



香港懲教署
HONG KONG
CORRECTIONAL SERVICES

2010
年報 ANNUAL REVIEW



香港懲教署
HONG KONG
CORRECTIONAL SERVICES

傳承優良 邁向

*Our Proud
Our*



傳統 薪新里程

*Tradition
New Milestone*



抱負 **VISION**

成為國際推崇的懲教機構，使香港為全球最安全的都會之一
Internationally acclaimed Correctional Service helping Hong Kong
to be one of the safest cities in the world

任務 **MISSION**

我們以保障公眾安全、減少罪案為己任，致力以穩妥、安全和人道的方式，配合健康和合適的環境羈管交由本署監管的人士，並與社會大眾及其他機構攜手合作，為在囚人士提供更生服務。

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.

價值觀 **VALUES**

秉持誠信

持守高度誠信及正直的標準，秉承懲教精神，勇於承擔責任，以服務社會為榮。

專業精神

全力以赴，善用資源，提供成效卓越的懲教服務，以維護社會安全和推展更生工作。

以人為本

重視每個人的尊嚴，以公正持平及體諒的態度處事待人。

嚴守紀律

恪守法治，重視秩序，崇尚和諧。

堅毅不屈

以堅毅無畏的精神面對挑戰，時刻緊守崗位，履行服務社會的承諾。

INTEGRITY

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

PROFESSIONALISM

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

HUMANITY

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

DISCIPLINE

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

PERSEVERANCE

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

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羅湖懲教所 · 主翼
Lo Wu Correctional Institution · Main Wing

署長序言

Commissioner's Foreword

憑着全體人員努力不懈，堅守崗位，懲教署在二零一零年完成多項重要發展工作。年內，本署有一間新院所落成啟用，並把一間院所的管理工作移交另一部門負責，以及持續進行現有設施的改善工作。各項任務得以順利進行，足證本署人員克盡厥職，充分發揮專業精神。此外，我要特別感謝已退休的前任懲教署署長郭亮明先生。郭先生在懲教署服務接近37年，所有同事對他的英明領導和建樹均留下深刻印象。

羅湖懲教所的重建計劃於二零一零年年中完成，大大紓緩了女性懲教院所的擠迫情況，並提供更理想的羈管和更生環境。新院所的設計意念源自懲教署「以人為本、注重環保、關心社會」的嶄新管理模式，着重以人為本、運作效率、規模經濟、資源管理、保育環境和社區網絡等概念。該設計把綠化和環保意念融入設施中，為本署贏得兩項環保獎項的殊榮。

在所員遷入羅湖懲教所後，我們便開始按計劃為騰空的懲教設施展開翻新工程，以提供更佳服務。舉例來說，我們在二零一零年十二月展開工程，把荔枝角懲教所改建為荔枝角收押所附屬設施，以紓緩收押所的擠迫情況。此外，根據懲教署與入境事務處就青山灣入境事務中心簽署的協議備忘錄，由二零零五年開始，本署負責中心首五年的管理工作。二零一零年四月，我們把中心的管理工作順利移交入境事務處負責，並把借駐該中心的職員編制歸還予羅湖懲教所。

本署繼續致力維持在囚人士的權利。因應新條例的制定，我們在懲教設施特別作出安排，讓受羈押選民在二零一零年五月舉行的立法會補選投票。我有信心在日後舉行的選舉中，懲教設施所作出的投票安排會同樣順利。

本署繼續加強成年在囚人士的職業訓練，為在囚人士日常工作引入更多職業訓練元素。此外，我們在多個成年懲教院所開辦全日制及部分時間制的市場導向釋前職業訓練課程，使更多在囚人士受惠於職業訓練，取得外間機構的認證和認可資歷，協助他們獲釋後順利重新融入社會。

懲教署目前與超過80個宗教團體和非政府機構緊密合作，致力為在囚及更生人士提供多元化服務，包括就業和教育方面的支援。我很高興看到不同團體和機構與本署合作推展助更生工作。這些更生服務對更生人士十分重要，有助他們順利重返社會。

年內，本署舉辦多項活動，包括與本地大學及商界助更生委員會合辦「更生人士公平就業研討會」，以及「更生工作的協同效應—懲教署與非政府機構的協作」座談會，以鼓勵社會人士和僱主給予更生人士公平的就業機會，並提供平台分享更生服務經驗和探討更生服務的方向。社區教育方面，本署在二零一零年三月舉辦「人生交叉點」座談會，超逾2 500名教師和學生出席。座談會提供互動平台，讓更生人士向學生講述犯罪的嚴重後果，從而提高青少年的抗罪意識和推廣助更生的信息。


本署推行「健康均衡生活」，鼓勵職員維持積極正面的生活模式，並舉辦家庭同樂日及親子活動，促進同事的身心健康及和諧家庭關係。同時，本署在接受外間義工前往懲教院所為在囚人士提供服務之餘，亦積極鼓勵職員於公餘時間參與慈善活動和義務工作，以回饋社會。本署更獲得香港社會服務聯會頒發「全面關懷大獎」，以及連續五年獲頒「同心展關懷」標誌，以表揚同事作出的寶貴貢獻。

始於一百六十多年前，香港的監獄及警隊歸同一架構管理。至一九二零年十二月，監獄開始由監獄署（現稱懲教署）監管。如今適逢部門成立九十周年，我很榮幸能夠在此時刻出任這部門署長。在未來的日子裏，懲教署全體人員定會繼續同心協力，盡忠職守，竭誠為社會服務。



懲教署署長單日堅





2010 has seen several major developments in the Correctional Services Department (CSD) and a great deal of hard work by all involved. We have opened a new facility, handed over the management of one to another department, and continued to upgrade our existing facilities. The smooth implementation of these changes is a testament to the diligence and professionalism of all our staff. I would especially like to thank my predecessor, Mr Kwok Leung-ming, who has retired after almost 37 years of public service. All of us in CSD would remember him for his long and distinguished service.

The redevelopment of Lo Wu Correctional Institution (LWCI) was completed in mid-2010 and greatly alleviated overcrowding in female institutions and provided better custodial and rehabilitation environment. The institution was designed with a new management model embracing the CSD initiative of “Caring for People, Caring for Environment and Caring for the Community”. The emphases are on people orientation, operational efficiency, economy of scale, resources management, greening concept, and community networking. The design concept of greening has resulted in the new facility winning two prestigious environmental awards.

As persons in custody moved into LWCI, we could proceed with planned renovation of the vacated facilities for the betterment of our services. For example, works started in December to convert Lai Chi Kok Correctional Institution into an annex of Lai Chi Kok Reception Centre to ease overcrowding there. As provided under an agreement with the Immigration Department, CSD took up the management of Castle Peak Bay Immigration Centre (CIC) for its first five years of operation from 2005. In April, CIC was reverted to the Immigration Department in smooth order, allowing us to reallocate our staff from there to the establishment of LWCI.

We have continued to uphold the rights of persons in custody. In line with new legislation, special procedures were introduced to allow electors under custody to vote in the May 2010 Legislative Council By-election inside the facilities. I am confident that smooth voting arrangements in CSD facilities will continue in the forthcoming elections.

CSD continued to strengthen vocational training for adult offenders by introducing more training elements in their daily work. Pre-release market-oriented vocational training courses, both full-time and part-time, were also offered at several penal institutions for adult offenders. Such vocational trainings help offenders to attain external accreditation and recognised qualifications and facilitate their re-integration to society after discharge.

I am very pleased to see that more than 80 religious groups and Non-Government Organisations (NGOs) are collaborating closely with the CSD in providing a wide range of services, including employment and educational support, for rehabilitated persons and persons in custody. These services usefully facilitate the rehabilitated persons’ reintegration into the community.

Among various activities, we held a symposium entitled “Fair Employment Opportunities for Rehabilitated Persons” and a forum entitled “A Synergistic Effect in Rehabilitation Services – Collaboration between CSD and NGOs” during the year in collaboration with local universities and the Merchants Support for Rehabilitated Offenders Committee Limited. Both events called on the public and employers to give fair employment opportunities to rehabilitated persons and provided platforms for sharing experience in rehabilitative services and studying the way forward. On community education, we organised the “Options in Life Student Forum” in March for more than 2 500 teachers and students. The forum provided an interactive platform to enable rehabilitated offenders to address students about the dire consequences of crime, thereby enhancing their anti-crime awareness and promoting the message of rehabilitation.

We have instituted a Healthy and Balanced Lifestyle Campaign to encourage our staff to adopt and maintain a positive lifestyle. Family fun days and parent-child activities are arranged to promote the physical and psychological well-being of the staff and harmonious family relationship. While we welcome outside volunteers to provide services for persons in custody, we also encourage our staff to contribute to the community through undertaking charitable and volunteer work during their spare time. In recognition of their valuable and sterling efforts, the Department has been awarded the “Caring Organisation Logo” for the fifth consecutive year and the “Total Caring Award” by the Hong Kong Council of Social Service.

Hong Kong’s Gaol and the Police were managed by the same authority more than 160 years ago. From December 1920, prisons came under the charge of the Prisons Department, now known as the CSD. I am honoured to be leading the Department at its 90th anniversary and have great confidence in its continued dedication to public service in the years to come.

SIN Yat-kin, CSDSM
Commissioner of Correctional Services

首長級人員

Directorate Officers



- 1 單日堅
懲教署署長
SIN Yat-kin, Commissioner of Correctional Services
- 2 邱子昭
副署長
YAU Chi-chiu, Deputy Commissioner
- 3 李 雙
助理署長 (更生事務)
LEE Sheung, Assistant Commissioner (Rehabilitation)
- 4 林國良
助理署長 (行動)
LAM Kwok-leung, Assistant Commissioner (Operations)
- 5 林季新
助理署長 (服務質素)
LAM Kwai-sun, Assistant Commissioner (Quality Assurance)
- 6 羅益民
助理署長 (人力資源)
LAW Yick-man, Assistant Commissioner (Human Resource)
- 7 曹振華
政務秘書
Herman C.W. CHO, Civil Secretary





1 部門運作及院所管理

Operations and Institutional Management





羅湖懲教所為監獄規劃概念及
管理模式樹立新典範
*Lo Wu Correctional Institution serves as a role model of
prison planning concept and management mode*

—— 零一零年，行動科在羈押管理工作方面取得多項成果。為提升服務質素以應付在囚人口的轉變，我們繼續善用資源，並完成多項計劃，包括更改部分院所的用途等。羅湖懲教所已落成啓用，紓緩了女性院所的擠迫情況；為提高運作效率，蘇埔坪監獄及塘福中心已合併為一間新院所，名為塘福懲教所；青山灣入境事務中心已刊憲終止作為監獄用途，並已移交入境事務處管理；勵新懲教所由一所專為成年男性在囚人士而設的釋前職業訓練中心改為收納年輕罪犯的戒毒所；喜靈洲戒毒所（附屬中心）重組後隸屬勵新懲教所管理，並重新命名為勵願懲教所。

與二零零九年比較，二零一零年的在囚人口稍為減少，但收押所的擠迫問題仍然存在。在二零一一年，我們會繼續致力提高院所的運作效率，並集中更新陳舊設施和善用資源。

Over 2010, the Operations Division achieved much in custodial management. With a view to enhancing service delivery to meet changes in penal population, we continued with resource optimisation and accomplished a number of projects including institution reshuffling last year. Lo Wu Correctional Institution was opened to relieve the overcrowding situation in female institutions. For enhancing operational efficiency, Ma Po Ping Prison and Tong Fuk Centre was amalgamated and renamed as Tong Fuk Correctional Institution. The Castle Peak Bay Immigration Centre was de-gazetted as a prison with its management transferred to the Immigration Department. Lai Sun Correctional Institution was converted from a pre-release vocational training centre for male adults to a drug addiction treatment centre for young offenders. Hei Ling Chau Addiction Treatment Centre (Annex) was restructured to come under the management of Lai Sun Correctional Institution and renamed as Nei Kwu Correctional Institution.

As compared to 2009, the penal population in 2010 slightly decreased, but the overcrowding problem still existed in reception centres. In 2011, we will continue to strive for operational efficiency, targeting to modernise out-fashioned facilities and optimise the use of resources.

我們的首要工作之一是推動設施現代化，並探討其他發展計劃，以提供優質監管服務。荔枝角懲教所關閉後，該院所會改建為荔枝角收押所的附屬中心設施，以紓緩收押所的擠迫情況，而大欖女懲教所亦會進行重建計劃。此外，本署亦着手策劃重建其他懲教設施。

《在囚人士投票條例》於二零零九年十月制定後，已提供一個明確的法律架構，讓受羈押人士參與投票。本署一直與選舉事務處作出協調，安排受羈押人士在本地各項選舉中投票。



行政長官曾蔭權主持羅湖懲教所揭幕典禮。
The Chief Executive, Mr Donald Tsang, officiates at the opening ceremony of Lo Wu Correctional Institution.

Aiming at providing high-quality custodial services, we endeavoured to prioritise our agenda in modernising facilities and exploring alternative development plans. The decanted Lai Chi Kok Correctional Institution will be converted to an annex facility of Lai Chi Kok Reception Centre to ease overcrowding thereat while a redevelopment project will be carried out at Tai Lam Centre for Women. There are also plans in hand to redevelop other correctional facilities.

The Voting of Prisoners Ordinance was enacted in October 2009. It set out a clear legal framework for persons in custody to vote. With continual coordination with the Registration and Electoral Office, arrangements were made to enable persons in custody to vote in all local elections.

We are committed to improving our quality of service and taking steadfast actions to maintain security, good order and discipline in institutions so as to provide an

我們致力提高服務質素，竭力維持院所的保安及良好秩序和紀律情況，提供合適環境，協助在囚人士重返正途。我們在羅湖懲教所採用「懲教服務綜合管理模式」新管理模式，着重「以人為本、注重環保、關心社會」的理念，日後會成為懲教設施發展及管理的藍圖。行動科人員會繼續緊守崗位應對各項挑戰，切合不斷提升的公眾期望，勉力提供優質服務。

男性囚犯

年內，被判監禁的成年男性有9 108人，還押羈留的則有5 423人。

長刑期的成年在囚人士，包括被判終身監禁者，均囚禁在赤柱監獄及石壁監獄。



芝蔴灣懲教所人員在院所停止運作前舉行下旗儀式。
Staff of Chi Ma Wan Correctional Institution hold a flag lowering ceremony before the institution ceases operation.

environment conducive to offenders' reintegration. The Correctional Services Integrated Management (CSIM) is a new management model, adopted in LWCI and emphasises on caring for people, caring for environment, and caring for the community. It is a blueprint for future development and management of correctional facilities. To live up to the challenges and meet the ever rising public expectations, staff in the Operations Division will work in concerted effort to strive for excellence.

Male Persons in Custody

A total of 9 108 adult males were sentenced to imprisonment and 5 423 remanded in our custody.

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

21歲以下被判監禁的年輕男性有345人，另有605人還押於壁屋懲教所。

為提升本署的運作效率及改善更生設施，蕪埔坪監獄及塘福中心已合併為一間院所，名為塘福懲教所。

另一方面，本署現正把已關閉的荔枝角懲教所改建為荔枝角收押所的附屬設施，以紓緩收押所的擠迫問題。

女性囚犯

年內，被判監禁的成年女性有4 686人，還押羈留的則有1 835人。

大欖女懲教所收納成年女性，設有還押犯組及收納高度設防類別在囚人士的小組。



青山灣入境事務中心於四月交還入境處管理。

Management of the Castle Peak Bay Immigration Centre is transferred to the Immigration Department in April.

There were 345 young men under the age of 21 sentenced to imprisonment and 605 remanded in our custody at Pik Uk Correctional Institution.

To enhance operational efficiency and improve rehabilitation facilities, Ma Po Ping Prison and Tong Fuk Centre were amalgamated as a single institution, namely Tong Fuk Correctional Institution.

Conversion work is also underway at the decanted Lai Chi Kok Correctional Institution. It will serve as an annex facility of Lai Chi Kok Reception Centre to ease the overcrowding problem of the Reception Centre.

Female Persons in Custody

In 2010, 4 686 adult females were sentenced to imprisonment and 1 835 remanded in our custody.

21歲以下被判監禁的年輕女性共有206人，另有102人還押於勵敬懲教所。

自二零一零年七月二日起，羅湖懲教所分階段收納芝新懲教所、芝蕪灣懲教所及荔枝角懲教所的女性在囚人士，合共提供1 400個懲教名額。

儘管我們設法紓緩懲教設施的擠迫情況，女性收押中心仍然存在擠迫問題。我們現正計劃重建大欖女懲教所的現有設施，以增加收容額。



院所因應囚犯不同的飲食習慣及宗教信仰提供膳食。
Institutions provide meals to persons in custody according to their dietary and religious requirements.

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 206 young women under the age of 21 were sentenced to imprisonment and 102 remanded in our custody at Lai King Correctional Institution.

With a capacity of 1 400 penal places, Lo Wu Correctional Institution started receiving female persons in custody since 2 July 2010 by phases following the closure of Chi Sun Correctional Institution, Chi Ma Wan Correctional Institution and Lai Chi Kok Correctional Institution respectively.

Despite the efforts in alleviating over-population in correctional facilities, penal overcrowding still exists in the female reception centre. A redevelopment of the existing facilities in Tai Lam Centre for Women is in the pipeline to increase the accommodation capacity.

囚犯的一般待遇

經由分類及編級委員會評估後，在囚人士須接受全面的身體檢驗，並參加短期啟導班，以接受有關規則、規例、權利、特惠及福利援助的指導。

在囚人士如有需要，可向部門的投訴調查組、巡獄太平紳士或經由其他渠道作出投訴。這些程序已用中英文告示清楚列出，張貼在懲教設施的顯眼地方。

成年在囚人士須按法例要求，每星期六天從事有意義的工作，以建立良好的工作習慣，學習職業及就業技能。青少年罪犯則須參加一個半日上



高級人員向巡獄太平紳士講解院所的設施及服務。
Senior staff tells visiting Justices of the Peace the facilities and services provided in his institution.



違反紀律的囚犯根據法例接受紀律聆訊。
Persons in custody who breach prison discipline are subject to disciplinary hearings according to law.



教導所人員透過步操訓練幫助所員培養紀律。
Foot drill training helps young inmates cultivate discipline.

General Treatment in Prisons

After assessed 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

and half day vocational training are provided. Recreation and physical exercises are provided for the well-being of all persons in custody.

教導所

根據《教導所條例》，青少年所員須接受為期六個月至三年的教導及感化。有關教導是根據個別所員的情況設定並跟進，確保取得最大成效。教導所會按個別所員的進度決定他們的獲釋時間。

教導所所員會接受由經驗豐富和合資格人員講授的教育及職業訓練課程，以學習不同技能，提升就業能力。

康樂活動如球類比賽及田徑運動由合資格的體育導師定期舉辦。教導所並會安排課外活動如童軍活動及社區服務，以及其他活動如興趣班、音樂、藝術、弈棋和閱讀。

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.

年內，教導所共收納97名青少年男所員及11名青少年女所員。

勞教中心

沙咀懲教所收納年輕男性受訓生，安排他們接受要求嚴格的訓練計劃，其中強調嚴守紀律、勤奮工作，以及體能訓練和步操，向受訓生灌輸尊重法律的精神。年內，沙咀懲教所共收納148名21歲以下的青少年受訓生，以及21名21歲至25歲以下的青年受訓生，羈留期分別為一個月至六個月及三個月至12個月。院所會經常評估和跟進訓練進度。



勞教中心受訓生參與體能訓練。

Detention Centre detainees participate in physical training.

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 2010, 97 male and 11 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 detainees a respect for the law. A total of 148 young detainees under the age of 21 and 21 young adults aged 21 to under 25 were admitted in 2010. Training periods are one to six months and three to 12 months respectively. Training progress is constantly assessed and monitored.

更生中心

至於14歲至21歲以下的青少年罪犯，我們於更生中心推行留宿更生計劃，結合懲教院所的訓練和中途宿舍功能，讓他們可以工作、上學及參與其他活動，從而改過自新。年內，入住更生中心的男性青少年罪犯有186人，女性青少年罪犯有64人。

戒毒所

喜靈洲戒毒所及勵新懲教所分別收納男性成年戒毒者及男性青少年戒毒者，而女性戒毒者則在勵願懲教所分開囚禁。

戒毒治療為期兩個月至12個月不等，結合作業與治療，協助吸毒者戒除對毒品的倚賴，糾正犯罪行為，重拾自信及恢復身心健康。



勵新懲教所現為男性青少年戒毒中心。

Lai Sun Correctional Institution provides young male drug abusers with drug addiction treatments.

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 186 male and 64 female young offenders were admitted in 2010.

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.

工作治療以及個人與小組輔導課程旨在協助所員面對挑戰。我們定期安排有系統的治療計劃，讓所員深切明白染上毒癮所帶來的問題，並作好準備重返社會，奉公守法，遠離毒品。

年內，戒毒所共收納1 058名成年所員及301名青少年所員，當中男性佔1 082名，女性則佔277名。

醫療衛生服務

在衛生署協助下，所有院所均設有醫院，由合資格人員當值，提供全日24小時的基本醫療服務。

小欖精神病治療中心的所員由醫院管理局的出診精神科醫生負責照料。



個別院所醫院為在囚人士提供專科醫療服務。

Some institutions provide persons in custody with specialist medical treatments.

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 2010, 1 058 adult inmates and 301 young inmates were admitted to the drug addiction treatment centres. Among them, 1 082 were males and 277 were females.

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.

此外，醫院管理局或衛生署的出診專科醫療人員如牙醫、醫生及矯形科專科醫生等，定期到大型懲教院所為在囚人士提供診症服務。懷孕女性在囚人士會獲提供產前檢查及產後護理服務，並會在公立醫院分娩。

在囚人士如需在公立醫院接受治療，一般會獲安排入住瑪麗醫院或伊利沙伯醫院的羈留病房。

為預防傳染病散播，我們在各院所推廣注意保持地方清潔及個人衛生。我們並會徵詢衛生防護中心的意見，以加強院所的衛生教育計劃及預防疾病措施。

押解及支援組

押解及支援組主要負責押解在囚人士出庭應訊、前往就醫、進行列隊認人程序或院所之間的內部轉解，並在發生緊急事故時負責向懲教院所提供策略支援。

該組亦負責管理終審法院、高等法院、區域法院和觀塘法院的羈留室，並派員到各裁判法院，把需要還押羈留的人士帶返院所。

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 the 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 the Centre of Health Protection are sought in order to strengthen health educational programmes and disease prevention measures.

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 in custody.



懲教署警衛犬隊

懲教署警衛犬隊訓練犬隻執行巡邏和緝毒工作。警衛犬隊分別在港島、新界、喜靈洲、大嶼山和羅湖設有五支分隊，共有71隻警衛犬。

Correctional Services Dog Unit

Canines are trained and arranged to patrol and carry out 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 71 dogs.

善用科技，
提升院所運作效率
Efficiency of prison management is enhanced
through the integration of technologies



2 更生事務

Rehabilitation





發展「以人為本」的更生設施
Rehabilitation facilities are provided with
emphasis on people orientation

如以往，更生事務科堅決致力提供適切的更生服務，以協助罪犯順利重新融入社會。隨着香港經濟重回蓬勃增長軌道，更生事務科在踏入第13個年頭亦取得了理想成績，我們繼續成功推行現有計劃，並制定新措施加強服務。

由二零一零年一月開始，除了所員及年輕在囚人士外，我們把評估罪犯重犯風險及更生需要計劃推展至刑期為12個月或以上的本地成年在囚人士，並且針對他們的識別風險提供更生計劃配對，作為評估和管理罪犯重犯風險及更生需要的綜合程序的一部分。我們又強化針對年輕罪犯及吸毒者的特定風險和犯罪傾向行為的心理治療計劃，以繼續加強對他們提供的心理支援。

The Rehabilitation Division remains firmly committed to facilitating offenders' smooth reintegration into society through the provision of suitable rehabilitative services. With the Hong Kong economy back on a robust growth trajectory, we had a successful thirteenth year in pursuing our on-going initiatives and enhanced services.

Besides inmates and young prisoners, we have further extended the risks and needs assessment to local adult prisoners with sentences of 12 months or above and started providing programme matching with their identified risks since January 2010 as part of the integrated risks and needs assessment and management protocol for offenders. We continued to strengthen the psychological support to young offenders and drug abusers by enhancing the psychological treatment programmes targeting their specific risks and criminogenic needs.

除了成立獨立的性罪犯治療顧問小組定期檢討為性罪犯提供的更生服務外，我們亦開始研發專為成年及年輕性罪犯而設的心理評估工具綜合組套，以便更準確了解他們的重犯風險和治療需要。我們繼續與著名學者合作發展評估方法和技巧，評估成年暴力罪犯的重犯風險，並會推行切合女性罪犯需要的心理治療計劃。

我們亦加強監獄工場工業生產過程的職業訓練元素。目前，有更多在囚人士在工作過程中接受職業訓練，以及取得外間機構的認證及認可資歷。

二零一零年六月，我們舉辦「更生人士公平就業」研討會，呼籲公眾及僱主給予更生人士公平的就業機會。我們亦繼續進行宣傳活動，讓公眾

進一步了解及接納更生人士，其中包括籌備製作新的電視宣傳短片和電台宣傳聲帶，呼籲市民「給更生人士一個機會」。

二零一零年八月，我們與天主教香港教區教友監獄福傳組織合作，在赤柱監獄試行「創藝展更生」計劃，利用創作藝術協助在囚人士學習關於溝通、領導才能、解決問題、處理衝突及尊重自己和他人方面的技巧。

此外，我們繼續向年輕罪犯加強新高中學制的教育支援，協助他們作好準備，參加二零一二年的香港中學文憑考試。



部門舉辦研討會呼籲公眾及僱主給予更生人士公平就業機會。

The Department holds a symposium to call on the public and employers to give equal employment opportunities to rehabilitated offenders.



人員為初入獄的在囚人士提供福利及輔導服務。

An officer gives welfare and counselling services to a newly-admitted inmate.

Apart from the regular review by an independent Treatment Advisory Panel on the rehabilitative services for sex offenders, we have begun to develop 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 tools for assessing re-offending risks of adult violent offenders and will implement a gender-specific treatment programme for women offenders.

We have strengthened the vocational training elements in the industrial production process in prison workshops. More inmates now receive vocational training and attain external accreditation and recognised qualifications in the course of their work.

In June 2010, we organised a "Fair Employment Opportunity for Rehabilitated Persons" symposium to call on the public and employers to give equal opportunities

to rehabilitated persons. We have continued to launch publicity activities for better public understanding and greater acceptance of ex-offenders, including in the pipeline a new series of TV and Radio Announcements in the Public Interest calling upon the community to "Give Rehabilitated Offenders A Chance".

In August 2010, we started 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 with a view to 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.

我們亦繼續推行「更生先鋒計劃」，為青少年提供公眾教育，進一步向他們灌輸防止犯罪和罪犯更生的概念。

判前評估服務

判前評估服務為法庭提供準確的罪犯特性報告，盡量提高評估的重要性，令更生服務得以有效進行。年內，判前評估組18名職員合共處理4 348宗個案。

青少年罪犯評估專案小組由懲教署及社會福利署專業人員組成，協助法庭處理年輕罪犯個案。專案小組進行會見及評估，建議合適的更生計劃。年內，小組共處理241宗法庭轉介的個案，而小組的建議有85.1%獲得接納。



臨床心理學家教導年輕所員情緒管理技巧。
A Clinical Psychologist teaches a young inmate emotion management skills.

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.

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 2010, 18 assessment staff handled a total of 4 348 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

福利及輔導服務

在囚人士可能會在服刑的初期出現適應問題，因此，當他們進入懲教院所後，我們會隨即為他們提供福利和輔導服務。這些服務的主要目的是配合在囚人士的福利需要，協助他們應付適應上的問題，並處理其犯罪行為，為日後重新融入社會作好準備。二零一零年，我們進行了150 608次個別輔導晤談和舉辦了1 228次重新融入社會釋前啓導課程。



更生事務科人員進行聯合行動，拘捕違反監管條件的受監管者。
Rehabilitation Division staff conduct a joint operation against supervisees who violate supervision provisions.

appropriate rehabilitative programme. In 2010, the Panel handled 241 referrals, of which 85.1% 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 2010, we conducted 150 608 individual counselling sessions, and 1 228 pre-release re-integration orientation courses.

心理服務

心理服務旨在糾正在囚人士的犯罪傾向行為，促進他們的心理健康。本署利用臨床方法，進行系統性的罪犯行為評估，並予以跟進。我們亦繼續發展各項針對犯罪行為的持續計劃。

年內，心理服務組合共為在囚人士進行了33 267次輔導晤談，擬備共715個評估報告。



車路士足球學校為教導所所員提供足球訓練。
ChelseaFC Soccer School gives training to young inmates.

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 2010, 33 267 counselling sessions were conducted and 715 assessment reports prepared.

Education

The Education Unit caters to young offenders with custom programmes, focusing on general and practical studies. Facilities are continuously upgraded to allow for 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

教育

教育組為年輕在囚人士提供度身訂造的普通及實用科目課程。本署持續提升設施，改善學習資訊科技及語言課程。成年在囚人士方面，我們與香港公開大學及其他教育機構合作，推廣高等教育及自我增值學習，並安排懲教更生義工團成員為他們舉辦學習班。我們亦向在囚人士提供資助。二零一零年，在囚人士在各公開考試共報考829卷，整體及格率為62.1%。

監管服務

監管服務為年青所員、戒毒者和某些在囚人士提供保障，協助他們重新融入社會。監管人員在罪犯羈留期間，協助他們及其親友建立互相尊重及支持的關係。更生程序管理系統現已全面自動化，讓監管人員使用全面及準確的方法，計劃罪犯的更生和監察其表現。截至年底，接受法定監管的合共有2 652人。



勵敬懲教所所員參與步操樂隊訓練。
Lai King Correctional Institution inmates participate in marching band training.

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 2010, a total of 829 public examination papers were attempted and the overall passing rate was 62.1 %.

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 2010, 2 652 persons were under active statutory supervision.

中途宿舍

中途宿舍計劃是勞教中心、教導所、戒毒所或監獄提供的更生服務的延展。獲釋後的受監管者可入住中途宿舍，日間可出外工作或上學，從而更容易重返社會，以及增強紀律和公民意識。宿舍亦提供康樂和社交活動。

非政府機構

非政府機構與本署緊密合作，推行助更生工作。年內，來自80多個非政府機構超過2 000多名義工參與各種服務，範圍由提供輔導至籌辦文

化、宗教及康樂活動等。我們在二零一零年十二月與香港城市大學合辦名為「更生工作的協同效應－懲教署與非政府機構的協作」的論壇，加強與非政府機構合作。此外，我們更設立網上互動平台，以便使用者進行討論和訂立措施。

促進社區參與

我們積極爭取社會支持，促進社區參與助更生工作。在眾多伙伴中，成員包括來自不同界別領袖與專業人士的社區參與助更生委員會，就助更生策略，特別是宣傳計劃，向本署提供意見。

懲教更生義工團舉辦多項活動以補充服務，務求切合在囚人士的需要。義工團共有278名義工，於年內為懲教院所的在囚人士舉辦語文、電腦等研習班及其他文化興趣活動。



院所成立在囚人士樂隊，通過音樂幫助他們陶冶性情。
Bands are set up in some institutions to help mould inmates' characters.



童軍訓練有助青少年所員培養紀律及開拓潛能。
Scout training helps young inmates cultivate discipline and develop potentials.

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.

Non-Government Organisations (NGOs)

NGOs work closely with the Department to help with rehabilitation. In 2010, 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 "A synergistic effect in Rehabilitation Services – Collaboration between CSD and NGOs" in December 2010 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 278 volunteers, the Group conducted language courses, computer studies, cultural pursuits, etc., for offenders in various correctional institutions in 2010.

助更生宣傳活動自一九九九年展開，為在囚人士與社會建立一道橋樑。二零一零年，我們通過各種活動，包括電視特備節目、非政府機構論壇及懲教更生義工團義工頒獎禮等，讓更多市民明白同心協力幫助罪犯更生的需要，以及他們在這方面所擔當的重要角色。

更生先鋒計劃

「更生先鋒計劃」包括一系列教育講座、探訪和青少年論壇。講座提供香港刑事司法體系和懲教署羈管及更生服務的基本資料。「面晤在囚人士計劃」安排青少年學生參觀懲教院所，並與在囚人士面對面交流，讓他們了解犯罪的後果，以補充其他減罪方法的成效。「綠島計劃」向青少年

宣傳禁毒信息及環境保護的重要性，參加者與喜靈洲戒毒所的青少年所員會面，了解吸毒的禍害。參觀香港懲教博物館和羅湖懲教所社區教育中心的活動，可以加深參觀者對懲教服務發展的了解，尤其是大眾的支持對罪犯更生的重要性。「人生交叉點」青少年座談會是另一項防止罪行計劃，通過安排機會讓更生人士現身說法，向學生詳述犯罪的後果。



逾2 500名老師和學生出席「更生先鋒計劃」座談會，探討校園吸毒問題。
Over 2 500 teachers and students attend a Rehabilitation Pioneer Project forum to discuss drug problems at school.

Publicity activities have been ongoing since 1999, constituting a bridge between offenders and society. Through activities such as TV Variety Show, NGO Forum, and Award Presentation Ceremony for Volunteers of CSDRVG held in 2010, the need for collaborative efforts to help offenders rehabilitate and the important role members of the community play to that end gained greater exposure.

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



懲教署與伙伴機構合辦電視綜藝節目，宣揚助更生信息。
CSD launches with partner organisations a TV show to promote the message of accepting rehabilitated offenders.

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.

「十年樹木 百年樹人」，
耐心教誨的心始終如一
It takes ten years to grow trees,
but a hundred to teach people



3 工業及職業訓練

Industries and Vocational Training





引入先進設備，
提高工業生產質量
*The use of advanced facilities improves quality and
quantity of industrial production*

自二零零九年完成改組後，工業及職業訓練組邁進了新紀元，並擔當重要而又富挑戰性的角色，除了安排成年在囚人士從事有意義的工作，更要為他們提供職業訓練。職業訓練的主要目的是安排合適的在囚人士參與各項市場主導的職業訓練計劃，協助他們取得就業技能及認可資歷。我們的目標是配合其他更生計劃，推動在囚人士獲釋後能自力更生，重新融入社會，共同使香港繼續成為全球最安全的都會之一。

懲教工業的發展

二零一零年，工業及職業訓練組繼續為在囚人士安排有意義的工作，並以具成本效益的方式向公營機構提供多元化的產品和服務。年內提供的產品和服務市值約為3.95億元。

Since the reorganisation in 2009, the Industries and Vocational Training (I&VT) Section has entered into a new era of providing vocational training for adult offenders, which is an important and challenging role apart from engaging them in meaningful work. The prime objective is to help offenders acquire employability skills and recognised qualifications through participating in various market-oriented vocational training programmes. Together with other rehabilitative programmes, we aim at facilitating offenders' rehabilitation and social reintegration, which ultimately contributes to support Hong Kong to be one of the world's safest cities.

Industries Development

In 2010, the I&VT Section kept on providing meaningful work for persons in custody and supplying different mix of goods and services to public sector in a cost effective way. The total commercial value of goods and services was \$395 million.

羅湖懲教所於八月正式啟用，多個工場亦投入運作。各工場均按照生產所需而設計，設備齊全，為女性在囚人士提供更合適的工作環境和不同的工種。我們引入新的科技及器材，包括製衣工場的紙樣設計及放碼系統、數碼圖像工場的數碼印刷機、皮革製品工場的現代化造鞋生產線及針織工場的電腦橫編機。我們又重整過濾口罩生產線，以生產連綁帶的口罩，並設立新的書籍分發中心，為公共圖書館提供增值服務。

為配合應付可能爆發流行性疾病的應變計劃，我們與政府物流服務署緊密合作，確保過濾口罩和即棄保護袍等個人防護裝備的穩定供應。此外，我們亦與醫院管理局緊密合作，提供足夠的醫院被服，並制定行動計劃，確保在假期期間能因應運作需要動用主要被服存貨應急。



壁屋監獄的工業及職業訓練大樓內，有不同類別的工業生產工場及供職業訓練和考試用途的場地。
Pik Uk Prison's Industries and Vocational Training Building provides various facilities for industrial work, vocational training and venues for examinations.

With the opening of Lo Wu Correctional Institution in August this year, well equipped and purposely designed workshops were put into operation to provide better environment and more work varieties for female persons in custody. We have introduced new technologies and equipment which include pattern design and grading system in Garment Workshop, digital printing machine in the Graphic Media Workshop, contemporary shoe production line in the Leather Products Workshop, and computerised flat bed knitting machine in the Knitting Workshop. We have also reorganised the filter mask production lines so as to produce masks with tie-on string. New book sorting centre was also set up to offer value-added services for public libraries.

To tie in the plan for combating possible outbreak of epidemical diseases, we worked closely with the Government Logistics Department to maintain a steady supply of personal protective equipment such as filter masks and disposable gowns, and with the Hospital Authority to provide adequate linen articles and formulate an action plan to make use of the emergency stock of essential linen articles during holidays to cope with their operational needs.

安排在囚人士工作

二零一零年，每日平均有5 203名在囚人士獲安排在140多個工場內工作，當中涵蓋13個行業，而其他在囚人士則從事日常雜務，例如清潔、廚房及維修等工作。

職業訓練的發展

本署致力給予罪犯改過自新的機會，而為在囚人士提供職業訓練，是更生服務的關鍵環節。我們因應個別院所的運作情況及設施，為成年在囚人士提供更多機會參與市場主導的全日制及部分時間制職業訓練課程，

Employment of persons in custody

In 2010, a daily average of 5 203 persons in custody were employed in 13 trades in more than 140 industrial workshops. Others were engaged in essential domestic employment such as cleaning, kitchen and maintenance work.

Vocational Training Development

We pledge to provide offenders with opportunities in rehabilitation, and the provision of vocational training plays a crucial function in our rehabilitation services. With reference to the respective institutional operating conditions and facilities, we have provided more opportunities for adult offenders to participate in market-oriented full-time and part-time vocational training courses customising their needs of vocational training. After completing such courses, they are able to attain public recognised qualifications which help strengthen their employability skills and to prepare for future re-integration into society. Vocational training courses newly introduced during the year included the Certificate in Nail Technician Training

切合他們的職業訓練需要。完成課程後，他們會獲得外間機構認可的資歷，藉此提升他們的就業能力，為日後重投社會作好準備。年內，新開辦的職業訓練課程包括美甲師培訓證書課程和油漆及泥水粉飾課程等。此外，為了協助年輕在囚人士取得認可的工作技能，我們致力籌辦新的職業訓練課程，包括髮型設計、中廚助理、美容護理、商業零售及文書服務等。我們又協助院所工場內具備相關技能的在囚人士根據香港資歷架構下的過往資歷認可機制提出申請，正式確認他們已具備的知識、技能和經驗。通過這些措施，我們的更生服務的成效得以提升。



二零一零年，成年及青少年在囚人士合共報考了2 208項職業資歷考試和工藝測試，而及格率平均達93.4%。



羅湖懲教所的洗衣、過濾口罩及製衣工場應用先進設備，提升生產質量。

Advanced technologies are used in Lo Wu Correctional Institution's laundry, workshops on filter mask production and garment production to enhance production quality and quantity.



Course as well as the Painting & Decoration Course and Tiling & Plastering Course. On top of these, we also strived to help young offenders acquire accredited job skills by providing new vocational training courses to them. They included the Hairstyling Course, Chinese Kitchen Assistant Training Course, Beauty Care and Retailing Service & Clerical Training Courses. We also helped skillful offenders working in our workshops apply for formal recognition of their knowledge, skills and experience through the Recognition of Prior Learning Scheme under the Hong Kong Qualifications Framework. With these initiatives, the effectiveness of our rehabilitation regime has been enhanced.

In 2010, adult and young offenders attempted a total of 2 208 vocational qualification examination papers and trade tests with an average passing rate of 93.4%.

Facility Management

In 2010, we exerted continuous efforts to upgrade the production and vocational training facilities so as to sustain future development. In Tuen Mun Hospital Laundry,

設施管理

二零一零年，我們繼續致力提升工業生產及職業訓練設施的水平，以確保持續發展。在屯門醫院洗衣工場，我們更換了陳舊的衛生設施以提高相關標準，並安裝廣播系統加強保安。此外，我們為所有洗衣工場的衣物分類組裝設空氣淨化系統，以改善室內空氣質素。白沙灣懲教所的標誌製品工場正進行重建工程，以提升效率及善用資源。我們又更換木工工場的設備及重整工序，以提升工場的生產表現，並為所有金屬製品工場購置先進燒焊機，以提高產品質量。

塘福懲教所是其中一個玻璃纖維工場已改建為全日制職業訓練場地，而羅湖懲教所亦有三個新的職業訓練場地投入服務，為女性在囚人士提供職業訓練。此外，勵新懲教所的油漆粉飾工場亦已完成翻新。

we had replaced the worn out sanitary fittings in raising hygiene standards and installed a public address system to enhance security. Air purifying systems were fixed in the Sorting Sections of all commercial laundries to improve indoor air quality. The redevelopment of the Sign Making Workshop at Pak Sha Wan Correctional Institution was underway to increase efficiency and to better utilise resources. The replacement of aged equipment and re-engineering of work processes have enhanced the performance of carpentry workshops. Advanced welding machines were introduced in all metal workshops to improve product quality.

At Tong Fuk Correctional Institution, a fibreglass workshop was converted into a full-time vocational training venue. Three newly established vocational training workshops for female offenders were also put into operation at Lo Wu Correctional Institution. Moreover, the Painting & Decoration Workshop in Lai Sun Correctional Institution were renovated.

資訊科技

工業及職業訓練組的一貫策略是善用資訊科技，以提升運作效率及管理成效。二零一零年四月，我們完成屬於核心資訊系統的第二代生產管理及控制系統的改善工程。此外，懲教署網上訂購系統亦於十二月在數碼政府合署網頁正式啟用；這個網站提供更便捷的平台，讓決策局及政府部門可以在網上訂購本署的產品。醫院管理局用戶亦可通過這個系統，監察訂單的進度，以及取得實時的訂單資料。

為進一步提高服務質素，我們在工業生產中採用先進科技，例如數碼印刷、電腦平面設計、電腦化雕刻及刺繡等技術。此外，我們在不同工業中廣泛使用電腦應用系統，包括書籍分發電腦系統、制服追蹤系統及被服付運系統。



工藝人員指導青少年所員修理水喉皿器。
A technical instructor teaches a young inmate way to repair water pipe utensils.



歌連臣角懲教所新增訓練餐廳，由合資格人員教授所員烹飪技巧。
Young inmates learn cooking skills from qualified personnel in the new training café of Cape Collinson Correctional Institution.

Information Technology

The I&VT Section has been using information technology as a means to improve operational efficiency and to enhance management effectiveness. The enhancement of the core information system, Manufacturing Management and Control System II, was completed in April. The CSD e-Ordering Portal which runs on the Central Cyber Government Office (CCGO) was also launched in December. This portal provides a convenient platform for Government bureaux and departments to arrange on-line procurement of our products. Users at the Hospital Authority can also monitor the progress and obtain real time information of their orders placed with CSD through this system.

To further upgrade our service quality, we have also applied advanced technologies to our production such as digital printing, computer graphic design, computerised engraving and embroidery to enhance competitiveness. Computer applications are widely used in different trades including the Book Sorting Computer System, the Uniform Tracking System and the Linen Delivery System.

職員訓練和發展

我們致力通過全面培訓，以加強職員的專業才能和發展他們的工作技能。年內，有559名職員出席92項由職業安全健康局、公務員培訓處、香港大學專業進修學院、香港教育學院及其他培訓機構舉辦的訓練及發展課程。此外，本署的14名工藝人員通過過往資歷認可機制下的評估，考獲78項水平為二級至四級的資歷證明書，取得相關資格繼續執行培訓在囚人士的工作。我們並安排職員參觀配備現代化生產設施的廠房，以及參觀海外機構組織，借鑑良好運作方式。



部門與外間機構合作，在女性青少年院所開辦美容班。
The Department co-operates with outside organisations to hold beauty classes for young female inmates.

Staff Training and Development

We endeavour to enhance the competency and develop the capability of our staff through comprehensive training. During the year, 559 staff attended 92 training and development programmes in different areas organised by the Occupational Safety & Health Council, Civil Service Training and Development Institute, HKU School of Professional and Continuing Education, Hong Kong Institute of Education and other training bodies. Fourteen instructing staff obtained 78 certificates from level 2 to level 4 under the assessment test of Recognition of Prior Learning that help sustain their capacities in delivering training to offenders. Visits to factories with modernised production facilities and overseas counterparts were also arranged for benchmarking good practices.

職業安全及健康

部門人員和在囚人士的職業安全及健康是本署首要關注的事宜，而本署的職業安全及健康督導委員擔當領導角色，負責在部門內推廣注重職安健的文化、制定安全政策，以及提升職員的安全意識。

我們定期在各懲教院所進行有關職安健的風險評估和安全檢討，以預防意外發生和推廣安全作業方式。我們又安排部門人員參加職安健工作坊及研討會，以取得相關經驗和分享知識。二零一零年七月，部門派員參加由職業安全健康局和勞工處合辦的職安健常識問答比賽，以支持在香港推廣職安健文化。

Occupational Safety and Health (OSH)

The occupational safety and health issues of staff members and persons in custody are the prime concern of the Department. The Departmental OSH Steering Committee takes the leading role to promote safety and health culture, to formulate safety policy and to enhance safety awareness across the Department.

We regularly conducted OSH risk assessments and safety reviews in all institutions to prevent accidents and to promote safety practices. Workshops and seminars on OSH are arranged for staff to enhance experience and knowledge sharing. To show our support to the promotion of OSH culture in Hong Kong, we participated in the Safety OSH Quiz co-organised in July by the Occupational Safety and Health Council and Labour Department.



開拓市場導向的職業訓練，
加強在囚人士釋後謀生技能
Market-oriented vocational training helps
improve inmates' employability after release

4 人力資源管理

Human Resource Management





突破傳統學習模式，
推動處境訓練
Scenario training complements
conventional form of learning

人力資源科通過推行策略發展及員工培訓的主要職能，繼續致力維持高度投入及積極主動的工作團隊。管理才能發展及培訓有助參與者建立事業發展階梯，以及取得所需技能，為日後晉升作好準備。

我們設有諮詢機制，以便與員工代表保持互惠的溝通，協助員工了解部門政策及所關注的問題。高級職員協商委員會及初級職員協商委員會每季均召開職員協商會議，討論員工所關注的問題。年內並定期與員工代表舉行諮詢會議，就職員宿舍、規定工作時數、署任安排和制服等特別事宜，收集員工的意見。

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 participants and prepare them with necessary skills as they move 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 the Junior Departmental Consultative Committee hold quarterly staff consultation meetings to discuss issues of staff concern. Regular consultations were also conducted with staff representatives throughout 2010 to solicit staff views on particular matters such as officers' accommodation, conditioned working hours, acting appointment and uniform.



職員訓練院為新入職人員提供基本訓練課程。新入職的懲教主任須接受26星期的訓練，而懲教助理的訓練期則為23星期，當中包括派駐懲教院所實習兩星期，訓練內容理論與實踐並重。二零一零年，共有105名懲教主任、352名二級懲教助理和43名工藝教導員接受了入職訓練。

二零零五年年中推出的管理才能發展及培訓計劃，旨在協助中層人員提升多方面的知識和技能。課程內容多元化，共分為13個單元，包括法律



懲教新力軍在結業會操上展示受訓成果。
New recruits show their training achievements at a passing-out parade.

The Staff Training Institute (STI) is dedicated to providing effective basic training programmes to newly recruited staff members. Training courses last 26 weeks for Officers and 23 weeks for Assistant Officers, emphasising both theory and practice, and include a two-week field placement at penal institutions. In 2010, 105 recruit Officers, 352 recruit Assistant Officers II and 43 recruit Instructors participated in the recruit training course.

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.

和行動方面的知識、領導才能培訓，以及誠信和財務管理；同時亦提供學習平台，協助合資格人員建立專業，實踐抱負。本署亦開辦高級指揮課程，協助高級人員提升行政和管理技能。

本署自二零零六年起全面推行歷奇為本訓練課程。職員訓練院設有多元化戶外訓練設施，以供進行不同的歷奇訓練活動。現時大部分訓練課程已加入歷奇訓練元素，協助受訓者提升解決問題的能力，並增進團隊合作，建立互信和自信。

本署設有室內和戶外練靶場，以提供專業和完備的槍械訓練課程。我們特別編定槍械處理複修課程，以增加職員對槍械應用的知識。年內，共有1 433名職員參加槍械訓練課程和進行射擊練習。



部門與香港大學專業進修學院合辦一系列少數族裔語言培訓課程。
The Department co-organises with the University of Hong Kong's School of Professional and Continuing Education a series of minority language courses.

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, trust building and confidence 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 1 433 staff underwent firearms training and participated in firearms practice in 2010.

此外，我們開辦壓點控制戰術拯救人質導師課程，以培訓符合有關資格的導師，合共有24名來自押解及支援組和職員訓練院的人員參加了是項課程。職員訓練院並開辦五班特別編定的防禦控制戰術訓練課程，共有118名人員參加，以加強他們在懲教院所處理暴力事故的防禦技巧。年內，我們亦為曾接受戰術訓練的入境事務處職員提供複修課程。

本署又與協青社合辦共34班為期一天的團隊培訓工作坊，共有708名高級懲教主任至懲教助理職級的人員參加，藉此協助參與的同事加深彼此的認識和了解，建立互信的團隊關係，以及發揮個人潛能和增強自信。



「院所為本的學長指導計劃」為新入職同事提供延續培訓和支援。
The "Institutional-based Mentorship Programme" provides continued training and support for new recruits.

A Pressure Point Control Tactics (PPCT) Hostage Rescue Instructor Training Course was organised to train up qualified PPCT Instructors. A total of 24 officers of ESG and STI attended the training. Besides, the STI conducted five classes of specially devised Tactical Defensive Team Training Course for 118 staff members to reinforce their defensive skills in handling violent situation in penal institutions. It also provided the already trained staff members of the Immigration Department with tactical refresher training.

This year, 34 courses of One-day Team Building Programme organised by Youth Outreach were provided to 708 staff from Principal Officers to Assistant Officers, with the aim of improving better understanding among colleagues, building up team relationship and developing personal potential & self-confidence.

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 quality courses and new training perspectives. In 2010, we conducted a total of 238 development training courses for 4 181 staff members in STI.

我們針對員工的需要，制定了一系列發展訓練課程，包括與大學、管理顧問公司及公務員培訓處緊密合作，開辦優質增選課程，並開發新的訓練範疇。年內，我們在職員訓練院為4 181名職員提供238項發展培訓課程。

本署一直與大專院校密切合作，開辦新的訓練課程。年內，本署與中文大學雅禮中國語文研習所合辦專為外籍職員而設的「中文讀寫培訓課程」I和II。課程III已於二零一零年十二月底開課。

另一方面，本署又與香港大學專業進修學院合辦一系列少數族裔語言培訓課程，包括為本地職員開辦三個有關旁遮普語、尼泊爾語和烏爾都語的課程，以加深他們對本港少數族裔的了解，從而更有效執行職務。



職員訓練院人員介紹「知識管理系統」的功能和使用方法。
Staff Training Institute officers introduce the "Knowledge Management System".

Besides, the Department has been working closely with tertiary institutions to generate new training initiatives. In 2010, we organised the "Chinese Reading and Writing Programme" – Course I and II – jointly with the Chinese Language Centre of The Chinese University of Hong Kong for our non-Chinese staff members. Course III started in late December 2010.

Likewise, we invited the School of Professional and Continuing Education of the University of Hong Kong (HKU SPACE) to organise the "Training Courses in Languages and Cultures of Ethnic Minorities in Hong Kong". Three courses under the subject on Punjabi, Nepalese and Urdu were held for our ethnic Chinese staff with a view to increasing their understandings of the ethnic minorities in Hong Kong and enhancing their job efficacy.

本署與香港大學專業進修學院於二零零八年首度合辦社會科學(懲教)高級文憑課程。截至二零一零年年底，已順利開辦兩個課程。第三個課程定於二零一一年年初開辦。

為確保本署人員充分掌握法律發展的最新資訊，本署於二零一零年三月和四月先後開辦「懲教署高級人員紀律處分程序和實務培訓課程」和「懲教署人員檢控議題培訓課程」兩項課程。二零一零年秋季，本署又為高級懲教主任或以上職級人員開辦八班「紀律程序及證據法律培訓課程」。

本署於二零一零年四月以試行形式推出「院所為本的學長指導計劃」，為完成入職訓練的新同事提供支援網絡和協助他們建立團隊精神。是項計

劃首先在四間選定院所試行，目前已有22位人員擔任學長和73位學員參與計劃。預算是項計劃會於二零一一年在各院所全面推行。

香港懲教博物館是香港主要旅遊點之一，作為本署與公眾之間的橋樑，向市民展示香港懲教體制的發展，以及懲教署在刑事司法體系所擔當的重要角色。館內為團體參觀訪客如學生及其他非政府機構團體提供導賞服務，講解更生工作和社會接受更生人士的重要性。年內，有34 624名訪客，包括653個團體參觀懲教博物館。預計在二零一一年一月，博物館會接待第500 000名訪客。



緊急應變隊在已停止運作的芝蔴灣懲教所進行演習。

The Correctional Emergency Response Team carries out a drill at the vacated Chi Ma Wan Correctional Institution.

The Advanced Diploma Social Sciences (Corrections) Programme organised jointly by the Department and HKU SPACE first started in 2008 and two courses had successfully been held until the end of 2010. The third course is scheduled for early 2011.

To equip staff members with updated knowledge in the development of laws, we organised the "Training Programme in Disciplinary Proceedings and Practices for Senior Officers of Correctional Services Department" and "Training Course in Prosecution Topics for officers of CSD" in March and April 2010. Eight "Training Programme in Disciplinary Procedures and Law of Evidence" classes were held for Principal Officers and above during the year.



「和諧十一號」部門演習測試各級人員處理突發事故的應變能力。

Exercise Concord XI tests the departmental emergency response.

With a view to cultivating a supporting network and team spirit for our newly passing-out staff, the "Institutional-based Mentorship Programme" (IBMP), in the form of pilot-run, was introduced in April 2010. At its onset, four institutions were selected for the trial run while a total of 22 mentors and 73 mentees were engaged in the Programme. It is expected to be launched in full swing in all institutions in 2011.

Being one of the key tourist spots in the region, the Hong Kong Correctional Services Museum not only serves as a channel between the Department and the community, but also showcases the public 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 were provided to group visitors like school students and other Non-Government Organisations with the importance of rehabilitation of offenders and their acceptance by society well illustrated. During the year, the Museum served 653 visiting groups with 34 624 visitors. Moreover, the 500 000th visitor to the museum was expected in January 2011.

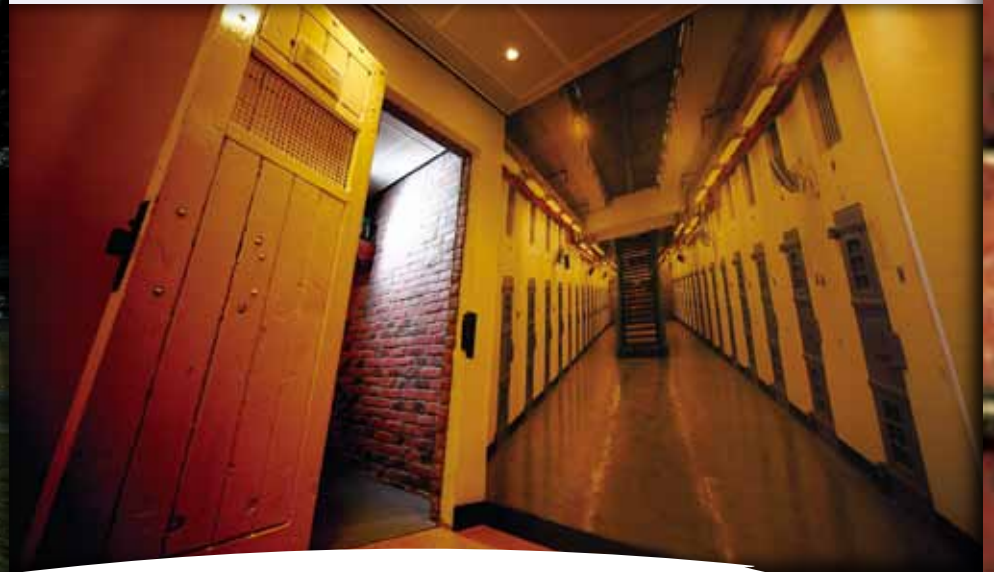
職員關係及福利組負責統籌一切與職員福利有關的事宜，並為有需要的職員及其家屬提供即時協助。懲教署福利基金亦為有需要的在職人員、退休人員及其家屬提供貸款和補助金。該組亦負責管理懲教署中央基金，為本署人員提供保險服務，同事可自由參加。

懲教署人員子女教育信託基金為懲教助理及部門同等職系人員的子女提供經濟援助，使他們能繼續升學，接受高等教育。此外，接受全日制教育或訓練的殘疾兒童亦可獲得信託基金資助。年內，信託基金向148名受助者提供合共694,376元的資助。



懲教署體育會協助部門安排體育及康樂活動，是推動員工建立健康均衡生活模式和培育團隊精神的重要一環。年內，我們舉辦了多項活動，包括陸運會、水運會、十公里長跑大賽、「家庭同樂在喜靈」及八項院所際體育比賽。

本署積極參與慈善及籌款活動，包括「公益金僱員樂助計劃」、「公益金百萬行」等。在二零零九至一零年度「公益金僱員樂助計劃」中，本署榮獲四個獎項，包括政府部門最高籌款獎第一名、最高參與率獎、傑出獎項及銀獎，本署亦在二零零九至一零年度「公益金百萬行」中奪得傑出步行隊伍獎。



懲教博物館完成翻新工程，並新添戶外展品。
Hong Kong Correctional Services Museum completes renovation and installs outdoor exhibits.

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 aid them in pursuing higher education. Disabled children undertaking full-time education or training also received financial assistance from the Trust. In 2010, a total of \$694,376 was granted to 148 recipients.

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, the Annual Sports Meet, Swimming Gala, 10 Km Distance Run, Family Outing on Hei Ling and eight inter-institutional competitions were just some of the many events being organised.

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 were presented by the Community Chest of Hong Kong the Highest Donation of Civil Service Category, Highest Participation Rate of Civil Service Category, Outstanding Award and Silver Donor in 2009/2010. The Department also won the Outstanding Walking Teams Award in the 2009/2010 Walk for Millions.

愛羣義工團通過參與慈善活動，表達對社會的關顧。年內，義工團團員合共參與了14 000小時的義務工作，其中包括「滙豐博愛單車百萬行」、「樂施毅行者2010」及「二零零九至一零年度公益金百萬行」。

職員心理輔導服務組分別於赤柱和荔枝角設有服務中心，為職員及其家人提供心理治療、心理教育材料和鬆弛身心設施。臨床心理學家(職員服務)協助推廣健康均衡生活模式。我們亦預備了視訊資料協助新入職人員適應新工作，以及加強他們對健康均衡生活的意識。臨床心理學家(職員服務)除了編製關於健康均衡生活和情緒管理的小冊子外，並在院所舉辦關於健康均衡生活的講座。我們繼續為新入職人員和修讀複修課程的職員提供個人心理輔導服務和在職訓練。臨床心理學家(職員服務)亦會因應需要，為遇到嚴重事故的職員及其家人，提供緊急危機處理及事後輔導服務。為加強服務，我們已增設一個臨床心理學家(職員服務)職位。



署方透過推動「健康均衡生活」，促進職員的身心健康。
CSD promotes healthy and balanced lifestyle among its staff to enhance their physical and psychological well-being.

The Oi Kwan Volunteer Group Limited seeks to extend our spirit of care to the community through benevolent activities. During the year, a total of 14 000 hours of voluntary work were provided by its members in various social services including HSBC Pok Oi Cycle for Millions, Oxfam Trailwalker 2010 and 2009/2010 Walk for Millions.

The Staff Psychological Service, 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. Clinical Psychologist (Staff Services) assists in the promoting healthy and balanced lifestyle (H&B lifestyle). Videos were produced to facilitate newly recruited staff's work adjustment and on the awareness of the importance of H&B lifestyle. Apart from production of leaflets on H&B lifestyle and mood management, Clinical Psychologist (Staff Services) has also conducted talks on H&B lifestyle at institutions. Psychological services for individuals and in-service training for new recruits and refreshers continue. Whenever necessary, Clinical Psychologist (Staff Services) provides ad-hoc crisis intervention and debriefing work for staff and their families who are actively facing critical events.

本署一直持續和全面關懷員工、其家人以至整個社會的福祉，因此獲得香港社會服務聯會頒發商界展關懷計劃「2005-10同心展關懷」標誌。

部門操守委員會自二零零七年成立以來一直全力推動職員保持高度誠信，並在部門推廣重視道德操守的文化。委員會在副署長領導下，根據「e-CSD」模式，即教育、高層管理人員的承擔、監管和紀律，定下誠信管理措施的方向。年內，委員會就防貪和誠信管理兩個主題，為中級管理人員舉辦了防貪知識導師培訓工作坊，讓他們於院所的在職訓練環節將防貪信息傳達給前線人員。同時，委員會繼續為不同職級的新入職人員舉辦防貪講座，從而深化部門保持廉潔守正的文化。



愛羣義工團熱心參與各類義工服務，貫徹關懷社群的精神。
The Oi Kwan Volunteer Group participates in voluntary services to extend their care to the community.

An additional post of Clinical Psychologist (Staff Services) has been created to further strengthen the services.

With the continual, sustainable and total commitment in caring for the well-being of staff and their families as well as the community, the Department has been awarded the "Caring Organisation Award 2005-10" under the Caring Company Scheme organised by the Hong Kong Council of Social Service.

The Departmental Ethics Committee has, since its establishment in 2007, exerted its all-out effort to maintain a high level of staff integrity and to promote an ethical culture within the Department. Led by the Deputy Commissioner, the Committee set direction on integrity management initiatives according to the e-CSD model, namely Education, Commitment (by top management), Supervision and Discipline. In 2010, train-the-trainer workshops on the topics of Anti-Corruption and Integrity Management were arranged for middle managers to equip them in delivering training to all frontline staff at institutions. In addition, seminars on corruption prevention were continuously organised for recruit officers and assistant officers as a sustained effort to embed the integrity and ethical culture in the Department.

因應社會情況的轉變，以及公眾對懲教服務和部門人員的要求不斷提高，本署在年內委託顧問公司就部門「抱負、任務及價值觀」宣言進行檢討研究，以確保宣言內容與時並進，切合部門服務的長遠發展。新修訂的部門「抱負、任務及價值觀」於五月三日正式推出，更確切反映部門在長遠發展上的角色路向，以及懲教人員共同追求的價值信念。

面對轉變，本署為高級人員和中級管理人員舉辦一系列導師培訓工作坊，協助他們將有關轉變的信息傳達院所的前線人員。同時，為推廣新宣言，本署推出多項印有新宣言的宣傳物品，包括海報和電腦桌布等。為了實踐新的「抱負、任務及價值觀」宣言，本署全體人員會繼往開來，緊守崗位，推動懲教服務精益求精，贏取市民的信賴及國際的讚譽。

With the changes of social context and rising public expectations on our services and staff, CSD commissioned a consultancy review in 2010 to refine the "Vision, Mission and Values" (VMV) statement to keeping abreast of time and the long-term development needs of our services. The newly refined VMV statement reflecting the Department's roles and commitment as well as the shared belief of staff was unveiled on 3 May 2010.

In light of the change, a series of train-the-trainer workshops were arranged for Senior Officers and middle managers with a view to equipping them in conveying the message to frontline staff in all institutions. Promotional items including posters and computer wallpaper bearing the refined VMV statement were produced.



有保障有前途的工作，
會變成富意義與挑戰性的職業
*A job with security and prospects has become
a meaningful and challenging career*

5 服務質素

Quality Assurance





發展現代化監察系統，
提升保安水平

Modernised surveillance system enhances security level

- 零一零年，服務質素科一如既往，適時檢討和推行優化措施，以
- 維持及提升服務水平。

審核及保安組

審核課致力提供有系統和優質的審核服務，確保各院所恪守部門的政策、規則及規例、既定方法和標準，並能善用資源，提高工作效率。

年內，審核課於不同院所進行了5次全面視察、8次專題視察、18次跟進視察、17次保安視察、16次突擊視察，以及一次關於「收集和處理戒毒所受監管者尿液樣本」的專題研究。

In 2010, the Quality Assurance Division (QAD) continued to timely review and initiate enhancements for upholding the service standard of the Department.

Inspectorate and Security Unit

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

In 2010, the Inspectorate Sub-unit conducted a total of five full inspections, eight thematic inspections, 18 follow-up inspections, 17 security inspections, 16 surprise visits to various institutions and one thematic study on "Collection and handling of urine specimens from DATC supervisees".

為了持續提升服務質素，審核課在二零一零年推行多項新措施，包括檢討香港懲教設施標準及改善院所工作評核制度。前者的重點是檢討現有的設施標準，確保標準切實可行，以及把標準內容簡化，方便參考。後者則集中簡化和統一院所工作評核報告的內容格式，並把呈交報告的程序劃一，加強監察機制及為院所視察人員提供適切培訓。

為提供一個無毒品的安全環境羈押囚犯，保安課在過去一年全力打擊偷運違禁品進入懲教院所。署方在年內檢獲毒品137次，全部均在流入院所的門檻前已被截獲。



院所利用掃描儀器協助檢查進出車輛。

Scanning machine is used to help inspect vehicles leaving or entering an institution.

To strive for continuous improvement, the Inspectorate Sub-unit launched several initiatives in 2010 including the review of Hong Kong Correctional Services Standards and the enhancement of Operational Assessment (OA) System. The former was focused on reviewing the level of standard in feasible context and streamlining its contents to be more user-friendly for quick reference. The latter was targeted at simplifying and unifying OA report format, standardising report submission schedule, fortifying the monitoring mechanism and providing tailor-made training for institutional inspectors.

During the year, the Security Sub-unit made every effort to stamp out the smuggling of contrabands into penal institutions to maintain a drug-free environment for the safe custody of offenders. In 2010, there were 137 seizures of dangerous drugs with all intercepted on the doorstep of institutions.

杜絕懲教院所內的賭博和非法活動亦是保安課的重要工作之一。署方根據可靠情報和頻密搜查行動，及時制止多項賭博和非法活動。年內，保安課於各院所進行了162次聯合搜查行動、1 086次特別搜查行動及77次夜間突擊搜查行動，成效顯著。

為簡化情報收集程序及加強情報分析，保安課提升「保安情報管理系統」的效能，而經優化的系統已於二零一零年年底投入運作。

在培訓方面，保安課與平等機會委員會為服務質素科的職員合辦一系列講座，講述禁止歧視條例的內容及相關的法律義務。



保安人員透過情報搜集防範不法活動在院所發生。

Security officers prevent illicit activities from happening in institutions through intelligence gathering.

The deterrence of gambling and illicit activities in correctional facilities is also an important mission of the Security Sub-unit. Based on sound intelligence and frequent searching operations, gambling and illicit activities are forestalled. In 2010, 162 joint searching operations, 1 086 special searching operations and 77 night raid operations were conducted in institutions with fruitful results.

To streamline the process of intelligence collection and strengthen intelligence analysis, the Security Sub-unit launched a project on developing the Security Intelligence Management System. The enhanced system was put into operation in late 2010.

On the training front, the Security Sub-unit organised with the Equal Opportunities Commission a series of seminars on anti-discrimination ordinances and related legal obligations for all QAD officers.

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。二零一零年的調查結果顯示，對服務感到滿意的人士超過90%。



人員定期檢查圍網。
Officers inspect perimeter fences regularly.

為了持續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「知識管理系統」及部門內聯網的「優質管理錦囊」，供職員參考。為了促進市民對部門的投訴處理工作的認識，我們在二零一零年十二月把介紹部門投訴處理工作的宣傳短片上載於本署網頁。

投訴調查組在二零一零年共接收了438宗由在囚人士和公眾人士提出的個案。當中，由該組展開調查的個案為118宗，轉介院所處理的個案為177宗，而列為求助或查詢個案為143宗。年內，懲教署投訴委員會一共審核149宗由上述人士提出的個案，並作出了七項改善服務的建議。



院所保安組聯合警衛犬隊人員，進行搜查囚倉行動。
Security staff join Correctional Services Dog Unit staff in a searching operation.

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 2010, the satisfaction rating was over 90%.

As an initiative for continual improvement and for sharing useful information among staff, the CIU has uploaded to the "Knowledge Management System" and "Smart QA Info" of CSD Intranet complaints statistics and recommendations endorsed by CSDCC as well as Cases of Interest on quarterly basis. To better facilitate public understanding on the Department's complaints handling service, new promotional videos had also been uploaded to the CSD website since December 2010.

In 2010, the CIU received a total of 438 cases from persons in custody and the public. Among them, 118 cases entailed CIU investigation, 177 cases entailed handling by institutions and 143 cases are the requests / enquiries handled by the CIU. The CSDCC examined 149 cases raised by the said parties and made seven recommendations for service improvement.



管理事務組

管理事務組積極進行管理研究，並協助探討先進科技的應用，藉以提升部門運作的效率和加強保安。

年內，管理事務組因應懲教院所的獨特運作情況，引進及試行特別研發的車底檢查系統，以提高懲教院所的保安水平。該組並繼續探討提升身體掃描器的效能，以協助搜查在囚人士。除了研究應用新電子貯物櫃以改善訪客存放個人物品的設施外，該組又修訂《懲教署職員資料手冊》，並已派發給全體職員。



管理事務組與香港大學電子商業科技研究所就院所鎖匙管理制度合作進行的研究計劃，已獲得創新科技署批准撥款資助進行。

年內，該組亦不時修訂在懲教署職權範圍內的相關法例、部門工作守則和運作手冊，以確保符合運作需要及因社會環境轉變而產生的訴求。



囚犯出入不同地點均須接受儀器檢測及人員搜查。

Searches are conducted on inmates manually and by machines when they enter or leave any location.

Management Services Unit

The Management Services Unit carries out management studies and helps research in advanced technology for enhancement of operation and security of the Department.

In 2010, the Unit had initiated a tailor-made "Under Vehicle Surveillance System" and conducted a pilot trial for enhancing the security of penal institutions. Besides, continuous exploration on the upgrading of body scanner to assist the searching on persons in custody was still in progress. Apart from conducting a research into the use of new electronic locker to improve the storage facilities for visitors, the Unit refined the "CSD Staff Information Booklet" and issued it to all staff members.

Funding support was approved by the Innovation and Technology Commission for the Unit, in collaboration with the E-Business Technology Institute of the University of Hong Kong, to conduct a research project in key management system for our penal institutions.

During the year, the Unit also 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 the demands arising from the changing environment in society.





竭誠維護社會安穩，今昔不變
*Maintaining a stable society has all along
been our dedication and commitment*

6 行政及策劃

Administration and Planning





用心策劃，
創造更佳的羈押環境
A better custodial environment is created with painstaking thought

行政及策劃科由一名首長級丙級政務官掌管，包括以下各組別：

行政組

部門行政分組：負責為本署總部和懲教院所提供行政及後勤支援，包括資源、環保、檔案和樓宇管理，以及負責部門約500名一般職系人員的職系管理事宜。

人事分組：負責處理約6 500名職員的人事事宜，包括薪酬和津貼、假期和旅費、房屋福利、僱員補償及終止聘用。該組亦負責在電腦系統內存備人事檔案及薪酬記錄。

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 personal 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.

聘任分組：處理所有招聘和晉升選拔工作。年內，有關工作為數超過40項。行政長官在二零零八年十二月公布，政府計劃於二零一零年三月前公開招聘約7 700名公務員，懲教署已完全達到招聘372名公務員的協定目標。截至二零一零年三月底，本署通過公開招聘聘用了382名申請人。

編制分組：負責一切編制事宜，包括開設及刪除職位，為運作需要臨時調配職位，並為部門編制委員會提供秘書服務。

內部核數分組：負責視察各院所的財政及物料供應事宜，確保有關人員遵從政府所定的規例及程序。

翻譯分組：除了提供主要的中英文翻譯服務外，亦為院所所員安排及統籌有關越南語文和其他非法定語文及方言的翻譯及傳譯服務。

中央物料供應組：監管所有與採購、供應、物料及設備有關的行政和財務事宜。二零零九至一零年度的全年採購總開支如下：

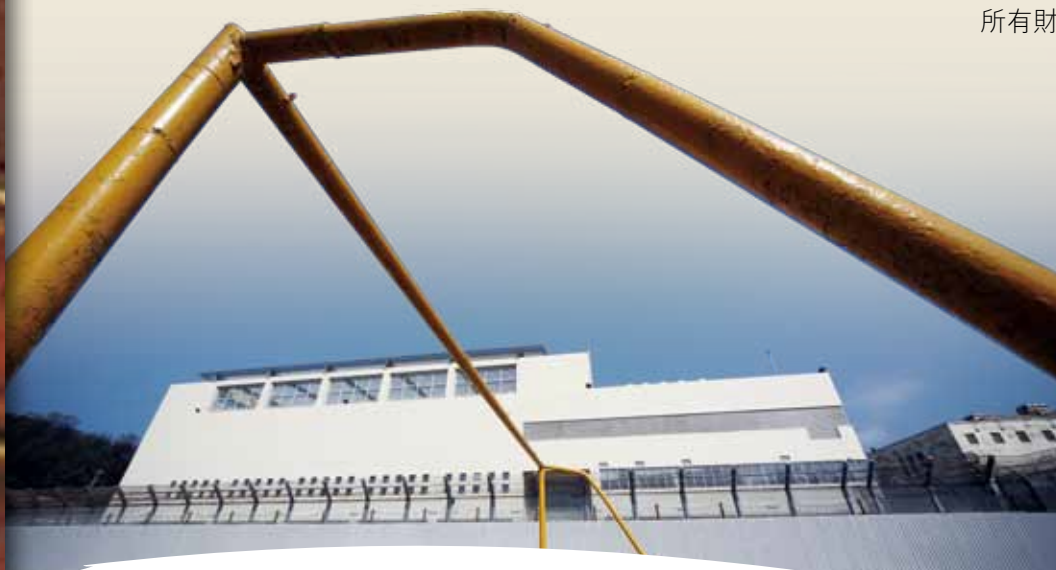
院所物品和設備 — 4,163萬元；

囚犯衣服 — 815萬元；

職員制服 — 755萬元。

會計組

包括部門會計組、管理會計組和工業會計組，共同負責涵蓋懲教工業的所有財政及會計工作。



赤柱監獄新建的乙區綜合大樓，為在囚人士提供更多更生設施。
New Area B Complex in Stanley Prison will provide more rehabilitation facilities for inmates.



騰空的荔枝角懲教所正改建為荔枝角收押所一部分。
Works are underway to amalgamate the vacated Lai Chi Kok Correctional Institution into Lai Chi Kok Reception Centre.

Appointments Unit: handles all recruitment and promotion exercises. Over 40 such exercises were conducted in 2010. Regarding the Chief Executive's target announced in December 2008 that the number of expected intakes of civil servants from open recruitment up to March 2010 would be around 7 700, CSD had fully met the agreed target of 372 and offered a total of 382 appointments by end of March 2010 via open recruitment exercises.

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

Internal Audit Sub-unit: inspects financial and stores functions 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.

Central Supplies Unit: supervises administrative and financial matters relating to procurement, supplies, stores and equipment. Annual purchases in 2009-10 included:

Institutional Goods and Equipment: \$41.63 million

Prisoners' Clothing: \$8.15 million

Staff Uniform: \$7.55 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.

本署在二零一零年的總開支為28.43億元(不包括建設工程費用)，較二零零九年增加8.3%。開支增加主要由於個人薪酬上升所致。從各項來源所得的全年總收入為5,200萬元，其中4,500萬元來自職員宿舍租金。

懲教署工業組暫記帳內的訂購和收款總額分別為1.08億元和1.11億元。

整合科技組

整合科技組包括電子行動組和電子行政組，負責為部門提供資訊科技方面的支援，協助日常運作順暢。在保安局資訊科技管理組的支援下，整合科技組負責策劃、統籌和推行各項資訊科技活動及電子政府措施，以提高部門的運作效率。



院所人員指導囚犯進行簡單的設施翻新工程。

Institutional staff instructs inmates to carry out simple renovation work in an institution.

Expenditure in 2010 was \$2,843 million, excluding capital building works. This represents a 8.3 % rise on 2009, mainly due to increased personal emoluments. Revenue collected from various sources during the year amounted to \$52 million, including \$45 million in rent from staff quarters.

Purchases and recoveries under the Correctional Services Industries Suspense Account were \$108 million and \$111 million respectively.

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

電子行動組專責處理網絡系統的發展，以及與行動有關的資訊科技計劃和服刑資料管理系統的管理工作。電子行政組則專注行政方面的電腦系統和計劃項目的管理工作，以及部門互聯網網站和內聯網的系統維修。

除了日常的資訊科技應用外，該組繼續研究可否整合不同科技以提升懲教院所的運作效率。



電子行動及行政組人員合力維持部門資訊網絡暢順運作。

The e-Operations Office and the e-Administration Office jointly maintain the smooth operation of the Department's IT network.

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.

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.



公共關係組安排傳媒進行各類採訪活動。
The Public Relations Section arranges various activities for the media.

工程及策劃組

工程及策劃組負責與建築署及機電工程署共同計劃興建新懲教院所及翻新陳舊的懲教設施。年內完成的主要工程項目包括重建羅湖懲教所、提升大欖女懲教所的閉路電視系統、改善石壁監獄的調頻廣播接收效果、翻新白沙灣懲教所的印刷和裝訂工場、為赤柱監獄的工場和飯堂更換省電照明系統、為喜靈洲懲教所安裝供車輛進出的電動閘、改善勵新懲教所所員囚倉的照明系統，以及翻新香港懲教博物館。

進行中的基本工程計劃包括在赤柱監獄興建綜合大樓，為在囚人士提供額外附屬設施，預計工程會於二零一一年首季完成。規劃中的基本工程計劃包括重新發展芝蔴灣監獄範圍、大欖女懲教所、屯門虎地的前消防處已婚職員宿舍，以及香港仔田灣的前房屋署職員宿舍。

進行中的小規模建造工程包括把塘福懲教所的一座囚倉改建為職業訓練綜合大樓，在喜靈洲興建中央探訪室綜合大樓，重建沙咀懲教所的體育館，更換東頭懲教所的圍網，翻新壁屋監獄的圖書館、課室和辦公室，把荔枝角收押所及荔枝角懲教所合併，在喜靈洲戒毒所建造金屬製品工場，提高小欖精神病治療中心大圍區的保安水平，改善勵敬懲教所的附屬設施，以及改善喜靈洲的運動場。規劃中的小規模建造工程包括改善大欖懲教所的探訪室設施。

本署正物色合適院所以增設成年在囚人士的職業訓練設施，並正為各院所更換省電照明系統，代替傳統照明裝置，以及改善所有院所的消防系統和探訪室設施。我們亦正研究改善各院所的污水處理設施。

本署很多規模較小的建造、改善和維修工程均由所員進行。此舉不但為所員提供更生和職業訓練的機會，更可節省大量公帑。

Works and Planning Section

The Works and Planning Section plans for the construction of new penal institutions, rejuvenates the existing aged correctional facilities in conjunction with Architectural Services Department and Electrical and Mechanical Services Department. Major projects completed in this year include the redevelopment of Lo Wu Correctional Institution, upgrading of closed circuit television system in Tai Lam Centre for Women, improvement of FM radio reception in Shek Pik Prison, refurbishment of printing and bookbinding workshop in Pak Sha Wan Correctional Institution, replacement of energy saving lighting at workshops and dining halls in Stanley Prison, installation of electric-motorised vehicular gate in Hei Ling Chau Correctional Institution, improvement of lighting systems at inmates' dormitories in Lai Sun Correctional Institution, and refurbishment of Hong Kong Correctional Services Museum.

Capital works project in progress includes the construction of a Complex Block in Stanley Prison to provide additional ancillary facilities for persons in custody. The project is expected to complete in the first quarter of 2011. Capital works projects under planning include redevelopment of Chi Ma Wan Prison Area, redevelopment of Tai Lam Centre for Women, redevelopment of the ex-Fire Service 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 a dormitory block into vocational training complex block in Tong Fuk Correctional Institution, the construction of a centralised visit room complex in Hei Ling Chau, reconstruction of the gymnasium in Sha Tsui Correctional Institution, replacement of outer perimeter fence in Tung Tau Correctional Institution, refurbishment to the library, classroom and office in Pik Uk Prison, the amalgamation of Lai Chi Kok Reception Centre and Lai Chi Kok Correctional Institution, construction of a metal workshop in Hei Ling Chau Addiction Treatment Centre, upgrading of security standard at the main gate area of Siu Lam Psychiatric Centre, improvement of ancillary facilities in Lai King Correctional Institution and improvement of the stadium in Hei Ling Chau. Minor Building Works project under planning includes upgrading the 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 is being replaced with energy saving lighting devices, and the upgrading of the fire services installations and visiting facilities in all institutions is in progress. It is also studying the upgrading of sewage treatment facilities in different institutions.

Inmate labour is used in many minor building works, 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.

公共關係組

公共關係組負責向傳媒發放有關本署各項計劃、服務和活動的消息。通過向傳媒提供相關資料，有助更多市民得知本署所提供的羈管及更生服務的最新情況。

該組亦處理新聞界的查詢，發放新聞稿，籌辦新聞發布會和記者招待會，安排傳媒與懲教署人員會面及參觀懲教院所。

此外，該組亦協助製作宣傳物品，包括單張、小冊子、海報、展板，以及電視、電台的政府宣傳聲帶和短片，並提供意見。該組亦同時負責本署年報及《愛羣》月刊的編製工作。

統計及研究組

該組負責就部門運作和懲教計劃的策略規劃、監察和檢討，提供統計資料和研究支援。

除編製統計報告以應付部門管理及規劃需要外，該組亦收集有關在囚人口的社會經濟和犯罪背景特徵的統計數字，以及定期更新在囚人口的推算數字，為日後的需要作出評估。

該組亦負責研究罪犯在入獄前的吸毒情況、在囚期間的自殘行為、本地罪犯在獲釋後的再犯罪情況及「罪犯風險與更生需要評估及管理程序」的成效，以期盡量提升懲教治療、懲教行動和行政工作的成效。該組亦提供統計分析、研究結果和技術支援，以協助制訂政策、決策和解決問題。

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 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 behaviour of offenders in custody and recidivism of discharged local offenders and effectiveness of the Risks and Needs Assessment and Management Protocol 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.



文職團隊一直是部門運作的後盾
The clerical team has long been the Department's backing

7 環保管理

Green Management





善用每寸空間，為環境增添綠意
Every inch of space is effectively used to provide
a greener environment

本署在各方面的運作均以環保為重要考慮因素，嚴格執行與環保有關的法例、規定及標準，力求保持良好記錄，取得明顯改善。我們的設施設計及運作均貫徹環保的原則，並切實執行節省資源措施。此外，本署致力減少廢物、循環使用物資、採購和使用環保製品和原料，以及提高職員及所員的環保意識等工作，以確保各項環保措施付諸實行。在二零一零年八月全面投入運作的羅湖懲教所，廣泛應用了符合環保的建築設計及設施，包括善用天然日光、採用送氣通風系統及通風塔設計，提供自然氣流及室內空氣流通、建造綠化天台降低室溫，及廣泛種植花木以加強自然環境的生態多樣性。

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. Lo Wu Correctional Institution which started full operation in August 2010 demonstrated extensive application of eco-friendly building designs and facilities. Among them are the full adoption and use of natural daylight, use of cool air plenum with vent shaft design to provide natural air flow and indoor ventilation, provision of "green" roofs to lower indoor temperature and extensive soft landscaping to enhance the biodiversity value of habitat.



環保管理及責任

環保委員會配合條例規定，訂定本署的環保目標，落實環保措施。在參考職員、所員、伙伴及其他方面的意見後，該委員會推行由本署制定的政策，並與環境審核小組合作。在二零一零年，環境審核小組分別為押解及支援組和塘福懲教所進行全面環境審核，審核結果及建議會在部門職員間分享。



由在囚人士培植的花卉每年都在香港花卉展覽懲教署的攤位中展出。
Plants nurtured by inmates are displayed at the Department's stall in the Hong Kong Flower Show annually.



環保措施

措施包括節省能源和環保管理，逐步引入節能的電器及照明系統以代替傳統的裝置，再生能源科技亦開始融入院所的設施。本署重視有效運用資源，致力減少浪費，節約用水，以及控制辦公室的各項運作消耗。我們亦確保盡量循環使用工場的物料及剩餘食物，而院所化學及醫療廢物則由註冊承辦商處理，並經嚴格監管。各院所的設施及部門車輛均已加強廢氣排放管制。

此外，我們定期檢查及提升污水處理和隔濾系統，防止排放有害環境的污水，同時杜絕污染源頭。減低噪音污染是另一項重要工作。院所內所有地方，尤其是工場，均已實行監管噪音水平措施，並規定要有適當的聽覺保護裝置，保障所有人的健康。



喜靈洲戒毒所利用工場的剩餘物料製成立體化的助更生海報。
Hei Ling Chau Addiction Treatment Centre recycles materials of its workshop and produces 3-D rehabilitation poster.

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 2010, comprehensive audits were conducted at the Escort and Support Group and Tong Fuk Correctional Institution. The findings and recommendations of the Team would be shared among staff members.

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.

環保合作

本署與其他機構及組織緊密聯繫，推行環保運動。舉例來說，本署在秋季賣物會提供一系列有機及循環再造產品，亦與環境保護署及機電工程署專業人員聯手提高環保意識。

自然保育運動

我們採用符合高環保標準的供應商服務，並通過提供保育訓練及與生態有關的課程，致力教育職員和所員。在二零一零年，院所為其設施進行廣泛的美化工程，而本署及部門人員亦在香港花卉展覽中贏得獎項，顯示保育自然環境方面的卓越表現。

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.

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. Facilities have seen extensive beautification projects in 2010, while the Department and its staff won notable accolades at the Hong Kong Flower Show for the outstanding efforts in preserving the natural environment.



附錄

Appendices

懲教署總部組織圖(二零一零年十二月三十一日)
 Organisation chart of Correctional Services Department
 Headquarters (As at 31.12.2010)



署長
Commissioner

單日堅
SIN Yat-kin



副署長
Deputy Commissioner

邱子昭
YAU Chi-chiu

行動
Operations

助理署長
Assistant Commissioner

林國良
LAM Kwok-leung



更生事務
Rehabilitation

助理署長
Assistant Commissioner

李雙
LEE Sheung



人力資源
Human Resource

助理署長
Assistant Commissioner

羅益民
LAW Yick-man



服務質素
Quality Assurance

助理署長
Assistant Commissioner

林季新
LAM Kwai-sun



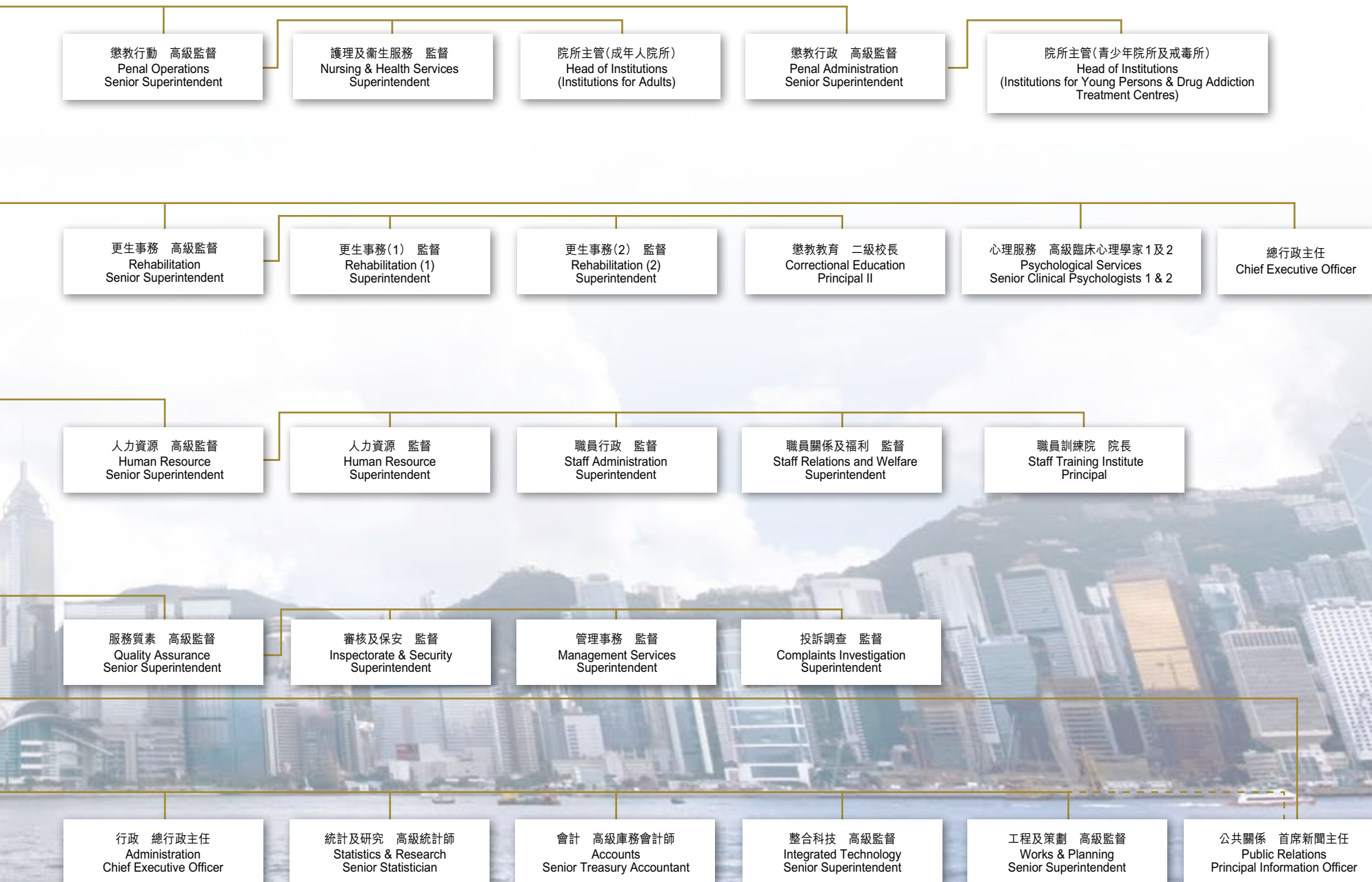
行政及策劃
Administration and Planning

政務秘書
Civil Secretary

曹振華
Herman C.W. CHO



工業及職業訓練 總經理
Industries and Vocational Training
General Manager



懲教署總部、職員訓練院及懲教設施位置圖

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

(二零一零年十二月三十一日)
(As at 31. 12. 2010)



H 懲教署總部
CSD Headquarters

S 職員訓練院
Staff Training Institute

懲教設施
Correctional facilities

1 羅湖懲教所
Lo Wu Correctional Institution

2 壁屋懲教所
Pik Uk Correctional Institution

3 壁屋監獄
Pik Uk Prison

4 伊利沙伯醫院羈留病房
Custodial ward at Queen Elizabeth Hospital

5 百勤樓
Pelican House

6 豐力樓
Phoenix House

7 勵行更生中心
Lai Hang Rehabilitation Centre

8 荔枝角收押所
Lai Chi Kok Reception Centre

9 勵敬懲教所
Lai King Correctional Institution

10 芝蘭更生中心
Chi Lan Rehabilitation Centre

11 大欖女懲教所
Tai Lam Centre for Women

12 大欖懲教所
Tai Lam Correctional Institution

13 紫荊樓
Bauhinia House

14 蕙蘭更生中心
Wai Lan Rehabilitation Centre

15 小欖精神病治療中心
Siu Lam Psychiatric Centre

16 歌連臣角懲教所
Cape Collinson Correctional Institution

17 勵志更生中心
Lai Chi Rehabilitation Centre

18 赤柱監獄
Stanley Prison

19 東頭懲教所
Tung Tau Correctional Institution

20 白沙灣懲教所
Pak Sha Wan Correctional Institution

21 馬坑監獄
Ma Hang Prison

22 瑪麗醫院羈留病房
Custodial ward at Queen Mary Hospital

23 喜靈洲懲教所
Hei Ling Chau Correctional Institution

24 喜靈洲戒毒所
Hei Ling Chau Addiction Treatment Centre

25 勵顧懲教所
Nei Kwu Correctional Institution

26 勵新懲教所
Lai Sun Correctional Institution

27 塘福懲教所
Tong Fuk Correctional Institution

28 石壁監獄
Shek Pik Prison

29 沙咀懲教所
Sha Tsui Correctional Institution



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各懲教院所人口 (以二零一零年十二月三十一日計算)
Population in Penal Institutions (as at 31.12.2010)

院所 Institution		監獄囚犯 / 所員 Prisoners / Inmates	還押犯 Remands	羈留者 Detainees
監獄	PRISON			
喜靈洲懲教所	Hei Ling Chau Correctional Institution	423	-	-
荔枝角收押所	Lai Chi Kok Reception Centre	374	740	-
勵敬懲教所	Lai King Correctional Institution	81	23	-
羅湖懲教所	Lo Wu Correctional Institution	1 211	-	-
馬坑監獄	Ma Hang Prison	212	-	-
白沙灣懲教所	Pak Sha Wan Correctional Institution	384	-	-
壁屋懲教所	Pik Uk Correctional Institution	249	161	1
壁屋監獄	Pik Uk Prison	558	-	-
石壁監獄	Shek Pik Prison	422	-	-
赤柱監獄	Stanley Prison	1 208	178	-
大欖女懲教所	Tai Lam Centre for Women	188	208	-
大欖懲教所	Tai Lam Correctional Institution	627	-	-
塘福懲教所	Tong Fuk Correctional Institution	774	-	-
東頭懲教所	Tung Tau Correctional Institution	502	-	-
戒毒所	DRUG ADDICTION TREATMENT CENTRE			
喜靈洲戒毒所	Hei Ling Chau Addiction Treatment Centre	428	-	-
勵新懲教所	Lai Sun Correctional Institution	106	-	-
勵顧懲教所	Nei Kwu Correctional Institution	205	-	-
教導所	TRAINING CENTRE			
歌連臣角懲教所	Cape Collinson Correctional Institution	153	-	-
勞教中心	DETENTION CENTRE			
沙咀懲教所	Sha Tsui Correctional Institution	151	-	-
更生中心	REHABILITATION CENTRE			
勵志更生中心	Lai Chi Rehabilitation Centre	81	-	-
勵行更生中心	Lai Hang Rehabilitation Centre	31	-	-
芝蘭更生中心	Chi Lan Rehabilitation Centre	23	-	-
蕙蘭更生中心	Wai Lan Rehabilitation Centre	16	-	-
精神病治療中心	PSYCHIATRIC CENTRE			
小欖精神病治療中心	Siu Lam Psychiatric Centre	215	55	-
總數 Total :		8 622	1 365	1

備註 : 不包括根據《監獄規則》第 21 條規定羈留的 12 名嬰兒及在中途宿舍居住的 45 名宿員。

Note : 12 infants detained under Prison Rules 21 and 45 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		
		2008	2009	2010	2008	2009	2010
A. 還押犯 Remands							
1.	聆訊的法院 For hearing in :						
	(a) 區域法院 District Court						
	不足21歲 Under 21 years	21	21	25	9	8	3
	21歲及以上 21 years and over	178	234	282	60	57	64
	(b) 裁判法院 Magistrates' Courts						
	不足21歲 Under 21 years	613	621	569	129	123	99
	21歲及以上 21 years and over	6 079	5 753	5 107	1 890	1 838	1 765
2.	於高等法院受審 For trial at the High Court						
	不足21歲 Under 21 years	8	2	11	0	1	0
	21歲及以上 21 years and over	21	18	34	3	2	6
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	536	505	347	56	96	55
	21歲及以上 21 years and over	1 575	1 573	1 260	297	321	252
4.	等候報告確定是否適合判入教導所 [#] Pending suitability report for sentence to a training centre [#]						
	不足21歲 Under 21 years	36	29	37	98	112	93
5.	等候報告確定是否適合判入勞教中心 ^{##} Pending suitability report for sentence to a detention centre ^{##}						
	不足21歲 Under 21 years	735	638	593	不適用N.A.	不適用N.A.	不適用N.A.
	21歲及以上 21 years and over	216	205	216	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	57	46	29	66	46	41
	小計 Sub-total :	10 075	9 645	8 510	2 608	2 604	2 378
B. 定罪監獄囚犯 / 所員 Convicted Prisoners / Inmates							
1.	判處監禁 Sentenced to imprisonment						
	不足21歲 Under 21 years	370	388	345	314	225	206
	21歲及以上 21 years and over	9 880	9 520	9 108	5 253	4 826	4 686
2.	召回監獄 Recalled to a prison						
	不足21歲 Under 21 years	10	8	10	0	1	1
	21歲及以上 21 years and over	27	22	25	1	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			
		2008	2009	2010	2008	2009	2010
B. 定罪監獄囚犯 / 所員 (續) Convicted Prisoners / Inmates (cont'd)							
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	149	248	244	57	81	57
	21歲及以上 21 years and over	931	1 004	838	179	239	220
4.	召回戒毒所 Recalled to a drug addiction treatment centre						
	不足21歲 Under 21 years	20	34	110	7	17	54
	21歲及以上 21 years and over	433	362	744	83	84	200
5.	判處羈押在教導所 Sentenced to undergo detention in a training centre						
	不足21歲 Under 21 years	141	110	97	6	12	11
6.	召回教導所 Recalled to a training centre	84	86	95	7	7	6
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	226	187	148	不適用N.A.	不適用N.A.	不適用N.A.
	21歲至24歲 21 - 24 years	50	33	21	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	152	84	79	不適用N.A.	不適用N.A.	不適用N.A.
	21歲及以上 21 years and over	10	22	11	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	344	233	186	74	68	64
10.	召回更生中心 Recalled to a rehabilitation centre	147	164	85	57	61	43
	小計 Sub-total :	12 974	12 505	12 146	6 038	5 621	5 548
C. 民事犯 Civil Prisoners							
1.	債務人 Debtors	0	2	0	0	1	0
2.	犯藐視罪* Contemnors*	12	-	-	0	-	-
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)	0	2	0	0	0	0
	小計 Sub-total :	12	4	0	0	1	0
D. 羈留者 Detainees +		6 105	6 121	1 078	5 856	5 782	1 264
總數 Total :		29 166	28 275	21 734	14 502	14 008	9 190

+ 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 (二零零一至二零一零年)
Admission of Prisoners / Inmates by Type of Offence and Sex (2001-2010)

附錄 Appendix 3

罪行類別 / 性別 Type of Offence / Sex	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
違反合法權力										
Against Lawful Authority										
男 Male	566	714	756	695	694	710	671	519	427	380
女 Female	316	565	914	898	590	467	258	240	192	144
小計 Sub-total :	882	1 279	1 670	1 593	1 284	1 177	929	759	619	524
違反公眾道德										
Against Public Morality										
男 Male	498	433	532	609	809	748	650	529	563	544
女 Female	34	34	72	92	91	73	66	43	42	38
小計 Sub-total :	532	467	604	701	900	821	716	572	605	582
侵害人身										
Against the Person										
男 Male	463	492	605	615	691	727	762	724	673	694
女 Female	32	52	67	65	53	77	79	84	81	85
小計 Sub-total :	495	544	672	680	744	804	841	808	754	779
侵害財產										
Against Property										
男 Male	3 019	3 706	4 054	4 490	4 294	4 043	3 609	3 167	3 135	3 003
女 Female	452	650	708	910	905	919	871	874	941	951
小計 Sub-total :	3 471	4 356	4 762	5 400	5 199	4 962	4 480	4 041	4 076	3 954
違反刑事法										
Against the Penal Code										
男 Male	1 216	1 224	1 143	1 248	905	1 042	865	905	747	766
女 Female	728	749	757	826	886	835	706	868	648	620
小計 Sub-total :	1 944	1 973	1 900	2 074	1 791	1 877	1 571	1 773	1 395	1 386
違反本地法律										
Against Local Laws										
男 Male	4 455	4 173	5 031	6 500	6 028	4 916	4 216	3 938	3 640	3 361
女 Female	6 091	8 881	9 642	10 676	7 332	5 515	3 621	3 426	3 143	3 006
小計 Sub-total :	10 546	13 054	14 673	17 176	13 360	10 431	7 837	7 364	6 783	6 367
毒品罪行										
Narcotics Offences										
男 Male	2 687	2 426	2 098	2 138	1 963	1 895	2 151	2 309	2 538	2 239
女 Female	302	267	280	308	282	261	349	348	404	400
小計 Sub-total :	2 989	2 693	2 378	2 446	2 245	2 156	2 500	2 657	2 942	2 639
所有罪行										
All Offences										
男 Male	12 904	13 168	14 219	16 295	15 384	14 081	12 924	12 091	11 723	10 987
女 Female	7 955	11 198	12 440	13 775	10 139	8 147	5 950	5 883	5 451	5 244
總數 Total :	20 859	24 366	26 659	30 070	25 523	22 228	18 874	17 974	17 174	16 231

按性別、懲教計劃及定罪時年齡組別劃分的收納人數(二零零一至二零一零年)
Admission of Prisoners / Inmates by Sex, Correctional Programme
and Age Group upon Conviction (2001-2010)

附錄 Appendix 4

性別 / 計劃 / 年齡 Sex / Programme / Age	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
男 MALE										
監獄 Prison										
不足21歲 Under 21 years	434	445	473	648	496	384	332	370	388	345
21歲及以上 21 years and over	10 392	10 979	11 992	13 790	12 831	11 855	10 783	9 880	9 520	9 108
戒毒所 Drug Addiction Treatment Centre										
不足16歲 Under 16 years	2	3	3	3	0	0	0	3	7	12
16至20歲 16 - 20 years	189	178	131	127	54	42	89	146	241	232
21歲及以上 21 years and over	1 294	880	949	996	1 440	1 161	1 041	931	1 004	838
教導所 Training Centre										
不足16歲 Under 16 years	20	17	9	16	11	17	12	6	12	12
16至20歲 16 - 20 years	186	159	119	147	117	147	137	135	98	85
勞教中心 Detention Centre										
不足16歲 Under 16 years	27	55	51	62	27	32	35	45	40	32
16至20歲 16 - 20 years	303	322	235	234	177	154	194	181	147	116
21至24歲 21 - 24 years	57	57	72	54	54	39	37	50	33	21
更生中心 Rehabilitation Centre *										
不足16歲 Under 16 years	-	13	27	35	44	56	53	58	56	36
16至20歲 16 - 20 years	-	60	158	183	133	194	211	286	177	150
女 FEMALE										
監獄 Prison										
不足21歲 Under 21 years	1 350	2 143	1 573	1 497	1 097	828	375	314	225	206
21歲及以上 21 years and over	6 337	8 780	10 608	11 995	8 775	7 059	5 261	5 253	4 826	4 686
戒毒所 Drug Addiction Treatment Centre										
不足21歲 Under 21 years	42	24	15	29	12	15	29	57	81	57
21歲及以上 21 years and over	210	206	185	169	192	180	213	179	239	220
教導所 Training Centre										
不足21歲 Under 21 years	16	19	9	24	7	10	9	6	12	11
更生中心 Rehabilitation Centre *										
不足16歲 Under 16 years	-	6	17	16	22	15	21	36	22	26
16至20歲 16 - 20 years	-	20	33	45	34	40	42	38	46	38

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

接受懲教署羈管者類別及性別劃分的平均每日人口(二零零一至二零一零年)
Average Daily Population under CSD Management by Type of Person and Sex (2001-2010)

羈管者類別 / 性別 Type of Person / Sex	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
監獄囚犯 Prisoners										
男 Male	7 702	7 667	7 654	7 792	7 237	7 016	6 703	6 151	5 849	5 778
女 Female	1 631	2 073	2 136	2 327	2 121	1 947	1 779	1 684	1 669	1 543
小計 Sub-total :	9 333	9 740	9 789	10 119	9 358	8 963	8 482	7 834	7 518	7 321
戒毒所所員 Drug Addiction Treatment Centre Inmates										
男 Male	688	526	514	576	663	611	543	485	543	611
女 Female	170	147	123	125	121	123	131	129	160	171
小計 Sub-total :	858	673	637	702	783	734	674	614	703	782
教導所所員 Training Centre Inmates										
男 Male	365	329	279	254	247	228	255	239	194	175
女 Female	39	33	29	29	28	21	18	13	18	20
小計 Sub-total :	404	362	308	283	275	249	273	252	212	195
勞教中心所員 Detention Centre Inmates										
男 Male	171	188	173	169	145	118	124	141	127	95
更生中心所員 Rehabilitation Centre Inmates *										
男 Male	-	17	79	100	90	110	142	193	162	120
女 Female	-	5	27	29	35	31	38	39	45	42
小計 Sub-total :	-	22	107	128	125	141	180	232	207	162
還押犯 Remands										
男 Male	1 090	1 073	1 107	1 295	1 224	1 081	1 213	1 198	1 303	1 279
女 Female	171	175	204	260	246	201	229	237	253	239
小計 Sub-total :	1 261	1 248	1 311	1 555	1 470	1 283	1 442	1 435	1 555	1 518
中途宿舍宿員 Residents of Half-way Houses										
男 Male	58	56	53	43	42	42	44	40	41	38
女 Female	7	6	5	4	5	5	7	8	12	8
小計 Sub-total :	65	62	57	47	47	47	51	47	53	46
羈留者 Detainees #										
男 Male	144	111	92	88	124	211	258	208	125	44
女 Female	69	68	56	45	62	103	117	117	113	33
小計 Sub-total :	213	179	148	133	187	314	375	325	238	77
所有羈管者類別 All Types of Persons										
男 Male	10 218	9 967	9 949	10 317	9 772	9 417	9 281	8 655	8 346	8 140
女 Female	2 087	2 507	2 580	2 821	2 618	2 432	2 320	2 227	2 269	2 055
總數 Total :	12 305	12 474	12 529	13 138	12 390	11 849	11 601	10 882	10 615	10 196

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.

二零一零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 2010

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		2	2	0	0	0	0.00%
香港中學會考 Hong Kong Certificate of Education Examination		86	280	109	20	2	46.79%
英國城市專業學會 City & Guilds							
簿記及會計 Book-keeping and Accounts	第一級 Level 1	24	24	10	N.A.	4	58.33%
	第二級 Level 2	6	6	0	N.A.	3	50.00%
商業財務 Business Finance	第一級 Level 1	19	19	11	N.A.	1	63.16%
	第二級 Level 2	5	5	1	N.A.	3	80.00%
中文試算表處理 Chinese Spreadsheet Processing	初級 Essential	79	79	26	N.A.	27	67.09%
	中級 Intermediate	11	11	5	N.A.	3	72.73%
中文文書處理 Chinese Word Processing	初級 Essential	101	101	33	N.A.	50	82.18%
	中級 Intermediate	25	25	12	N.A.	8	80.00%
辦公室英語 English for Office Skills	第一級 Level 1	2	2	0	N.A.	0	0.00%
國際綜合英語（母語為非英語人士） International English for Speakers of Other Languages	Preliminary	47	47	35	N.A.	4	82.98%
	Access	27	27	16	N.A.	0	59.26%
	Achiever	11	11	8	N.A.	0	72.73%
	Communicator	5	5	0	N.A.	0	0.00%
	Expert	2	2	0	N.A.	0	0.00%
實用數據處理 Practical Data Processing	初級 Elementary	14	14	3	N.A.	8	78.57%
	中級 Intermediate	2	2	1	N.A.	1	100.00%
英文試算表處理 Spreadsheet Processing Techniques	初級 Essential	4	4	2	N.A.	1	75.00%
英文文書處理 Word Processing Techniques	初級 Essential	62	62	16	N.A.	25	66.13%
	中級 Intermediate	11	11	2	N.A.	9	100.00%
小計 (英國城市專業學會): Sub-total (C & G):		457	457	181	N.A.	147	71.77%

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
英國倫敦工商會 London Chamber of Commerce & Industry							
簿記 Book-keeping	第一級 Level 1	32	32	0	4	9	40.63%
簿記及會計 Book-keeping and Accounts	第二級 Level 2	3	3	0	0	1	33.33%
商業混算 Business Calculation	第二級 Level 2	1	1	0	0	1	100.00%
商業行政 Business Administration	第一級 Level 1	1	1	0	0	1	100.00%
商業統計 Business Statistics	第三級 Level 3	1	1	0	0	1	100.00%
商業英文 English for Business	基本 Preliminary	4	4	1	1	1	75.00%
	第一級 Level 1	11	11	0	1	1	18.18%
	第二級 Level 2	1	1	0	0	0	0.00%
	第三級 Level 3	1	1	0	1	0	100.00%
	第四級 Level 4	2	2	0	0	0	0.00%
文本產生 Text Production	第一級 Level 1	2	2	0	1	1	100.00%
	第二級 Level 2	1	1	0	0	1	100.00%
小計 (英國倫敦工商會): Sub-total (LCC & I):		60	60	1	8	17	43.33%
英國皇家音樂學院樂理考試 ABRSM Music Theory Examination		29	29	0	9	20	100.00%
普通話水平測試 Test of Proficiency in Putonghua (Oral Test)		1	1	1	0	0	100.00%
考試總計: Examination Total:		635	829	292	37	186	62.12%

課程 Course		報讀人數 No. of Candidates	課程數目 No. of Courses	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		183	251	225	N.A.	N.A.	89.64%
香港管理專業協會 Hong Kong Management Association		41	45	41	N.A.	N.A.	91.11%
香港中文大學專業進修學院 School of Continuing and Professional Studies The Chinese University of Hong Kong		58	66	63	N.A.	N.A.	95.45%
課程總計: Course Total:		282	362	329	N.A.	N.A.	90.88%

Vocational Qualifications Obtained by Adult and Young Offenders in 2010

考試 Examination		人次 No. of Entries	及格 數目 Pass	「良」 級數目 Credit	「優」 級數目 Distinctio	及格率 Passing Rate
英國城市專業學會						
City and Guilds						
簿記及會計	第一級					
Book-keeping and Accounts	Level 1	25	6	0	9	60.00%
中文試算表處理	初級					
Chinese Spreadsheet Processing	Essential	38	7	0	20	71.05%
中文文書處理	初級					
Chinese Word Processing	Essential	91	22	0	50	79.12%
電腦輔助繪圖	第二級					
Computer Aided Draughting	Level 2	16	16	N.A.	N.A.	100.00%
建築業主要技術實操	第一級					
Construction Industry Core Skills Practice	Level 1	53	53	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	36	4	26	0	83.33%
建築業水管基礎技術實操	第一級					
Construction Industry Plumbing - Basic Skills Practice	Level 1	33	33	N.A.	N.A.	100.00%
建築業電工基礎技術實操						
Construction Industry Electrical Installation - Basic Skills Practice	第一級					
Level 1	Level 1	33	33	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	20	20	N.A.	N.A.	100.00%
桌上出版	第一級					
Desktop Publishing	Level 1	13	2	0	0	15.38%
餐飲服務實操	第一級					
Food & Beverage Service Practice	Level 1	7	7	N.A.	N.A.	100.00%
餐飲服務原理	第一級					
Food & Beverage Service Principles	Level 1	7	0	0	7	100.00%
專業美髮實操	第一級					
Hairdressing Skills Practice	Level 1	18	18	N.A.	N.A.	100.00%
專業美髮原理	第一級					
Hairdressing Skills Principles	Level 1	13	5	6	0	84.62%
商品零售實操一	第一級					
Retailing Practice	Level 1	53	53	N.A.	N.A.	100.00%
商品零售原理卷一	第一級					
Retailing Principles	Level 1	54	7	41	3	94.44%
顧客服務						
Customer Service		75	70	N.A.	N.A.	93.33%
銷售						
Selling		51	45	N.A.	N.A.	88.24%
小計						
Sub-total:		636	401	73	89	88.52%
製衣業訓練局						
Clothing Industry Training Authority						
成衣營商及市場學課程						
Clothing Marketing Course		63	19	15	7	65.08%
服裝及紡織文憑課程						
Fundamental Pattern Construction		26	7	12	3	84.62%
服裝及紡織文憑課程						
Sewing Practice		26	4	16	6	100.00%
小計						
Sub-total:		115	30	43	16	77.39%
職業訓練局						
Vocational Training Council						
美容護理證書						
Certificate in Beauty Care		9	9	N.A.	N.A.	100.00%
基礎髮型設計證書						
Certificate in Elementary Hairdressing		37	37	N.A.	N.A.	100.00%
辦公室及商業實務證書						
Certificate in Office & Commercial Practice		34	34	N.A.	N.A.	100.00%

中式廚務助理證書課程 Kitchen Assistant Certificate Course	7	7	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	5	5	N.A.	N.A.	100.00%
汽車車身噴漆基礎證書 Vehicle Body Painting Foundation Certificate Course	12	12	N.A.	N.A.	100.00%
小計					
Sub-total:	104	104	0	0	100.00%
建造業議會					
Construction Industry Council					
砌磚工中級工藝測試 Bricklayer Electrical Wireman Intermediate Trade Test	13	13	N.A.	N.A.	100.00%
控制板裝配工中級工藝測試 Control Panel Assembler Electrical Wireman Intermediate Trade Test	15	15	N.A.	N.A.	100.00%
混凝土工中級工藝測試 Concretor Electrical Wireman Intermediate Trade Test	12	12	N.A.	N.A.	100.00%
電氣佈線工中級工藝測試 Electrical Wireman Intermediate Trade Test	15	14	N.A.	N.A.	93.33%
細木工 中級工藝測試 Joiner Electrical Wireman Intermediate Trade Test	12	11	N.A.	N.A.	91.67%
金屬工中級工藝測試 Metal Worker Electrical Wireman Intermediate Trade Test	55	50	N.A.	N.A.	90.91%
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) Electrical Wireman Intermediate Trade	13	13	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) Electrical Wireman Intermediate Trade	13	13	N.A.	N.A.	100.00%
髹漆及裝飾工證書課程 Painting & Decoration Certificate Course	12	11	N.A.	N.A.	91.67%
牆紙實務證書課程 Wall Papering Certificate Course	10	10	N.A.	N.A.	100.00%
氣體焊接安全訓練課程 Gas Welding Safety Training Course	26	26	N.A.	N.A.	100.00%
建造業平安咭課程 Construction Industry Safety Card Course	148	148	N.A.	N.A.	100.00%
建造工友(指定行業)安全訓練課程-髹漆及裝飾工 Silver Card Course (Painter and Decorator)	13	13	N.A.	N.A.	100.00%
小計					
Sub-total:	357	349	0	0	97.76%
僱員再培訓局					
Employees Retraining Board					
廚務助理證書課程 Certificate in Chef Assistant Training	20	20	N.A.	N.A.	100.00%
環境潔淨服務員證書課程 Certificate in Environmental Hygiene & Cleaning Worker Training	97	92	N.A.	N.A.	94.85%
展台建造及佈置證書課程 Certificate in Exhibition Booth Setting and Decoration	78	76	N.A.	N.A.	97.44%
園藝助理證書課程 Certificate in Horticulture Assistant Training	40	39	N.A.	N.A.	97.50%
洗衣工場助理證書課程 Certificate in Laundry Assistant Training	76	74	N.A.	N.A.	97.37%
搬運物流證書課程 Certificate in Removal & Logistics Training	57	57	N.A.	N.A.	100.00%
零售店務員證書課程 Certificate in Retail Salesperson Training	60	60	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	211	195	N.A.	N.A.	92.42%
文書處理單元證書課程 Module Certificate in Word Processing	99	97	N.A.	N.A.	97.98%

職業普通話單元證書課程 I Module Certificate in Vocational Putonghua	18	16	N.A.	N.A.	88.89%
小計					
Sub-total:	756	726	0	0	96.03%
職業安全健康局					
Occupational Safety & Health Council					
叉式剎車操作員訓練課程 Forklift Truck Operator Course	12	12	N.A.	N.A.	100.00%
小計					
Sub-total:	12	12	0	0	100.00%
釋前職業訓練課程					
Pre-Release VT Programme					
展台建造及佈置訓練課程 Booth Setting & Decoration Training Course	20	18	N.A.	N.A.	90.00%
基本包餅製作 Basic Bread Making Techniques	28	28	N.A.	N.A.	100.00%
食物衛生經理訓練課程 Basic Food Hygiene for Hygiene Managers Training Course	162	160	N.A.	N.A.	98.77%
初級美容師證書課程 International Beautician Certificate Course	10	10	N.A.	N.A.	100.00%
其他 Others	8	3	0	0	37.50%
小計					
Sub-total:	228	219	0	0	96.05%
合計					
Overall:	2208	1841	116	105	93.39%

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	二零一零年獲釋而須受監管個案 Discharged Under Supervision in 2010	於二零一零年十二月三十一日仍接受監管個案 Under Active Supervision as at 31.12.2010	二零一零年監管期滿個案 Supervision Expired in 2010	二零一零年成功完成監管個案 Supervision Successfully Completed in 2010	成功率 Success Rates
戒毒所 Drug Addiction Treatment Centre	男 Male	1 120	942	1 149	556	48%
	女 Female	276	259	264	146	55%
	小計 Sub-total :	1 396	1 201	1 413	702	50%
教導所 Training Centre	男 Male	110	377	126	86	68%
	女 Female	15	20	14	10	71%
	小計 Sub-total :	125	397	140	96	69%
勞教中心 Detention Centre	男少年犯 Male young offender	142	116	197	185	94%
	男青年犯 Male young adult	28	30	37	36	97%
	小計 Sub-total :	170	146	234	221	94%
更生中心 Rehabilitation Centre	男 Male	163	157	288	266	92%
	女 Female	65	61	75	70	93%
	小計 Sub-total :	228	218	363	336	93%
少年囚犯 Young Prisoner	男 Male	117	108	85	67	79%
	女 Female	12	12	7	7	100%
	小計 Sub-total :	129	120	92	74	80%
囚犯監管試釋 Release Under Supervision	男 Male	9	61	6	6	100%
	女 Female	4	7	0	0	-
	小計 Sub-total :	13	68	6	6	100%
釋前就業 Pre-release Employment	男 Male	39	15	43	43	100%
	女 Female	20	12	16	16	100%
	小計 Sub-total :	59	27	59	59	100%
監管釋囚 Post-release Supervision	男 Male	315	441	346	298	86%
	女 Female	14	18	21	20	95%
	小計 Sub-total :	329	459	367	318	87%
有條件釋放 Conditional Release	男 Male	1	1	0	0	-
	女 Female	0	0	0	0	-
	小計 Sub-total :	1	1	0	0	-
釋後監管 Supervision After Release	男 Male	5	15	5	5	100%
	女 Female	0	0	0	0	-
	小計 Sub-total :	5	15	5	5	100%
所有計劃 All Programmes	男 Male	2 049	2 263	2 282	1 548	68%
	女 Female	406	389	397	269	68%
	總數 Total :	2 455	2 652	2 679	1 817	68%

社區參與助更生委員會 (二零一零年)
Committee on Community Support for Rehabilitated Offenders (2010)

委員會成員 Membership

主席 Chairman	許宗盛先生	Mr Herman HUI Chung-shing , BBS, 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 劉漢華先生 翁裕雄醫生 吳宏增先生 丘頌云先生 葉永成先生 鄭承隆教授 湯修齊先生 楊建霞女士 馮婉嫻女士 李家樂女士 羅乃新女士 倪文玲女士	Mr CHAN Wai-to Mr Steve LAU Hon-wah, BBS, JP Dr Paul YUNG Yue-hung Mr Andy Ng Wang-tsang Mr YAU Chung-wan Mr David YIP Wing-shing, MH, JP Professor Edwin CHENG Shing-lung Mr Henry TONG Sau-chai Ms Yvonne YEUNG Kin-ha Ms Mandy FUNG Yuen-han Miss Jacqueline LEE Kar-lok Ms Nancy LOO, MH Miss Malina NGAI Man-lin
	民政事務總署代表 香港警務處代表 政府新聞處代表	Representative of the Home Affairs Department Representative of the Hong Kong Police Force 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.

二零一零年助更生宣傳活動
Publicity Activities for Rehabilitated Persons in 2010

日期 Date	活動 Activities / Events	備註 Remarks
一月至十二月 January to December	繼續播放電視宣傳短片及電台宣傳聲帶，呼籲市民接納及支持更生人士 Continued broadcast of the television and radio Announcements in the Public Interest (API), appealing for public acceptance of and support for rehabilitated persons	該宣傳短片及宣傳聲帶在二零一零年繼續在本港電視台及電台播出 Such APIs were broadcast in local TV and Radio stations during Government air time in 2010
一月至十二月 January to December	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 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	
一月至十二月 January to December	更新位於喜靈洲的毒品資訊中心 Upgrading the Drug Information Centre on Hei Ling Chau	為豐富更生先鋒計劃的內容，以及配合政府的青少年禁毒措施，署方正全面加強位於喜靈洲的毒品展覽館的設施和展品，向參加計劃的青少年更全面宣揚禁毒信息，讓他們認識了解吸毒的害處，特別是吸食危害精神毒品的禍害 To enrich the programme content of RPP and to tie in with the Government’s measures to combat youth drug abuse, CSD is carrying out a full-scale upgrade of the facilities and exhibits of the Drug Information Centre on Hei Ling Chau. The purpose is to publicise the anti-drug messages, in particular the serious effects of psychotropic substance abuse, to the young participants more effectively
一月至十二月 January to December	增進青少年所員就業機會的社會企業「有糰計劃」 The “Rice Dumpling Production Project”, a social enterprise project to enhance employability of young inmates	計劃自二零零八年八月成立以來，共 62 名所員參加了該計劃和接受食物安全及衛生的訓練，其中 16 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 62 inmates had participated and received basic training in food

日期 Date	活動 Activities / Events	備註 Remarks
		safety and hygiene since the implementation of this Project in August 2008. Of them, 16 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
一月二十五日 January 25	非政府機構論壇「義務工作助更生」 NGO Forum entitled “Volunteering and Offender Rehabilitation”	論壇與香港城市大學合辦。共有約 290 名來自 40 多個非政府機構的職員及義工、學者及社會大眾參加 The Forum was co-organised with the City University of Hong Kong. Around 290 NGO staff members and volunteers as well as scholars and members of the public attended the forum
一月三十一日 January 31	赤柱監獄證書頒發典禮 Certificate Presentation Ceremony at Stanley Prison	
二月一日至六日 February 1 to 6	電視綜藝節目「全城響應助更生」及五輯各一分鐘的懲教署服務簡介「談懲說教」 TV Variety Show “Support Offender Rehabilitation for a Safer and More Inclusive Society” and five corresponding one-minute programmes on CSD services	該節目於二月六日於無線電視翡翠台及高清翡翠台播映。另外，一連五集的一分鐘電視宣傳短片亦於二月一日至五日於兩台播出 The show was broadcast on Jade Channel and High Definition Channel of Television Broadcasts Limited on February 6. The series of five one-minute programme was also broadcast from February 1 to 5 on the same channels
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
五月至十月 May to October	向所有分區撲滅罪行委員會簡介「2010-11 年助更生宣傳活動」 A series of briefings to all District Fight Crime Committees (DFCCs) on the 2010-11 Publicity Campaign for Rehabilitated Persons	簡介後，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 districts
五月 May	在囚人士「生命的迴響」寫作比賽 Writing Competition for Inmates	比賽與基督教牧愛會合辦 The competition was co-organised with Christian Prison Pastoral Association

日期 Date	活動 Activities / Events	備註 Remarks
六月十日 June 10	更生人士公平就業研討會 Symposium on Fair Employment Opportunities for Rehabilitated Persons	研討會與香港大學合辦。參加者包括超過 200 名來自 80 間商業機構、社會企業及工商業聯會的僱主及代表，主講嘉賓包括學者、聘用更生人士的僱主和更生人士等 The Symposium was co-organised with the University of Hong Kong. Over 200 employers and representatives from 80 companies, social enterprises and commercial chambers attended the symposium. Speakers included university scholars, rehabilitated offenders and the latter's employers
六月二十四日 June 24	懲教更生義工團嘉獎典禮 Award Presentation Ceremony for volunteers of Correctional Services Department Rehabilitation Volunteers Group	
七月 July	製作及派發電視綜藝節目「全城響應助更生」及五輯各一分鐘的懲教署服務簡介「談懲說教」數碼影像光碟予學校、志願機構、青年團體、有興趣團體及公眾人士 Production and distribution of DVD on the TV Variety Show "Support Offender Rehabilitation for a Safer and More Inclusive Society" and five corresponding one-minute programmes on CSD services to schools, voluntary organisations, youth groups, interested organisations and members of the public	
七月 July to December	設計及製作新一輯電視宣傳短片／電台宣傳聲帶及宣傳海報，主題為「給更生人士一個機會」，預算於二零一一年配合全面的助更生宣傳活動展開時推出 Design and production of a new series of Radio and TV Announcements in the Public Interest and a new design of publicity poster with the theme "Give Rehabilitated Offenders A Chance" for launching in 2011 to tie in with the full series of publicity activities next year.	
八月二十四日 August 24	羅湖懲教所社區教育中心展覽館開幕典禮 Opening Ceremony of the Community Education Centre, Lo Wu Correctional Institution	
九月八日 September 8	勵敬懲教所證書頒發典禮 Certificate Presentation Ceremony at Lai King Correctional Institution	
十月六日 October 6	歌連臣角懲教所證書頒發典禮 Certificate Presentation Ceremony at Cape Collinson Correctional Institution	

日期 Date	活動 Activities / Events	備註 Remarks
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	
十一月二十四日 November 24	石壁監獄證書頒發典禮 Certificate Presentation Ceremony at Shek Pik Prison	
十二月十五日 December 15	壁屋懲教所證書頒發典禮 Certificate Presentation Ceremony at Pik Uk Correctional Institution	
十二月二十日 December 20	非政府機構論壇「更生工作的協同效應」 NGO Forum entitled “A synergistic effect in Rehabilitation Services - Collaboration between CSD and NGOs”	論壇與香港城市大學合辦。200多位非政府機構代表、學者、義工和懲教署人員出席 The Forum was co-organised with the City University of Hong Kong. Over 200 NGO representatives, scholars, volunteers and members of Correctional Services Department attended the forum

二零一零年個人/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 2010

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"> ● 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，首年獲得的捐助為港幣三十萬元。在次年（二零一零年四月）再獲得捐助港幣三十萬元 <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 with a start-up donation of HK\$300,000. A second donation of HK\$300,000 to fund its operation was received in April 2010.</p>
三名社會人士 Three Individuals	3,700	<ul style="list-style-type: none"> ● 在二零一零年二月、四月、七月及十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 <p>Providing education subsidy for inmates under the “Prisoners’ Education Subsidy Fund” with donations in February, April, July and October 2010</p>
關顧更生人士會 Care of Rehabilitated Offenders Association	300,000	<ul style="list-style-type: none"> ● 在二零一零年一月舉辦電視綜藝晚會，呼籲公眾接納更生人士 <p>Staging a TV show in January 2010 to appeal for community support for offender rehabilitation</p> <ul style="list-style-type: none"> ● 在二零一零年三月為在囚人士提供「在囚人士教育資助基金」教育資助 <p>Providing education subsidy for inmates under the “Prisoners’ Education Subsidy Fund” in March 2010</p>
駐港法國總領事館 The Consulate General of France in Hong Kong	-	<ul style="list-style-type: none"> ● 捐贈法文書籍予院所圖書館 <p>Donation of French books to prison libraries</p>
蓬瀛仙館 Fung Ying Seen Koon	350,000	<ul style="list-style-type: none"> ● 在二零一零年一月舉辦電視綜藝晚會，呼籲公眾接納更生人士 <p>Staging a TV show in January 2010 to appeal for community support for offender rehabilitation</p> <ul style="list-style-type: none"> ● 在二零一零年九月資助壁屋懲教所為所員興辦更生電台 <p>Sponsoring the launching of youth broadcast programme for inmates at Pik Uk Correctional Institution in September 2010</p>
港澳台灣慈善基金會 Hong Kong and Macau	200,000	<ul style="list-style-type: none"> ● 在二零一零年五月為在囚人士提供「在囚人士教育資助基金」教育

個人/團體 Individual/Organisation	捐款(元) Donation (\$)	合辦項目 Collaboration project
Taiwanese Charity Fund		資助 Providing education subsidy for inmates under the “Prisoners’ Education Subsidy Fund” in May 2010
香港基督教服務處 Hong Kong Christian Service	-	<ul style="list-style-type: none"> ● 捐贈不同語言書籍予院所圖書館 ● Donation of books in different languages to prison libraries
香港賽馬會慈善信託基金 The Hong Kong Jockey Club Charities Trust	781,672	<ul style="list-style-type: none"> ● 五年內資助港幣五百萬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，首年獲得的資助為港幣781,672元 Providing a grant of \$5 million for a 5-year project commenced in April 2010 on the Construction of Risks and Needs Assessment Tools for Sex Offenders, with a first year subsidy of HK\$781,672.
國際斯佳美容協會 International CICA Association of Esthetics	-	<ul style="list-style-type: none"> ● 在二零一零年四月為勵敬懲教所在囚人士舉辦 CICA 初級美容師證書課程 Conducting a CICA International Beautician Certificate Course for the inmates at Lai King Correctional Institution in April 2010
國際獅子總會中國港澳303區 Lions Clubs International District 303 – Hong Kong & Macau	150,000	<ul style="list-style-type: none"> ● 在二零一零年一月舉辦電視綜藝晚會，呼籲公眾接納更生人士 Staging a TV show in January 2010 to appeal for community support for offender rehabilitation
九龍樂善堂 Lok Sin Tong Benevolent Society, Kowloon	630,000	<ul style="list-style-type: none"> ● 資助分區撲滅罪行委員會在二零一零至一一年度舉辦的地區性宣傳活動 Sponsoring district-based publicity activities organised by District Fight Crime Committees in 2010-11 <ul style="list-style-type: none"> ● 在二零一零年一月舉辦電視綜藝晚會，呼籲公眾接納更生人士 Staging a TV show in January 2010 to appeal for community support for offender rehabilitation <ul style="list-style-type: none"> ● 在二零一零年七月為在囚人士提供「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” in July 2010
商界助更生委員會 Merchants Support for	150,000	<ul style="list-style-type: none"> ● 在二零一零年一月舉辦電視綜藝晚會，呼籲公眾接納更生人士

個人/團體 Individual/Organisation	捐款(元) Donation (\$)	合辦項目 Collaboration project
Rehabilitated Offenders Committee		Staging a TV show in January 2010 to appeal for community support for offender rehabilitation
灣仔扶輪社 Rotary Club of Wan Chai	50,000	<ul style="list-style-type: none"> ● 在二零一零年十月在羅湖懲教所設立親子中心 Setting up a Parent-child Centre in Lo Wu Correctional Institution in October 2010
嚳色園 Sik Sik Yuen	150,000	<ul style="list-style-type: none"> ● 在二零一零年一月舉辦電視綜藝晚會，呼籲公眾接納更生人士 Staging a TV show in January 2010 to appeal for community support for offender rehabilitation
通善壇 Tung Sin Tan	150,000	<ul style="list-style-type: none"> ● 在二零一零年一月舉辦電視綜藝晚會，呼籲公眾接納更生人士 Staging a TV show in January 2010 to appeal for community support for offender rehabilitation
仁愛堂 Yan Oi Tong	150,000	<ul style="list-style-type: none"> ● 在二零一零年一月舉辦電視綜藝晚會，呼籲公眾接納更生人士 Staging a TV show in January 2010 to appeal for community support for offender rehabilitation
圓玄學院 Yuen Yuen Institute	150,000	<ul style="list-style-type: none"> ● 在二零一零年一月舉辦電視綜藝晚會，呼籲公眾接納更生人士 Staging a TV show in January 2010 to appeal for community support for offender rehabilitation
總數 Total:	3,515,372	

二零一零年度入職 / 發展訓練課程總計

Summary of Recruit / Development Training in 2010

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	40	2357.5	945	60364
Development Training 發展訓練	241	331.25	4274	14316.5
Overall 總計	281	2688.75	5219	74680.5

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 懲教主任入職訓練課程	6	673	116	12863
Course for Officer appointed under Special Appointment Scheme 懲教主任特別委任計劃課程	1	40	5	200
Recruit Assistant Officer Training Course 懲教助理入職訓練課程	14	1568	400	44628
Induction Training Course for Technical Instructor 工藝導師入職訓練課程	4	72	44	963
Basic First Aid Training Course 急救基礎訓練課程	15	4.5	380	1710
Total:	40	2357.5	945	60364

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
Escort Duty Training Course (with e-learning) 押解職務訓練課程 (包括 e-learning)	3	8	69	552
Tactical Defensive Team Training Course 戰術防禦訓練課程	3	3	69	207
Defensive Control Tactics Trainer Course 防禦控制戰術訓練員課程	1	8	16	128
Defensive Control Tactics Trainer Refresher Course 防禦控制戰術訓練員複修課程	1	2	11	22
Control and Handcuffing Techniques Training Course for Staff of RU 善後輔導職員使用手扣技巧課程	1	3	21	63
Correctional Emergency Response Team Training Course 緊急應變隊訓練課程	1	38.5	21	808.5
Control and Handcuffing Techniques Refresher Course 使用手扣技巧複修課程	1	1	17	17
Hostage Rescue Instructor Course 拯救人質導師課程	1	5	24	120
Total:	12	68.5	248	1917.5

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)	17	1	104	104
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)	8	1	16	16
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	49	122.5
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	27	27

PRIS II for Visit Room (with e-learning) 服刑記錄資料系統 II 訓練課程(探訪室)	9	1	50	50
Total:	53	6.5	246	319.5

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	1	20	20
Video Taking Technique Course 攝錄技巧課程	4	1	29	29
First Aid Refresher Training Course 急救複修訓練課程	6	4	126	504
Team Building Program for AO 懲教助理團隊課程	1	3	12	36
Assistant Officer I Development Course 一級懲教助理發展課程	4	6	137	822
One Day Team Building Course 一天團隊課程	33	1	670	670
8-Day Outward Bound Course - Public Course for Officer 八天主任級團隊課程	2	8	5	40
Assistant Officer II Refresher Course 二級懲教助理複修課程	3	2	64	128
Assistant Officer I Refresher Course 一級懲教助理複修課程	4	2	72	144
Officer Refresher Course 懲教主任複修課程	1	4	12	48
Detention Centre Course (with e-Learning) 勞教中心課程 (包括 e-learning)	2	10	24	240
Assistant Officer Refresher and Development Course 懲教助理複修發展課程(包括 e-learning)	6	10	182	1820
Drug Addiction Treatment Centre Course (with e-Learning) 戒毒所課程 (包括 e-learning)	3	5	66	330
Locksmith Training Course 鎖匠訓練課程	1	55	5	275
Training Centre and Rehabilitation Centre Course (with e-Learning) 教導中心和更生中心課程 (包括 e-learning)	2	5	37	185
Control Room Duties Course (with e-Learning) 控制室職務訓練課程 (包括 e-learning)	8	3	111	333
Training Course for Reception Officer-in-Charge (with e-Learning) 收押室主管課程 (包括 e-learning)	1	5	13	65
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 (包括 e-learning)	1	3	13	39
Total:	84	132	1619	5812

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) 潛質值日主管訓練課程 (MDTP)	1	5	22	110
Intermediate Command Course (Higher) (MDTP) 高階中級指揮課程 (MDTP)	1	3	18	54
Intermediate Command Course (MDTP) 中級指揮課程 (MDTP)	1	1	27	27
Training Course on incident , Investigation & Report Writing (MDTP) Part I 事故及調查報告寫作訓練課程 (MDTP) (Part I)	1	4.5	28	126
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)	1	0.5	30	15
Financial Management Course(MDTP) 財政管理課程(MDTP)	1	0.5	29	14.5

Workshop in Disciplinary Practices and Procedures (MDTP) 紀律聆訊及程序 (MDTP)	1	1	23	23
Leadership and Change Management Training Workshop (MDTP) 紀律聆訊及程序 (MDTP)	2	1	43	43
Communication and Negotiation Skills Training Workshop (MDTP) 領袖及轉變管理培訓 (MDTP)	1	1	28	28
Project Management Workshop (MDTP) 項目管理工作坊 (MDTP)	1	1	28	28
Management Development Course (MDTP) 管理發展課程 (MDTP)	1	1	24	24
Supervisory Management Course (MDTP) 督導管理課程 (MDTP)	1	1	23	23
Leadership Skills Workshop (MDTP) 領導才能技巧工作坊 (MDTP)	1	1	30	30
Total:	15	22.5	378	570.5

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 體育導師複修課程	10	0.5	339	169.5
Total:	10	0.5	339	169.5

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	28	56
Tower Duty Refresher Training Course 瞭望塔職務複修訓練課程	3	1	21	21
Remington Shotgun Refresher Course for CERT 緊急應變隊 (散彈槍射擊訓練)	7	1	58	58
Total:	14	4	107	135

Others

	Frequency 次數	Duration 修業日數	No. of Participants 參加人數	No. of Training Days 訓練日數
Smart Teen Challenge Camp 多元智能挑戰營	6	5	115	575
e_Mentoring Workshops 網上導師課程	5	1	78	78
FA Remedial Examination Course 急救復試課程	2	0.5	11	5.5
Home Nursing Training Course 家庭護理學訓練課程	2	5	41	205
Departmental Guard of Honour 懲教署儀仗隊訓練	1	2	41	82
Resistance Training Instructor Course 器械健體導師課程	1	7	16	112
Train-the Trainers Workshop for CSD Officers 導師訓練工作坊	2	0.5	58	29
Training Course in Prosecution Topics For Officers of CSD 懲教主任級訴訟訓練課程	4	2	121	242
Enhanced Security Intelligence Management System Training Course 保安智能管理系統進深訓練課程	7	1	188	188
Institutional-based Mentorship Programme 院所為本學長計劃	1	1	23	23
Hostage Negotiation Course 拯救人質談判課程	1	5	15	75
Elementary Putonghua 初級普通話	15	6	406	2436
Intermediate Putonghua 中級普通話	3	8	64	512

Internal Training for Hospital Staff 醫院職員內部訓練課程	2	0.25	132	33
Hospital In-service Training Course (General & Psychiatric) 懲教助理醫院(普通科及精神科)在職訓練課程	1	49	28	1372
Total:	53	94.25	1337	5392.5

二零一零年獲嘉獎人員名單
Commendations to Staff in 2010

香港懲教事務卓越獎章

Hong Kong Correctional Services Medal for Distinguished Service (CSDSM)

邱子昭 Mr. YAU Chi-chiu

香港懲教事務榮譽獎章

Hong Kong Correctional Services Medal for Meritorious Service (CSMSM)

羅偉鋒 Mr. LAW Wai-fung
林照輝 Mr. LAM Chiu-fai
高少斌 Mr. KO Sau-bin
陳健華 Mr. CHAN Kin-wah
陳熾發 Mr. CHAN Chi-fat, Alan

公務員事務局局長嘉獎

Secretary for the Civil Service's Commendation

陳彼得 Mr. CHAN Ba-tai, Peter Abraham
林紫紅 Miss LIM Chi-hung
曾繁健 Mr. TSANG Fan-kin

署長嘉獎

Commissioner's Commendation

- Mr. Allah Detta DAD
康文輝 Mr. HONG Man-fai
鍾子綸 Ms. CHUNG Chi-lan
何樹基 Mr. HO Shu-ki
馮嘉明 Mr. FUNG Ka-ming

Assistant Commissioner's Commendation

蘇俊良	Mr. SO Chun-leung
黃廣松	Mr. WONG Kwong-chung
黃子輝	Mr. WONG Tsz-fai
-	Mr. SINGH Rajvinder
黎永龍	Mr. LAI Wing-lung
胡金麗	Ms. WOO Kam-lai
林兆明	Mr. LAM Shiu-ming
陳浩明	Mr. CHAN Ho-ming
李錫榮	Mr. LEE Sek-wing
陳啟邦	Mr. CHAN Kai-pong
陳少華	Mr. CHAN Siu-wah
何紹光	Mr. HO Siu-kwong
郭淑雅	Ms. KWOK Shuk-nga
沈永安	Mr. SHUM Wing-on
鄧偉洪	Mr. TANG Wai-hung
楊容昌	Mr. YEUNG Yung-cheong
陳家保	Mr. CHAN Kar-po
簡樹基	Mr. KAN Shu-kay
高潔儀	Ms. KO Kit-yee
文志強	Mr. MAN Chi-keung
陳巨輝	Mr. CHAN Kui-fai
李錦添	Mr. LI Kam-tim
陳葆霞	Miss. CHAN Po-ha
呂國威	Mr. LUI Kwok-wai
黃啟俊	Mr. WONG Kai-chun
陳平	Mr. CHAN Ping
鍾賜昌	Mr. CHUNG Chi-cheong
雷煥藝	Mr. LUI Wun-ngai
陳永廉	Mr. CHAN Wing-lim
龍國泉	Mr. LUNG Kwok-chuen
林大明	Mr. LAM Tai-ming
黃維昇	Mr. WONG Wai-sing
陸宗南	Mr. LUK Chung-nam

李耀景	Mr. LEE Yiu-king
黃健豪	Mr. WONG King-ho
李汝延	Mr. LEE Yue-yin
孫景志	Mr. SHUN King-che
李安妮	Miss LI On-ni
鄭國泰	Mr. CHENG Kwok-tai
羅美儀	Ms. LAW Mei-yi
陳樹榮	Mr. CHAN Shu-wing
錢達倫	Mr. CHIN Tat-lun, Wilson
雷烈強	Mr. LUI Lik-keung
袁瑞恆	Mr. YUEN Sui-hang
朱學東	Mr. CHU Hok-tung
郭樹佳	Mr. KWOK Shu-kai, Eddy
邱錦龍	Mr. YAU Kam-lung
林蘭鳳	Ms. LAM Lan-fung, Polly
施緯忠	Mr. SZE Wai-chung
徐澤年	Mr. TSUI Chak-lin
周焯瑩	Ms. CHOW Chuk-ying, Kimmy
余婉儀	Ms. YU Yuen-yee
叢翠儀	Ms. TSUNG Chui-yee
唐李文	Mr. TONG Li-man
梁月嫻	Ms. LEUNG Yuet-han
李勇	Mr. LI Yung
鄧志榮	Mr. TANG Chi-wing
喬景仰	Mr. KIU King-yeung
李淑儀	Ms. LI Suk-yee
吳穎慧	Ms. NG Wing-wai
陳發明	Mr. CHAN Fat-ming
譚英才	Mr. TAM Ying-choi
李寶山	Mr. LI Po-shan
林雅恩	Ms. LAM Nga-yan
曾鳳儀	Ms. TSANG Fung-yi
駱嘉葆	Ms. LOK Ka-po
何佩雯	Ms. HO Pui-man
政務秘書嘉獎	
Civil Secretary's Commendation	
王敏兒	Ms. WONG Man-yee, Wendy

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
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）
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

二零零九及二零一零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 2009 and 2010

		年份 Year	2009	2010
A	由投訴調查組展開調查的個案 Cases entailing CIU investigation		171	118
	-使用非必要武力 <i>-Use of unnecessary force</i>		22	22
	-行為不當 <i>-Misconduct of staff</i>		80	71
	-疏忽職守 <i>-Negligence of duty</i>		25	8
	-濫用權力 <i>-Abuse of authority</i>		21	4
	-紀律行動不公正 <i>-Injustice in disciplinary action</i>		19	8
	-不滿院所的政策或程序 <i>-Institutional policy / procedure</i>		4	5
B	由投訴調查組轉介院所處理的個案^① Cases entailing handling by institutions^①		81	177
C	由投訴調查組處理的求助／查詢個案^② Cases of requests / enquiries handled by CIU^②		81	143
	總數 Total (A+B+C)		333	438

	年份 Year	2009	2010
D	由懲教署投訴委員會批簽通過投訴調查組的調查結果 Findings of CIU investigation endorsed by Correctional Services Department Complaints Committee (CSDCC)	166	149
	- 證明屬實 - <i>Substantiated</i>	2	2
	- 證實另有別情 - <i>Substantiated other than reported</i>	2	0
	- 無法完全證實 - <i>Not fully substantiated</i>	0	1
	- 虛假 - <i>False</i>	16	16
	- 虛假及惡意 - <i>False & malicious</i>	0	0
	- 並無過錯 - <i>Faultless</i>	30	12
	- 未能證實 - <i>Not Proven</i>	1	0
	- 無法證實 - <i>Unsubstantiated</i>	71	80
	- 終止調查 - <i>Curtailed</i>	26	28
	- 無從追查 - <i>Not Pursuable</i>	17	10
	- 撤回 - <i>Withdrawn</i>	1	0
E	經懲教署投訴委員會覆核的個案 Cases re-examined by CSDCC	2	5
F	向懲教署署長提出上訴的個案 Cases of appeal to Commissioner of Correctional Services	0	2
G	懲教署投訴委員會批簽通過的服務改善建議 Recommendation for service improvement endorsed by CSDCC	23	7

① 投訴個案屬於性質輕微及與院所運作有關。

The cases were complaints of minor and operational nature.

② 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.

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
74LC	羅湖懲教所重建工程 Redevelopment of Lo Wu Correctional Institution	A
3075LC	芝蔴灣監獄區重建計劃 Redevelopment of Chi Ma Wan Prison Area	B-
3076LC	大欖女懲教所重建計劃 Redevelopment of Tai Lam Centre for Women	B+
3062JA	屯門虎地消防處舊已婚職員宿舍重建計劃 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-
3061 LC	赤柱監獄區第二期重建工程(囚室連貫樓) Redevelopment of Stanley Prison Area Phase II - Cell Link Block	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.
CO-997	荔枝角收押所及荔枝角懲教所合併工程 Amalgamation Works for Lai Chi Kok Reception Centre and Lai Chi Kok Correctional Institution	不適用 N.A.
CO-954	沙咀懲教所體育館改善工程 Improvement of the Gymnasium at Sha Tsui Correctional Institution	不適用 N.A.
CO-957	喜靈洲共用設施改善工程(球場優化及改建一座平房為多用途禮堂) Improvement of Communal Facilities at Hei Ling Chau (Upgrading of Stadium and Conversion of a Bungalow into a Multi-function Hall)	不適用 N.A.

工業及職業訓練組所提供的貨品及服務的商業價值
Commercial Value of Goods and Services
Provided By Industries and Vocational Training Section

製造業: Manufacturing :	2009 (\$'000)	2010 (\$'000)
製衣 Garment Making	101 042	78 543
木工 Carpentry	28 906	29 537
金屬製品 Metal Work	5 415	5 504
標誌製作 Sign Making	12 673	12 387
玻璃纖維製品 Fibreglass Products	13 360	9 781
混凝土預製品 Precast Concrete Products	2 128	1 080
皮革製品 Leather Products	21 899	19 333
針織 Knitting	2 168	2 226
印刷 Printing	5 838	4 218
信封製造 Envelope Making	10 148	9 177
小計 Sub-total:	203 577	171 786
服務: Services :		
為其他部門提供洗熨服務 Laundry for other departments	115 885	112 552
內部洗熨服務 Domestic Laundry	83 3457	76 010
園地維修 Labour for Grounds Maintenance	27 501	23 944
書籍裝訂 Bookbinding	5 046	4 761
其他服務 Miscellaneous Services	3 517	6 371
小計 Sub-total:	235 294	223 638
總值 Total:	438 871	395 424

按行業劃分的囚犯工作人數(以二零一零年十二月三十一日計算)
 EMPLOYMENT OF INMATES / PRISONERS BY TRADES
 AS AT 31 DECEMBER 2010

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	-	655	655
木工 Carpentry	-	382	382
信封製造 Envelope Making	15	339	354
玻璃纖維產品 Fibreglass Products	67	75	142
製衣 Garment making	-	1637	1637
針織 Knitting	-	105	105
皮革製品 Leather Products	-	259	259
金屬製品 Metalwork	20	104	124
混凝土預製品 Precast concrete products	-	46	46
印刷 Printing	-	30	30
標誌製作 Sign making	-	147	147
洗熨 Laundry	56	1207	1263
其他 Miscellaneous	8	183	191
總數 TOTAL	166	5243	5409

* DATC : Drug Addiction Treatment Centre

TC : Training Centre

DC : Detention Centre

放眼未來，

敬心 HKCS 教





全力實現我們的願景
Rising to the challenges
Scaling new heights

香港懲教署 2010 年年報 Hong Kong Correctional Services Annual Review 2010

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兌換率

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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.

年報網上版載有附錄，含詳細數字，可在懲教署網站 <http://www.csd.gov.hk> 下載。

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>.

本年報所載資料經多方核證，力求準確無誤。如有謬誤遺漏，或因使用有關資料而引致任何損失、作為或不作為，或因依據有關資料而得出任何意見，香港特別行政區政府均無須負上任何責任。

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