

# SFS



## 綜合社會保障援助計劃

Comprehensive Social Security Assistance Scheme

## 自力更生支援計劃

Support for Self-reliance Scheme

提升失業健全綜合社會保障援助申領人的受僱能力，鼓勵他們就業，從而達致自力更生。

Enhances unemployed able-bodied Comprehensive Social Security Assistance applicants'/ recipients' employability and encourages them to secure paid employment to move towards self-reliance.

# 自力更生支援

工作是自力更生的最佳途徑  
Working is the best way to achieve self-reliance



社會福利署  
Social Welfare Department

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# 引言 Introduction

自力更生支援計劃是綜合社會保障援助(綜援)計劃下的一項計劃，目的是為年齡介乎15至59歲、失業健全的綜援申領人\*，提供現金援助的同時，協助提升他們的受僱能力，鼓勵他們就業，從而達致自力更生。

The Support for Self-reliance (SFS) Scheme is a programme under the Comprehensive Social Security Assistance (CSSA) Scheme targeted for unemployed able-bodied CSSA applicants / recipients aged 15 to 59\*, which aims to assist them to enhance their employability and encourage them to secure paid employment to move towards self-reliance while providing them with financial assistance.

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\*15至59歲的失業健全綜援申領人除了要符合居港年期的要求及通過經濟審查外，亦必須參加自力更生支援計劃下的失業受助人士支援計劃，才符合領取綜援的資格。失業健全綜援申領人是指失業或每月從工作中所賺取的入息或工作時數少於社會福利署(社署)所定標準的人士(包括最年幼子女年齡為15歲或以上的單親家長和兒童照顧者)。

\*In addition to satisfying the residence requirement and financial tests, an unemployed able-bodied CSSA applicant / recipient aged 15 to 59 is required to participate in the Support Programme for the Unemployed under the SFS Scheme as a condition of receiving CSSA payment. Unemployed able-bodied CSSA applicants / recipients refer to those being unemployed or with monthly earnings or working hours less than the prescribed level set by the Social Welfare Department (SWD), including single parents and child carers with their youngest child aged 15 or above.

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## 自力更生支援計劃的內容

自力更生支援計劃包括兩個部分：

(一) 失業受助人土支援計劃(支援計劃)

(二) 豁免計算入息

## 相關的承諾

15至59歲的失業健全綜援申領人須承諾在領取綜援的同時，參與由社署委託非政府機構營辦的支援計劃，並完成所安排的無償工作。申領人必須簽署一份參加者承諾書，以表示清楚明白他們必須履行所有在支援計劃下所需要履行的承諾。

## 未能履行承諾

15至59歲的失業健全綜援申領人如拒絕簽署參加者承諾書或未能履行該承諾書內所列明的規定，社署會：

- 停止處理他 / 她的綜援個案申請；
- 終止向他 / 她及其家庭成員繼續發放綜援金；以及
- 要求他 / 她償還任何因未能履行承諾而引致多領的綜援金。

## 支援計劃

由社署委託非政府機構營辦的支援計劃，目的是協助15至59歲的失業健全綜援申領人，透過參與無償工作融入社會，培養工作習慣及累積工作經驗以提升受僱能力，長遠而言減少依賴綜援。參加者必須參與每星期最少一次及每次最少一小時的無償工作，直至他們覓得有薪工作<sup>#</sup>或重返主流教育。

<sup>#</sup>每月工作時數不少於120小時及入息不少於社署所定標準的15至59歲失業健全綜援申領人，可無須參加支援計劃。

## 豁免計算入息

綜援計劃設有豁免計算入息的安排，目的是鼓勵綜援受助人就業和繼續工作。豁免計算入息的安排如下：

- 受助人每月從工作賺取的入息，可獲豁免計算至指定金額；以及
- 受助人可於指定期限內獲全數豁免計算其從新工作中所賺取的初期入息，但受助人必須在過去兩年內未獲此項豁免。

## 工作為先的理念

社署會為那些在經濟上無法自給自足的人士提供安全網。健全而失業的綜援申領人必須明白綜援的發放是為他們解決經濟困難的暫時措施。透過為他們提供的支援計劃，失業健全綜援申領人有責任積極尋找及持續工作，自食其力，以應付自己及家人生活所需，從而減輕他們及其家人在公共福利方面的依靠，繼而步向自力更生。

## 上訴程序

如申請人不同意社署所作的決定，可向社會保障上訴委員會提出上訴。該委員會是一個由行政長官委任的非政府人員組成的獨立機構。上訴必須在社署發出相關通知書的日期起計四星期內提出，上訴程序可向有關的社會保障辦事處查詢。

## 查詢

如欲查閱自力更生支援計劃的其他資料，請瀏覽社署網頁 <http://www.swd.gov.hk>，或向就近的社會保障辦事處查詢，亦可致電(2343 2255)或傳真(2763 5874)至社署部門熱線或電郵至 [swdenq@swd.gov.hk](mailto:swdenq@swd.gov.hk)。

## Components of the SFS Scheme

The SFS Scheme comprises two components:

- (1) Support Programme for the Unemployed (SPU)
- (2) Disregarded Earnings (DE)

## Related Undertaking

Unemployed able-bodied applicants / recipients aged 15 to 59 are required to undertake to participate in the SPU operated by the non-governmental organisations (NGOs) commissioned by the SWD and complete the arranged unpaid work while receiving CSSA. To acknowledge their obligation, they are required to sign a Participant's Undertaking to indicate that they fully understand their obligations to comply with all the requirements under the SPU.

## Non-compliance with the Undertaking

If an unemployed able-bodied applicant / recipient aged 15 to 59 refuses to sign the Participant's Undertaking or fails to comply with any of the requirements stated in the Participant's Undertaking, the SWD will:

- cease processing his / her application for CSSA;
- terminate further CSSA payment to him / her and other members of his / her household; and
- request him / her to repay overpaid CSSA payment, if any, arising from the non-compliance.

## SPU

The SWD has commissioned NGOs to operate the SPU. Unemployed able-bodied CSSA applicants / recipients aged 15 to 59 are required to participate in unpaid work in person with a view to facilitating their integration into society, instilling in them a work habit and enriching their work experience to enhance employability, thereby reducing their reliance on CSSA in the longer term. The participants are required to take up unpaid work at least once a week and for at least one hour on each occasion until they have secured paid employment<sup>#</sup> or returned to mainstream schooling.

<sup>#</sup>For those unemployed able-bodied CSSA applicants / recipients aged 15 to 59 who are working no less than 120 hours per month with earnings no less than the prescribed level set by the SWD, they need not to participate in the SPU.

## DE

With the objective of encouraging CSSA recipients to secure and maintain employment, there is a provision of DE under the CSSA Scheme. The arrangements for DE are as follows:

- monthly income that a recipient earns from working will be disregarded up to a prescribed amount; and
- income that a recipient earns from a new job will be totally disregarded for a prescribed period during the early stage of employment, provided that the recipient has not enjoyed this benefit during the past two years.

## Work First Principle

The SWD is committed to providing a safety net for those who cannot support themselves. Unemployed able-bodied CSSA applicants / recipients should recognise that the granting of CSSA is only a temporary measure to assist them to tide over a period of financial hardship. Unemployed able-bodied CSSA applicants / recipients have the obligation to actively secure and maintain employment in supporting themselves and their family to reduce their / their family's dependence on public funds and to become self-reliant through the support programme provided to them.

## Appeals

If an applicant disagrees with a decision made by the SWD, he / she has the right to lodge an appeal at the Social Security Appeal Board, which is an independent body comprising non-officials appointed by the Chief Executive. An appeal must be lodged within four weeks immediately following the date of notification of the SWD. Enquiries about appeal procedures can be made to the Social Security Field Unit concerned.

## Enquiries

For more information about the SFS Scheme, please visit the SWD Homepage at <http://www.swd.gov.hk> or make enquiry at the nearest Social Security Field Unit. You may also contact the Departmental Hotline by phone at 2343 2255, by fax at 2763 5874 or send an email to [swdenq@swd.gov.hk](mailto:swdenq@swd.gov.hk).