

**Notes of the 203rd Meeting of the Advisory Committee on
Social Work Training and Manpower Planning (Advisory Committee)
held on Monday, 17 November 2025 at 4:30 p.m.
at Room 920, 9/F., Revenue Tower, 5 Gloucester Road, Wan Chai**

Present:

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| Prof MOK Ka-ho | (Chairman) |
| Prof Bessie CHONG Pui-san | |
| Ms CHAN Siu-lai | |
| Dr Jess LEUNG Lam-ming | |
| Miss Mandy YAU Tze-man | |
| Ms Joyce LEE Yuen-sum, M.H. | |
| Miss Tiffin CHUNG Tin-kwan | |
| Mr Jasper POON Jia-jun | |
| Mr Joseph HUNG Hin-ching | |
| Prof NG Siu-man | The University of Hong Kong (representing Professor Amy CHOW Yin-man) |
| Dr Moon LAW Yee-man | The Chinese University of Hong Kong (CUHK) (representing Professor DAI Haijing) |
| Prof YOUNG Kim-wan | City University of Hong Kong (representing Professor Matthew Garnet MANNING) |
| Prof Eric CHUI Wing-hong | The Hong Kong Polytechnic University |
| Dr CHENG Kam-yuen | UOW College Hong Kong |
| Ms Amy LAI Yuk-ye | Labour and Welfare Bureau (LWB) (representing Mr Tony YIP Ka-sing) |
| Ms Jerry JI Sang | Education Bureau |
| Mr Bernard KAN Tze-yeung | Social Welfare Department (SWD) |
| Mr Roland LEUNG Kam-ming | SWD (Secretary) |

In attendance:

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| Mr Anthony WONG Kin-wai | The Hong Kong Council of Social Service (HKCSS) (for agenda item 5) |
| Ms Vicky LI | HKCSS (for agenda item 5) |
| Ms Coby CHAN Mei-yi | SWD |
| Mr Joseph CHAN Tat-kuen | SWD |
| Miss Wendy MAK Wing-yan | SWD |
| Mr Jimmy LIN Kwok-leung | SWD |
| Mr Henry NGAI Yu-tin | SWD |

Absent with apologies:

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| Ms Catherine WONG Pui-yee | |
| Hon Grace CHAN Man-yee | |
| Miss CHU Lai-ling, M.H. | |
| Prof Shirley HUNG Suet-lin | Hong Kong Baptist University |
| Dr Steve FONG Fu-fai | Hong Kong Shue Yan University |

Item 1: Matters arising from the 202nd meeting held on 20 June 2025

Support measures for Non-governmental Organisations (NGOs) operating subvented welfare services to facilitate their implementation of the Productivity Enhancement Programme (PEP)

1. SWD representative reported that the relevant presentation slides had been sent to Members via email on 23 June 2025 for reference.

Hong Kong Social Work Teaching Staff Exploring the Motherland tours

2. SWD representative recapped that LWB, SWD and Connecting Hearts Limited had jointly launched the first “Hong Kong Social Work Teaching Staff Exploring the Motherland Tour” in May 2025 to help enhance the understanding of social work teaching staff of training institutions (TIs) about national affairs, national security and welfare development on the Chinese Mainland. Taking into consideration its overwhelming positive response, SWD would organise another tour by mid-2026 with details to be announced in due course. Representatives and teaching staff of TIs currently offering social work programmes were encouraged to join the tour.

3. The Chairman encouraged TI representatives to actively nominate teaching staff to actively nominate teaching staff to join the tour

Item 2: Implementation of the Digitised Social Work Manpower Requirements System (SWMRS)

[Paper ACSWTMP/4/2025]

1. SWD representatives walked Members through the implementation progress of the digitisation of SWMRS. The new online platform which facilitated data submission by participating organisations for the SWMRS annual updating exercise had been rolled out smoothly on 25 September 2025. “Security Risk Assessment and Audit (SRAA)” and “Privacy Impact Assessment and Audit” had been conducted with rectification of low-risk items identified in SRAA conducted before system rollout.

2. To prepare for the system launch, two identical online briefing sessions had been conducted on 5 and 9 September 2025 respectively with a total of around 820 representatives of participating organisations attended the sessions. Meanwhile, the 2025 round SWMRS annual updating exercise had commenced on 9 October 2025 with the data submission deadline to fall on 29 November 2025. Results of the updating exercise were expected to be available in Q2 2026 tentatively, with the SWMRS Annual Report targeted for publication in July 2026.

3. The Chairman was pleased to note the support of participating organisations to the project. He remarked that the digitisation of SWMRS was a pertinent and environmental-friendly development that helped uphold the system’s creditability and reliability.

Item 3: Welfare initiatives in Policy Address 2025

1. SWD representative shared with Members the latest welfare initiatives set out in the Policy Address 2025.
2. Members enquired –
 - (a) about the breakdown of additional places for Child Care Centre service for children of different ages; and
 - (b) whether the “advance medical directives (AMD)”, which were devised pursuant to a related local legislation, would be applicable to elderly people who were Hong Kong residents living in the Greater Bay Area (GBA) such as residential care homes for the elderly under the Residential Care Services Scheme in Guangdong (GDRCS Scheme).
3. In regard to (a), SWD representative reported that among the 15 new subsidised Child Care Centers to be put in service from 2026/27 to 2028/29, 78% of the places would be for children of two years old or less, and 22% for those aged between two to three. As for (b), considering AMD being a directive under the related local legislation, it might not be applicable to places other than Hong Kong. He added that the Secretariat would consult the relevant branch / party and report back afterwards.

[Post-meeting notes: The Government introduced the Advance Decision on Life- sustaining Treatment Ordinance (“the Ordinance”), with a view to establishing corresponding legislative frameworks for AMDs and do-not-attempt cardiopulmonary resuscitation (“DNACPR”) orders and providing legal protection to patients, medical professionals, as well as rescuers, where terminally-ill patients are empowered with a greater degree of autonomy. The Ordinance was passed at the Legislative Council (LegCo) meeting on 20 November 2024 and gazetted on 29 November 2024. As the Chinese Mainland is not under the jurisdiction of Hong Kong, the Ordinance is not applicable to Hong Kong persons residing in the Chinese Mainland including elderly people residing in the residential care homes in the Chinese Mainland through joining the GDRCS Scheme.]

Item 4: Sharing on findings of the NGOs Salary Survey 2024 conducted by HKCSS

(HKCSS representatives joined the meeting at this juncture.)

1. HKCSS representatives shared that HKCSS had conducted the NGOs Salary Survey (Survey) annually for the social welfare sector since 2003 to provide the most updated reference in the following areas to assist NGOs in positioning their salary and benefit practices –
 - (a) summary of salary and turnover data on the given benchmarked positions in different job families;
 - (b) comparisons of salary levels in the past years for different categories of job positions;
 - (c) comparisons of salary levels and turnover rate amongst large/medium/small-sized and subvented/non-subvented agencies; and

- (d) average percentage of overall salary adjustment awarded to eligible employees.

Key findings of the Survey 2024 were as follows –

- (a) while all 522 Agency Members of HKCSS (as at 31 October 2024) had been invited to participate, 144 agencies had actually participated in the survey and covered 63 174 full-time employees (about 77.3% of the employees of the Members of HKCSS);
- (b) of the 144 agencies, 83 of them (57.6%) had offered additional pay and allowance to eligible employees; and
- (c) average turnover rate (covering the social work positions and social service project positions amongst large/medium/small-sized and subvented/non- subvented agencies) was 19.7% in 2024, which was on the decrease since 2022.

2. Members appreciated the sharing by HKCSS representatives on the Survey and expressed the following views –

- (a) organisations might conduct employee engagement survey to measure employee sentiment, commitment, and satisfaction with their work environment, so as to have more comprehensive information for formulating measures to cope with recruitment and retention challenges;
- (b) noting the decreasing trend in the turnover rate, organisations encountering difficulties in recruiting and retaining staff in the past years might have different interpretation of the trend, and would devise their own staff retention policies accordingly; and
- (c) organisations could make further reference to historical data of the Survey and cross-sectoral data, such as healthcare and education, to facilitate interpretation of data of Survey 2024 and decide on the salary and benefit practices.

3. HKCSS representatives remarked that organisations should duly consider their own circumstances before conducting employee engagement survey so as to have a better understanding of the needs of their employees.

4. The Chairman thanked HKCSS representatives for their valuable sharing. Members were welcomed to visit HKCSS's website for further information on the Survey if need be.

[Post-meeting notes: HKCSS's website on the Survey was as follows -

<https://institute.hkcss.org.hk/en/salary-survey-for-ngos/index>

(HKCSS representatives left the meeting at this juncture.)

Item 5: Any other business

Sharing Session for 17 TIs offering social work programmes - Online training on mandatory reporting of suspected child abuse cases and intervention

1. In line with ACSWTMP's practice of holding annual sharing sessions for Members of the Advisory Committee and TIs since 2023, SWD representative reported that a sharing session on the implementation of the Mandatory Reporting Requirement for Suspected Child Abuse Cases was held on 12 November 2025. The session sought to prepare social workers and other

mandatory reporters for the implementation of the Mandatory Reporting of Child Abuse Ordinance which would come into effect in January 2026. The Secretariat would continue to organise sharing sessions for Members and TIs on different topics in future.

2025 LegCo General Election

2. SWD representative shared that the Secretariat had issued a letter to Members and TIs' representatives on 28 October 2025 encouraging them to vote in the coming LegCo General Election to be held on 7 December 2025. He appealed to all Members and their affiliated institutions to encourage family members, relatives, friends, employees and service users to actively participate in the event. He also expressed gratitude to NGOs for their active participation in the mobilisation event jointly organised by LWB and SWD on 31 October 2025 to that effect.

Date of next meeting

1. The next meeting was tentatively scheduled for April 2026, with the actual date to be announced in due course. There being no other business, the meeting was adjourned at 5:38 p.m.

Advisory Committee Secretariat
June 2026