

The Staff Remuneration and Conditions of Service Committee ("SRCC") is directly under and accountable to the Board of Directors. Its role is to assist Sowers Action in planning and organizing employee headcount, setting out the duties, remuneration and working conditions specific to the posts of respective employees. SRCC is also responsible for the recruitment, appointment and management of Sowers Action's employees. Apart from formulating Sowers Action's personnel policies, SRCC must also train up Sowers Action's new recruits and monitor their performance.

In the past year, Sowers Action experienced a tumultuous turnover in its staff. With a prosperous Hong Kong economy and an active labor market, recruiting new employees to fill up the vacancies proved very difficult. Fortunately, the new picture and dynamism created by the new staff managed to smooth out their co-operation with Sowers Action's volunteers. Furthermore, to accommodate the development of Sowers Action's affairs, in view of the ever-increasing workload, SRCC requested the Board of Directors to increase its employee headcount. As such, 2 new headcounts had been added to the Hong Kong Office during the 2007 financial year. These individuals were recruited to work in the China Services Department to hasten project assistance and the use of donated funds. Sowers Action's Yunnan Office had also added new staff to accommodate growing needs of work.

In the 2007-2008 financial year, SRCC reviewed the staff remuneration policy of Sowers Action's Hong Kong and Yunnan Offices. The policy of the Hong Kong Office, once analogous to the policy applicable to Hong Kong's civil servants, was changed to a flexible one that included performance as an element of consideration for salary increment. Under the new policy, remuneration for posts of each hierarchy was determined with reference to local market trends; employee performance became the deciding factor in an individual's annual increment. The new policy was formulated with the hope of encouraging employees to play out their best. To ensure compliance with the latest requirements of the Labor Ordinance and competitiveness in the present labor market, aside from the remuneration policy, SRCC had also reviewed the benefits and working conditions of employees of the Hong Kong Office. To improve staff treatment, boost morale and retain talent, policy adjustment in the Yunnan Office was geared towards changes in commodity prices and salary levels; including the renewal of remuneration for posts of each hierarchy, provision of opportunities for promotion, increase in meal subsidy and etc.

In September 2007, employees of the Yunnan Office came to Hong Kong for training. In May 2008, employees of both the Hong Kong and Yunnan Offices went to Beijing to attend a one-week training course on China affairs. This allowed the staff of both offices to learn and live together, improving their understanding of China affairs and each other.

Staff Remuneration and Conditions of Service Committee