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and Members' names removed)**

S.C. 5/2019 (Revised)

**Revised Minutes of the 62nd Meeting of the
Staffing Committee held at 3 p.m.
on Tuesday, 12 March 2019 in the Board Room,
2nd floor, HKPC Building, 78 Tat Chee Avenue, Yau Yat Chuen, Kowloon**

Present : Chairman - Mr. Sunny Tan

Members - Mr. Mohamed D. Butt
Miss Kathy Chan Nap-sze (Assistant
Commissioner for Innovation and
Technology (Funding Schemes),
representing Ms. Annie Choi, JP,
Commissioner for Innovation and
Technology)
Ms. Mandy Kwok Man-yee
Ms. Amy Lee Sau-king
Ms. Juan Leung Chung-yan
Mr. Li Hoi
Ms. Melody Luk, JP (Assistant Commissioner
for Labour (Labour Relations), representing
Miss Mabel Li, JP, Deputy Commissioner
for Labour)
Mr. Patrick Wong Chi-kwong

Absent with Apologies: Mrs. Carrie Yau Tsang Ka-lai, GBS, JP

In Attendance from HKPC:

Dr. Lawrence Cheung Director, Technology Development
Mr. Edmond Lai Director, Digital
Ms. Flora Li General Manager, Human Resources and
Facility Management
Ms. Vivian Lin General Manager, Finance and Procurement
Ms. Wendy Ip Senior Manager, Compensation & Benefits
Ms. Gillian Luk Senior Manager, Council Secretariat
Ms. Agnes Tang Senior Manager, Human Resources Management
Ms. Olivia Poon Manager, Council Secretariat

Welcome

The Chairman welcomed Miss Kathy Chan Nap-sze, Assistant Commissioner for Innovation & Technology (Funding Schemes), Innovation and Technology Commission, who attended the meeting for the first time.

Vote of Appreciation

The Chairman suggested, and Members agreed, to record a vote of appreciation to Mr. Leung Kwong-chuen and Mr. Bryan Ha Kwok-fung for their contribution during their tenure as Members.

I. Confirmation of Minutes (S.C. 17/2018 Revised)

1. The Revised Draft Minutes of the 61st Meeting of the Staffing Committee held on 6 November 2018 had been circulated to Members and there were no further requests for amendments. The Minutes of the meeting were taken as read, confirmed and signed by the Chairman.

II. Matter Arising

(A) Recruitment of General Managers

2. Invited by the Chairman, reported that:

- (a) Mr. Jeffrey Sit was appointed as General Manager, Smart Manufacturing and Mainland Business, with effect from 2 January 2019, following approval by the Staffing Committee by paper circulation on 18 December 2018; and
- (b) Members were informed by circulation on 11 December 2018 of the open recruitment for General Manager, Digital Transformation.

IV. Staffing Position of HKPC (S.C. 2/2019)

10. Members noted the staffing position of HKPC as at 31 January 2019, as presented by .

V. Report on HKPC's ORSO and MPF Schemes (S.C. 3/2019)

11. Members noted a presentation by on the report on the performance of service providers of HKPC's ORSO and MPF Schemes, including the introduction of Sun Life Financial as an additional service provider under HKPC's MPF scheme in April 2019.

VI. Any Other Business

(A) People Initiatives

12. Members noted a presentation by on a number of people initiatives taken by HKPC during 2018/19 to promote staff development and performance, strengthen staff engagement and attract new talents as summarized below:

- (a) learning, development and performance – iLEARN employee learning portal, Seed/Grow programme, enhanced learning and development policy etc.;
- (b) staff engagement – reverse mentoring, round table gatherings, production of talent showcase video etc.; and
- (c) talent acquisition – simplified recruitment process, broadening recruitment channels and full-time/part-time internship programme.

13. noted that the teamwork and bonding among staff members had indeed improved through these people initiatives.

(B) Attendance Record of SC Members

14. Members noted their attendance record in 2018 as shown on iPads provided at the meeting.

VII. Date of Next Meeting

15. Members noted that the next meeting would tentatively be held on 9 July 2019 at 3:00 p.m.

16. There being no other business, the Chairman thanked Members for their attendance and the meeting was closed at 4:00 p.m.