

2007 MANPOWER SURVEY REPORT

**TEXTILE, CLOTHING, FOOTWEAR AND
HANDBAG INDUSTRIES**

TEXTILE AND CLOTHING TRAINING BOARD

VOCATIONAL TRAINING COUNCIL

紡織業、製衣業、製鞋及手袋業

二〇〇七年人力調查報告

職業訓練局

紡織及製衣業訓練委員會

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Executive Summary

2007 Manpower Survey Report of the Textile, Clothing, Footwear and Handbag Industries

Introduction

The Textile and Clothing Training Board conducted a survey of the textile, clothing, footwear and handbag industries in July/August 2007 to collect the up-to-date manpower information. This is the fifth joint manpower survey of the textile, clothing, footwear and handbag industries and their related trading and servicing sector.

2. The fieldwork of the survey covered 1 680 textile, clothing, footwear and handbag establishments from the 21 000 establishments registered with the Census and Statistics Department. The survey data from the selected establishments were scaled up statistically to reflect the overall manpower situation of the industries.

Survey Findings

3. The survey revealed that in August 2007, a total of 24 699 employees were employed in the manufacturing sector of the textile, clothing, footwear and handbag industries while 56 609 were employed in the trading and servicing sector of the three industries. Their distributions by job level and by sector were as follows:

Sector Job Level	Manufacturing Sector			Trading and Servicing Sector	
	Textile Industry	Clothing Industry	Footwear and Handbag Industries	Trading Sector	Testing Services and Laboratories
Technologist/ Managerial	234	838	4	10 254	7
Technician/ Supervisory	1 037	3 315	11	44 952	311
Craftsman	681	981	13	218	13
Operative	3 057	12 258	27	843	-
Unskilled	797	1 444	2	11	-
Total	5 806	18 836	57	56 278	331

4. Employers reported a total of 244 vacancies in the manufacturing sector of the textile, clothing, footwear and handbag industries; and a total of 813 vacancies in the trading and servicing sector of the three industries. Employers also reported a total of 13 trainees in the manufacturing sector of the textile, clothing, footwear and handbag industries, and 155 in the trading and servicing sector. In addition, employers forecast that by August 2008, the three industries would have a total workforce of 24 971 in the manufacturing sector and 57 810 in the trading and servicing sector.

5. Ageing is a problem in the manufacturing sector of the three industries. In the footwear & handbag industries, some 54.55% of employees were over the age of 50; while some 30.05% and 30.7% of employees were over the age of 50 in the textile and clothing industries respectively.

Manpower Changes Since 2005

6. Compared with the findings of the 2005 survey, the total manpower in the current survey recorded an average annual decrease of 6.97%, comprising a decline of 15.63% and 2.4% in the manufacturing sector and the trading and servicing sector respectively.

7. The Training Board considers that the manpower changes of the textile, clothing, footwear and handbag industries might be attributable to the following factors:

- (i) possible slowdown of the United States economy as a result of the lingering sub-prime issue;
- (ii) highly competitive market environment in the post-quota regime for many textile manufacturers;
- (iii) strong price competition from other developing countries resulting in shifting of production from Hong Kong to countries with lower labour cost;
- (iv) increasing demands by foreign importers for delivering quality product in short lead time, manufacturers and trading companies have streamlined their operations and tightened up supply chain management to ensure the ordered merchandise reaching the store floor at the right time;
- (v) liberation of quotas worldwide by 2005 sped up the rationalization and globalization of textile and clothing manufacturing business, thus an increasing number of employers shifted their plants to Mainland China and nearby countries in the Region for production to enhance their cost competitiveness and retained Hong Kong as a sourcing and co-ordinating centre;

- (vi) the re-classification by the Census and Statistics Department into trading firms of those manufacturing firms which had transformed into management and sourcing headquarters for production in Mainland China and nearby countries;
- (vii) gradual migration of technical personnel from the manufacturing sector to the trading sector which required more technical manpower for high value-added production and to design houses attached to the local trading offices in particular for original design manufacture (ODM);
- (viii) the unattractiveness of the industries to new entrants; and
- (ix) quite a number of principal jobs had been merged or gradually phased out either due to the changes in production processes or technological advancement.

Recommendation

8. In view of the economic situation and the business nature, the Training Board anticipates a persistent demand for technologists and technicians to perform the merchandising and production co-ordination functions to support large-scale production outside Hong Kong. To maintain their competitiveness, manufacturers should invest not only in plants and machinery in the nearby countries, but also in manpower training at higher skill levels particularly in merchandising and quality control in Hong Kong.

9. The Training Board recommends that the number of employees required annually by the textile, clothing, footwear & handbag industries as a whole at the technologist, technician and craftsman levels are estimated to be as follows:

Total Level	Annual Training Requirement
Technologist/Managerial	374
Technician/Supervisory	2 488
Craftsman	25

10. The Training Board urges employers to make use of the part-time courses offered by the Hong Kong Polytechnic University, the Department of Fashion and Textiles of the Hong Kong Institute of Vocational Education (Kwai Chung), the Textile Industry Training Centre and the Clothing Industry Training Authority for upgrading their workforce. Employers are also encouraged to contact the Vocational Training Council to set up apprenticeship/traineeship schemes and to make use of the New Technology Training Scheme for training their employees in new technologies.

SECTION I

INTRODUCTION

The Training Board

1.1 The Textile and Clothing Training Board of the Vocational Training Council is required by its terms of reference to determine the manpower needs of the textile, clothing, footwear and handbag industries and to make recommendations to the Council for the development of training facilities to meet such needs. The membership and terms of reference of the Training Board are listed in Appendices 1 and 2 respectively.

Purpose and Date of the Survey

1.2 During the period from 23 July to 22 August 2007, the Textile and Clothing Training Board conducted a survey of the textile, clothing, footwear and handbag industries to collect the up-to-date manpower information. This is the fifth manpower survey covering three industries, including the manufacturing and the trading and servicing sectors. The survey was carried out with the assistance of the Census and Statistics Department.

Information Collected from the Survey

1.3 The following information was collected from employers:

- (i) the number of employees at the time of the survey;
- (ii) the number of employees under training;
- (iii) the number of existing vacancies;
- (iv) a forecast of number of employees by August 2008;
- (v) the average income of employees;
- (vi) the number of technologists, technicians and craftsmen who had been deployed to work for more than 6 months outside Hong Kong during the 12 months prior to the survey;
- (vii) the number of employees working in Mainland China and offshore plants/offices;
- (viii) the number of internal promotion and employees over age of 50 by job level; and
- (ix) employers' views on the preferred education, training mode and training period of employees by level.

1.4 Employers were also requested to provide information on the reason(s) of employee recruitment difficulty if they had experienced during the 12 months prior to the survey. In addition, the number of Compliance Manager and/or Compliance Supervisor needed by the Employers in the coming 12 months after the survey was also collected.

Scope of the Survey

1.5 The survey covered the following branches of the three industries and their related trading sectors and commercial laboratories:

(A) Manufacturing Sector

(i) Textile Industry

- (a) Spinning Branch (HSIC 3251, 3252, 3253, 3254, 3259, 3293, 3294 and 3299)
- (b) Weaving Branch (HSIC 3261, 3262, 3263, 3264, 3265, 3269 and 3292)
- (c) Knitting Branch (HSIC 3271, 3272, 3273 and 3275), and
- (d) Finishing Branch (HSIC 3282, 3284, 3285, 3286, 3287 and 3289)

(ii) Clothing Industry

- (a) Garment Branch - Manufacture of garments and raincoats (HSIC 320101, 320103, 3202, 3209)
- (b) Knitwear Branch - Manufacture of knitwear (HSIC 3276, 3277)
- (c) Fur Branch - Manufacture of fur garments (HSIC 3203)

(iii) Footwear and Handbag Industries

- (a) Footwear Branch - Manufacture of shoes, slippers and rubber footwear (HSIC 3240 and 3552)
- (b) Handbag Branch - Manufacture of handbags (HSIC 3233)

(B) *Trading and Servicing Sector*

- (i) I/E of Footwear (HSIC 631401)
- (ii) I/E of Fabrics (HSIC 631402)
- (iii) I/E of Wearing Apparel (HSIC 631404)
- (iv) I/E of Cotton, Textile Fibre and Yarn (HSIC 632103)
- (v) Testing Services and Laboratories - 7 Textile Testing Services and Laboratories

1.6 According to the Census and Statistics Department, there were 1 919 establishments engaged in the manufacturing sector, while 19 081 in the trading and servicing sector of the textile, clothing, footwear and handbag industries. In view of the limited manpower available for the fieldwork, a stratified random sampling method was adopted to select 1 680 textile, clothing, footwear and handbag establishments for the survey.

Method of the Survey

1.7 One week before the fieldwork, copies of the questionnaire together with explanatory notes and job descriptions of the principal jobs in the respective industries were sent to the selected establishments (Appendices 3(a) to 3(d)).

1.8 During the fieldwork, interviewers of the Census and Statistics Department visited the selected establishments by appointment to collect the completed questionnaires. If required, they also helped employers to complete the questionnaires.

1.9 The completed questionnaires were edited and, where necessary, checked with the respondents. They were then processed by the Census and Statistics Department. The collected data were statistically scaled up to reflect the overall manpower situations of the three industries.

Publicity

1.10 Prior notice of the survey was given, the following employers' associations were requested to publicise the survey among their members:

- (i) The Chinese Manufacturers' Association of Hong Kong
- (ii) The Federation of Hong Kong Cotton Weavers
- (iii) The Federation of Hong Kong Garment Manufacturers
- (iv) The Federation of Hong Kong Industries
- (v) Hong Kong Apparel Society Ltd.
- (vi) The Hong Kong Association of Textile Bleachers, Dyers, Printers and Finishers Ltd.
- (vii) Hong Kong Chinese Textile Mills Association
- (viii) The Hong Kong Cotton Spinners Association
- (ix) Hong Kong Fur Federation
- (x) Hong Kong Garment Manufacturers' Association Ltd.
- (xi) The Hong Kong General Chamber of Commerce
- (xii) The Hong Kong General Chamber of Textiles Ltd.
- (xiii) Hong Kong Knitwear Exporters and Manufacturers Association Ltd.
- (xiv) Hong Kong Leather Shoe and Shoe Material Merchants Association Ltd.
- (xv) The Hong Kong Piece-Goods Merchants' Association
- (xvi) Hong Kong Printers and Dyers Association Ltd.
- (xvii) Hong Kong Footwear Association Ltd.
- (xviii) The Hong Kong Weaving Mills Association
- (xix) Hong Kong Woollen and Synthetic Knitting Manufacturers' Association Ltd.
- (xx) Textile Council of Hong Kong Ltd.

Survey Response

1.11 Of the 1 680 establishments, 1 188 provided the information and 23 declined to do so. The remaining 469 had either closed, moved or were no longer engaged in the textile, clothing, footwear and handbag industries. The effective response rate was 98.6%.

The Report

1.12 This report presents the findings of the survey (Tables 1 - 38), the Training Board's forecast of the manpower needs of the three industries and its recommendations on measures to meet these needs. In the report, the term 'employees' refers to the total manpower in the principal jobs excluding trainees. The term 'trainees' includes all trainees receiving any form of training and apprentices under an apprenticeship.

SECTION II

SUMMARY OF SURVEY FINDINGS

Number of Employees (Tables 1, 2, 3 and 4)

2.1 The survey revealed that in August 2007, a total of 5 806, 18 836 and 57 persons were employed respectively in the manufacturing sector of the textile, clothing, footwear and handbag industries while 56 609 were employed in the trading and servicing sector of the three industries. Their distribution by sector/ branch is as follows:

(A) Manufacturing Sector

(i) Textile Industry

Branch	Total	Percentage of Total Number of Employees
Spinning	1 299	22.37%
Weaving	2 677	46.11%
Knitting	462	7.96%
Finishing	1 368	23.56%
Total	5 806	100.00%

(ii) Clothing Industry

Branch	Total	Percentage of Total Number of Employees
Garment	12 208	64.81%
Knitwear	6 541	34.73%
Fur	87	0.46%
Total	18 836	100.00%

(iii) Footwear and Handbag Industries

Branch	Total	Percentage of Total Number of Employees
Footwear	26	45.61%
Handbag	31	54.39%
Total	57	100.00%

(B) Trading and Servicing Sector

(i) Trading

Branch	Total	Percentage of Total Number of Employees
I/E of Footwear	2 717	4.83%
I/E of Fabrics	7 587	13.48%
I/E of Wearing Apparel	44 179	78.5%
I/E of Cotton, Textile Fibre and Yarn	1 795	3.19%
Total	56 278	100.00%

(ii) Testing Services and Laboratories

Branch	Total	Percentage of Total Number of Employees
Testing Services and Laboratories	331	100.00%
Total	331	100.00%

2.2 The distribution of employees according to job level in the nine branches of the manufacturing sector and five branches in the trading and servicing sector is as follows:

(A) Manufacturing Sector

(i) Textile Industry

Branch	Technologist	Technician	Craftsman	Operative	Unskilled	Total
Spinning	46	127	172	763	191	1 299
Weaving	131	611	315	1 254	366	2 677
Knitting	12	80	52	285	33	462
Finishing	45	219	142	755	207	1 368
Total	234	1 037	681	3 057	797	5 806
Percentage in Total Number of Employees	4.03%	17.86%	11.73%	52.65%	13.73%	100.00%

(ii) Clothing Industry

Branch	Technologist	Technician	Craftsman	Operative	Unskilled	Total
Garment	535	1 956	586	8 372	759	12 208
Knitwear	300	1 348	326	3 885	682	6 541
Fur	3	11	69	1	3	87
Total	838	3 315	981	12 258	1 444	18 836
Percentage in Total Number of Employees	4.45%	17.6%	5.21%	65.07%	7.67%	100.00%

(iii) Footwear and Handbag Industries

Branch	Technologist	Technician	Craftsman	Operative	Unskilled	Total
Footwear	3	4	6	13	-	26
Handbag	1	7	7	14	2	31
Total	4	11	13	27	2	57
Percentage in Total Number of Employees	7.02%	19.3%	22.81%	47.36%	3.51%	100.00%

(B) Trading and Servicing Sector

(i) Trading

Branch	Technologist/ Managerial	Technician/ Supervisory	Craftsman	Operative	Unskilled	Total
I/E of Footwear	510	2 140	25	42	-	2 717
I/E of Fabrics	1 315	6 011	-	255	6	7 587
I/E of Wearing Apparel	8 091	35 381	187	520	-	44 179
I/E of Cotton, Textiles Fibre and Yarn	338	1 420	6	26	5	1 795
Total	10 254	44 952	218	843	11	56 278
Percentage in Total Number of Employees	18.22%	79.87%	0.39%	1.5%	0.02%	100.00%

(ii) Testing Services and Laboratories

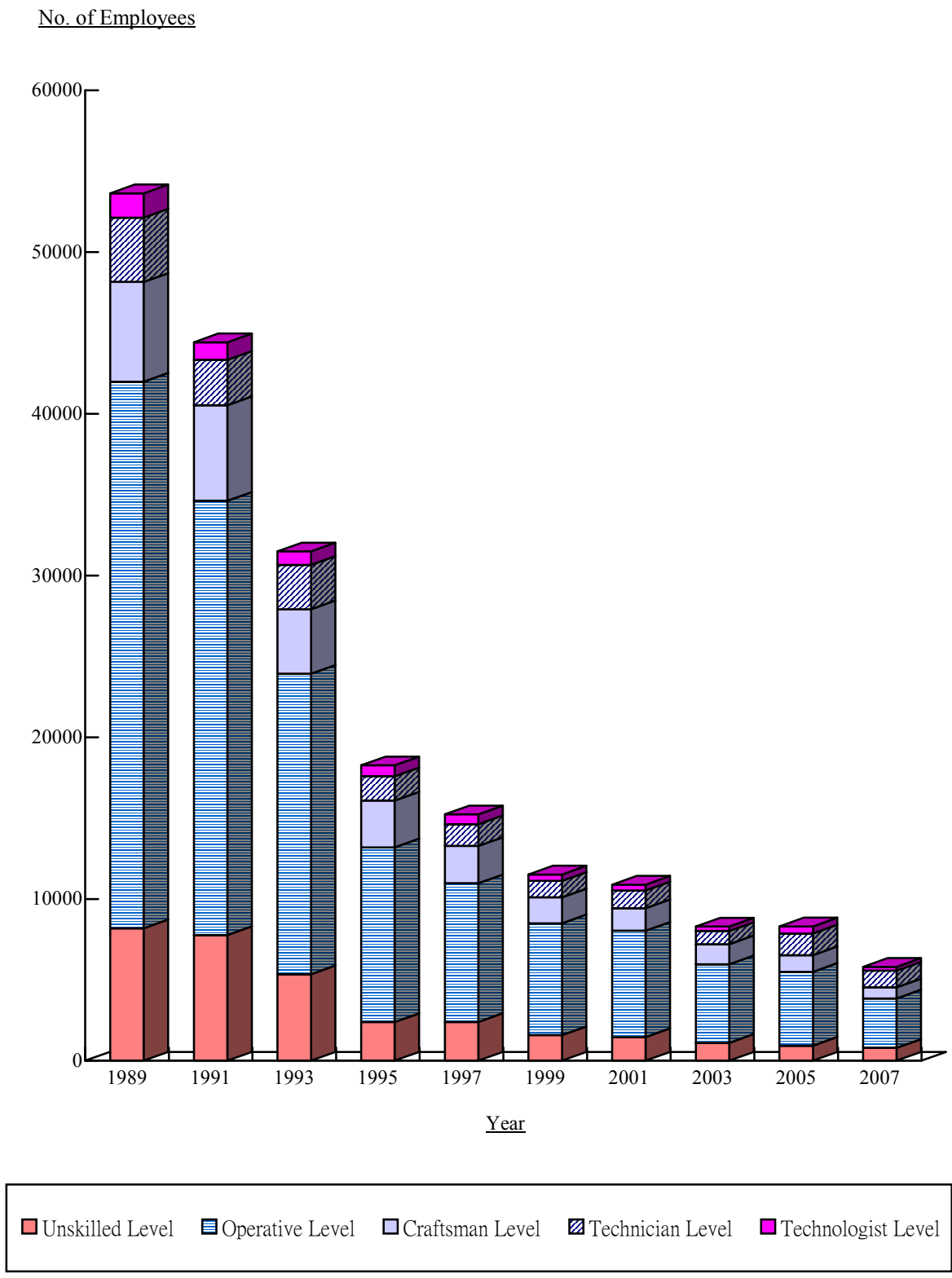
Branch	Technologist/ Managerial	Technician/ Supervisory	Craftsman	Total
Testing Services and Laboratories	7	311	13	331
Total	7	311	13	331
Percentage in Total Number of Employees	2.11%	93.96%	3.93%	100.00%

2.3 The distribution of workers by job level based on the past nine consecutive surveys for the textile, clothing, footwear and handbag industries is as follows:

(i) Textile Industry

Year	Manpower at					Total Manpower
	Technologist Level	Technician Level	Craftsman Level	Operative Level	Unskilled Level	
1989	1 499	3 973	6 169	33 796	8 192	53 629
1991	1 078	2 805	5 910	26 856	7 769	44 418
1993	838	2 743	3 988	18 578	5 349	31 496
1995	678	1 505	2 896	10 796	2 393	18 268
1997	604	1 346	2 304	8 574	2 402	15 230
1999	397	1 017	1 605	6 914	1 581	11 514
2001	358	1 095	1 399	6 571	1 465	10 888
2003	272	815	1 241	4 860	1 108	8 296
2005	434	1 341	1 034	4 561	933	8 303
2007	234	1 037	681	3 057	797	5 806

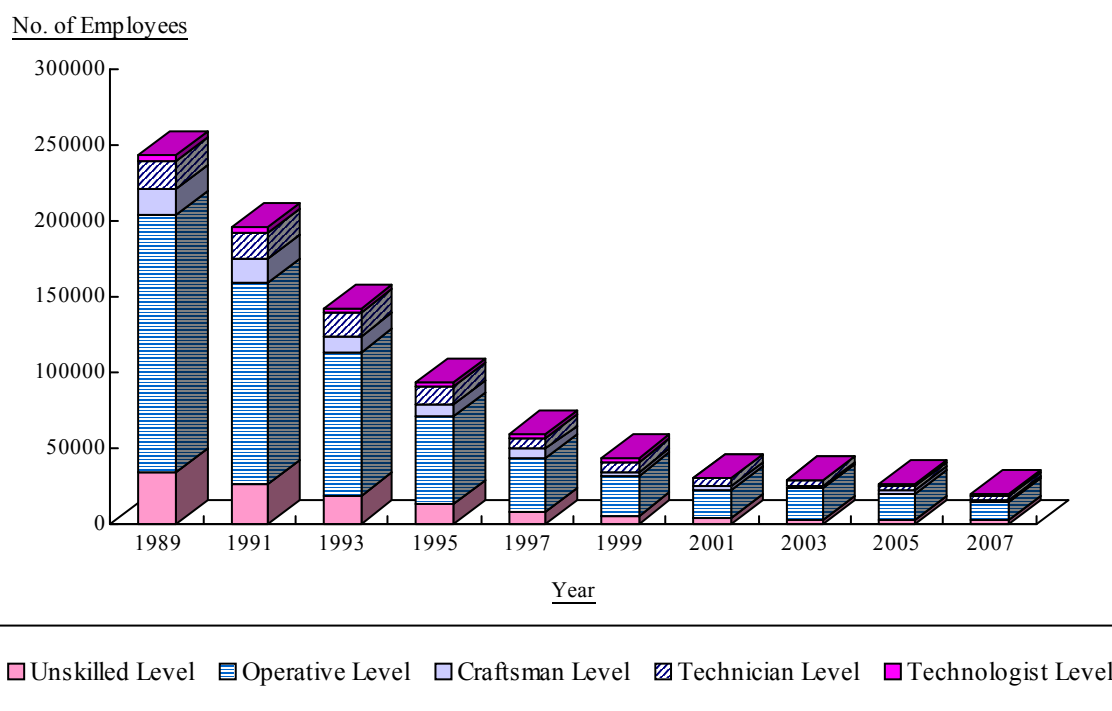
Figure 1: Distribution of Employees by Job Level in the Manpower Surveys Between 1989 and 2007



(ii) Clothing Industry

Year	Manpower at					Total Manpower
	Technologist Level	Technician Level	Craftsman Level	Operative Level	Unskilled Level	
1989	4 119	17 792	16 982	171 503	33 144	243 540
1991	4 348	16 923	15 556	133 485	26 335	196 647
1993	3 524	15 075	11 232	94 939	17 903	142 673
1995	3 380	11 272	8 705	58 117	12 250	93 724
1997	1 976	7 452	5 719	36 063	7 131	58 341
1999	1 958	6 221	3 399	26 709	4 118	42 405
2001	1 067	4 392	2 463	19 664	2 743	30 329
2003	918	3 726	1 645	20 835	1 752	28 876
2005	1 214	3 895	1 449	17 718	2 031	26 307
2007	838	3 315	981	12 258	1 444	18 836

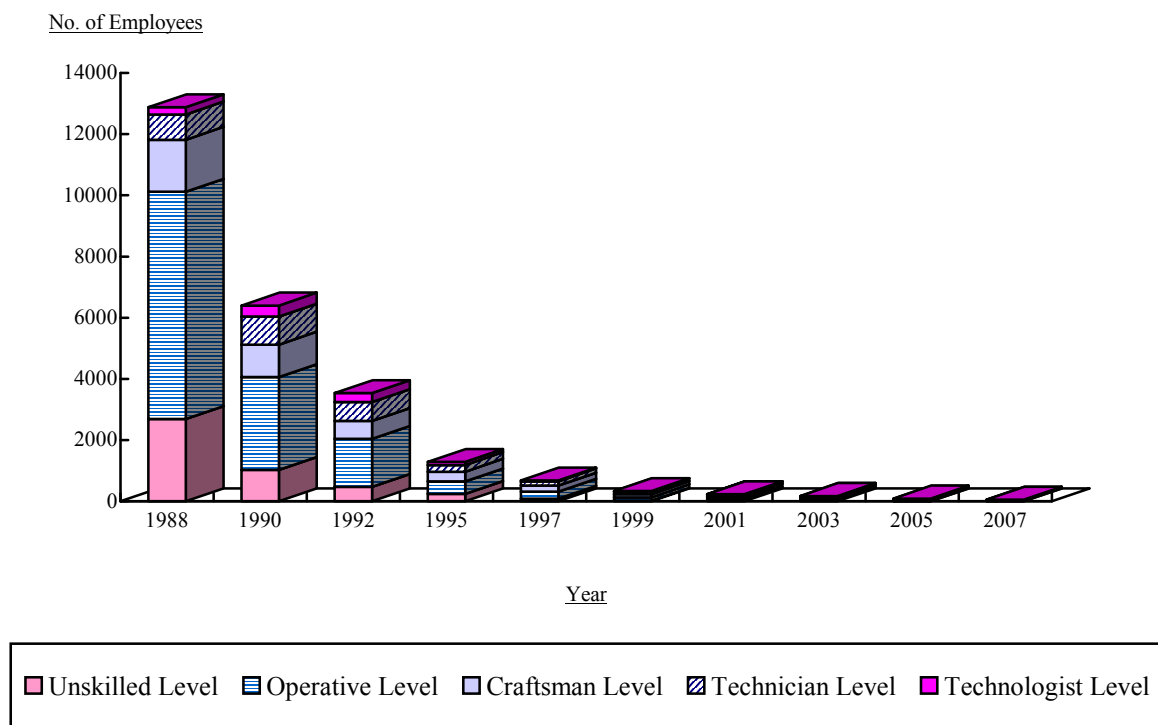
Figure 2: Distribution of Employees by Job Level in the Manpower Surveys Between 1989 and 2007



(iii) Footwear and Handbag Industries

Year	Manpower at					Total Manpower
	Technologist Level	Technician Level	Craftsman Level	Operative Level	Unskilled Level	
1988	234	828	1 697	7 429	2 690	12 878
1990	364	913	1 064	3 031	1 028	6 400
1992	292	619	586	1 567	473	3 537
1995	95	221	322	408	241	1 287
1997	23	141	203	230	84	681
1999	10	90	104	112	23	339
2001	4	38	57	84	50	233
2003	5	17	38	77	41	178
2005	7	15	29	40	1	92
2007	4	11	13	27	2	57

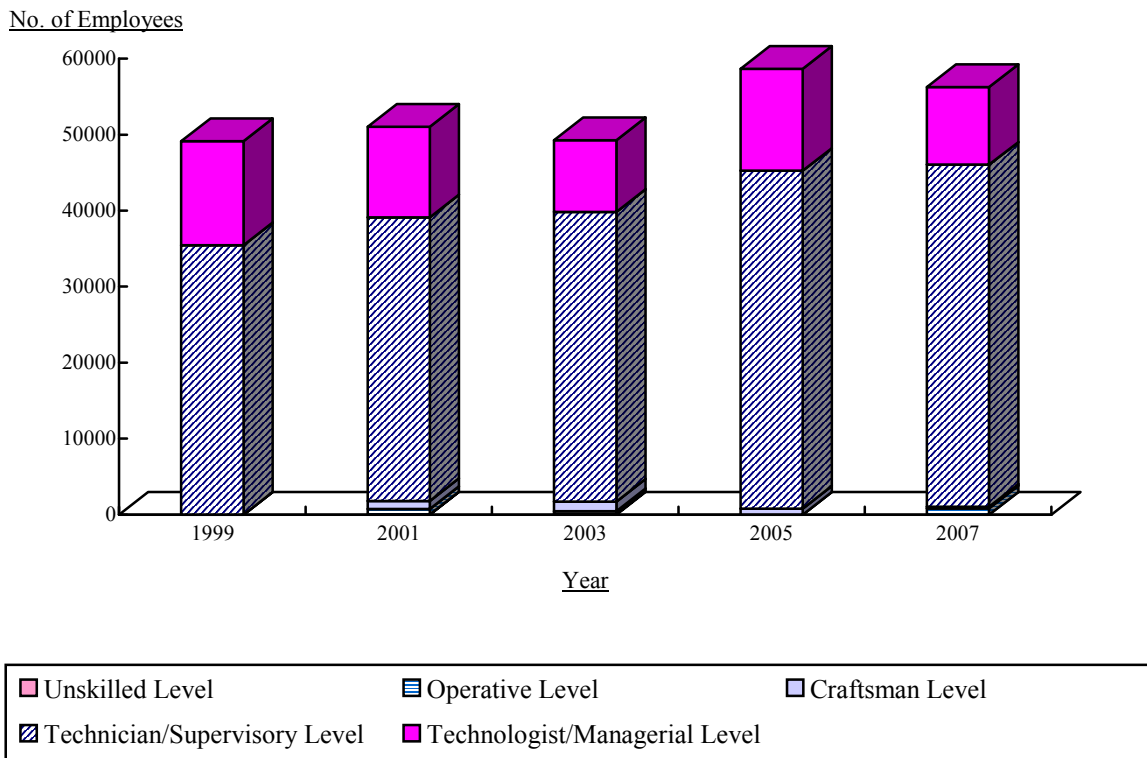
Figure 3: Distribution of Employees by Job Level in the Manpower Surveys Between 1988 and 2007



(B) Trading and Servicing Sector
(i) Trading

Year	Manpower at					Total Manpower
	Technologist/ Managerial Level	Technician/ Supervisory Level	Craftsman Level	Operative Level	Unskilled Level	
1999	13 696	35 459	-	-	-	49 155
2001	11 912	37 324	1 030	740	27	51 033
2003	9 471	38 077	1 250	387	87	49 272
2005	13 390	44 456	782	14	2	58 644
2007	10 254	44 952	218	843	11	56 278

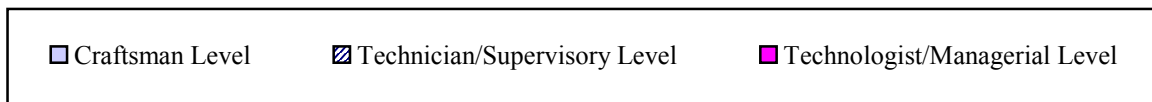
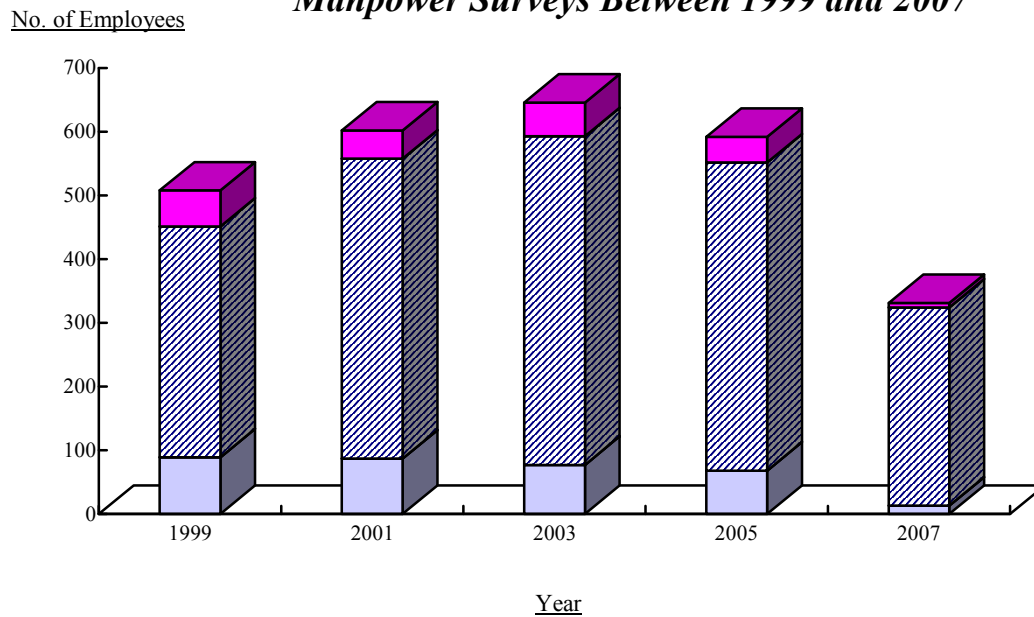
Figure 4: Distribution of Employees by Job Level in the Manpower Surveys Between 1999 and 2007



(ii) Testing Services and Laboratories

Year	Manpower at			Total Manpower
	Technologist/ Managerial Level	Technician/ Supervisory Level	Craftsman Level	
1999	57	362	89	508
2001	44	471	87	602
2003	53	516	77	646
2005	40	484	68	592
2007	7	311	13	331

Figure 5: Distribution of Employees by Job Level in the Manpower Surveys Between 1999 and 2007



Number of Trainees (Tables 1, 2, 3, and 4)

2.4 At the time of survey, there were 13 and 155 trainees receiving various forms of training in the manufacturing and the trading and servicing sectors of the textile, clothing, footwear and handbag industries. The distribution of trainees by branch and job level is as follows:

(A) Manufacturing Sector

(i) Textile Industry

Branch	Technologist	Technician	Craftsman	Operative	Unskilled	Total	Percentage of Total Number of Employees at the Same Branch
Spinning	-	-	-	1	-	1	0.08%
Weaving	-	-	-	2	-	2	0.07%
Knitting	-	-	-	-	-	-	-
Finishing	-	-	-	-	-	-	-
Total	-	-	-	3	-	3	0.05%
Percentage in Total Number of Employees at the Same Job Level	-	-	-	0.1%	-	0.05%	

(ii) Clothing Industry

Branch	Technologist	Technician	Craftsman	Operative	Unskilled	Total	Percentage of Total Number of Employees at the Same Branch
Garment	-	-	-	5	-	5	0.04%
Knitwear	-	-	-	-	5	5	0.08%
Fur	-	-	-	-	-	-	-
Total	-	-	-	5	5	10	0.05%
Percentage in Total Number of Employees at the Same Job Level	-	-	-	0.04%	0.35%	0.05%	

(iii) Footwear and Handbag Industries

Nil trainee in footwear and handbag industries was reported by employers.

(B) Trading and Servicing Sector

(i) Trading

Branch	Technologist/ Managerial	Technician/ Supervisory	Craftsman	Operative	Unskilled	Total	Percentage of Total Number of Employees at the Same Branch
I/E of Footwear	-	-	-	-	-	-	-
I/E of Fabrics	1	-	-	-	-	1	0.01%
I/E of Wearing Apparel	-	153	-	-	-	153	0.35%
I/E of Cotton, Textile Fibre and Yarn	-	-	-	-	-	-	-
Total	1	153	-	-	-	154	0.27%
Percentage in Total Number of Employees at the Same Job Level	0.01%	0.34%	-	-	-	0.27%	

(ii) Testing Services and Laboratories

Branch	Technologist/ Managerial	Technician/ Supervisory	Craftsman	Operative	Unskilled	Total	Percentage of Total Number of Employees at the Same Branch
Testing Services and Laboratories	-	1	-	-	-	1	0.3%
Total	-	1	-	-	-	1	0.3%
Percentage in Total Number of Employees at the Same Job Level	-	0.32%	-	-	-	0.3%	

Number of Vacancies (Tables 1, 2, 3 and 4)

2.5 At the time of the survey, employers in the manufacturing sectors reported a total of 244 vacancies, and in the trading and servicing sector 813 vacancies respectively. The distribution of vacancies by branch and by job level is as follows:

(A) Manufacturing Sector

(i) Textile Industry

Branch	Technologist	Technician	Craftsman	Operative	Unskilled	Total	Percentage of Total Number of Employees at the Same Branch
Spinning	-	-	-	5	-	5	0.38%
Weaving	-	8	-	-	-	8	0.30%
Knitting	-	1	1	10	-	12	2.6%
Finishing	-	-	-	6	-	6	0.44%
Total	-	9	1	21	-	31	0.53%
Percentage in Total Number of Employees at the Same Job Level	-	0.87%	0.15%	0.69%	-	0.53%	

(ii) Clothing Industry

Branch	Technologist	Technician	Craftsman	Operative	Unskilled	Total	Percentage of Total Number of Employees at the Same Branch
Garment	2	23	-	157	-	182	1.49%
Knitwear	1	4	-	24	2	31	0.47%
Fur	-	-	-	-	-	-	-
Total	3	27	-	181	2	213	1.13%
Percentage in Total Number of Employees at the Same Job Level	0.36%	0.81%	-	1.48%	0.14%	1.13%	

(iii) Footwear and Handbag Industries

Nil vacancy in footwear and handbag industries was reported by employers.

(B) Trading and Servicing Sector

(i) Trading

Branch	Technologist/ Managerial	Technician/ Supervisory	Craftsman	Operative	Unskilled	Total	Percentage of Total Number of Employees at the Same Branch
I/E of Footwear	6	8	-	-	-	14	0.52%
I/E of Fabrics	6	131	-	-	-	137	1.81%
I/E of Wearing Apparel	33	505	-	100	-	638	1.44%
I/E of Cotton, Textile Fibre and Yarn	-	15	-	-	-	15	0.84%
Total	45	659	-	100	-	804	1.43%
Percentage in Total Number of Employees at the Same Job Level	0.44%	1.47%	-	11.86%	-	1.43%	

(ii) Testing Services and Laboratories

Branch	Technologist/ Managerial	Technician/ Supervisory	Craftsman	Operative	Unskilled	Total	Percentage of Total Number of Employees at the Same Branch
Testing Services and Laboratories	-	8	1	-	-	9	2.72%
Total	-	8	1	-	-	9	2.72%
Percentage in Total Number of Employees at the Same Job Level	-	2.57%	7.69%	-	-	2.72%	

Forecast Workforce by August 2008 (Tables 1, 2, 3 and 4)

2.6 Employers also forecast that the manufacturing and the trading and servicing sectors of the textile, clothing, footwear and handbag industries would respectively require 24 971 and 57 810 employees by August 2008. The employers' forecasts by branch and by job level are:

(A) Manufacturing Sector

(i) Textile Industry

Job Level	No. of Persons Employed at Time of Survey	Number of Vacancies	Total Manpower Requirement at Time of Survey	Forecast of Total No. of Employees by August 2008
Technologist	234	-	234	234
Technician	1 037	9	1 046	1 046
Craftsman	681	1	682	682
Operative	3 057	21	3 078	3 067
Unskilled	797	-	797	797
Total	5 806	31	5 837	5 826

(ii) Clothing Industry

Job Level	No. of Persons Employed at Time of Survey	Number of Vacancies	Total Manpower Requirement at Time of Survey	Forecast of Total No. of Employees by August 2008
Technologist	838	3	841	842
Technician	3 315	27	3 342	3 352
Craftsman	981	-	981	981
Operative	12 258	181	12 439	12 468
Unskilled	1 444	2	1 446	1 446
Total	18 836	213	19 049	19 089

(iii) Footwear and Handbag Industries

Job Level	No. of Persons Employed at Time of Survey	Number of Vacancies	Total Manpower Requirement at Time of Survey	Forecast of Total No. of Employees by August 2008
Technologist	4	-	4	4
Technician	11	-	11	11
Craftsman	13	-	13	12
Operative	27	-	27	27
Unskilled	2	-	2	2
Total	57	-	57	56

(B) Trading and Servicing Sector

(i) Trading

Job Level	No. of Persons Employed at Time of Survey	Number of Vacancies	Total Manpower Requirement at Time of Survey	Forecast of Total No. of Employees by August 2008
Technologist/ Managerial	10 254	45	10 299	10 306
Technician/ Supervisory	44 952	659	45 611	45 993
Craftsman	218	-	218	218
Operative	843	100	943	943
Unskilled	11	-	11	11
Total	56 278	804	57 082	57 471

(ii) Testing Services and Laboratories

Job Level	No. of Persons Employed at Time of Survey	Number of Vacancies	Total Manpower Requirement at Time of Survey	Forecast of Total No. of Employees by August 2008
Technologist/ Managerial	7	-	7	7
Technician/ Supervisory	311	8	319	318
Craftsman	13	1	14	14
Total	331	9	340	339

Total Monthly Income Range of Employees (Tables 5 to 8)

2.7 The distribution of employees by total monthly income ranges in the three industries and their related trading and servicing sector is as follows:

(A) Manufacturing Sector

(i) Textile Industry

Job Level	Under - \$5,000	\$5,001 - \$6,500	\$6,501 - \$8,000	\$8,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$30,000	Over \$30,000	Unspecified	Total
Technologist	-	-	-	-	24	57	76	51	26	234
Technician	-	18	49	130	512	153	46	13	116	1 037
Craftsman	-	1	53	185	292	27	2	-	121	681
Operative	5	194	587	1 459	330	20	-	-	462	3 057
Unskilled	60	265	302	77	3	-	-	-	90	797
Total	65	478	991	1 851	1 161	257	124	64	815	5 806
Percentage in Total Number of Employees	1.12%	8.23%	17.07%	31.87%	20%	4.43%	2.14%	1.1%	14.04%	100.00%

(ii) Clothing Industry

Job Level	Under - \$5,000	\$5,001 - \$6,500	\$6,501 - \$8,000	\$8,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$30,000	Over \$30,000	Unspecified	Total
Technologist	-	-	-	-	77	199	240	256	66	838
Technician	6	3	14	604	1 630	593	321	8	136	3 315
Craftsman	23	6	183	464	240	34	1	-	30	981
Operative	534	4 423	4 817	1 793	314	2	-	-	375	12 258
Unskilled	349	589	371	67	6	-	-	-	62	1 444
Total	912	5 021	5 385	2 928	2 267	828	562	264	669	18 836
Percentage in Total Number of Employees	4.84%	26.66%	28.59%	15.54%	12.04%	4.4%	2.98%	1.4%	3.55%	100.00%

(iii) Footwear and Handbag Industries

Job Level	Under - \$5,000	\$5,001 - \$6,500	\$6,501 - \$8,000	\$8,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$30,000	Over \$30,000	Unspecified	Total
Technologist	-	-	-	-	-	-	1	3	-	4
Technician	-	-	-	4	6	-	1	-	-	11
Craftsman	3	1	4	3	1	1	-	-	-	13
Operative	3	7	3	14	-	-	-	-	-	27
Unskilled	-	2	-	-	-	-	-	-	-	2
Total	6	10	7	21	7	1	2	3	-	57
Percentage in Total Number of Employees	10.53%	17.54%	12.28%	36.85%	12.28%	1.75%	3.51%	5.26%	-	100.00%

(B) Trading and Servicing Sector

Job Level	Under - \$5,000	\$5,001 - \$6,500	\$6,501 - \$8,000	\$8,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$30,000	Over \$30,000	Unspecified	Total
Technologist	-	-	-	119	588	1 896	4 109	2 697	852	10 261
Technician	112	61	733	5 248	20 639	12 186	2 514	185	3 585	45 263
Craftsman	-	1	47	58	40	12	-	5	68	231
Operative	-	105	503	115	120	-	-	-	-	843
Unskilled	7	4	-	-	-	-	-	-	-	11
Total	119	171	1 283	5 540	21 387	14 094	6 623	2 887	4 505	56 609
Percentage in Total Number of Employees	0.21%	0.3%	2.27%	9.79%	37.77%	24.9%	11.7%	5.1%	7.96%	100.00%

Employees Deployed to Work Outside Hong Kong

2.8 Employers reported the following number of employees who had been deployed to work in Mainland China and offshore plants/offices for more than 6 months during the 12 months prior to the survey:

(A) Manufacturing Sector

(i) Textile Industry

Job Level	No. of Employees		Total No. of Employees at the Same Job Level	Percentage of Total Number of Employees at the Same Job Level
	Mainland	Offshore		
Technologist	7	-	234	2.99%
Technician	14	-	1 037	1.35%
Craftsman	-	-	681	-
* TOTAL	21	-	1 952	1.08%

* Excluding operative and unskilled employees

(ii) Clothing Industry

Job Level	No. of Employees		Total No. of Employees at the Same Job Level	Percentage of Total Number of Employees at the Same Job Level
	Mainland	Offshore		
Technologist	127	3	838	15.51%
Technician	165	-	3 315	4.98%
Craftsman	10	-	98	10.2%
* TOTAL	302	3	4 251	7.17%

(iii) Footwear and Handbag Industries

Job Level	No. of Employees		Total No. of Employees at the Same Job Level	Percentage of Total Number of Employees at the Same Job Level
	Mainland	Offshore		
Technologist	1	-	4	25%
Technician	-	-	11	-
Craftsman	-	-	13	-
* TOTAL	1	-	28	3.57%

* Excluding operative and unskilled employees

(B) Trading and Servicing Sector

(i) Trading

Job Level	No. of Employees		Total No. of Employees at the Same Job Level	Percentage of Total Number of Employees at the Same Job Level
	Mainland	Offshore		
Technologist	1 574	31	10 254	15.65%
Technician	2 029	1	44 952	4.52%
Craftsman	4	-	218	1.83%
* TOTAL	3 607	32	55 424	6.57%

* Excluding operative and unskilled employees

(ii) Testing Services and Laboratories

Nil employee who had been deployed to work outside Hong Kong for more than 6 months during the 12 months prior to the survey in the testing services and laboratories was reported by employers.

Employees Working in Mainland China and Offshore Plants/Offices under Employers' Control

2.9 The Training Board noted that a huge number of local employees of host countries, excluding Hong Kong residents, working in a large number of Mainland China and offshore plants/offices controlled by Hong Kong companies. As a usual practice, the Hong Kong employers may have different registered company names or joint-venture enterprises to employ local people. Moreover, there are different types of venture modes which made the survey difficult to draw accurate findings/conclusions on employees working in Mainland China and offshore plants/offices under Hong Kong employers' control.

Number of Internal Promotion

2.10 In the twelve months prior to the survey, a total of 32 and 158 employees in the manufacturing and the trading and servicing sectors were promoted internally to higher level jobs. The distribution of these employees by job level is:

(A) Manufacturing Sector

(i) Textile Industry

Promotion From	Number of Employees	Percentage of Employees at the Promoted Level
Technician to Technologist	-	-
Craftsman to Technician	3	0.29%
Operative to Craftsman	6	0.88%
Total	9	0.46%

(ii) Clothing Industry

Promotion From	Number of Employees	Percentage of Employees at the Promoted Level
Technician to Technologist	3	0.36%
Craftsman to Technician	20	0.60%
Operative to Craftsman	-	-
Total	23	0.45%

(iii) Footwear and Handbag Industries

Nil case in the footwear and handbag industries was reported by employers.

(B) Trading and Servicing Sector

(i) Trading

Promotion From	Number of Employees	Percentage of Employees at the Promoted Level
Technician/Supervisory to Technologist/Managerial	111	1.08%
Craftsman to Technician/Supervisory	41	0.09%
Operative to Craftsman	-	-
Total	152	0.27%

(ii) Testing Services and Laboratories

Promotion From	Number of Employees	Percentage of Employees at the Promoted Level
Technician/Supervisory to Technologist/Managerial	2	28.57%
Craftsman to Technician/Supervisory	4	1.29%
Operative to Craftsman	-	-
Total	6	1.81%

Age of Employees (Tables 9 - 12)

2.11 The distribution of employees over age of 50 by level in the three industries and their related trading and servicing sector is as follows:

(A) Manufacturing Sector

(i) Textile Industry

Job Level	No. of Employees Over Age of 50	Total No. of Employees at the Same Job Level	Percentage of Total Number of Employees at the Same Job Level
Technologist	115	234	49.15%
Technician	200	1 037	19.29%
Craftsman	181	681	26.58%
Operative	1 009	3 057	33.01%
* TOTAL	1 505	5 009	30.05%

(ii) Clothing Industry

Job Level	No. of Employees Over Age of 50	Total No. of Employees at the Same Job Level	Percentage of Total Number of Employees at the Same Job Level
Technologist	170	838	20.29%
Technician	401	3 315	12.10%
Craftsman	187	981	19.06%
Operative	4 581	12 258	37.37%
* TOTAL	5 339	17 392	30.70%

* Excluding unskilled employees

(iii) Footwear and Handbag Industries

Job Level	No. of Employees Over Age of 50	Total No. of Employees at the Same Job Level	Percentage of Total Number of Employees at the Same Job Level
Technologist	2	4	50.00%
Technician	-	11	-
Craftsman	9	13	69.23%
Operative	19	27	70.37%
* TOTAL	30	55	54.55%

(B) Trading and Servicing Sector

(i) Trading

Job Level	No. of Employees Over Age of 50	Total No. of Employees at the Same Job Level	Percentage of Total Number of Employees at the Same Job Level
Technologist/ Managerial	2 147	10 254	20.94%
Technician/ Supervisory	2 924	44 952	6.50%
Craftsman	43	218	19.72%
Operative	59	843	7.00%
* TOTAL	5 173	56 267	9.19%

* Excluding unskilled employees

(ii) Testing Services and Laboratories

Job Level	No. of Employees Over Age of 50	Total No. of Employees at the Same Job Level	Percentage of Total Number of Employees at the Same Job Level
Technologist/ Managerial	-	7	-
Technician/ Supervisory	2	311	0.64%
Craftsman	2	13	15.38%
* TOTAL	4	331	1.21%

* Excluding unskilled employees

Preferred Education, Training Period and Training Mode of Employees (Tables 13 to 24)

2.12 Most employers in the manufacturing and the trading and servicing sectors of the three industries preferred their employees to have the following education and training:

Job Level

Technologist/ Managerial	Higher Diploma and above, and 3 years or above On-the-job Training
Technician/ Supervisory	Secondary 5 and above, and 2 years or above On-the-job Training
Craftsman	Secondary 3 and above, and 2 years or above On-the-job Training or Apprenticeship
Operative	Below Secondary 3, and less than 2 years On-the-job Training

2.13 The distribution of employers' preference on the education that their employees should have in the three industries and their related trading and servicing sector is as follows:

(A) Manufacturing Sector (Tables 13, 14 and 15)

Job Level	Degree/ Associateship	Higher Diploma	Diploma	Higher Certificate	Certificate	Secondary 5-7	Craft Certificate	Secondary 3	Below Secondary 3	Unspecified	Total Number of Employees
Technologist	516	410	5	38	1	25	-	6	-	75	1 076
Technician	-	-	607	216	289	2 825	27	52	40	307	4 363
Craftsman	-	-	10	-	-	497	427	592	43	106	1 675
Operative	-	-	-	-	-	30	-	5 510	9 220	582	15 342
Total	516	410	622	254	290	3 377	454	6 160	9 303	1 070	22 456
*Percentage in Total Number of Employees	2.30%	1.83%	2.77%	1.13%	1.29%	15.04%	2.02%	27.43%	41.43%	4.76%	100.00%

(B) Trading and Servicing Sector (Table 16)

Job Level	Degree/ Associateship	Higher Diploma	Diploma	Higher Certificate	Certificate	Secondary 5-7	Craft Certificate	Secondary 3	Below Secondary 3	Unspecified	Total Number of Employees
Technologist/ Managerial	5 819	3 622	58	-	23	391	-	-	-	348	10 261
Technician/ Supervisory	852	4 626	2 961	826	1 435	33 429	-	-	-	1 134	45 263
Craftsman	-	-	-	-	-	144	31	43	5	8	231
Operative	-	-	-	-	-	271	-	438	134	-	843
Total	6 671	8 248	3 019	826	1 458	34 235	31	481	139	1 490	56 598
*Percentage in Total Number of Employees	11.79%	14.57%	5.33%	1.46%	2.58%	60.49%	0.05%	0.85%	0.25%	2.63%	100.00%

* Excluding unskilled employees

2.14 The distribution of employers' preference on the training period that their employees should have in the three industries and their related trading and servicing sector is as follows:

(A) Manufacturing Sector (Tables 17, 18 and 19)

Job Level	Above 4 Years	3 to less than 4 Years	2 to less than 3 Years	1 to less than 2 Years	6 - 11 Months	Below 6 Months	Unspecified	Total Number of Employees
Technologist	791	210	-	-	-	-	75	1 076
Technician	1 361	853	1 824	10	-	8	307	4 363
Craftsman	197	166	1 159	43	4	-	106	1 675
Operative	-	131	287	6 745	3 152	4 445	582	15 342
Total	2 349	1 360	3 270	6 798	3 156	4 453	1 070	22 456
*Percentage in Total Number of Employees	10.46%	6.06%	14.56%	30.28%	14.05%	19.83%	4.76%	100.00%

(B) Trading and Servicing Sector (Table 20)

Job Level	Above 4 Years	3 to less than 4 Years	2 to less than 3 Years	1 to less than 2 Years	6 - 11 Months	Below 6 Months	Unspecified	Total Number of Employees
Technologist	8 039	1 794	55	22	-	3	348	10 261
Technician	9 860	10 589	23 169	459	36	16	1 134	45 263
Craftsman	44	68	110	-	-	1	8	231
Operative	-	-	207	312	224	100	-	843
Total	17 943	12 451	23 541	793	260	120	1 490	56 598
*Percentage in Total Number of Employees	31.7%	22.0%	41.6%	1.4%	0.46%	0.21%	2.63%	100.00%

* Excluding unskilled employees

2.15 The distribution of employers' preference on the training mode that their employees should have in the three industries and their related trading and servicing sector is as follows:

(A) Manufacturing Sector (Tables 21, 22 and 23)

Job Level	On-the-job Training	Apprenticeship	Off-the-job Training	Unspecified	Total Number of Employees
Technologist	1 001	-	-	75	1 076
Technician	4 002	54	-	307	4 363
Craftsman	1 539	30	-	106	1 675
Operative	14 760	-	-	582	15 342
Total	21 302	84	-	1 070	22 456
*Percentage in Total Number of Employees	94.87%	0.37%	-	4.76%	100.00%

(B) Trading and Servicing Sector (Table 24)

Job Level	On-the-job Training	Apprenticeship	Off-the-job Training	Unspecified	Total Number of Employees
Technologist	9 913	-	-	348	10 261
Technician	44 122	7	-	1 134	45 263
Craftsman	223	-	-	8	231
Operative	843	-	-	-	843
Total	55 101	7	-	1 490	56 598
*Percentage in Total Number of Employees	97.36%	0.01%	-	2.63%	100.00%

* Excluding unskilled employees

Technical and Non-technical Staff

2.16 The survey revealed that a total of 81 308 technical and 43 398 non-technical staff employed in the textile, clothing, footwear and handbag industries. The distribution of these employees by sector is as follows:

(A) Manufacturing Sector

(i) Textile Industry

Branch	Technical Staff	Non-technical Staff	Total
Spinning	1 299	151	1 450
Weaving	2 677	752	3 429
Knitting	462	95	557
Finishing	1 368	300	1 668
Sub-total	5 806	1 298	7 104

(ii) Clothing Industry

Branch	Technical Staff	Non-technical Staff	Total
Garment	12 208	1 963	14 171
Knitwear	6 541	1 173	7 714
Fur	87	21	108
Sub-total	18 836	3 157	21 993

(iii) Footwear and Handbag Industry

Branch	Technical Staff	Non-technical Staff	Total
Footwear	26	10	36
Handbag	31	-	31
Sub-total	57	10	67
TOTAL (i + ii + iii)	24 699	4 465	29 164

(B) Trading and Servicing Sector

(i) Trading

Branch	Technical Staff	Non-technical Staff	Total
I/E of Footwear	2 717	2 678	5 395
I/E of Fabrics	7 587	5 167	12 754
I/E of Wearing Apparel	44 179	29 409	73 588
I/E of Cotton, Textile Fibre and Yarn	1 795	1 438	3 233
Sub-total	56 278	38 692	94 970

(ii) Testing Services and Laboratories

Branch	Technical Staff	Non-technical Staff	Total
Testing Services and Laboratories	331	241	572
Sub-total	331	241	572
TOTAL (i + ii)	56 609	38 933	95 542

Recruitment of Employees

2.17 The distribution of companies which had recruitment difficulty during the 12 months prior to the survey in different job level in the three industries and their related trading and servicing sector is as follows:

Sector	Technologist	Technician	Craftsman	Operative	Total
Textile	-	6	3	18	27
Clothing	2	46	11	55	114
Footwear & Handbag	-	-	1	-	1
Trading	53	934	7	1	995
Servicing	1	2	1	-	4
Total	56	988	23	74	1 141

2.18 Employers indicated the reasons of recruitment difficulty which they had experienced during the 12 months prior to the survey. The numbers of employers' indications in different job level are as follows:

(A) Manufacturing Sector

(i) Textile Industry

Recruitment Difficulty	Technologist	Technician	Craftsman	Operative	Total
General labour shortage in Hong Kong	-	2	-	7	9
Insufficient graduates in relevant disciplines from institutions	-	2	-	3	5
Lack of applicants with relevant experience and training	-	4	3	6	13
Working conditions/remuneration package not meet applicants' expectation	-	1	-	12	13
Other reasons	-	-	-	3	3
Total	-	9	3	31	43

(ii) Clothing Industry

Recruitment Difficulty	Technologist	Technician	Craftsman	Operative	Total
General labour shortage in Hong Kong	-	19	7	44	70
Insufficient graduates in relevant disciplines from institutions	-	-	-	5	5
Lack of applicants with relevant experience and training	1	33	11	21	66
Working conditions/remuneration package not meet applicants' expectation	1	10	-	5	16
Other reasons	-	11	-	18	29
Total	2	73	18	93	186

(iii) Footwear and Handbag Industry

Recruitment Difficulty	Technologist	Technician	Craftsman	Operative	Total
General labour shortage in Hong Kong	-	-	1	-	1
Insufficient graduates in relevant disciplines from institutions	-	-	-	-	-
Lack of applicants with relevant experience and training	-	-	-	-	-
Working conditions/remuneration package not meet applicants' expectation	-	-	-	-	-
Other reasons	-	-	-	-	-
Total	-	-	1	-	1

(B) Trading and Servicing Sector

(i) Trading

Recruitment Difficulty	Technologist	Technician	Craftsman	Operative	Total
General labour shortage in Hong Kong	19	246	1	-	266
Insufficient graduates in relevant disciplines from institutions	4	91	-	-	95
Lack of applicants with relevant experience and training	20	816	7	-	843
Working conditions/remuneration package not meet applicants' expectation	15	287	-	-	302
Other reasons	-	119	-	-	119
Total	58	1 559	8	-	1 625

(ii) Testing Services and Laboratories

Recruitment Difficulty	Technologist	Technician	Craftsman	Operative	Total
General labour shortage in Hong Kong	-	-	-	-	-
Insufficient graduates in relevant disciplines from institutions	-	-	-	-	-
Lack of applicants with relevant experience and training	1	2	1	-	4
Working conditions/remuneration package not meet applicants' expectation	1	1	-	-	2
Other reasons	-	-	-	-	-
Total	2	3	1	-	6

Recruitment of Compliance Manager/Supervisor

2.19 Employers reported that the estimated number of Compliance Manager and/or Compliance Supervisor who/will be employed during the 12 months after the survey is as follows:

Sector	Compliance Manager	Compliance Supervisor	Total
Textile	-	-	-
Clothing	1	-	1
Footwear & Handbag	-	-	-
Trading	3	-	3
Servicing	-	-	-
Total	4	-	4

Survey Finding of Individual Branches

2.20 Detailed manpower statistics of the respective branches in the manufacturing and the trading and servicing sectors are given in the following tables:

<i>Branch</i>	<i>Table</i>
<i>(A) Manufacturing Sector</i>	
(i) Spinning	25
(ii) Weaving	26
(iii) Knitting	27
(iv) Finishing	28
(v) Garment	29
(vi) Knitwear	30
(vii) Fur	31
(viii) Footwear	32
(ix) Handbag	33
<i>(B) Trading and Servicing Sector</i>	
(i) I/E of Footwear	34
(ii) I/E of Fabrics	35
(iii) I/E of Wearing Apparel	36
(iv) I/E of Cotton, Textile Fibre and Yarn	37
(v) Testing Services and Laboratories	38

SECTION III

CONCLUSIONS

General

3.1 The Training Board has carefully examined the survey findings and is of the view that they generally reflect the actual employment situation of the textile, clothing, footwear and handbag industries at the time of the survey.

3.2 In August 2007, the textile, clothing, footwear and handbag industries, employed a total of 81 308 persons, representing an average annual decrease of 6.97% when compared with 93 938 found in the last survey conducted in September 2005. The distribution and comparison of the workforce by job level and by sector in 2005 and 2007 are shown below:

Job Level	Manufacturing Sector	Trading and Servicing Sector	Total	Average Annual Change in %
Technologist/ Managerial	1 076 (1 655)	10 261 (13 430)	11 337 (15 085)	-13.31%
Technician/ Supervisory	4 363 (5 251)	45 263 (44 940)	49 626 (50 191)	-0.56%
Craftsman	1 675 (2 512)	231 (850)	1 906 (3 362)	-24.71%
Operative	15 342 (22 319)	843 (14)	16 185 (22 333)	-14.87%
Unskilled	2 243 (2 965)	11 (2)	2 254 (2 967)	-12.84%
Total	24 699 (34 702)	56 609 (59 236)	81 308 (93 938)	-6.97%
Annual Change in %	-15.63%	-2.24%	-6.97%	

Note : Figure in brackets () represent the corresponding number collected in the 2005 manpower survey.

3.3 The findings indicated an annual decline of 15.63% in the manpower in the manufacturing sector from year 2005 to 2007, and an average annual decrease of 2.24% in the trading and servicing sector. The decrease in the manpower of the whole industry, i.e. 6.97% per annum, was mainly due to the decrease in the manufacturing sector.

3.4 By skill level, there were also considerable annual decreases of 13.31%, 24.71%, 14.87% and 12.84% at the technologist/managerial, craftsman, operative and unskilled level respectively.

Manpower Changes by Branch of the Textile, Clothing, Footwear and Handbag Industries

3.5 The manpower survey of the textile, clothing, footwear and handbag industries covers the manufacturing and the trading and servicing sectors. The manufacturing sector includes the textile, clothing, footwear and handbag industries with nine branches as follows:

- (i) Textile Industry
 - Spinning,
 - Weaving,
 - Knitting, and
 - Finishing
- (ii) Clothing Industry
 - Garment,
 - Knitwear, and
 - Fur
- (iii) Footwear and Handbag Industries
 - Footwear, and
 - Handbag

3.6 The trading and servicing sector includes the trading sector, testing services and laboratories with five branches as follows:

- (i) Trading Sector
 - Import/Export of Footwear,
 - Import/Export of Fabrics,
 - Import/Export of Wearing Apparel, and
 - Import/Export of Cotton, Textile Fibre and Yarn.
- (ii) Testing Services and Laboratories
 - Firms engaged in Textile Testing Services and Laboratories

3.7 In August 2007, the manufacturing sector employed 5 806 employees in the textile industry, 18 836 in the clothing industry and 57 in the footwear and handbag industries. Compared with the 2005 survey, the total manpower recorded an annual decline of 16.38%, 15.38% and 21.29% respectively in the textile, clothing and the footwear and handbag industries. The trading and servicing sector employed 56 278 employees in the trading sector and 331 in the testing services and laboratories, representing an average annual decrease of 2.04% and 25.23% in the trading sector and the servicing sector respectively from 2005 to 2007.

3.8 The textile industry recorded an overall decline in manpower of 2 497 employees from 2005 to 2007. The annual decline of manpower in the branches of spinning, weaving, knitting and finishing are 14.43%, 10.06%, 11.88% and 27.81% respectively. Details of manpower changes are tabulated below:

Branch	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
Spinning	1 774	1 299	-14.43%
Weaving	3 309	2 677	-10.06%
Knitting	595	462	-11.88%
Finishing	2 625	1 368	-27.81%
Total	8 303	5 806	-16.38%

3.9 The findings indicated that the branches of garment and knitwear in the clothing industry had an average decline of 19.32% and 6.47% respectively and the branch of fur had an increase of 6.99%, giving an overall annual manpower decrease of 15.38% in manpower per annum. Details of the manpower changes are tabulated as follows:

Branch	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
Garment	18 754	12 208	-19.32%
Knitwear	7 477	6 541	-6.47%
Fur	76	87	6.99%
Total	26 307	18 836	-15.38%

3.10 The combined effect of the reductions in manpower respectively in the footwear and handbag branches resulted in an average annual decline of 21.29% in the overall manpower in the industries from 2005 to 2007. Details of manpower changes are tabulated below:

Branch	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
Footwear	71	26	-39.49%
Handbag	21	31	21.50%
Total	92	57	-21.29%

3.11 The overall decrease of manpower in the trading sector was mainly attributed to the decline of manpower in the branches of footwear, fabrics, wearing apparel and cotton, textile fibre and yarn at an average annual decrease of 0.78%, 2.15%, 2.15% and 0.53% respectively. Details of manpower changes are shown below:

Branch	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
I/E of Footwear	2 760	2 717	-0.78%
I/E of Fabrics	7 924	7 587	-2.15%
I/E of Wearing Apparel	46 146	44 179	-2.15%
I/E of Cotton, Textile Fibre and Yarn	1 814	1 795	-0.53%
Total	58 644	56 278	-2.04%

3.12 There was a substantial annual decrease of 25.23% of manpower in the testing services and laboratories sector in the past two years. Details of manpower changes are listed as follows:

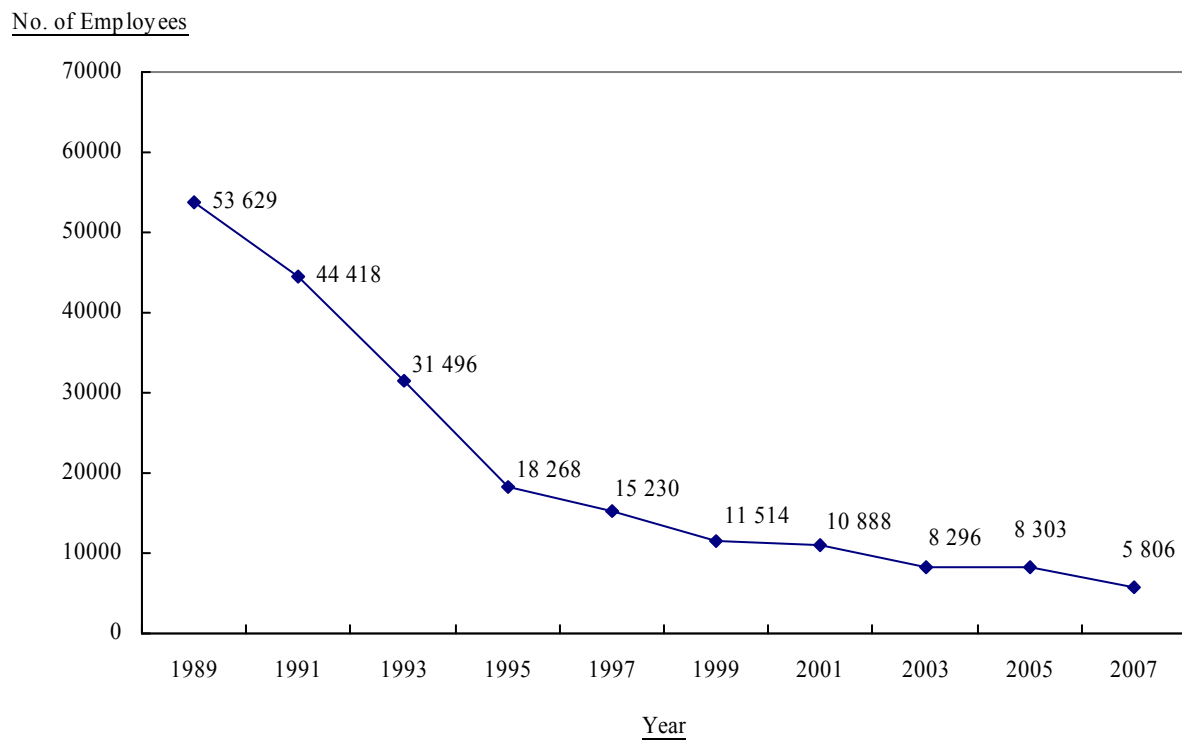
Branch	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
Testing Services and Laboratories	592	331	-25.23%
Total	592	331	-25.23%

3.13 The manpower situation in the manufacturing sector of the textile, clothing, footwear and handbag industries between 1989 and 2007 is depicted below:

(A) Manufacturing Sector

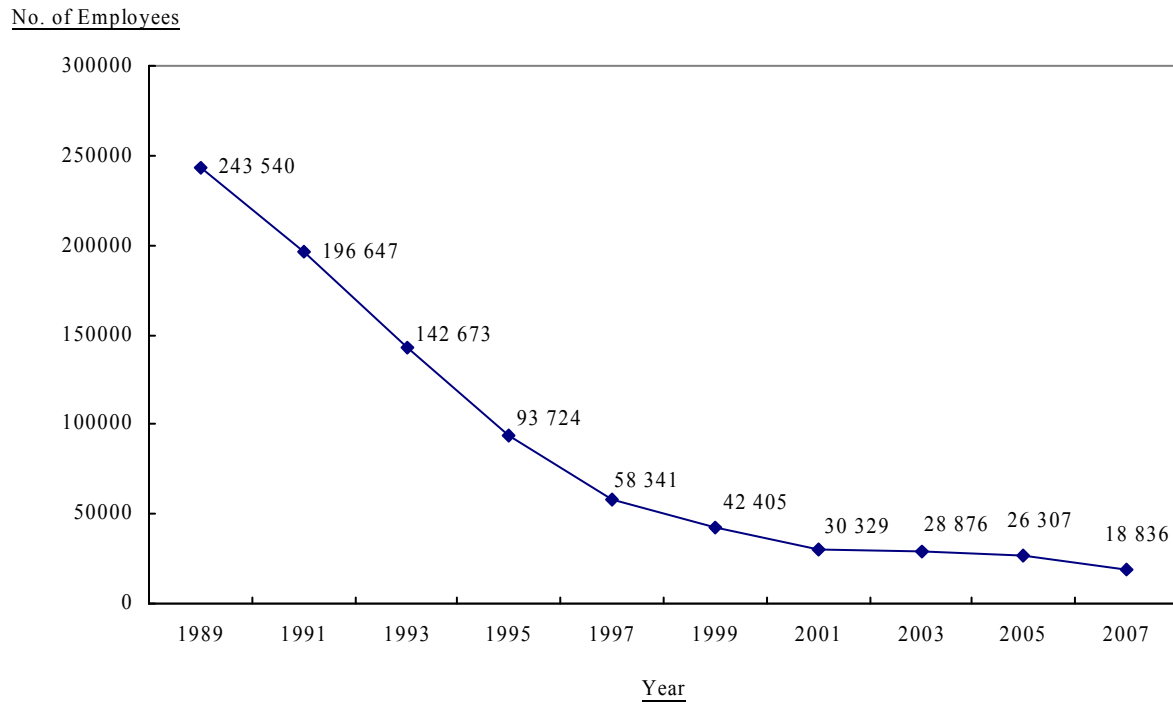
(i) Textile Industry

**Figure 6: Manpower Situation of the Textile Industry
Between 1989 and 2007**



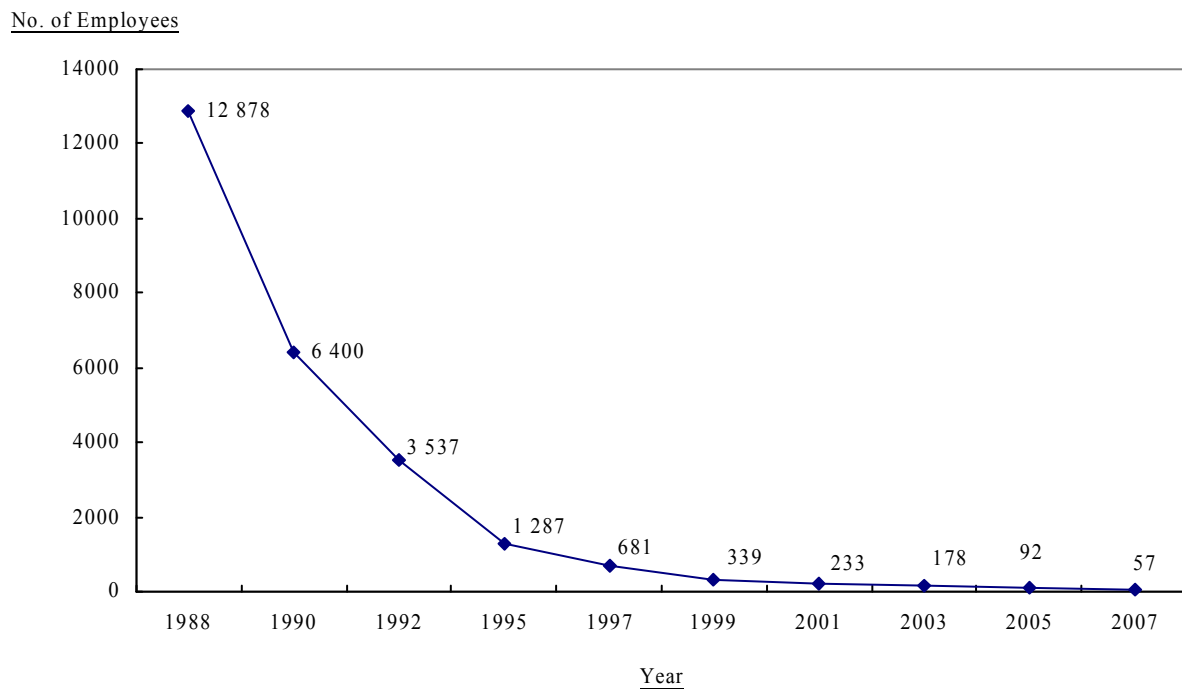
(ii) Clothing Industry

**Figure 7: Manpower Situation of the Clothing Industry
Between 1989 and 2007**



(iii) Footwear and Handbag Industries

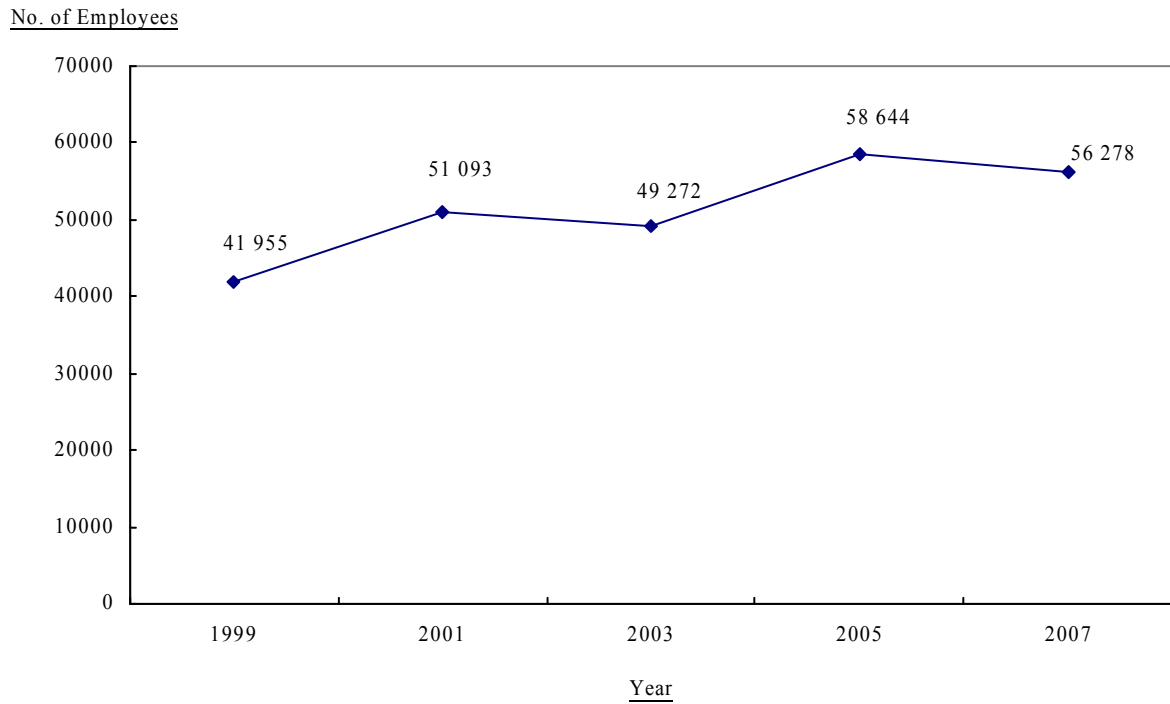
**Figure 8: Manpower Situation of the Footwear and Handbag
Industries Between 1988 and 2007**



(B) Trading and Servicing Sector

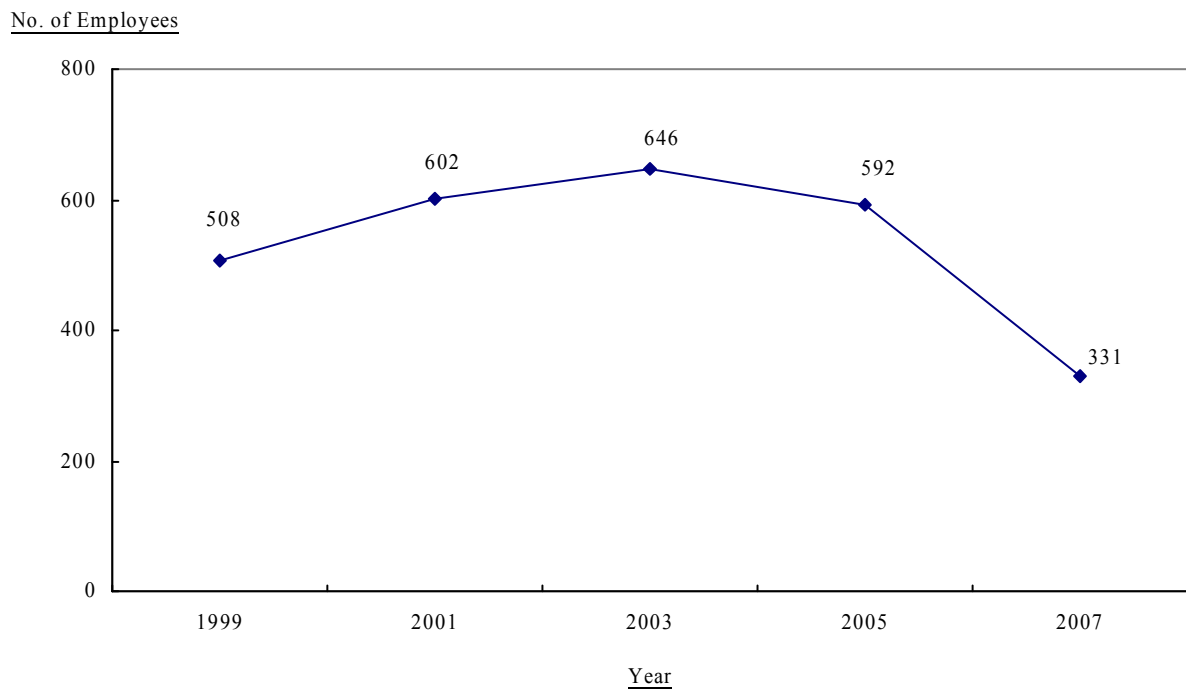
(i) Trading

**Figure 9: Manpower Situation of the Trading Sector
Between 1999 and 2007**



(ii) Testing Services and Laboratories

**Figure 10: Manpower Situation of the Testing Services
and Laboratories Between 1999 and 2007**



3.14 The manpower changes by job levels for the three industries are tabulated below:

(A) Manufacturing Sector

(i) Textile Industry

Job Level	2005	2007	Average Change per Annum (%)
Technologist	434	234	-26.57%
Technician	1 341	1 037	-12.06%
Craftsman	1 034	681	-18.85%
Operative	4 561	3 057	-18.13%
Unskilled	933	797	-7.58%
Total	8 303	5 806	-16.38%

(ii) Clothing Industry

Job Level	2005	2007	Average Change per Annum (%)
Technologist	1 214	838	-16.92%
Technician	3 895	3 315	-7.75%
Craftsman	1 449	981	-17.72%
Operative	17 718	12 258	-16.82%
Unskilled	2 031	1 444	-15.68%
Total	26 307	18 836	-15.38%

(iii) Footwear and Handbag Industries

Job Level	2005	2007	Average Change per Annum (%)
Technologist	7	4	-24.41%
Technician	15	11	-14.37%
Craftsman	29	13	-33.05%
Operative	40	27	-17.84%
Unskilled	1	2	41.42%
Total	92	57	-21.29%

(B) Trading and Servicing Sector

(i) Trading

Job Level	2005	2007	Average Change per Annum (%)
Technologist/ Managerial	13 390	10 254	-12.49%
Technician/ Supervisory	44 456	44 952	0.56%
Craftsman	782	218	-47.20%
Operative	14	843	675.98%
Unskilled	2	11	134.52%
Total	58 644	56 278	-2.04%

(ii) Testing services and Laboratories

Job Level	2005	2007	Average Change per Annum (%)
Technologist/ Managerial	40	7	-58.17%
Technician/ Supervisory	484	311	-19.84%
Craftsman	68	13	-56.28%
Total	592	331	-25.23%

3.15 The number of establishments in manufacturing sector of the textile, clothing, footwear and handbag industries also dropped considerably from 732, 1 391 and 32 in the 4th quarter of 2004 to 668, 1 229 and 22 in the 1st quarter of 2007, representing decreases of 4.47%, 6% and 17.08% respectively per annum. The annual reduction rate in the number of the establishments for the manufacturing sector was 5.63%. While in the trading sector, the number of establishments increased from 18 843 in the 4th quarter of 2005 to 19 074 in the 1st quarter of 2007, representing increases of 0.61%. Details of the change in the number of establishments in the three industries are listed below:

(A) Manufacturing Sector

(i) Textile Industry

Year \ Establishment Size No. of Est.	Establishment Size						Total
	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 & Over	
4 th Quarter 1996	899	238	136	57	22	12	1 364
1 st Quarter 1999	817	185	103	45	9	7	1 166
1 st Quarter 2001	685	171	85	33	9	7	990
4 th Quarter 2002	598	126	75	25	10	8	842
4 th Quarter 2004	526	103	69	19	7	8	732
1 st Quarter 2007	491	84	61	19	7	6	668

(ii) Clothing Industry

Year \ Establishment Size No. of Est.	Establishment Size						Total
	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 & Over	
1 st Quarter 1997	1 493	702	770	287	86	34	3 372
1 st Quarter 1999	1 104	582	588	189	65	21	2 549
1 st Quarter 2000	879	540	415	111	51	16	2 012
4 th Quarter 2002	752	396	317	89	30	13	1 597
4 th Quarter 2004	613	302	365	68	33	10	1 391
1 st Quarter 2007	551	290	314	38	29	7	1 229

(iii) Footwear and Handbag Industries

Year \ Establishment Size No. of Est.	Establishment Size						Total
	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 & Over	
1 st Quarter 1997	131	13	9	-	-	-	153
1 st Quarter 1999	91	4	6	-	-	-	101
1 st Quarter 2000	57	6	1	3	-	-	67
4 th Quarter 2002	44	3	2	-	-	-	49
4 th Quarter 2004	28	2	2	-	-	-	32
1 st Quarter 2007	21	1	-	-	-	-	22

(iv) Total of (i) + (ii) + (iii)

Year \ Establishment Size No. of Est.	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 & Over	Total
	1 st Quarter 2001	1 621	717	501	147	60	23
4 th Quarter 2002	1 394	525	394	114	40	21	2 488
4 th Quarter 2004	1 167	407	436	87	40	18	2 155
1 st Quarter 2007	1 063	375	375	57	36	13	1 919

(B) Trading Sector*

Year \ Establishment Size No. of Est.	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 & Over	Total
	1 st Quarter 2001	18 127	1 484	490	108	43	15
4 th Quarter 2002	17 619	1 471	511	126	45	16	19 788
4 th Quarter 2004	16 658	1 383	597	136	50	19	18 843
1 st Quarter 2007	16 796	1 420	672	114	50	22	19 074

(C) Grand Total of (A) + (B)

Year \ Establishment Size No. of Est.	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 & Over	Total
	1 st Quarter 2001	19 748	2 201	991	255	103	38
4 th Quarter 2002	19 013	1 996	905	240	85	37	22 276
4 th Quarter 2004	17 825	1 790	1 033	223	90	37	20 998
1 st Quarter 2007	17 859	1 795	1 047	171	86	35	20 993

* Establishments of testing services and laboratories are not included in the list.

Manpower Changes by Job Level of the Textile, Clothing, Footwear and Handbag Industries

Technologist/Managerial Level

3.16 There were 1 076 technologists in August 2007. Compared with the figure of 1 665 in 2005, technologists in the manufacturing sector recorded a 19.37% decrease per annum. The bulk of decrease in the manpower at technologist level occurred in the textile, clothing, footwear and handbag industries. In the trading and servicing sector, there were 10 254 managers in August 2007, representing an annual decrease of 12.49% in the trading sector, while an annual decrease of 58.17% in the servicing sector. Details of manpower changes are tabulated below:

(A) Manufacturing Sector

Industry	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
Textile	434	234	-26.57%
Clothing	1 214	838	-16.92%
Footwear and Handbag	7	4	-24.41%
Total	1 655	1 076	-19.37%

(B) Trading and Servicing Sector

Branch	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
Trading	13 390	10 254	-12.49%
Testing Services and Laboratories	40	7	-58.17%
Total	13 430	10 261	-12.59%

Technician/Supervisory Level

3.17 At the technician level, the manpower in the manufacturing sector decreased from 5 251 in 2005 to 4 363 in 2007, representing an 8.85% average annual decrease. This was due to a substantial manpower decrease of the textile and the clothing industries in the past two years. On the other hand, there was a slight average growth of 0.36% per annum in the trading and servicing sector. Details of manpower changes are listed below:

(A) Manufacturing Sector

Industry	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
Textile	1 341	1 037	-12.06%
Clothing	3 895	3 315	-7.75%
Footwear and Handbag	15	11	-14.37%
Total	5 251	4 363	-8.85%

(B) Trading and Servicing Sector

Branch	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
Trading	44 456	44 952	0.56%
Testing Services and Laboratories	484	311	-19.84%
Total	44 940	45 263	0.36%

Craftsman Level

3.18 The average annual decrease of craftsman manpower in the manufacturing sector was at 18.34%. This was mainly due to the shrinkage of craftsmen in the textile, clothing, footwear and handbag industries. The survey also revealed that there was a significant decrease of skilled employees at craftsman level employed in trading offices, testing services and laboratories. Details of manpower changes are listed as follows:

(A) Manufacturing Sector

Industry	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
Textile	1 034	681	-18.85%
Clothing	1 449	981	-17.72%
Footwear and Handbag	29	13	-33.05%
Total	2 512	1 675	-18.34%

(B) Trading and Servicing Sector

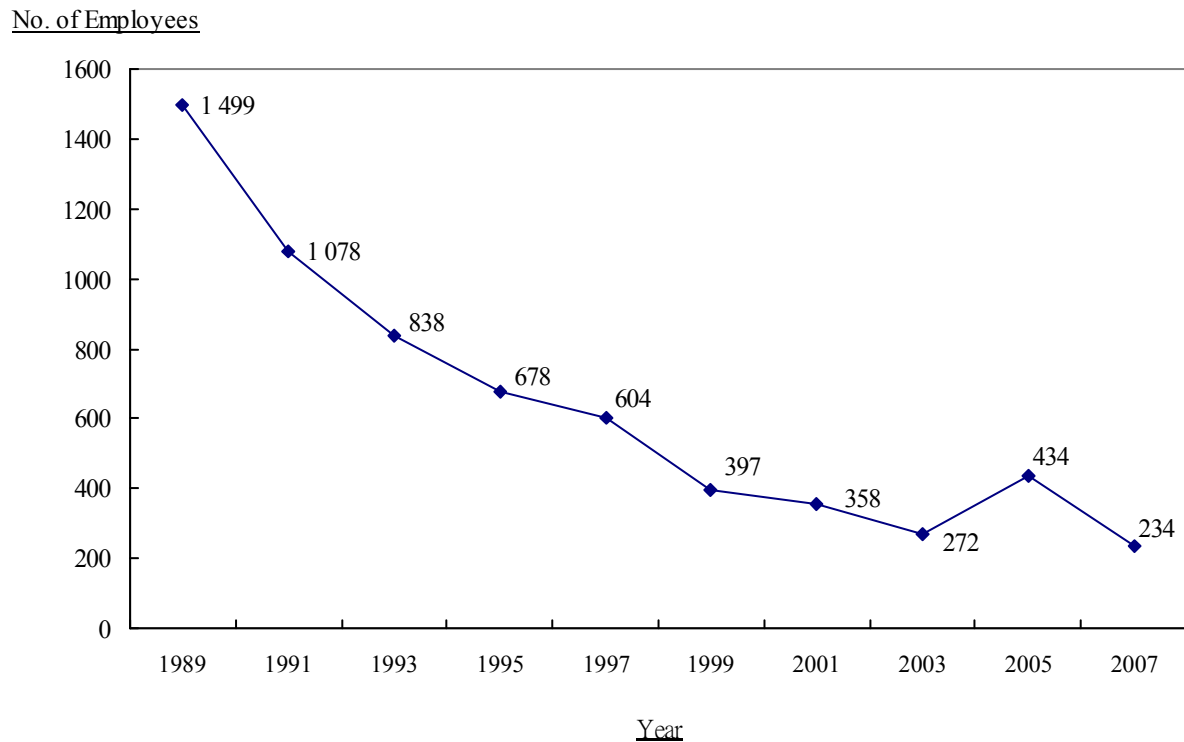
Branch	No. of Employees		Average Change per annum (%)
	September 2005	August 2007	
Trading	782	218	-47.20%
Testing Services and Laboratories	68	13	-56.28%
Total	850	231	-47.87%

3.19 The charts below show the manpower situation at various job levels in the manufacturing sector of the textile and clothing industries between 1989 and 2007, the footwear and handbag industries between 1988 and 2007, and the trading and servicing sector between 1999 and 2007.

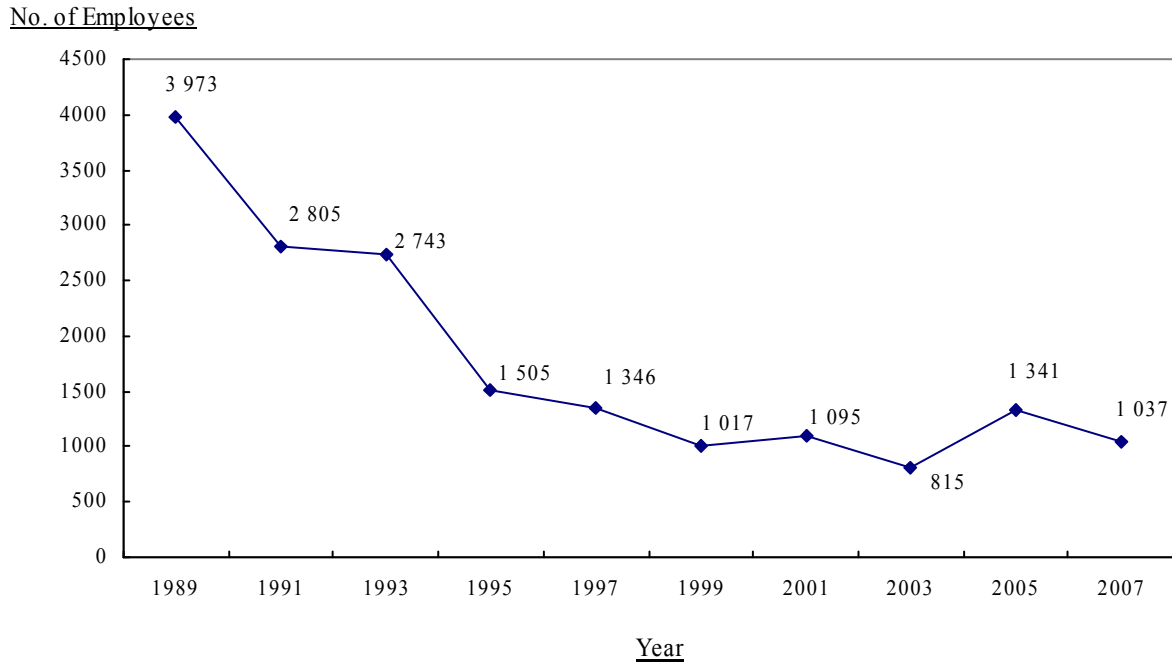
(A) Manufacturing Sector

(i) Textile Industry

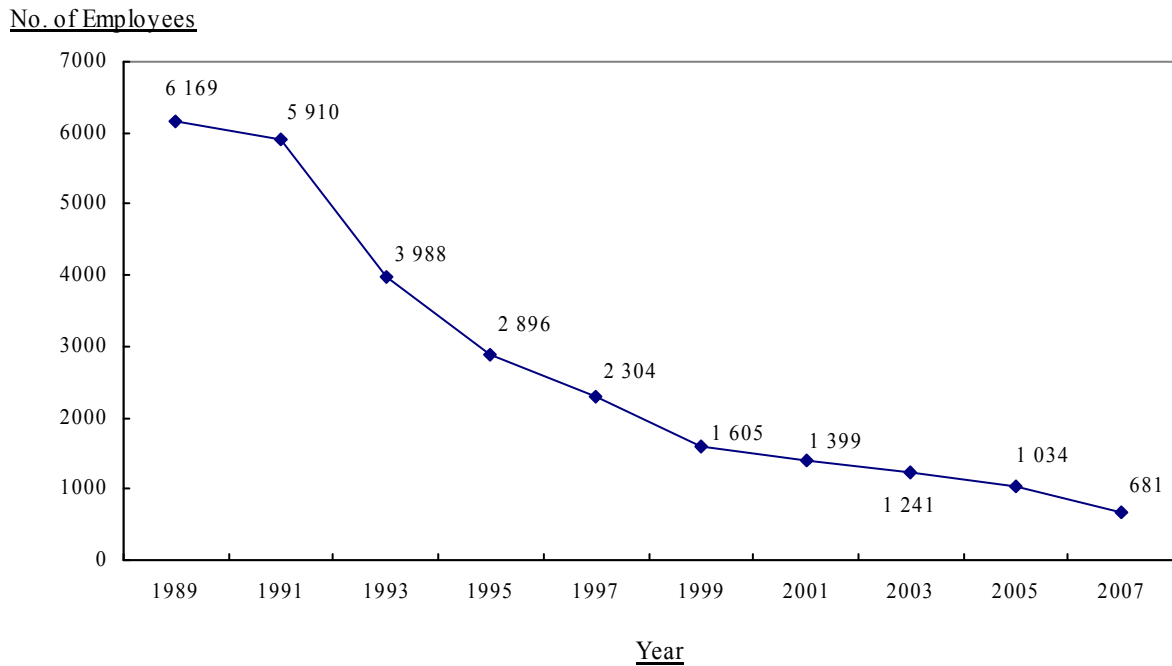
**Figure 11: Manpower Situation at the Technologist Level
Between 1989 and 2007**



**Figure 12: Manpower Situation at the Technician Level
Between 1989 and 2007**



**Figure 13: Manpower Situation at the Craftsman Level
Between 1989 and 2007**



(ii) Clothing Industry

Figure 14: Manpower Situation at the Technologist Level Between 1989 and 2007

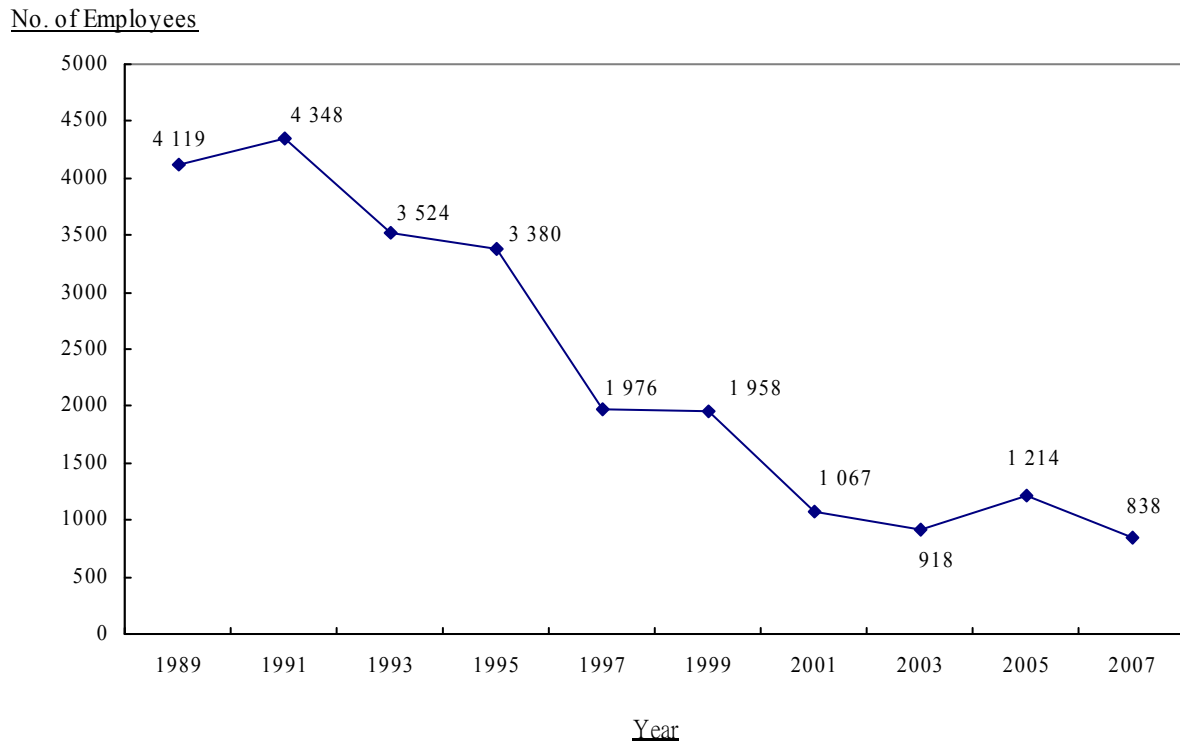
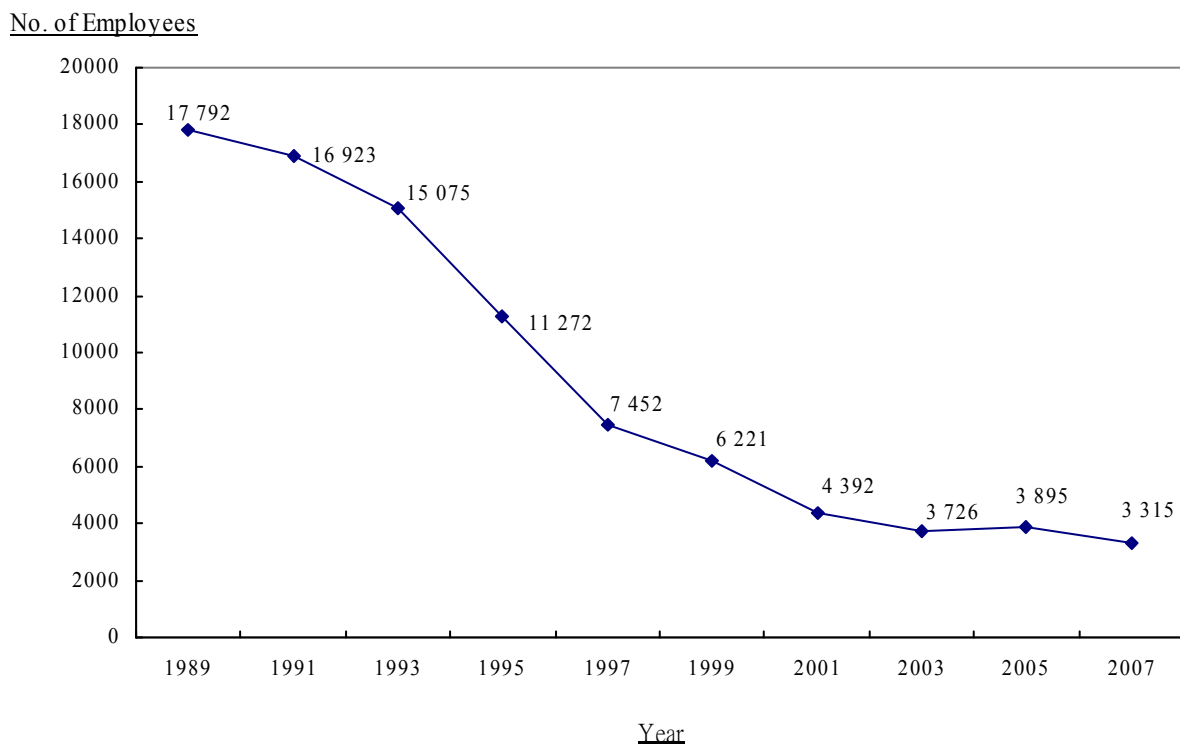
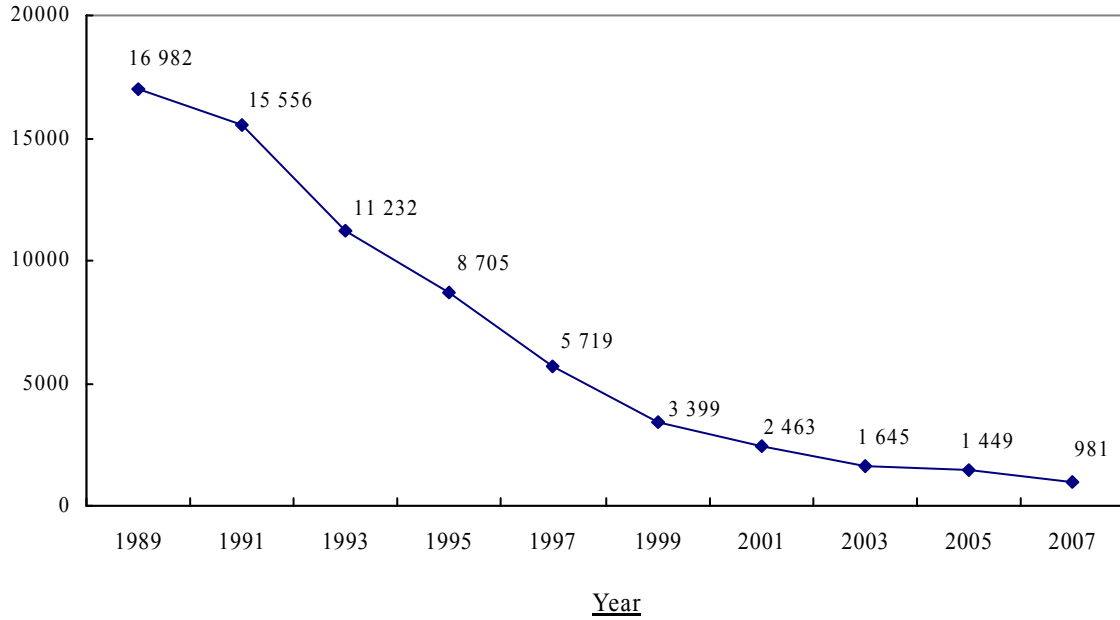


Figure 15: Manpower Situation at the Technician Level Between 1989 and 2007



**Figure 16: Manpower Situation at the Craftsman Level
Between 1989 and 2007**

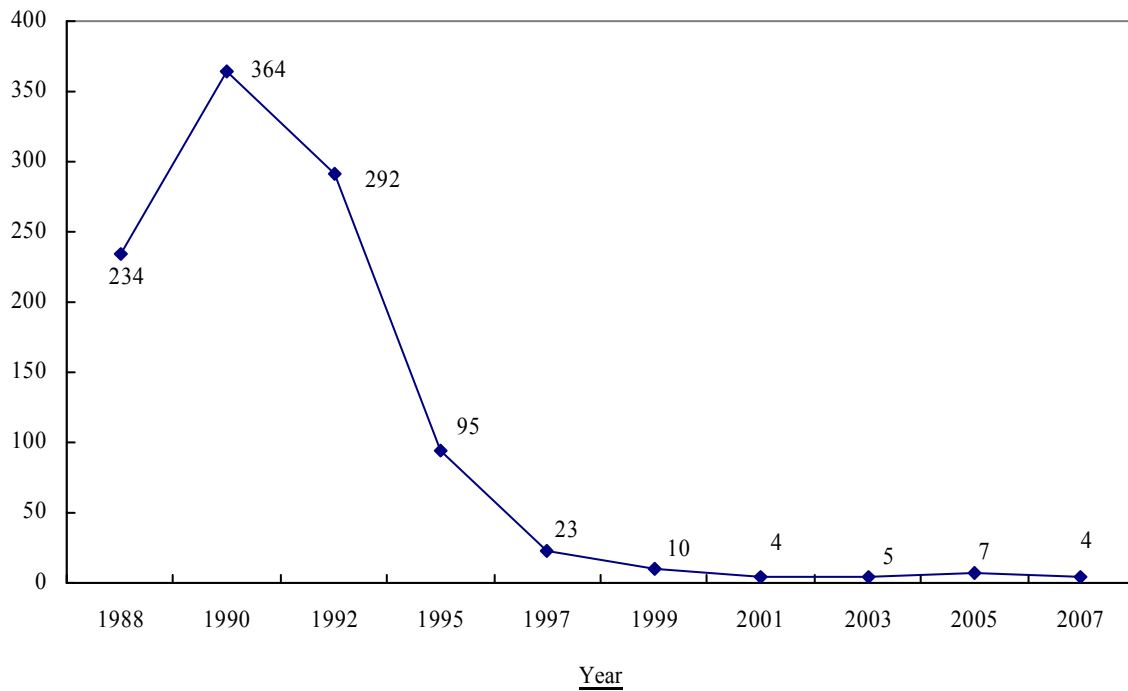
No. of Employees



(iii) Footwear and Handbag Industry

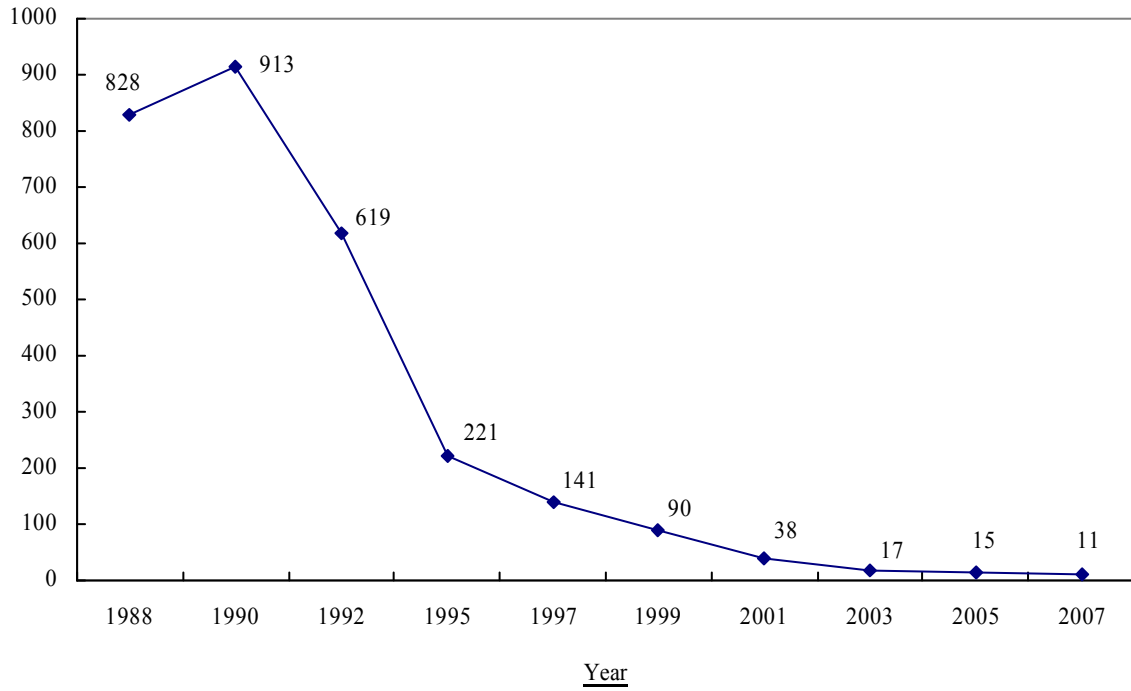
**Figure 17: Manpower Situation at the Technologist Level
Between 1988 and 2007**

No. of Employees



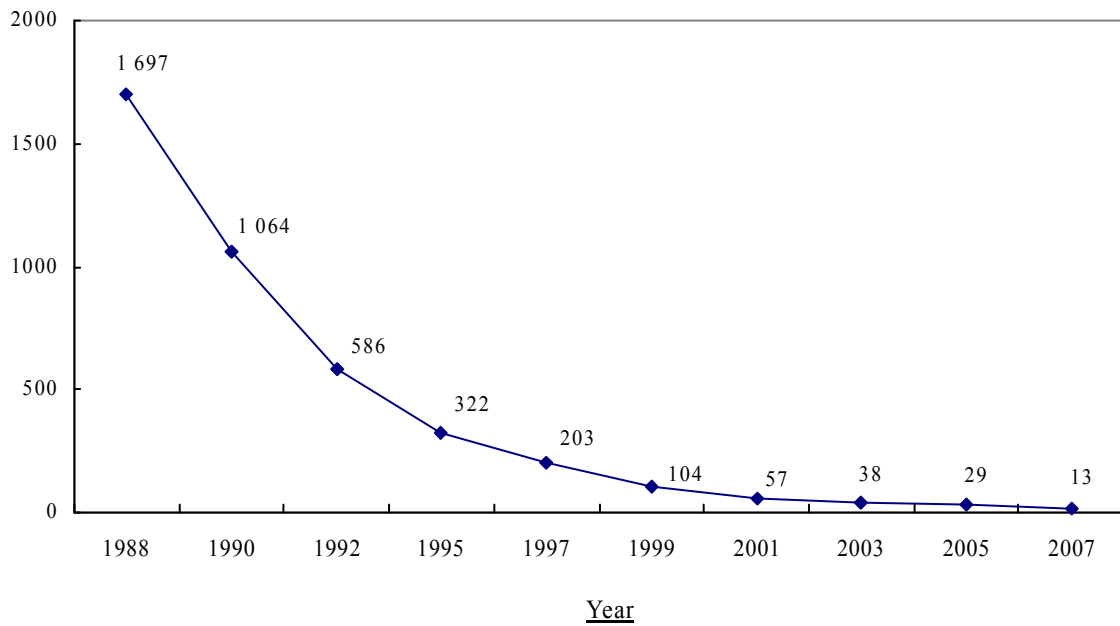
**Figure 18: Manpower Situation at the Technician Level
Between 1988 and 2007**

No. of Employees



**Figure 19: Manpower Situation at the Craftsman Level
Between 1988 and 2007**

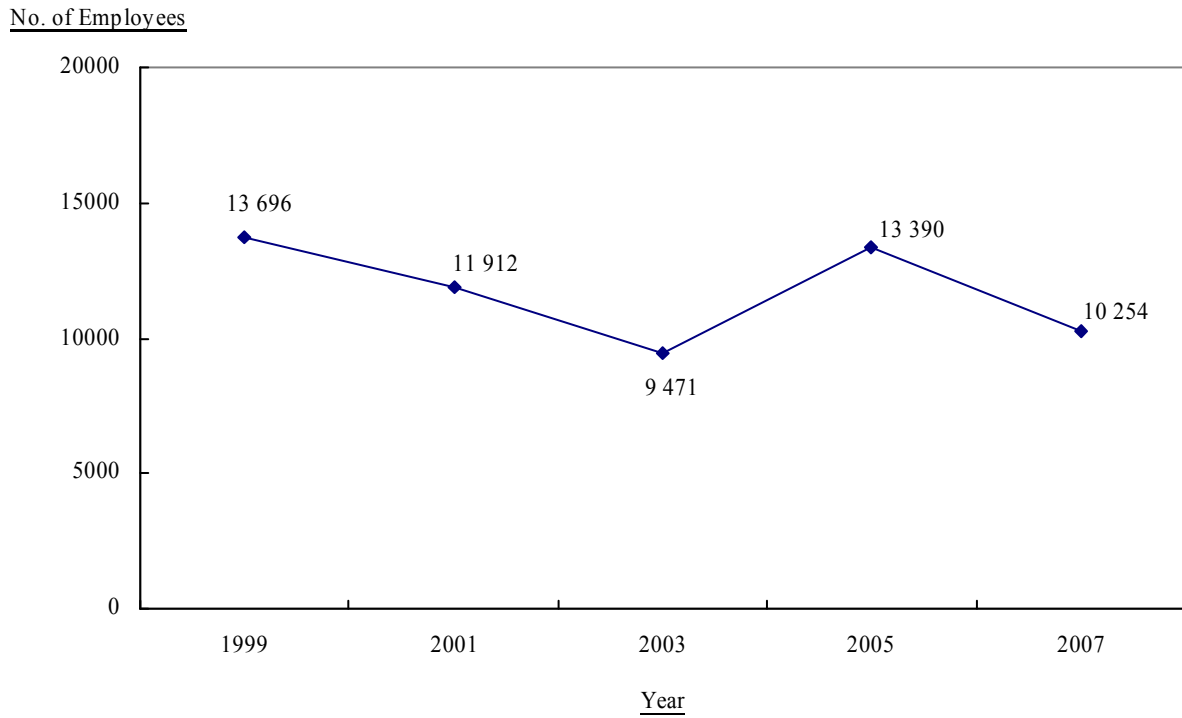
No. of Employees



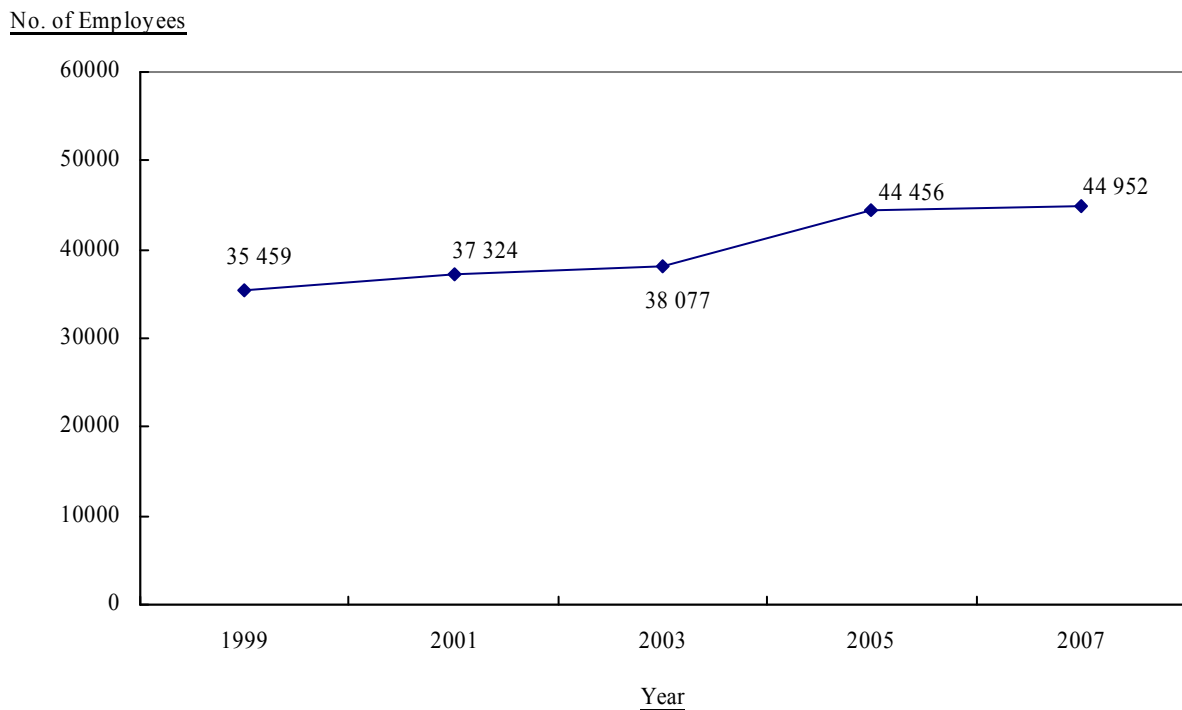
(B) Trading and Servicing Sector

(i) Trading

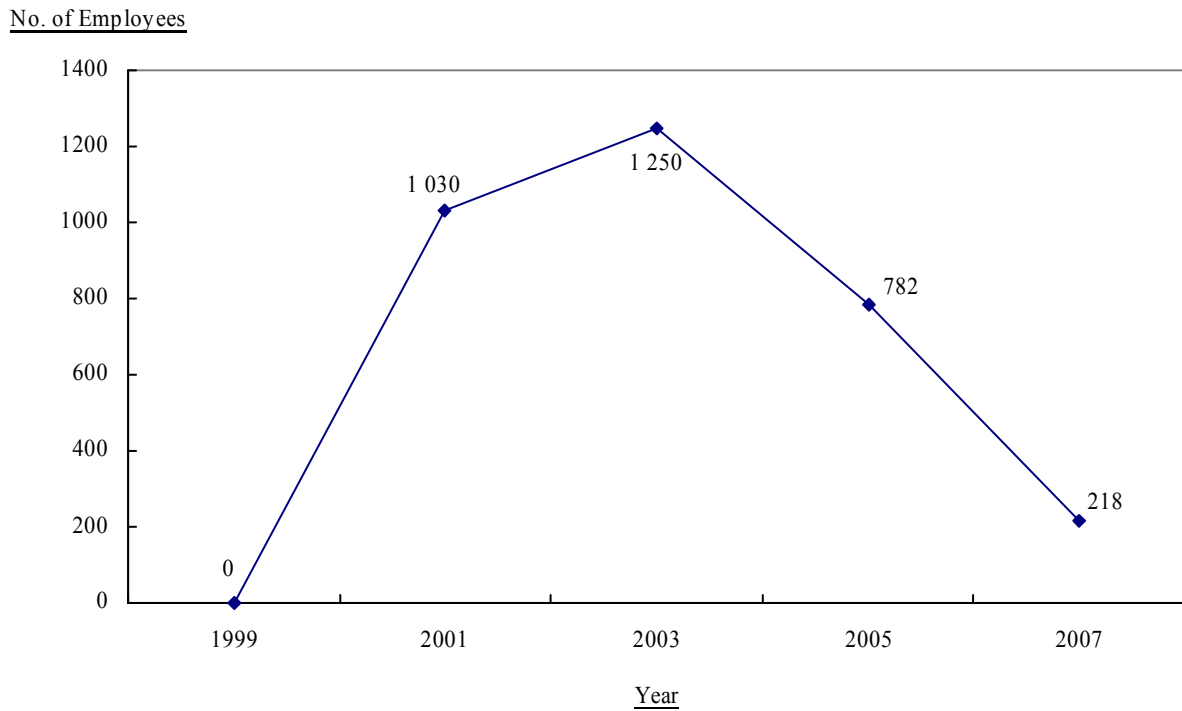
**Figure 20: Manpower Situation at the Technologist/Managerial Level
Between 1999 and 2007**



**Figure 21: Manpower Situation at the Technician/Supervisory Level
Between 1999 and 2007**

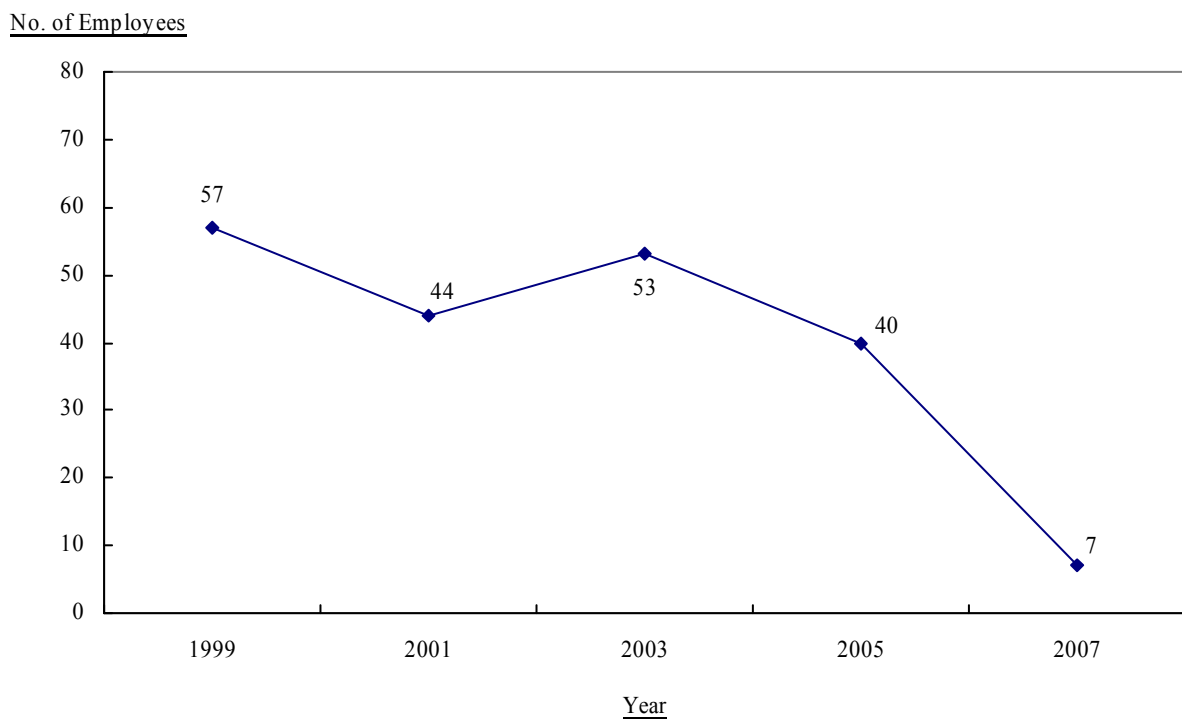


**Figure 22: Manpower Situation at the Craftsman Level
Between 1999 and 2007**

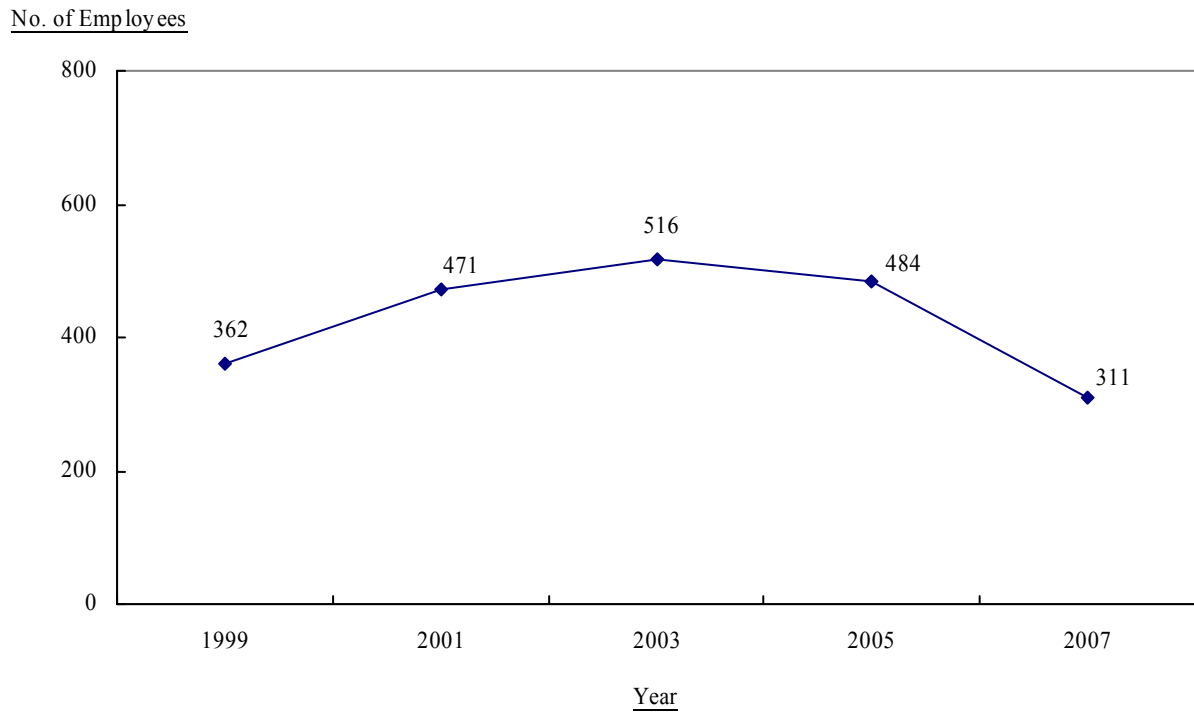


(ii) Testing Services and Laboratories

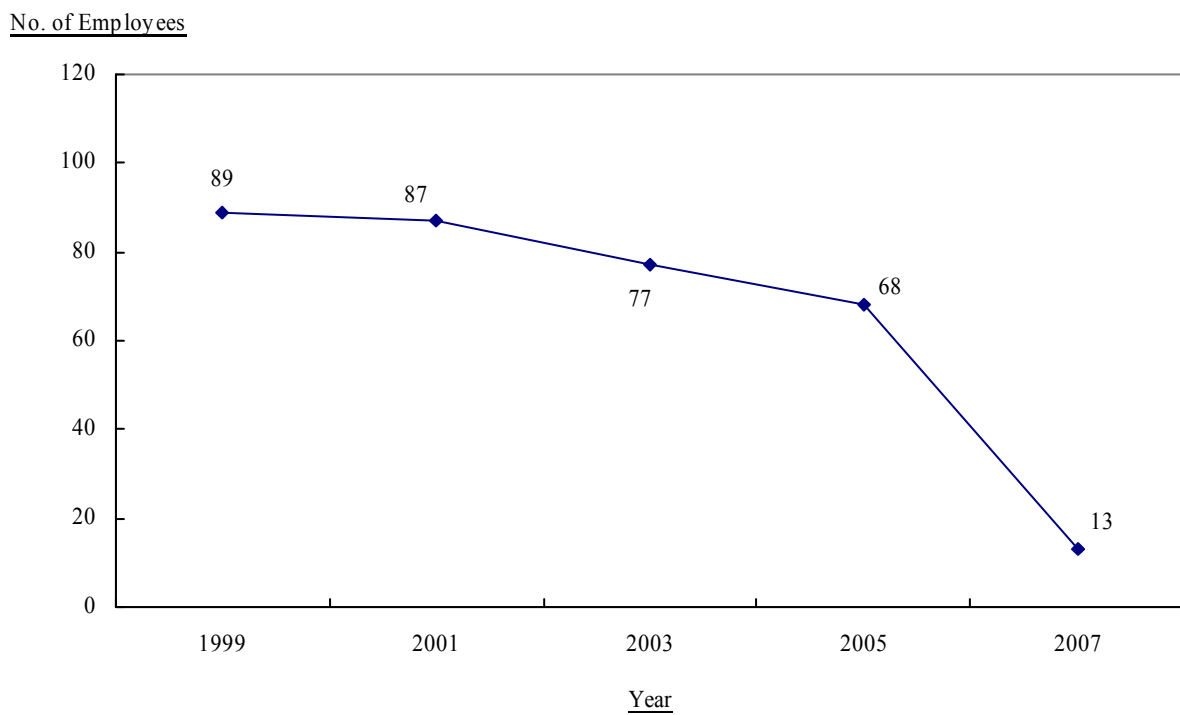
**Figure 23: Manpower Situation at the Technologist/Managerial Level
Between 1999 and 2007**



**Figure 24: Manpower Situation at the Technician/Supervisory Level
Between 1999 and 2007**



**Figure 25: Manpower Situation at the Craftsman Level
Between 1999 and 2007**



Views and Observations on Manpower Changes

3.20 The Training Board is of the view that the manpower changes may be attributable to the following:

- (i) possible slowdown of the United States economy as a result of the lingering sub-prime issue;
- (ii) highly competitive market environment in the post-quota regime for many textile manufacturers;
- (iii) strong price competition from other developing countries resulting in shifting of production from Hong Kong to countries with lower labour cost;
- (iv) increasing demands by foreign importers for delivering quality product in short lead time, manufacturers and trading companies have streamlined their operations and tightened up supply chain management to ensure the ordered merchandise reaching the store floor at the right time;
- (v) liberation of quotas worldwide by 2005 sped up the rationalization and globalization of textile and clothing manufacturing business, thus an increasing number of employers shifted their plants to Mainland China and nearby countries in the Region for production to enhance their cost competitiveness and retained Hong Kong as a sourcing and co-ordinating centre;
- (vi) the re-classification by the Census and Statistics Department into trading firms of those manufacturing firms which had transformed into management and sourcing headquarters for production in Mainland China and nearby countries;
- (vii) gradual migration of technical personnel from the manufacturing sector to the trading sector which required more technical manpower for high value-added production and to design houses attached to the local trading offices in particular for original design manufacture (ODM);
- (viii) the unattractiveness of the industries to new entrants; and
- (ix) quite a number of principal jobs had been merged or gradually phased out either due to the changes in production processes or technological advancement.

3.21 The Training Boards also has the following observations on the manpower data:

- (i) the majority of the reported vacancies existed in the three industries were mostly for supervisors and operatives in the manufacturing sector and mainly for managers and supervisors in the trading and servicing sector;
- (ii) ageing is a problem in the manufacturing sector of the three industries, particularly in the footwear and handbag industries. At the time of survey, there were some 54.55% of the employees in the footwear and handbag industries over the age of 50, whereas 30.05% and 30.7% of employees in the textile and the clothing industries over the age of 50;
- (iii) there would be a significant demand for manpower for co-ordinating Mainland and offshore productions, merchandising and quality control activities in the trading sector;
- (iv) the shift of the nature of activities from manufacturing to trading continues, resulting in a greater demand for well-trained and qualified merchandisers, designers, quality control personnel, etc.;
- (v) most of the job duties handled by Compliance Managers and Compliance Supervisors were carried out by other managers or supervisors at the same level to reduce production cost;
- (vi) in view of high production cost and manpower shortage, the number of local establishments and manpower in the manufacturing sector of the textile, clothing, footwear and handbag industries diminished from 2 107 establishments and 34 702 in 2005 to 1 919 and 24 699 in 2007. Comparatively in the trading sector, there was an increase of establishments from 18 789 in 2005 to 19 081 in 2007, but there was a decrease in manpower from 58 644 in 2005 to 56 278 in 2007. This adverse effect might be due to the fact that the trading sector had undergone a consolidation stage. Those establishments with well management would undergo for expansion and further development, while those with poor management would diminish and phase out; and
- (vii) in line with the booming business in knitwear industry in recent years, the manufacturers had largely invested in modernizing the machinery and equipment of highly computerized knitting machines for enhancing productivity and quality. In order to persist the competitiveness of the industry, many knitwear manufacturers required to diversify their business for high valued added production, original design manufacture, and even original brand manufacture (OBM). In long term measures, more technical manpower with good knowledge of knitwear design and technology are required and essential for the industry.

Business Outlook

3.22 Looking into the future, the Training Board has the following views:

- (i) the textile and clothing industries have been experiencing tough ongoing challenges and fierce global competition. Local manufacturers would not only continue to invest heavily in advanced machinery, technology and manpower training, but also to employ more personnel to develop their business and marketing activities;
- (ii) A new Labour Contract Law of China endorsed by the Standing Committee of the National People's Congress came into effect on 1 January 2008. The Law has clarified the method of calculating economic compensation made to employees when they are terminated. This is an issue of great concern to Hong Kong companies. Hong Kong employers with plants/offices in Mainland are of pressure to upgrade themselves to lower the production cost, to move further inland or to close down their operations;
- (iii) Hong Kong is a global sourcing hub which attracts trading firms, major retailers, speciality chains and mail order houses to place orders here;
- (iv) the industry needs to keep moving upmarket to supply sophisticated product with original designs. Our competitive edge lies in the superb quality and swift response to fashion trends and market demands;
- (v) the abolition of international textile quotes in 2005 brought about many changes in the industry but also served as a timely call for the need to move further up the value chain;
- (vi) the high production cost and labour shortage would continue to persist. More employers will shift their plants to Mainland China and other offshore places for production and thereby enhancing their cost competitiveness. Relocation of production facilities offshore will result in a largely steady decline in the number of textile and clothing manufacturers in Hong Kong. Subsequently, Hong Kong would maintain its position as a sourcing and co-ordinating centre;
- (vii) the rapid development and adoption of e-revolution, in merchandise, banking, business trades will eventually strengthen Hong Kong's role as a leading sourcing and co-ordinating center in the world markets particularly for textile, clothing, footwear and handbag products;

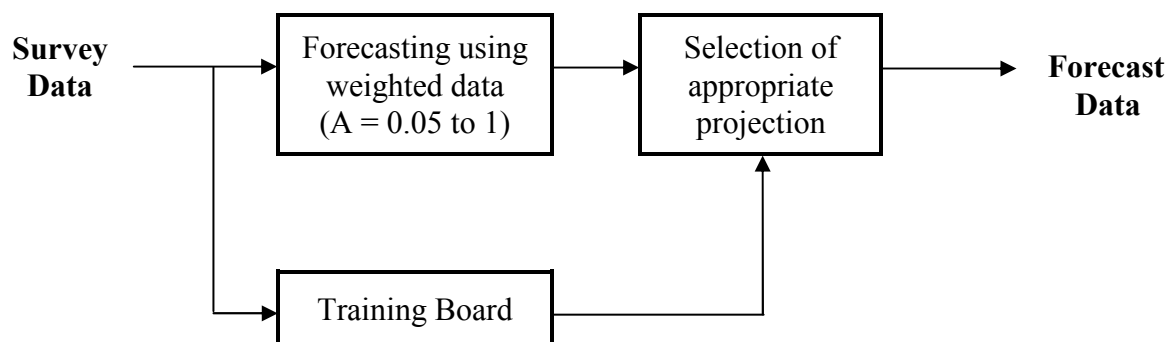
- (viii) the introduction of innovative new wrinkle-free, water-resistant, washable, soft-stretch and environmentally-friendly fibres and fabrics such as viscose and acetate, has buoyed demand in many different areas. The use of microfibre has also been gaining more attention;
- (ix) customers are more concerned about the environment issue such as the use of oil and chemicals to make synthetic fibers and clothing treated with dyes and chemicals. The stringent safety regulations imposed by importing countries on textile and clothing products will encourage local manufacturers to continue to upgrade their production facilities and personnel to meet the safety and eco-friendly requirements on products;
- (x) with strong logistic supports and flexibility, Hong Kong's textile and clothing industries would be able to meet sophisticated specifications with exceedingly short production and delivery times and excel its niche among its international competitors;
- (xi) following the increasing trend of adopting ODM, it is predicted that textile, fashion and footwear designers will be in greater demand in future;
- (xii) companies are experienced in fabrics procurement, quality control, sales and marketing, clothing designs, logistic arrangements and national & international rules and regulations. The professionalism that they command and the combined services offered are not easily matched elsewhere;
- (xiii) in view of keen competition and rapid development of the textile industry in China, more local manufacturers with off-shore plants would not only require to change for high-value added production, but also to develop for ODM; and
- (xiv) in terms of the Mainland and Hong Kong Closer Economic Partnership Arrangement (CEPA), the local textile and clothing industries should develop the market in China for original brand manufacture (OBM). The growing wealth and booming demand for consumer goods in the Mainland are opening new marketing opportunities for the textile, clothing, footwear and handbag industries.

3.23 Based on the above analysis, the Training Board believes that the business outlook of the three industries remains optimistic.

Future Manpower Demand

(A) Manufacturing Sector

3.24 The Training Board has tested the key determinants of the textile, clothing, footwear and handbag industries with a view to using the Labour Market Analysis (LMA) system developed by the Vocational Training Council for determining the manpower development trend of the said industries. Due to the complexity of the industries and other factors such as liberation of quotas and CEPA arrangement, the LMA model was found to be inapplicable to this survey. The Training Board therefore adopted the adaptive filtering method (AFM) formerly used in the past surveys instead. Based on manpower data collected in the current and previous surveys, and taking into consideration the external factors, economic trends, technological development mentioned in paragraphs 3.20 - 3.23, the Training Board forecasts the technical manpower demand of the three industries in the coming years by using the AFM illustrated in the following diagram.



3.25 Projection is not proposed for the manufacturing sector of the footwear and handbag industries because of the relatively small number of manpower in these industries. It is also recommended that adaptive filtering method should not be used for the trading and servicing sector because there were changes in the sample frame due to re-classification of manufacturing establishments into trading companies by the Census and Statistics Department. Based on the projections generated by using the adaptive filtering method, it is estimated that the average annual growth in the manufacturing sector of the textile and clothing industries are as follows:

Annual Growth* in Next Four Years (2008 – 2011)

Job Level	Manufacturing	
	Textile Industry	Clothing Industry
Technologist	-8	-22
Technician	-21	-79
Craftsman	-21	-32

*Note : negative sign denotes negative growth.

3.26 Considering the employees leaving the industry for whatever reasons and taking into account the number of employees over the age of 50 as revealed in Table 21 - 24, the Training Board estimates the manpower loss due to natural wastage (i.e. retirement, death etc.) at the technologist, technician and craftsman levels to be:

Job Level	Manufacturing	
	Textile Industry	Clothing Industry
Technologist	5%	4%
Technician	4%	4%
Craftsman	4%	4%

3.27 Taking into consideration the projection, the need to train for wastage and especially the employers' one-year forecast of manpower, the Training Board estimates that the average annual additional manpower demand of the textile and clothing industries should be as follows:

Job Level	Manufacturing		Total
	Textile Industry	Clothing Industry	
Technologist	3	10	13
Technician	19	47	66
Craftsman	5	5	10

(B) Trading and Servicing Sector

3.28 As revealed by the survey findings, there were considerable numbers of textile and clothing craftsmen and operatives employed in the trading and merchandising firms for pattern and sample making as well as quality control and inspection work. More such skilled workers would be required for supporting Hong Kong as an “Original Design Manufacture (ODM)” Centre.

3.29 Table 12 shows that the ageing problem is not serious at the technologist/managerial and technician/supervisory levels. It is therefore recommended that the wastage rate of the trading and servicing sector of the three industries should remain at 3%.

3.30 As there were changes in the sample frame due to re-classification of manufacturing establishments into trading companies by the Census and Statistics Departments, it is recommended that the forecast by the employers in the survey be adopted as an indicator to project the manpower for the next four years. The annual manpower demand of the trading and servicing sector is therefore estimated to be:

Average Annual Demand in Next Four Years (2008 – 2011)

Trading and Servicing Sector

Job Level	No. of Employees (E)	Employers' Forecast (E ¹)	Growth	Wastage		Average Annual Demand (G) + (R)
			Annual Demand (G)=E ¹ -E	Rate (W)	Annual Demand $R = \frac{(E^1 + E)}{2} \cdot W$	
Technologist/Managerial	10 261	10 313	52	3%	309	361
Technician/Supervisory	45 263	46 311	1 048	3%	1 374	2 422
Craftsman	231	232	1	3%	14	15

3.31 Based on the preceding paragraphs, the total number of employees required annually by the textile, clothing, footwear and handbag industries at the technologist/managerial, the technician/supervisory and the craftsman levels are estimated to be as follows:

Annual Manpower Demand in Next Four Years (2008 – 2011)

Job Level	Manufacturing (A)			Trading and Servicing (B)	Total (C) = (A) + (B)	Annual Manpower Demand in $\pm 10\%$ Range
	Textile	Clothing	Sub-Total			
Technologist/Managerial	3	10	13	361	374	337 – 411
Technician/Supervisory	19	47	66	2 422	2 488	2 239 – 2 737
Craftsman	5	5	10	15	25	23 – 28

Manpower Demand and Supply Analysis

3.32 At the technologist/managerial level, the average annual demand for fresh graduates with relevant background is 337 – 411.

3.33 The Hong Kong Polytechnic University (PolyU) is the only institution supplying fresh graduates in textile and clothing studies at degree level. The planned output for degree and higher diploma levels courses is summarized as follows:

Institute of Textiles and Clothing, PolyU

<i>Course</i>	<i>Estimated No. of Graduates</i>		
	<i>2008/09</i>	<i>2009/10</i>	<i>2010/11</i>
BA (Hons) Scheme in Fashion and Textile	187	307	183
BA (Hons) in Intimate Apparel	23	49	10
Total:	210	356	193

The output at technologist/managerial level is unable to meet the demand for the manufacturing and the trading and servicing sectors of the textile, clothing, footwear and handbag industries. The Training Board notes that some higher diploma and some other universities graduates holders may be employed as senior technicians in the trading and servicing sector of the textile, clothing, footwear and handbag industries.

3.34 Employees at the technician/supervisory level in the manufacturing and the trading and servicing sectors are in demand. The forecast demand for textile, clothing, footwear and handbag technicians in the two sectors would be 2 239 – 2 737 annually in the next four years.

3.35 Based on the information provided by the Hong Kong Institute of Vocational Education (Kwai Chung), Textile Industry Training Centre and Clothing Industry Training Authority, the only three institutions providing full-time technician courses on the textile, clothing, footwear and handbag disciplines, the supply of fresh technician graduates would be:

<i>Course</i>	<i>Estimated No. of Graduates</i>		
	<i>2008/09</i>	<i>2009/10</i>	<i>2010/11</i>
<i>Institute of Textiles and Clothing, PolyU</i>			
HD Scheme in Fashion and Textile Studies	265	260	260
<i>Department of Fashion & Textiles, IVE (Kwai Chung)</i>			
<u>Full-time Course</u>			
Higher Diploma in Fashion Design & Product Development	137	114	141
Higher Diploma in Fashion Merchandising and Retailing	79	-	-
Higher Diploma in Fashion Merchandising	58	109	131
Higher Diploma in Fashion Retailing	25	27	27
Higher Diploma in Fashion Image Design	51	55	81
Higher Diploma in Fashion Branding & Promotion	42	68	51
Higher Diploma in Fashion Business	60	44	53
Total:	452	417	484
<i>Textile Industry Training Centre</i>			
Diploma in Vocational Studies in Fashion Textile Design and Merchandising	45	45	65
Technician Foundation Certificate in Fashion Textile Design and Production Development	20	20	-
Technician Foundation Certificate in Fashion Textile Merchandising	80	60	60
Total:	145	125	125

<i>Course</i>	<i>Estimated No. of Graduates</i>		
	<i>2008/09</i>	<i>2009/10</i>	<i>2010/11</i>
<i>Clothing Industry Training Authority</i>			
<u>Full-time Course</u>			
Diploma in Apparel Merchandising	70	70	70
Diploma in Pattern Making and Design	35	35	35
Diploma in Knitwear Fashion Design and Merchandising	35	35	35
Diploma in Fashion Design and Product Development	35	35	35
Advanced Diploma in Fashion Design, Merchandising and Marketing	24	24	24
Total:	199	199	199

3.36 The total output from the three institutions is 1 061 in 2008/09, 1 001 in 2009/10 and 1 068 in 2009/10, which is much lower than the demand required by the three industries. In fact, some of the technician jobs are filled by internal promotion of experienced craftsmen and School Certificate and Advance-level school leavers. In view of the small number of manpower demand at craftsman level, the supply of craftsman should be readily available at the employment market. The Training Board considers that upgrading training through short courses on trade knowledge and skills as well as supervisory management are necessary.

3.37 The Training Board will conduct another manpower survey in 2009 to update the manpower statistics and review the training requirements of the textile, clothing footwear and handbag industries.

SECTION IV

RECOMMENDATIONS

4.1 In view of the economic situation and the business nature, the Training Board anticipates a persistent demand for technologists and technicians to perform the merchandising and production co-ordination functions to support large-scale production outside Hong Kong. To maintain their competitiveness, manufacturers should invest not only in plants and machinery in the nearby countries, but also in manpower training at higher skill levels particularly in merchandising and quality control in Hong Kong as revealed in the 2007 manpower survey.

4.2 The Training Board is aware of the operational difficulties experienced by employers in recent years. However, unless employers are willing and able to train up a sufficient number of technical personnel to meet their manpower needs, the development of the industry will be hindered. The Training Board therefore urges employers to maintain their efforts to recruit young people to join the industry. The Training Board also recommends that the Textile Council of Hong Kong, the Trade and Industry Department, relevant technical institutions and the Training Board itself should jointly promote the image of the said industries, so as to enhance the attractiveness of the industries to job seekers.

4.3 The Training Board is of the opinion that the survey results generally reflected the actual situation of the textile, clothing, footwear and handbag industries. In view of persisting Hong Kong's textile and clothing manufacturers position as a sourcing and co-ordinating and original design manufacture (ODM) centre for Mainland China and nearby areas, the textile, clothing, footwear and handbag employers would require more well-trained and qualified merchandisers, fabric and fashion designers as well as quality controllers to sustain their operations in Mainland China and nearby areas in next few years. Training and educational institutions are advised to strengthen their courses and refocus on the areas of merchandising, fabric design and technology, fashion design and production as well as quality control for meeting the manpower demand training needs of the industries.

Annual Intake of Trainees

4.4 At the time of the survey, there were 162 trainees receiving various forms of training in the manufacturing and trading and servicing sectors. Among them, 3 trainees were in the textile industry, 5 were in the clothing industry and 153 trainees in the trading and servicing sector. Since it takes at least two years on-the-job training to train a technologist/manager with relevant education background, three to four years for a technician/supervisor, three years for a craftsman and three to six months for an operative, it is clear that the current training effort is grossly inadequate to satisfy the forecast manpower demand (the respective training routes are given in paragraphs 4.8 to 4.14 below).

4.5 Manpower training is a long-term investment. Properly trained manpower is most crucial when the industry has to satisfy stringent requirements on quality and safety at work. To ensure an adequate supply of skilled manpower to sustain development, the textile, clothing, footwear and handbag industries including the respective trading and servicing sector, as a whole, should embark on a manpower training programme at a scale tabulated below:

*Recommended Number of Trainees to be
Taken on Annually from 2008 to 2011*

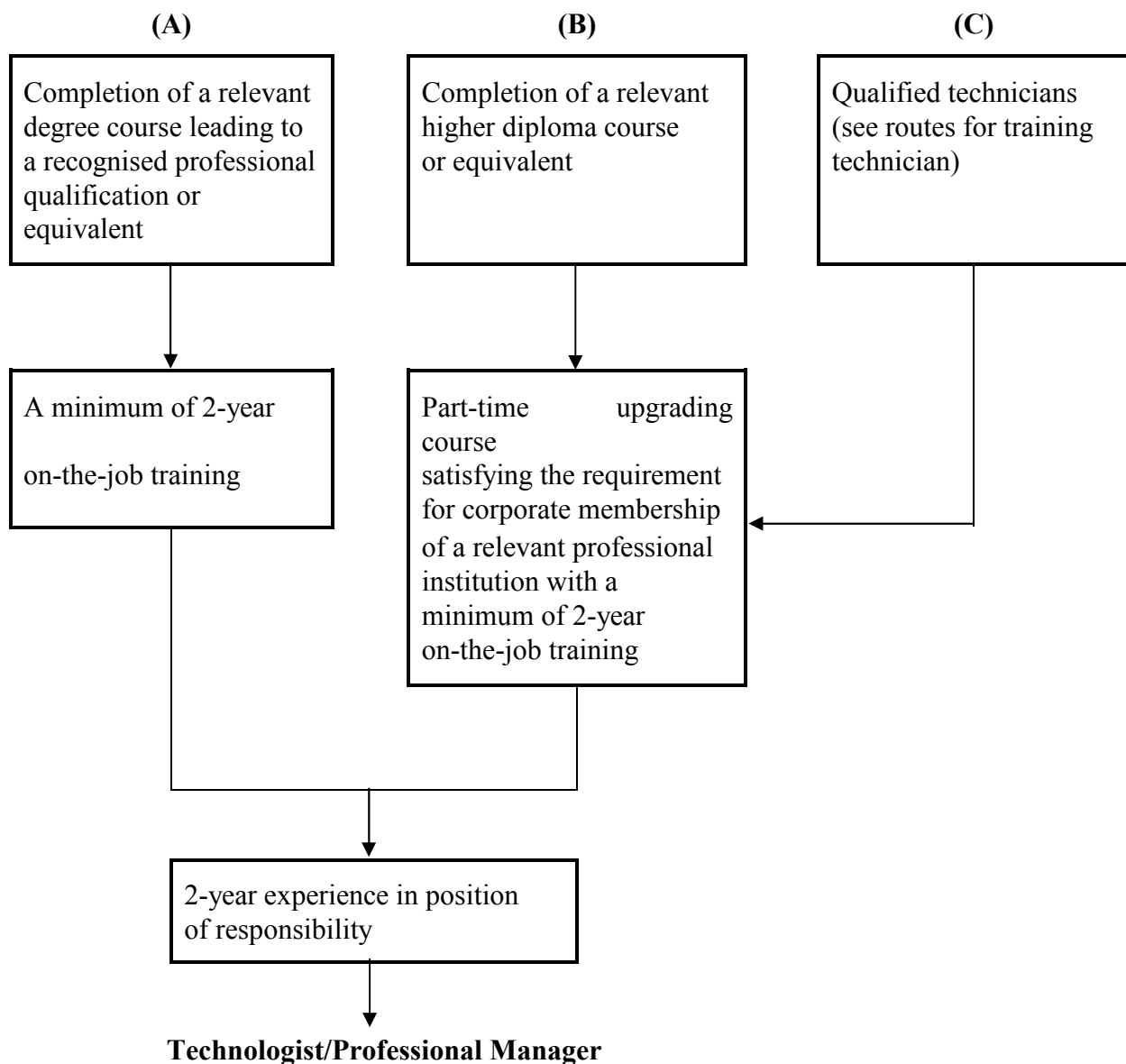
Job Level	Recommended Annual Intake
Technologist/Managerial	374
Technician/Supervisory	2 488
Craftsman	25

4.6 The Training Board is fully aware of the efforts made and difficulties experienced by employers in recruiting and retaining technologist/professional manager, technician/ supervisor and craftsman trainees. However, unless employers are willing to train up a sufficient number of technical personnel to meet their manpower needs, the development of the textile, clothing, footwear and handbag industries will be hindered particularly in the trading and servicing sector. The Training Board therefore urges employers to step up their efforts in attracting more young people to join the industries.

Training at Technologist/Managerial Level

4.7 A technologist/professional manager is a person who has the qualification and experience required for corporate membership of a professional institution. He should be competent in analyzing and solving a wide range of technical problems. Furthermore, he/she should be able to assume personal responsibility for the development and application of engineering principles, to exercise original thought and judgement, to keep abreast of technology, to apply the latest techniques and to supervise/develop his/her sub-ordinates.

4.8 Technologists/professional managers play an important role in bringing about improvements in management and technological innovations needed to increase competitiveness and adaptability of the textile, clothing, footwear and handbag industries. The Training Board recommends that technologists should be trained via one of the following routes:

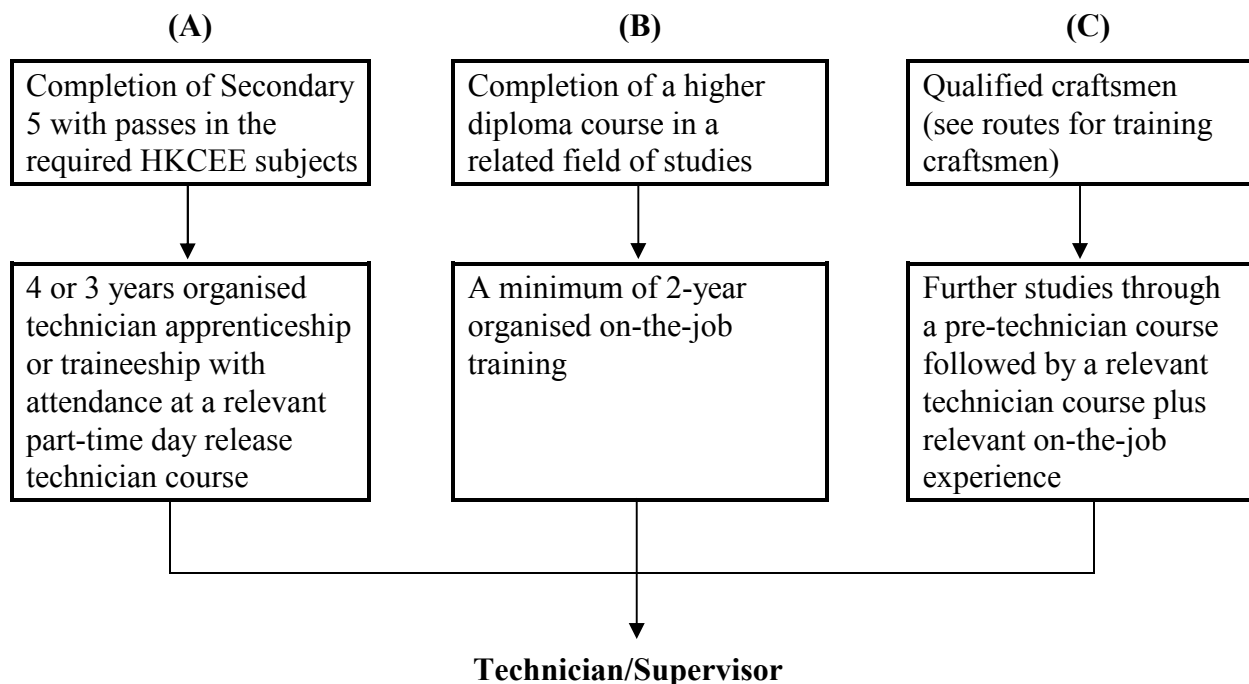


4.9 Employers are recommended to recruit either degree or higher diploma holders as technologist trainees (i.e. route (A) or (B)). For qualified technicians/supervisors with exceptional abilities, route (C) provides them with advancement opportunities.

Training at Technician/Supervisory Level

4.10 A technician/supervisor is one who occupies a position between the technologist/professional manager and the craftsman. His/Her education, practical training and experience enable him/her to apply proven techniques and procedures to carry out technical tasks normally under the supervision of a technologist/professional manager. In the textile, clothing, footwear and handbag industries both in the manufacturing and the trading and servicing sectors, technicians/supervisors play an important role in middle management and assist in improving the performance and productivity of their subordinates.

4.11 The normal routes for training technicians/supervisors are listed below:

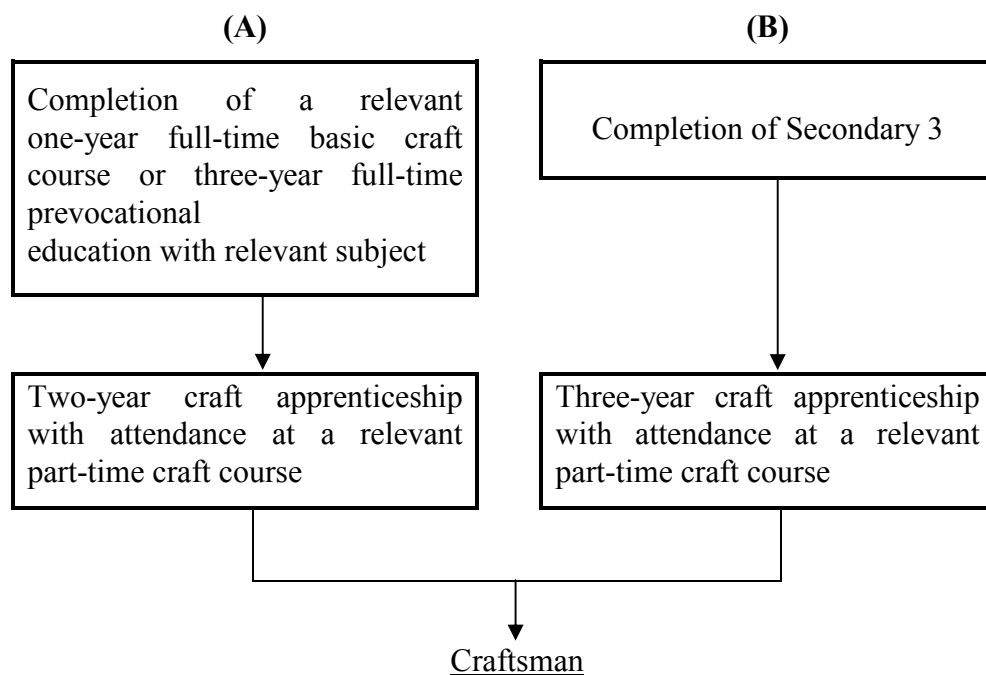


4.12 Of the above routes, the Training Board prefers route (A) because properly organised apprenticeship/traineeship is the most effective and economical way of training technicians for the textile, clothing, footwear and handbag industries. Furthermore, these trainees are from the start exposed to real-life industrial and working environment and would most likely stay on with the industries after completing their apprenticeship/traineeship.

4.13 The Hong Kong Polytechnic University, the Department of Fashion and Textiles of the Hong Kong Institute of Vocational Education (Kwai Chung) operated by the Vocational Training Council offers full-time higher diploma courses and part-time evening higher certificate courses related to textile, clothing and fashion studies. The Textile Industry Training Centre and the Clothing Industry Training Authority offer full-time diploma and certificate courses.

Training at Craftsman Level

4.14 A craftsman is a skilled worker in a particular occupation, trade or craft. He/She is expected to apply a wide range of skills to his/her work with minimum direction and supervision. He/She requires not only practical skills, but also related theoretical knowledge to enable him/her to adapt to new technologies. The Training Board recommends that young persons should join the apprenticeship scheme which enables them to receive the necessary practical training and technical education to become qualified craftsmen. The recommended routes for training craftsmen in the industries are:



4.15 There is only very small demand for manpower at the craftsman level for the three industries as a whole. However, for individual employers who need to train up their own craftsmen, the above routes are recommended.

Training at Operative Level

4.16 As the textile, clothing, footwear and handbag industries are still dependent on the skills of its operative workforce for fashionable products and samples, training of operatives must not be neglected. In view of the increasing need for manufacturers to upgrade their product quality and meet market changes, the Training Board recommends that upgrading training should be provided to in-service operatives in order that the industries can have a more versatile workforce for multi-skilled operations. Employers are also urged to provide opportunities for the more capable operatives to progress to craft level jobs so as to make operative jobs more attractive to new entrants.

Textile Industry Training Centre

4.17 The Training Board has been held with the responsibility of advising on the development and operation of the Textile Industry Training Centre at the Kwai Chung Training Centre Complex. The Training Centre currently offers the following courses at the technician and the craftsman levels:

<i>Courses</i>	<i>Duration</i>
<i>Full-time Courses</i>	
<i>Technician Level</i>	
Diploma in Vocational Studies in Fashion Textile Design and Merchandising	1 year
Technician Foundation Course in Fashion Textile Design and Product Development	1 year
Technician Foundation Course in Fashion Textile Merchandising	1 year
<i>Part-time Evening Course</i>	
<i>Technician Level</i>	
Application of CAD Software “Shima” in Flat-bed Knitting Machines	12.5 hours
Application of CAD Software “Stoll” in Flat-bed Knitting Machines	12.5 hours
Elementary Textile & Apparel Merchandising	47.5 hours
Intermediate Textile & Apparel	12.5 hours

<i>Courses</i>	<i>Duration</i>
Merchandising – Import & Export	
Intermediate Textile & Apparel Merchandising – Merchandising Skills	12.5 hours
Intermediate Textile & Apparel Merchandising – Manufacturing Process	12.5 hours
 <i>Craftsman Level</i>	
Analysis and Design of Woven Fabric	30 hours
Analysis and Design of Knitted Fabric	30 hours
Material Identification of Textile Piece Goods	15 hours
 Textile Testing Series Module I - VI:	
I. Fabric Construction	12.5 hours
II. Fabric Performance	12.5 hours
III. Strength	12.5 hours
IV. Qualitative and Quantitative Analysis of Materials	12.5 hours
V. Colour Fastness	12.5 hours
VI. Dimensional Stability	12.5 hours
Fabric Inspection, Grading and Colour Measurement	12 hours
Basic Course in Manual Machine Knitting	20 hours
Enhancement Course in Manual Machine Knitting	20 hours
Introductory Course for Colour Laboratory Assistant Level	20 hours
Introductory Course for Colour Laboratory Assistant Level II	20 hours

4.18 In order to cope with the technological development of the industries, the Textile Industry Training Centre was renovated and modernized in 2005. The Training Board urges employers to make use of the new facilities after the renovation and modernization of the Training Centre for training and upgrading their staff. This would be useful in view of their business. Details of the courses can be obtainable from the website at <http://tetc.vtc.edu.hk>.

Technical Institutions

4.19 The Training Board recommends employers to make use of the part-time courses offered by the Hong Kong Polytechnic University and the Hong Kong Institute of Vocational Education for upgrading their workforce. Details of the courses are obtainable from the website at <http://www.itc.polyu.edu.hk> and <http://www.vtc.edu.hk/prospectus> respectively. Employers are also recommended to recruit graduates of these institutions and to provide them with training following the routes suggested in paragraphs 4.8, 4.11 and 4.14.

Clothing Industry Training Authority

4.20 The Clothing Industry Training Authority which is financed by a levy on all exported clothing and footwear items, operates training courses to meet the industries' demand for technical manpower. The Lai King Training Centre and Kowloon Bay Training Centre offer a variety of full-time courses at technician, craftsman and operative levels for new recruits as well as in-service workers. The training centres are equipped with modern machinery allowing trainees to keep abreast of the development of the clothing and footwear industries. The two centres also offer part-time upgrading courses and seminars on specific topics. Employers are urged to make good use of the centres' facilities by sponsoring their employees to attend the part-time upgrading courses and seminars. Details of the training courses offered by the Authority can be obtainable from the website at <http://www.clothingtraining.org.hk>.

Industrial Training Support of the Vocational Training Council

4.21 The Vocational Training Council offers assistance to employers in organizing training schemes, particularly apprenticeship/traineeship schemes, for training technicians and craftsmen and provides a free apprentice placement service. The Training Board strongly recommends employers to contact the Apprenticeship Unit and make more use of its free service.

New Technology Training Scheme

4.22 The New Technology Training Scheme, provides financial assistance to local companies that wish to have their employees trained in new technologies. In the context of the Scheme, new technologies include those which are not widely applied in Hong Kong and the absorption and application of which will benefit Hong Kong. Employers in Hong Kong wishing to train their staff in new technology may apply for training grants under the Scheme. The Training Board urges employers to make good use of the Scheme for training their staff to acquire new technologies that would be useful to their business. Details of the scheme are obtainable from the website at <http://ntts.vtc.edu.hk>.

Skills Upgrading Scheme

4.23 The Skills Upgrading Scheme (SUS) financed by the HKSAR Government was set up in 2001 to assist those low education and low/traditional skilled level workers to upgrade themselves so as to enhance their employability. Textile and clothing were among those industries covered by the Scheme. Trainees of the SUS courses are subsidized 70% of the full fees. Since the commencement of the SUS courses in September 2001, over 4 300 trainees had attended the textile and clothing SUS courses. The skills upgrading courses currently offered to tradesmen are listed at Appendix 4.

4.24 Employers are urged to make full use of the part-time skills upgrading courses for upgrading their employees. Details of the Scheme can be obtainable from the website at <http://www.emb.gov.hk/sus>.

紡織業、製衣業、製鞋及手袋業 二〇〇七年人力調查報告摘要

簡介

紡織及製衣業訓練委員會於二〇〇七年七／八月期間，為紡織業、製衣業，製鞋及手袋業進行人力調查，蒐集最新人力資料。這是三個行業的製造類別與貿易及公證類別第五次合併人力調查。

2. 在政府統計處註冊的業內廠號共有 21 000 間，本會選出 1 680 間進行實地調查。所得資料其後用統計方法倍大，以反映三個行業的整體人力狀況。

調查結果

3. 調查顯示，二〇〇七年八月時，三個行業的製造類別共聘用 24 699 名僱員，貿易及公證類別則有僱員 56 609 名；按技能等級及類別劃分如下：

類別 技能等級	製造類別			貿易及公證類別	
	紡織業	製衣業	製鞋及手袋業	貿易類別	公證行及檢定中心
技師／經理	234	838	4	10 254	7
技術員／督導員	1 037	3 315	11	44 952	311
技工	681	981	13	218	13
操作工	3 057	12 258	27	843	-
非技術工人	797	1 444	2	11	-
總數	5 806	18 836	57	56 278	331

4. 根據僱主填報的資料，紡織業、製衣業、製鞋及手袋業製造類別共有 244 個空缺，貿易及公證類別則有 813 個空缺。而三個行業的製造類別有 13 名受訓者，貿易及公證類別則有 155 名受訓者。此外，僱主預測在二〇〇八年八月，三個行業的製造類別將有僱員 24 971 名，貿易及公證類別則有 57 810 名。

5. 三個行業的製造類別均有僱員老化的問題。在製鞋及手袋業中，超過 50 歲的僱員約佔 54.55%，而在紡織業及製衣業中則分別約佔 30.05%和 30.7%。

二〇〇五年以來的人力變化

6. 與二〇〇五年調查結果比較，是次調查的人力錄得平均年減幅 6.97%，包括製造類別下降 15.63%，貿易及公證類別下降 2.4%。

7. 本會認為紡織業、製衣業、製鞋及手袋業人力變化的原因如下：

- (i) 次按陰霾不散，導致美國經濟可能放緩；
- (ii) 配額制取消後，許多紡織製造商面對競爭極為激烈的市場環境；
- (iii) 其他發展中國家的產品價格低廉，廠商把生產工序由香港遷至勞工成本較低的國家進行；
- (iv) 外國進口商對在短時間內生產優質產品的需求愈來愈高，製造商和貿易公司須精簡營運流程，並強化供應鏈管理，確保客戶訂購的貨品能準時送抵目的地；
- (v) 全球配額於二〇〇五年取消，加快了紡織品及成衣製造業的革新，使其走向全球化；愈來愈多僱主將廠房遷往內地及鄰近國家，以提高成本競爭力，並維持以香港作為採購及統籌中心；
- (vi) 政府統計處將已轉為生產管理及採購總部的廠房歸類為貿易公司，因為其生產設施已遷往內地及鄰近地區；

- (vii) 製造類別的技術人手漸為需要更多技術人力的貿易類別所吸納，以生產高增值產品；此外本地貿易公司附設的設計室亦需要更多技術人力，進行「原設計製造」工作；
- (viii) 三個行業難以吸引新人入行；以及
- (ix) 不少主要職務已合併或逐步淘汰，原因包括生產工序改變或科技發展。

建議

8. 鑑於經濟狀況和業務性質，本會預期三個行業將需繼續聘用技師和技術員，負責採購及協調生產工序，以支援香港以外地區的大規模生產工作。為了維持競爭力，廠商不單要在鄰近國家投資設廠和購置機器，亦須為本地僱員提供技能程度較高的訓練，特別是採購及品質控制方面。

9. 本會建議紡織業、製衣業、製鞋及手袋業整體上每年約須增聘以下數目的技師、技術員和技工：

技能等級	每年須增聘人數
技師／經理	374
技術員／督導員	2 488
技工	25

10. 本會促請僱主善用香港理工大學、香港專業教育學院（葵涌分校）時裝及紡織系、紡織業訓練中心及製衣業訓練局所辦的兼讀制課程，務求提高僱員水平。此外，僱主亦可以聯絡職業訓練局，籌辦學徒／見習員訓練計劃事宜，並參加新科技培訓計劃，向僱員提供新科技培訓。

第一章

緒 論

紡織及製衣業訓練委員會

1.1 紡織及製衣業訓練委員會隸屬職業訓練局，負責確定紡織業、製衣業、製鞋及手袋業的人力需求，並就訓練設施的發展向職業訓練局提出建議。本會委員名單及職權範圍分別載於附錄 1 及 2。

調查目的及日期

1.2 本會於二〇〇七年七月二十三日至八月二十二日期間，進行紡織業、製衣業、製鞋及手袋業人力調查，蒐集最新人力資料。這是三個行業的製造類別與貿易及公證類別第五次合併人力調查。調查由政府統計處協助進行。

調查資料

1.3 本會透過調查向僱主蒐集了以下資料：

- (i) 調查期間僱員人數；
- (ii) 正接受培訓的僱員人數；
- (iii) 現有空缺數目；
- (iv) 僱主預測二〇〇八年八月時的僱員總數；
- (v) 僱員平均收入；
- (vi) 在調查日期前十二個月內在香港以外地方工作超過六個月的技師、技術員及技工人數；
- (vii) 在中國大陸及海外廠房／辦公室工作的僱員人數；
- (viii) 各技能等級的內部晉升人數，以及 50 歲以上的僱員人數；以及
- (ix) 僱主認為各級僱員宜有的教育程度、訓練模式及訓練期。

1.4 僱主亦應邀填報調查前十二個月內導致招聘困難的原因，此外亦蒐集了僱主於調查後十二個月內需聘用的準則審核經理／準則審核技術員人數。

調查範圍

1.5 調查包括三個行業及其有關貿易及公證類別的以下門類：

(A) 製造類別

(i) 紡織業

- (a) 紡紗門類(HSIC 3251, 3252, 3253, 3254, 3259, 3293, 3294 及 3299)
- (b) 織造門類(HSIC 3261, 3262, 3263, 3264, 3265, 3269 及 3292)
- (c) 針織門類(HSIC 3271, 3272, 3273 及 3275), 以及
- (d) 染整門類(HSIC 3282, 3284, 3285, 3286, 3287 及 3289)

(ii) 製衣業

- (a) 成衣門類 - 成衣及雨衣製造 (HSIC 320101, 320103, 3202, 3209)
- (b) 針織門類 - 針織衣物製造 (HSIC 3276, 3277)
- (c) 皮草門類 - 毛皮衣物製造 (HSIC 3203)

(iii) 製鞋及手袋業

- (a) 製鞋門類 - 鞋、拖鞋及橡膠鞋製造 (HSIC 3240 及 3552)
- (b) 手袋門類 - 手袋製造 (HSIC 3233)

(B) 貿易及公證類別

- (i) 鞋類進出口 (HSIC 631401)
- (ii) 布料進出口 (HSIC 631402)
- (iii) 服裝進出口 (HSIC 631404)
- (iv) 棉花、紡織纖維及紗線進出口 (HSIC 632103)
- (v) 七間公證行及檢定中心

1.6 根據政府統計處的資料，紡織、製衣、製鞋及手袋業的製造類別有廠號 1 919 間，貿易及公證類別則有 19 081 間。由於負責實地調查的人手有限，本會採用分層隨機抽樣法，選出 1 680 間廠號為調查對象。

調查方法

1.7 實地調查開始前一星期，獲選定為調查對象的廠號收到調查表、附註及三個行業的主要職務工作說明（見附錄 3(a)至 3(d)）。

1.8 實地調查期間，政府統計處職員與選定廠號先行預約，隨後到訪，收集已填妥的調查表，並於有需要時協助僱主填寫。

1.9 填覆的調查表均經審閱，有需要時並與填覆者核實，然後交由政府統計處處理。所得資料其後用統計方法倍大，以反映調查期間三個行業的整體人力情況。

宣傳

1.10 本會在進行是次調查前發放資訊，並請下列僱主聯會向其會員宣傳：

- (i) 香港中華廠商聯合會
- (ii) 香港棉織業同業公會
- (iii) 香港製衣業總商會
- (iv) 香港工業總會
- (v) 香港製衣同業協進會
- (vi) 香港漂染印整理業總會有限公司
- (vii) 香港華商織造總會
- (viii) 香港棉紡商會
- (ix) 香港毛皮業協會
- (x) 香港製衣廠同業公會
- (xi) 香港總商會
- (xii) 香港紡織商會有限公司
- (xiii) 香港毛織出口廠商會
- (xiv) 香港皮鞋業鞋材業商會
- (xv) 香港疋頭行商會
- (xvi) 香港印染同業公會有限公司
- (xvii) 香港鞋業商會
- (xviii) 香港布廠商會
- (xix) 香港羊毛化纖針織業廠商會有限公司
- (xx) 香港紡織業聯會

調查所得反應

1.11 選定的 1 680 間廠號中，1 188 間提供了所需資料，23 間拒絕作覆。其餘 469 間則或已停業、搬遷，或不再從事有關行業。調查的實際填覆率達 98.6%。

調查報告

1.12 本報告載有調查所得資料（表 1 至 38）、本會對三個行業人力需求的預測，以及應付此等需求的建議。報告書內「僱員」指各主要職務受僱人力總數（受訓者除外）；「受訓者」則指正接受各種形式訓練的人士，以及參加學徒訓練的學徒。

第二章

調查結果摘要

僱員人數（表 1 至 4）

2.1 二〇〇七年八月時，紡織業、製衣業、製鞋及手袋業製造類別分別有僱員 5 806、18 836 及 57 名；貿易及公證類別則共有僱員 56 609 名，按類別／門類劃分的情況如下：

(A) 製造類別

(i) 紡織業

門類	總數	佔僱員總數百分率
紡紗	1 299	22.37%
織造	2 677	46.11%
針織	462	7.96%
染整	1 368	23.56%
總數	5 806	100.00%

(ii) 製衣業

門類	總數	佔僱員總數百分率
成衣	12 208	64.81%
針織	6 541	34.73%
皮草	87	0.46%
總數	18 836	100.00%

(iii) 製鞋及手袋業

門類	總數	佔僱員總數百分率
製鞋	26	45.61%
手袋	31	54.39%
總數	57	100.00%

(B) 貿易及公證類別

(i) 貿易類別

門類	總數	佔僱員總數百分率
鞋類進出口	2 717	4.83%
布料進出口	7 587	13.48%
服裝進出口	44 179	78.5%
棉花、紡織纖維及 紗線進出口	1 795	3.19%
總數	56 278	100.00%

(ii) 公證行及檢定中心

門類	總數	佔僱員總數百分率
公證行及檢定中心	331	100.00%
總數	331	100.00%

2.2 九個製造類別與五個貿易及公證類別的僱員，按技能等級劃分的情況如下：

(A) 製造類別

(i) 紡織業

門類	技師	技術員	技工	操作工	非技術工人	總數
紡紗	46	127	172	763	191	1 299
織造	131	611	315	1 254	366	2 677
針織	12	80	52	285	33	462
染整	45	219	142	755	207	1 368
總數	234	1 037	681	3 057	797	5 806
佔僱員總數百分率	4.03%	17.86%	11.73%	52.65%	13.73%	100.00%

(ii) 製衣業

門類	技師	技術員	技工	操作工	非技術工人	總數
成衣	535	1 956	586	8 372	759	12 208
針織	300	1 348	326	3 885	682	6 541
皮草	3	11	69	1	3	87
總數	838	3 315	981	12 258	1 444	18 836
佔僱員總數百分率	4.45%	17.6%	5.21%	65.07%	7.67%	100.00%

(iii) 製鞋及手袋業

門類	技師	技術員	技工	操作工	非技術工人	總數
製鞋	3	4	6	13	-	26
手袋	1	7	7	14	2	31
總數	4	11	13	27	2	57
佔僱員總數百分率	7.02%	19.3%	22.81%	47.36%	3.51%	100.00%

(B) 貿易及公證類別

(i) 貿易類別

門類	技師／經理	技術員／督導員	技工	操作工	非技術工人	總數
鞋類進出口	510	2 140	25	42	-	2 717
布料進出口	1 315	6 011	-	255	6	7 587
服裝進出口	8 091	35 381	187	520	-	44 179
棉花、紡織纖維及紗線進出口	338	1 420	6	26	5	1 795
總數	10 254	44 952	218	843	11	56 278
佔僱員總數百分率	18.22%	79.87%	0.39%	1.5%	0.02%	100.00%

(ii) 公證行及檢定中心

門類	技師／經理	技術員／ 督導員	技工	總數
公證行及檢定中心	7	311	13	331
總數	7	311	13	331
佔僱員總數百分率	2.11%	93.96%	3.93%	100.00%

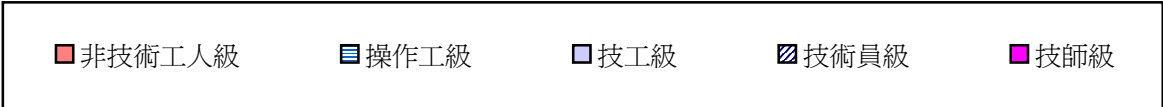
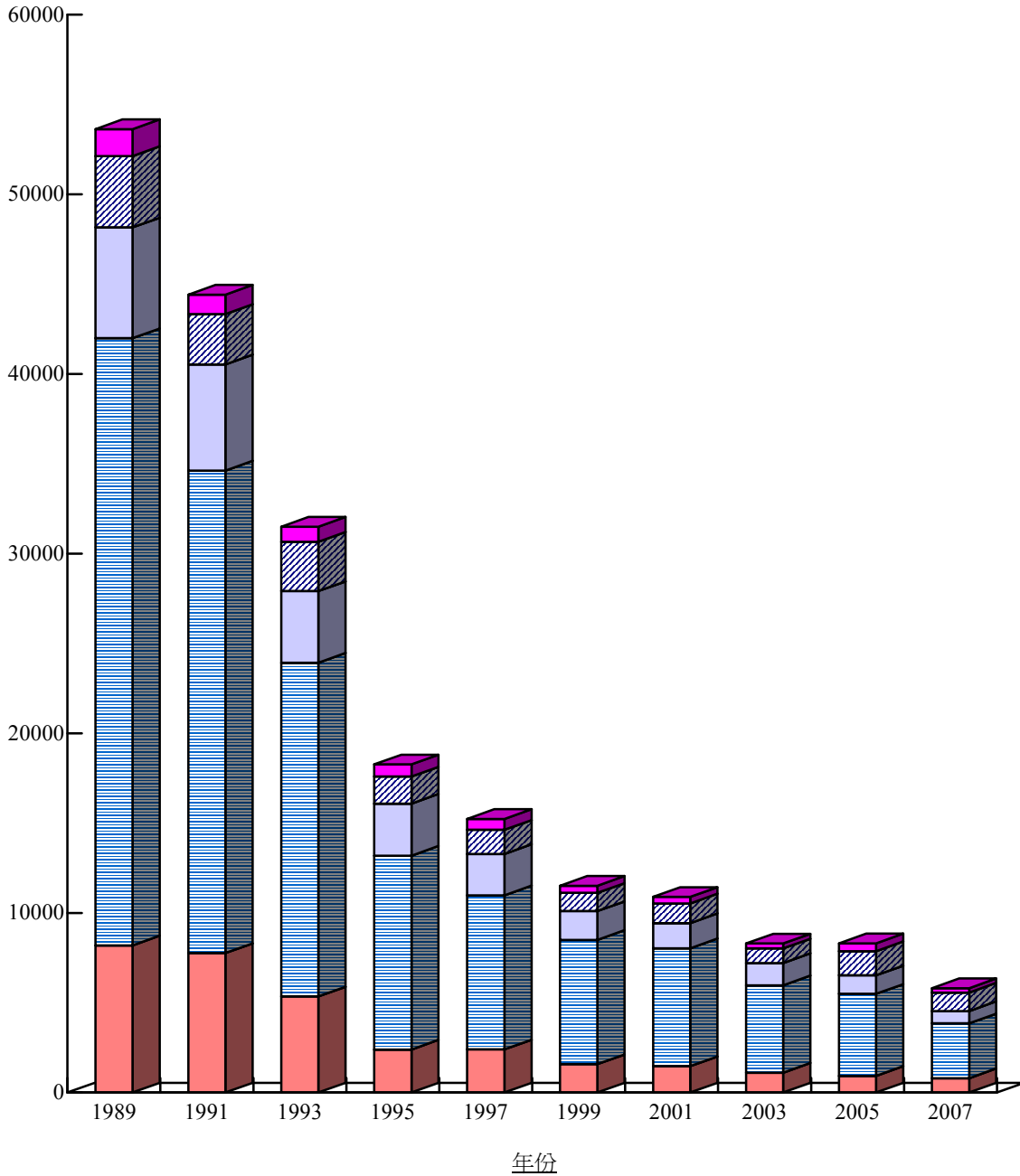
2.3 過去九次人力調查所得的三個行業僱員人數，現按技能等級劃分如下：

(i) 紡織業

年份	僱員人數					總數
	技師級	技術員級	技工級	操作工級	非技術 工人級	
1989	1 499	3 973	6 169	33 796	8 192	53 629
1991	1 078	2 805	5 910	26 856	7 769	44 418
1993	838	2 743	3 988	18 578	5 349	31 496
1995	678	1 505	2 896	10 796	2 393	18 268
1997	604	1 346	2 304	8 574	2 402	15 230
1999	397	1 017	1 605	6 914	1 581	11 514
2001	358	1 095	1 399	6 571	1 465	10 888
2003	272	815	1 241	4 860	1 108	8 296
2005	434	1 341	1 034	4 561	933	8 303
2007	234	1 037	681	3 057	797	5 806

圖 1： 1989 至 2007 年人力調查
各技能等級僱員的分布情況

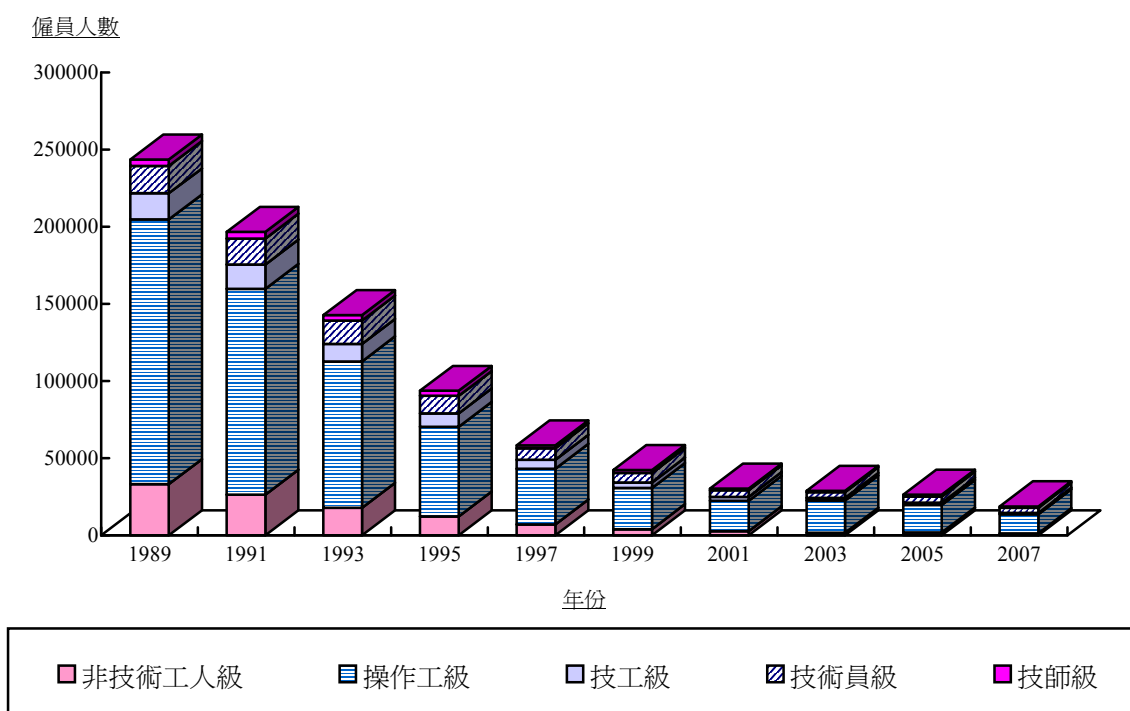
僱員人數



(ii) 製衣業

年份	僱員人數					總數
	技師級	技術員級	技工級	操作工級	非技術工人級	
1989	4 119	17 792	16 982	171 503	33 144	243 540
1991	4 348	16 923	15 556	133 485	26 335	196 647
1993	3 524	15 075	11 232	94 939	17 903	142 673
1995	3 380	11 272	8 705	58 117	12 250	93 724
1997	1 976	7 452	5 719	36 063	7 131	58 341
1999	1 958	6 221	3 399	26 709	4 118	42 405
2001	1 067	4 392	2 463	19 664	2 743	30 329
2003	918	3 726	1 645	20 835	1 752	28 876
2005	1 214	3 895	1 449	17 718	2 031	26 307
2007	838	3 315	981	12 258	1 444	18 836

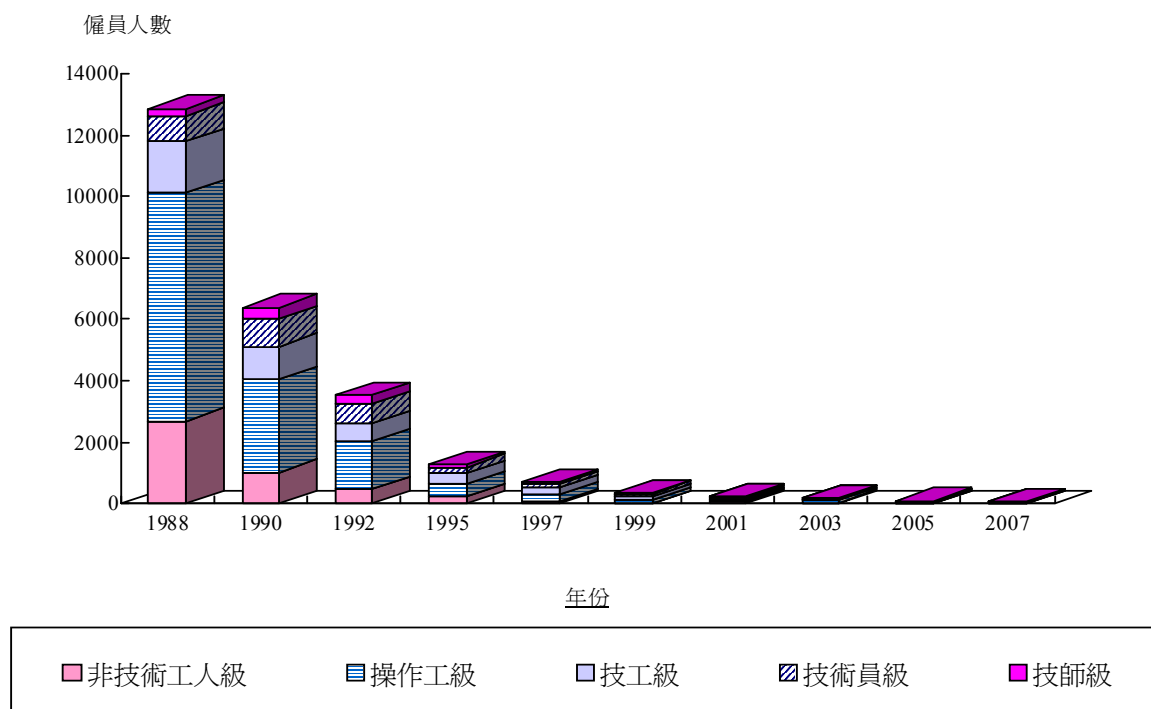
圖 2: 1989 至 2007 年人力調查
各技能等級僱員的分布情況



(iii) 製鞋及手袋業

年份	僱員人數					總數
	技師級	技術員級	技工級	操作工級	非技術工人級	
1988	234	828	1 697	7 429	2 690	12 878
1990	364	913	1 064	3 031	1 028	6 400
1992	292	619	586	1 567	473	3 537
1995	95	221	322	408	241	1 287
1997	23	141	203	230	84	681
1999	10	90	104	112	23	339
2001	4	38	57	84	50	233
2003	5	17	38	77	41	178
2005	7	15	29	40	1	92
2007	4	11	13	27	2	57

圖 3: 1988 至 2007 年人力調查
各技能等級僱員的分布情況

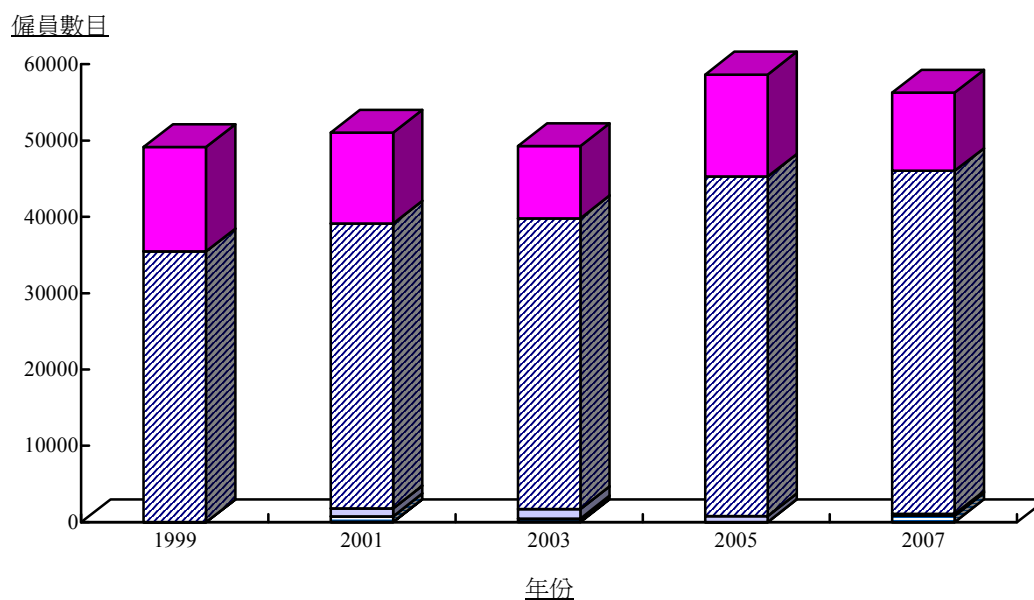


(B) 貿易及公證類別

(i) 貿易類別

年份	僱員人數					總數
	技師／ 經理級	技術員／ 督導員級	技工級	操作工級	非技術 工人級	
1999	13 696	35 459	-	-	-	49 155
2001	11 912	37 324	1 030	740	27	51 033
2003	9 471	38 077	1 250	387	87	49 272
2005	13 390	44 456	782	14	2	58 644
2007	10 254	44 952	218	843	11	56 278

圖 4: 1999 至 2007 年人力調查
各技能等級僱員的分布情況

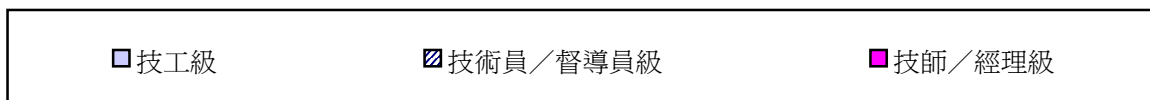
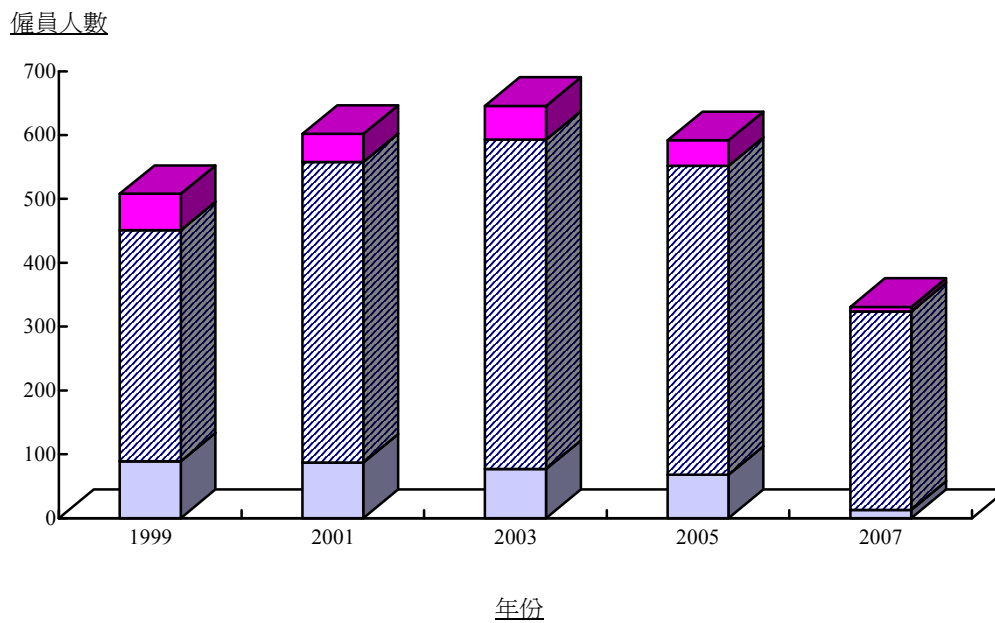


非技術工人級
 操作工級
 技工級
 技術員／督導員級
 技師／經理級

(ii) 公證行及檢定中心

年份	僱員人數			總數
	技師／ 經理級	技術員／ 督導員級	技工級	
1999	57	362	89	508
2001	44	471	87	602
2003	53	516	77	646
2005	40	484	68	592
2007	7	311	13	331

圖 5: 1999 至 2007 年人力調查
各技能等級僱員的分布情況



受訓者人數 (表 1 至 4)

2.4 調查期間，三個行業的製造類別共有 13 名受訓者，貿易及公證類別則有 155 名受訓者。按門類及技能等級劃分的情況如下：

(A) 製造類別

(i) 紡織業

門類	技師	技術員	技工	操作工	非技術工人	總數	佔所屬門類僱員總數百分率
紡紗	-	-	-	1	-	1	0.08%
織造	-	-	-	2	-	2	0.07%
針織	-	-	-	-	-	-	-
染整	-	-	-	-	-	-	-
總數	-	-	-	3	-	3	0.05%
佔所屬技能等級僱員總數百分率	-	-	-	0.1%	-	0.05%	

(ii) 製衣業

門類	技師	技術員	技工	操作工	非技術工人	總數	佔所屬門類僱員總數百分率
成衣	-	-	-	5	-	5	0.04%
針織	-	-	-	-	5	5	0.08%
皮革	-	-	-	-	-	-	-
總數	-	-	-	5	5	10	0.05%
佔所屬技能等級僱員總數百分率	-	-	-	0.04%	0.35%	0.05%	

(iii) 製鞋及手袋業

僱主報稱該業沒有僱員接受培訓。

(B) 貿易及公證類別

(i) 貿易類別

門類	技師	技術員	技工	操作工	非技術工人	總數	佔所屬門類僱員總數百分率
鞋類進出口	-	-	-	-	-	-	-
布料進出口	1	-	-	-	-	1	0.01%
服裝進出口	-	153	-	-	-	153	0.35%
棉花、紡織纖維及紗線進出口	-	-	-	-	-	-	-
總數	1	153	-	-	-	154	0.27%
佔所屬技能等級僱員總數百分率	0.01%	0.34%	-	-	-	0.27%	

(ii) 公證行及檢定中心

門類	技師／經理	技術員／督導員	技工	操作工	非技術工人	總數	佔所屬門類僱員總數百分率
公證行及檢定中心	-	1	-	-	-	1	0.3%
總數	-	1	-	-	-	1	0.3%
佔所屬技能等級僱員總數百分率	-	0.32%	-	-	-	0.3%	

職位空缺數目（表 1 至 4）

2.5 調查期間，三個行業的僱主報稱，製造類別有空缺 244 個，貿易及公證類別有 813 個。按門類及技能等級劃分的情況如下：

(A) 製造類別

(i) 紡織業

門類	技師	技術員	技工	操作工	非技術工人	總數	佔所屬門類僱員總數百分率
紡紗	-	-	-	5	-	5	0.38%
織造	-	8	-	-	-	8	0.30%
針織	-	1	1	10	-	12	2.6%
染整	-	-	-	6	-	6	0.44%
總數	-	9	1	21	-	31	0.53%
佔所屬技能等級僱員總數百分率	-	0.87%	0.15%	0.69%	-	0.53%	

(ii) 製衣業

門類	技師	技術員	技工	操作工	非技術工人	總數	佔所屬門類僱員總數百分率
成衣	2	23	-	157	-	182	1.49%
針織	1	4	-	24	2	31	0.47%
皮草	-	-	-	-	-	-	-
總數	3	27	-	181	2	213	1.13%
佔所屬技能等級僱員總數百分率	0.36%	0.81%	-	1.48%	0.14%	1.13%	

(iii) 製鞋及手袋業

僱主報稱該業並無空缺。

(B) 貿易及公證類別

(i) 貿易類別

門類	技師／ 經理	技術員／ 督導員	技工	操作工	非技術 工人	總數	佔所屬門 類僱員總 數百分率
鞋類進出口	6	8	-	-	-	14	0.52%
布料進出口	6	131	-	-	-	137	1.81%
服裝進出口	33	505	-	100	-	638	1.44%
棉花、紡織 纖維及紗線 進出口	-	15	-	-	-	15	0.84%
總數	45	659	-	100	-	804	1.43%
佔所屬技能 等級僱員總 數百分率	0.44%	1.47%	-	11.86%	-	1.43%	

(ii) 公證行及檢定中心

門類	技師／ 經理	技術員／ 督導員	技工	操作工	非技術 工人	總數	佔所屬門 類僱員總 數百分率
公證行及檢 定中心	-	8	1	-	-	9	2.72%
總數	-	8	1	-	-	9	2.72%
佔所屬技能 等級僱員總 數百分率	-	2.57%	7.69%	-	-	2.72%	

二〇〇八年八月時僱員人數預測（表 1 至 4）

2.6 僱主亦預測至二〇〇八年八月時，三個行業的製造及貿易類別將分別需要僱員 24 971 名及 57 810 名。各技能等級人力的預測數字如下：

(A) 製造類別

(i) 紡織業

技能等級	調查期間 僱員人數	空缺數目	調查期間 總人力需求	2008 年 8 月時 僱員人數預測
技師	234	-	234	234
技術員	1 037	9	1 046	1 046
技工	681	1	682	682
操作工	3 057	21	3 078	3 067
非技術工人	797	-	797	797
總數	5 806	31	5 837	5 826

(ii) 製衣業

技能等級	調查期間 僱員人數	空缺數目	調查期間 總人力需求	2008 年 8 月時 僱員人數預測
技師	838	3	841	842
技術員	3 315	27	3 342	3 352
技工	981	-	981	981
操作工	12 258	181	12 439	12 468
非技術工人	1 444	2	1 446	1 446
總數	18 836	213	19 049	19 089

(iii) 製鞋及手袋業

技能等級	調查期間 僱員人數	空缺數目	調查期間 總人力需求	2008年8月時 僱員人數預測
技師	4	-	4	4
技術員	11	-	11	11
技工	13	-	13	12
操作工	27	-	27	27
非技術工人	2	-	2	2
總數	57	-	57	56

(B) 貿易及公證類別

(i) 貿易類別

技能等級	調查期間 僱員人數	空缺數目	調查期間 總人力需求	2008年8月時 僱員人數預測
技師／經理	10 254	45	10 299	10 306
技術員／督導員	44 952	659	45 611	45 993
技工	218	-	218	218
操作工	843	100	943	943
非技術工人	11	-	11	11
總數	56 278	804	57 082	57 471

(ii) 公證行及檢定中心

技能等級	調查期間 僱員人數	空缺數目	調查期間 總人力需求	2008年8月時 僱員人數預測
技師／經理	7	-	7	7
技術員／督導員	311	8	319	318
技工	13	1	14	14
總數	331	9	340	339

僱員每月總收入幅度（表 5 至 8）

2.7 三個行業與有關貿易及公證類別的僱員，按每月總收入幅度劃分如下：

(A) 製造類別

(i) 紡織業

技能等級	\$5,000 以下	\$5,001 - \$6,500	\$6,501 - \$8,000	\$8,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$30,000	\$30,000 以上	未有 說明	總數
技師	-	-	-	-	24	57	76	51	26	234
技術員	-	18	49	130	512	153	46	13	116	1 037
技工	-	1	53	185	292	27	2	-	121	681
操作工	5	194	587	1 459	330	20	-	-	462	3 057
非技術 工人	60	265	302	77	3	-	-	-	90	797
總數	65	478	991	1 851	1 161	257	124	64	815	5 806
佔僱員 總數百 分率	1.12%	8.23%	17.07%	31.87%	20%	4.43%	2.14%	1.1%	14.04%	100.00%

(ii) 製衣業

技能等級	\$5,000以下	\$5,001 - \$6,500	\$6,501 - \$8,000	\$8,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$30,000	\$30,000以上	未有說明	總數
技師	-	-	-	-	77	199	240	256	66	838
技術員	6	3	14	604	1 630	593	321	8	136	3 315
技工	23	6	183	464	240	34	1	-	30	981
操作工	534	4 423	4 817	1 793	314	2	-	-	375	12 258
非技術工人	349	589	371	67	6	-	-	-	62	1 444
總數	912	5 021	5 385	2 928	2 267	828	562	264	669	18 836
佔僱員總數百分率	4.84%	26.66%	28.59%	15.54%	12.04%	4.4%	2.98%	1.4%	3.55%	100.00%

(iii) 製鞋及手袋業

技能等級	\$5,000以下	\$5,001 - \$6,500	\$6,501 - \$8,000	\$8,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$30,000	\$30,000以上	未有說明	總數
技師	-	-	-	-	-	-	1	3	-	4
技術員	-	-	-	4	6	-	1	-	-	11
技工	3	1	4	3	1	1	-	-	-	13
操作工	3	7	3	14	-	-	-	-	-	27
非技術工人	-	2	-	-	-	-	-	-	-	2
總數	6	10	7	21	7	1	2	3	-	57
佔僱員總數百分率	10.53%	17.54%	12.28%	36.85%	12.28%	1.75%	3.51%	5.26%	-	100.00%

(B) 貿易及公證類別

技能等級	\$5,000 以下	\$5,001 - \$6,500	\$6,501 - \$8,000	\$8,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$30,000	\$30,000 以上	未有 說明	總數
技師	-	-	-	119	588	1 896	4 109	2 697	852	10 261
技術員	112	61	733	5 248	20 639	12 186	2 514	185	3 585	45 263
技工	-	1	47	58	40	12	-	5	68	231
操作工	-	105	503	115	120	-	-	-	-	843
非技術 工人	7	4	-	-	-	-	-	-	-	11
總數	119	171	1 283	5 540	21 387	14 094	6 623	2 887	4 505	56 609
佔僱員 總數百 分率	0.21%	0.3%	2.27%	9.79%	37.77%	24.9%	11.7%	5.1%	7.96%	100.00%

派往外地工作的僱員人數

2.8 僱主報稱於調查前十二個月被派往中國大陸或海外廠房／辦公室工作六個月以上的僱員數目如下：

(A) 製造類別

(i) 紡織業

技能等級	僱員人數		同一技能等級 僱員總數	所佔百分率
	中國大陸	海外		
技師	7	-	234	2.99%
技術員	14	-	1 037	1.35%
技工	-	-	681	-
* 總數	21	-	1 952	1.08%

* 操作工及非技術工人不包括在內

(ii) 製衣業

技能等級	僱員人數		同一技能等級 僱員總數	所佔百分率
	中國大陸	海外		
技師	127	3	838	15.51%
技術員	165	-	3 315	4.98%
技工	10	-	98	10.2%
* 總數	302	3	4 251	7.17%

(iii) 製鞋及手袋業

技能等級	僱員人數		同一技能等級 僱員總數	所佔百分率
	中國大陸	海外		
技師	1	-	4	25%
技術員	-	-	11	-
技工	-	-	13	-
* 總數	1	-	28	3.57%

* 操作工及非技術工人不包括在內

(B) 貿易及公證類別

(i) 貿易類別

技能等級	僱員人數		同一技能等級 僱員總數	所佔百分率
	中國大陸	海外		
技師	1 574	31	10 254	15.65%
技術員	2 029	1	44 952	4.52%
技工	4	-	218	1.83%
* 總數	3 607	32	55 424	6.57%

* 操作工及非技術工人不包括在內

(ii) 公證行及檢定中心

僱主報稱，調查前十二個月內並無調派僱員到外地工作六個月以上。

中國大陸或海外廠房／辦公室的僱員人數

2.9 本會察覺僱主在中國大陸或海外開設大量廠房／辦公室，並僱用大量當地員工（不包括香港居民）。香港僱主一般會透過多間不同的註冊公司或合資企業僱用當地居民。此外，由於合資企業形式各有不同，使本會難於調查本港僱主外地廠房的正確僱員人數。

內部晉升的僱員人數

2.10 調查前十二個月內，製造類別與貿易及公證類別分別有 32 名和 158 名僱員獲內部晉升。按技能等級的分布情況如下：

(A) 製造類別

(i) 紡織業

晉升情況	僱員人數	佔晉升後所屬技能等級 僱員總數的百分率
技術員至技師	-	-
技工至技術員	3	0.29%
操作工至技工	6	0.88%
總數	9	0.46%

(ii) 製衣業

晉升情況	僱員人數	佔晉升後所屬技能等級 僱員總數的百分率
技術員至技師	3	0.36%
技工至技術員	20	0.60%
操作工至技工	-	-
總數	23	0.45%

(iii) 製鞋及手袋業

僱主報稱該業並無員工獲內部晉升。

(B) 貿易及公證類別

(i) 貿易類別

晉升情況	僱員人數	佔晉升後所屬技能等級 僱員總數的百分率
技術員／督導員至 技師／經理	111	1.08%
技工至技術員／督導員	41	0.09%
操作工至技工	-	-
總數	152	0.27%

(ii) 公證行及檢定中心

晉升情況	僱員人數	佔晉升後所屬技能等級 僱員總數的百分率
技術員／督導員至 技師／經理	2	28.57%
技工至技術員／督導員	4	1.29%
操作工至技工	-	-
總數	6	1.81%

僱員年齡（表 9 至 12）

2.11 三個行業及有關貿易及公證類別年齡達 50 歲以上的僱員，按技能等級的分布情況如下：

(A) 製造類別

(i) 紡織業

技能等級	年齡 50 歲以上的僱員人數	同一技能等級僱員總數	佔該技能等級僱員總數的百分率
技師	115	234	49.15%
技術員	200	1 037	19.29%
技工	181	681	26.58%
操作工	1 009	3 057	33.01%
* 總數	1 505	5 009	30.05%

(ii) 製衣業

技能等級	年齡 50 歲以上的僱員人數	同一技能等級僱員總數	佔該技能等級僱員總數的百分率
技師	170	838	20.29%
技術員	401	3 315	12.10%
技工	187	981	19.06%
操作工	4 581	12 258	37.37%
* 總數	5 339	17 392	30.70%

* 非技術工人不包括在內

(iii) 製鞋及手袋業

技能等級	年齡 50 歲以上的僱員人數	同一技能等級僱員總數	佔該技能等級僱員總數的百分率
技師	2	4	50.00%
技術員	-	11	-
技工	9	13	69.23%
操作工	19	27	70.37%
* 總數	30	55	54.55%

(B) 貿易及公證類別

(i) 貿易類別

技能等級	年齡 50 歲以上的僱員人數	同一技能等級僱員總數	佔該技能等級僱員總數的百分率
技師／經理	2 147	10 254	20.94%
技術員／督導員	2 924	44 952	6.50%
技工	43	218	19.72%
操作工	59	843	7.00%
* 總數	5 173	56 267	9.19%

* 非技術工人不包括在內

(ii) 公證行及檢定中心

技能等級	年齡 50 歲以上的僱員人數	同一技能等級僱員總數	佔該技能等級僱員總數的百分率
技師／經理	-	7	-
技術員／督導員	2	311	0.64%
技工	2	13	15.38%
* 總數	4	331	1.21%

* 非技術工人不包括在內

僱員宜有教育程度、訓練期及訓練模式（表 13 至 24）

2.12 三個行業的製造類別與貿易及公證類別大部分僱主填覆，認為僱員宜有下列教育程度及訓練：

技能等級

技師／經理 高級文憑或以上程度，及三年或以上在職訓練

技術員／
督導員 中五或以上程度，及兩年或以上在職訓練

技工 中三或以上程度，及兩年或以上在職訓練或學徒訓練

操作工 中三以下程度，及少於兩年在職訓練

2.13 三個行業及有關貿易及公證類別的僱主認為僱員宜有教育程度分布如下：

(A) 製造類別 (表 13、14、15)

技能等級	學位／副學位	高級文憑	文憑	高級證書	證書	中五至中七程度	技工證書	中三程度	中三以下	未有說明	僱員總數
技師	516	410	5	38	1	25	-	6	-	75	1 076
技術員	-	-	607	216	289	2 825	27	52	40	307	4 363
技工	-	-	10	-	-	497	427	592	43	106	1 675
操作工	-	-	-	-	-	30	-	5 510	9 220	582	15 342
總數	516	410	622	254	290	3 377	454	6 160	9 303	1 070	22 456
*佔僱員總數百分率	2.30%	1.83%	2.77%	1.13%	1.29%	15.04%	2.02%	27.43%	41.43%	4.76%	100.00%

(B) 貿易及公證類別 (表 16)

技能等級	學位／副學位	高級文憑	文憑	高級證書	證書	中五至中七程度	技工證書	中三程度	中三以下	未有說明	僱員總數
技師／經理	5 819	3 622	58	-	23	391	-	-	-	348	10 261
技術員／督導員	852	4 626	2 961	826	1 435	33 429	-	-	-	1 134	45 263
技工	-	-	-	-	-	144	31	43	5	8	231
操作工	-	-	-	-	-	271	-	438	134	-	843
總數	6 671	8 248	3 019	826	1 458	34 235	31	481	139	1 490	56 598
*佔僱員總數百分率	11.79%	14.57%	5.33%	1.46%	2.58%	60.49%	0.05%	0.85%	0.25%	2.63%	100.00%

* 非技術工人不包括在內

2.14 三個行業及有關貿易及公證類別的僱主認為僱員宜有訓練期分布如下：

(A) 製造類別 (表 17、18、19)

技能等級	四年以上	三年至四年	兩年至三年	一年至兩年	六至十一個月	少於六個月	未有說明	僱員總數
技師	791	210	-	-	-	-	75	1 076
技術員	1 361	853	1 824	10	-	8	307	4 363
技工	197	166	1 159	43	4	-	106	1 675
操作工	-	131	287	6 745	3 152	4 445	582	15 342
總數	2 349	1 360	3 270	6 798	3 156	4 453	1 070	22 456
*佔僱員總數百分率	10.46%	6.06%	14.56%	30.28%	14.05%	19.83%	4.76%	100.00%

(B) 貿易及公證類別 (表 20)

技能等級	四年以上	三年至四年	兩年至三年	一年至兩年	六至十一個月	少於六個月	未有說明	僱員總數
技師	8 039	1 794	55	22	-	3	348	10 261
技術員	9 860	10 589	23 169	459	36	16	1 134	45 263
技工	44	68	110	-	-	1	8	231
操作工	-	-	207	312	224	100	-	843
總數	17 943	12 451	23 541	793	260	120	1 490	56 598
*佔僱員總數百分率	31.7%	22.0%	41.6%	1.4%	0.46%	0.21%	2.63%	100.00%

* 非技術工人不包括在內

2.15 三個行業及有關貿易及公證類別的僱主認為僱員宜有的訓練模式分布如下：

(A) 製造類別 (表 21、22、23)

技能等級	在職訓練	學徒訓練	職外訓練	未有說明	僱員總數
技師	1 001	-	-	75	1 076
技術員	4 002	54	-	307	4 363
技工	1 539	30	-	106	1 675
操作工	14 760	-	-	582	15 342
總數	21 302	84	-	1 070	22 456
*佔僱員總數百分率	94.87%	0.37%	-	4.76%	100.00%

(B) 貿易及公證類別 (表 24)

技能等級	在職訓練	學徒訓練	職外訓練	未有說明	僱員總數
技師	9 913	-	-	348	10 261
技術員	44 122	7	-	1 134	45 263
技工	223	-	-	8	231
操作工	843	-	-	-	843
總數	55 101	7	-	1 490	56 598
*佔僱員總數百分率	97.36%	0.01%	-	2.63%	100.00%

* 非技術工人不包括在內

技術及非技術人員

2.16 調查顯示，紡織、製衣、製鞋及手袋業有技術人員 81 308 名、非技術人員 43 398 名。兩者按類別的分布情況如下：

(A) 製造類別

(i) 紡織業

門類	技術人員	非技術人員	總數
紡紗	1 299	151	1 450
織造	2 677	752	3 429
針織	462	95	557
染整	1 368	300	1 668
小計	5 806	1 298	7 104

(ii) 製衣業

門類	技術人員	非技術人員	總數
成衣	12 208	1 963	14 171
針織	6 541	1 173	7 714
皮草	87	21	108
小計	18 836	3 157	21 993

(iii) 製鞋及手袋業

門類	技術人員	非技術人員	總數
製鞋	26	10	36
手袋	31	-	31
小計	57	10	67
總計 (i + ii + iii)	24 699	4 465	29 164

(B) 貿易及公證類別

(i) 貿易類別

門類	技術人員	非技術人員	總數
鞋類進出口	2 717	2 678	5 395
布料進出口	7 587	5 167	12 754
服裝進出口	44 179	29 409	73 588
棉花、紡織纖維及 紗線進出口	1 795	1 438	3 233
小計	56 278	38 692	94 970

(ii) 公證行及檢定中心

門類	技術人員	非技術人員	總數
公證行及檢定中心	331	241	572
小計	331	241	572
總計 (i + ii)	56 609	38 933	95 542

招聘僱員

2.17 於調查進行前十二個月，三個行業及有關的貿易及公證類別公司於招聘不同技能等級員工時遇到困難的情況如下：

類別	技師	技術員	技工	操作工	總數
紡織	-	6	3	18	27
製衣	2	46	11	55	114
製鞋及手袋	-	-	1	-	1
貿易	53	934	7	1	995
公證	1	2	1	-	4
總數	56	988	23	74	1 141

2.18 僱主指出調查前十二個月於招聘不同技能等級員工時遇到的招聘困難如下：

(A) 製造類別

(i) 紡織業

招聘困難	技師	技術員	技工	操作工	總數
香港普遍勞工短缺	-	2	-	7	9
相關學科的畢業生數目不足	-	2	-	3	5
求職者缺乏相關經驗及訓練	-	4	3	6	13
服務條件／薪酬未能符合求職者要求	-	1	-	12	13
其他原因	-	-	-	3	3
總數	-	9	3	31	43

(ii) 製衣業

招聘困難	技師	技術員	技工	操作工	總數
香港普遍勞工短缺	-	19	7	44	70
相關學科的畢業生數目不足	-	-	-	5	5
求職者缺乏相關經驗及訓練	1	33	11	21	66
服務條件／薪酬未能符合求職者要求	1	10	-	5	16
其他原因	-	11	-	18	29
總數	2	73	18	93	186

(iii) 製鞋及手袋業

招聘困難	技師	技術員	技工	操作工	總數
香港普遍勞工短缺	-	-	1	-	1
相關學科的畢業生數目不足	-	-	-	-	-
求職者缺乏相關經驗及訓練	-	-	-	-	-
服務條件／薪酬未能符合求職者要求	-	-	-	-	-
其他原因	-	-	-	-	-
總數	-	-	1	-	1

(B) 貿易及公證類別

(i) 貿易類別

招聘困難	技師	技術員	技工	操作工	總數
香港普遍勞工短缺	19	246	1	-	266
相關學科的畢業生數目不足	4	91	-	-	95
求職者缺乏相關經驗及訓練	20	816	7	-	843
服務條件／薪酬未能符合求職者要求	15	287	-	-	302
其他原因	-	119	-	-	119
總數	58	1 559	8	-	1 625

(ii) 公證行及檢定中心

招聘困難	技師	技術員	技工	操作工	總數
香港普遍勞工短缺	-	-	-	-	-
相關學科的畢業生數目不足	-	-	-	-	-
求職者缺乏相關經驗及訓練	1	2	1	-	4
服務條件／薪酬未能符合求職者要求	1	1	-	-	2
其他原因	-	-	-	-	-
總數	2	3	1	-	6

僱用準則審核經理／技術員

2.19 僱主填覆調查後十二個月內將僱用的準則審核經理及／或技術員的預計人數：

類別	準則審核經理	準則審核技術員	總數
紡織	-	-	-
製衣	1	-	1
製鞋及手袋	-	-	-
貿易	3	-	3
公證	-	-	-
總數	4	-	4

個別門類的調查結果

2.20 製造類別與貿易及公證類別各門類的人力統計資料，詳載於下列各表：

門類	表
(A) 製造類別	
(i) 紡紗	25
(ii) 織造	26
(iii) 針織（紡織業）	27
(iv) 染整	28
(v) 成衣	29
(vi) 針織（製衣業）	30
(vii) 皮草	31
(viii) 製鞋	32
(ix) 手袋	33
(B) 貿易及公證類別	
(i) 鞋類進出口	34
(ii) 布料進出口	35
(iii) 服裝進出口	36
(iv) 棉花、紡織纖維及紗線進出口	37
(v) 公證行及檢定中心	38

第三章

結論

引言

3.1 本會詳細研究過調查結果後，認為大致能反映調查期間紡織業、製衣業、製鞋及手袋業的實際人力情況。

3.2 二〇〇七年八月，三個行業共有僱員 81 308 人，與二〇〇五年九月上次調查所得的 93 938 人比較，僱員人數的平均每年減幅為 6.97%。二〇〇五年與二〇〇七年各類別不同技能等級的僱員人數比較如下：

技能等級	製造類別	貿易及 公證類別	總數	每年平均 變化百分率
技師／經理	1 076 (1 655)	10 261 (13 430)	11 337 (15 085)	-13.31%
技術員／督導員	4 363 (5 251)	45 263 (44 940)	49 626 (50 191)	-0.56%
技工	1 675 (2 512)	231 (850)	1 906 (3 362)	-24.71%
操作工	15 342 (22 319)	843 (14)	16 185 (22 333)	-14.87%
非技術工人	2 243 (2 965)	11 (2)	2 254 (2 967)	-12.84%
總數	24 699 (34 702)	56 609 (59 236)	81 308 (93 938)	-6.97%
每年變化百分率	-15.63%	-2.24%	-6.97%	

註： () 內的數字為二〇〇五年人力調查所得資料。

3.3 二〇〇五至二〇〇七年間，製造類別僱員人數每年平均下降 15.63%；貿易及公證類別僱員人數則每年平均下降 2.24%。主要是由於製造業人力縮減，整個行業的人力平均每年下降 6.97%。

3.4 各技能等級人力亦錄得巨大減幅，技師／經理級下降 13.31%、技工級下降 24.71%、操作工級下降 14.87%，非技術工人級下降 12.84%。

紡織業、製衣業、製鞋及手袋業各門類人力變化

3.5 三個行業的人力調查涵蓋製造類別和貿易及公證類別。製造類別分以下九個門類：

(i) 紡織業

紡紗
織造
針織
染整

(ii) 製衣業

成衣
針織
皮草

(iii) 製鞋及手袋業

製鞋
手袋

3.6 貿易及公證類別包括貿易類別與公證行及檢定中心，共分五個門類：

(i) 貿易類別

鞋類進出口
布料進出口
服裝進出口
棉花、紡織纖維及紗線進出口

(ii) 公證行及檢定中心

公證行及檢定中心

3.7 二〇〇七年八月時，製造類別方面，紡織業共有僱員 5 806 人，製衣業共有 18 836 人，製鞋及手袋業有 57 人。與二〇〇五年的人力調查所得數字比較，紡織業僱員總數每年下降 16.38%，製衣業和製鞋及手袋業則分別下降 15.38% 及 21.29%。貿易及公證類別方面，貿易類別有僱員 56 278 人，公證行及檢定中心則有 331 人，二〇〇五至二〇〇七年間，前者每年平均下降 2.04%，後者每年平均下降 25.23%。

3.8 二〇〇五至二〇〇七年間，紡織業整體流失 2 497 名僱員。紡紗類、織造類、針織類及染整類的每年平均流失率分別為 14.43%、10.06%、11.88% 及 27.81%。人力變化情況表列如下：

門類	僱員人數		每年平均 變化百分率
	2005 年 9 月	2007 年 8 月	
紡紗	1 774	1 299	-14.43%
織造	3 309	2 677	-10.06%
針織	595	462	-11.88%
染整	2 625	1 368	-27.81%
總數	8 303	5 806	-16.38%

3.9 調查結果顯示，製衣業中的成衣及針織門類每年平均人力減幅為 19.32% 及 6.47%，皮草門類則錄得每年平均升幅 6.99%，而製衣業整體人力每年平均下降 15.38%，人力變化情況表列如下：

門類	僱員人數		每年平均 變化百分率
	2005 年 9 月	2007 年 8 月	
成衣	18 754	12 208	-19.32%
針織	7 477	6 541	-6.47%
皮草	76	87	6.99%
總數	26 307	18 836	-15.38%

3.10 製鞋及手袋業於二〇〇五至二〇〇七年間的人力各有增減，整體人力每年平均下降 21.29%。人力變化情況表列如下：

門類	僱員人數		每年平均 變化百分率
	2005年9月	2007年8月	
製鞋	71	26	-39.49%
手袋	21	31	21.50%
總數	92	57	-21.29%

3.11 貿易類別僱員整體上出現下降，主要是由於鞋類進出口、布料進出口、服裝進出口及棉花、紡織纖維及紗線進出口門類每年平均出現 0.78%、2.15%、2.15% 及 0.53% 的減幅。人力變化情況表列如下：

門類	僱員人數		每年平均 變化百分率
	2005年9月	2007年8月	
鞋類進出口	2 760	2 717	-0.78%
布料進出口	7 924	7 587	-2.15%
服裝進出口	46 146	44 179	-2.15%
棉花、紡織纖維及 紗線進出口	1 814	1 795	-0.53%
總數	58 644	56 278	-2.04%

3.12 過去兩年，貿易及公證類別的人力大幅下降，每年平均減少 25.23%。人力變化情況表列如下：

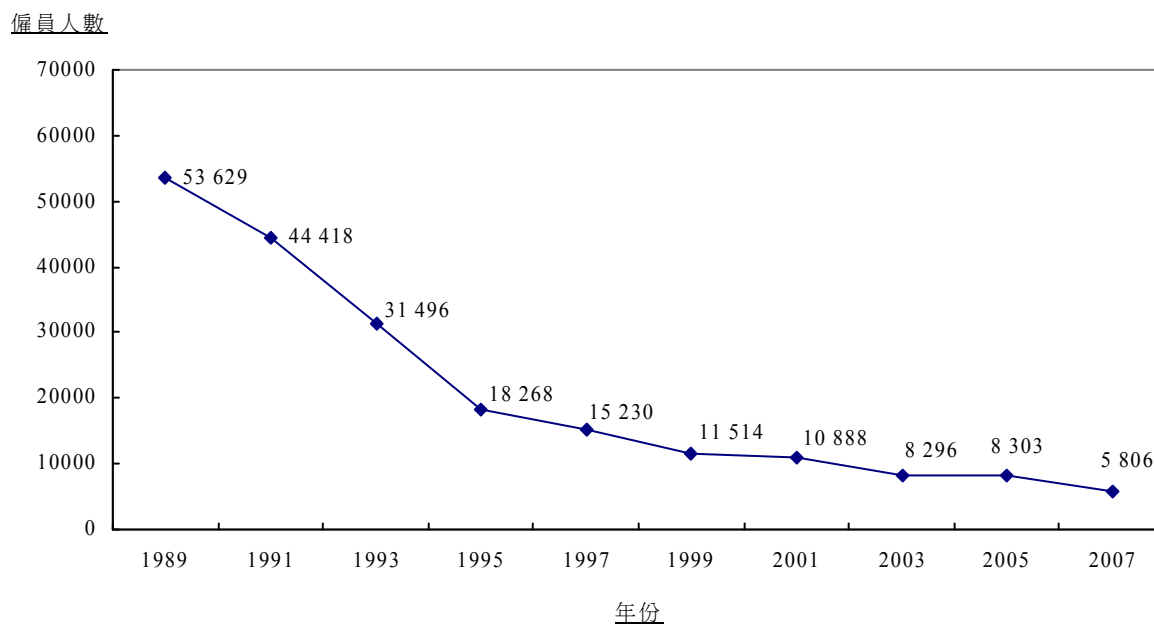
門類	僱員人數		每年平均 變化百分率
	2005年9月	2007年8月	
公證行及檢定中心	592	331	-25.23%
總數	592	331	-25.23%

3.13 製造類別中的紡織業、製衣業、製鞋及手袋業於一九八九至二〇〇七年間的人力變化情況展示如下：

(A) 製造類別

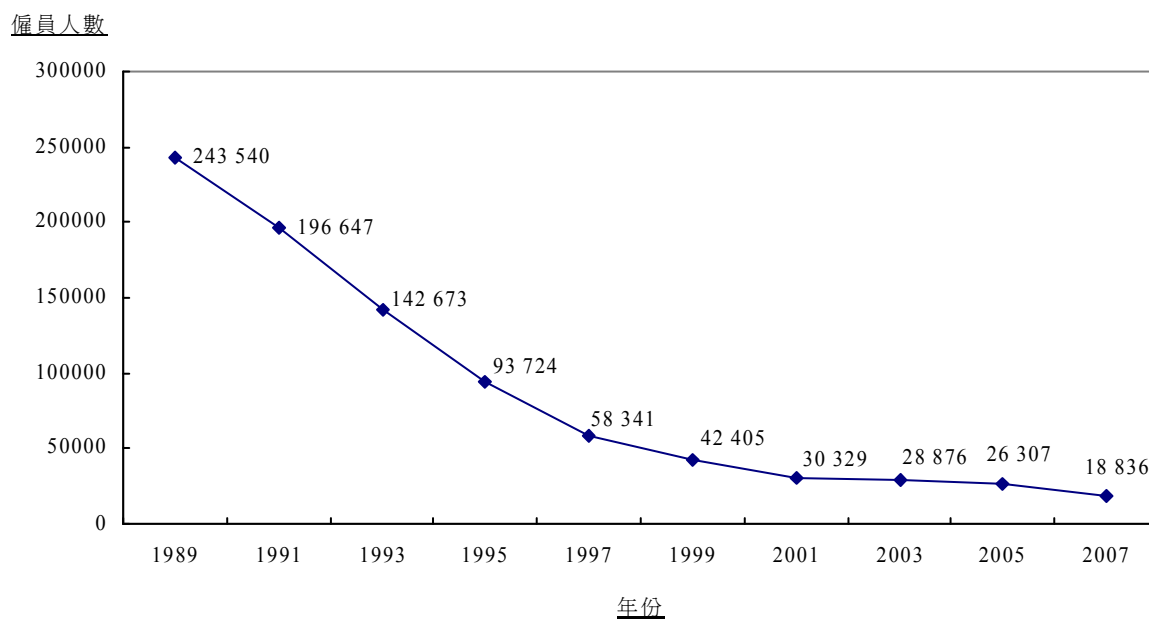
(i) 紡織業

圖 6: 1989 至 2007 年間紡織業人力情況



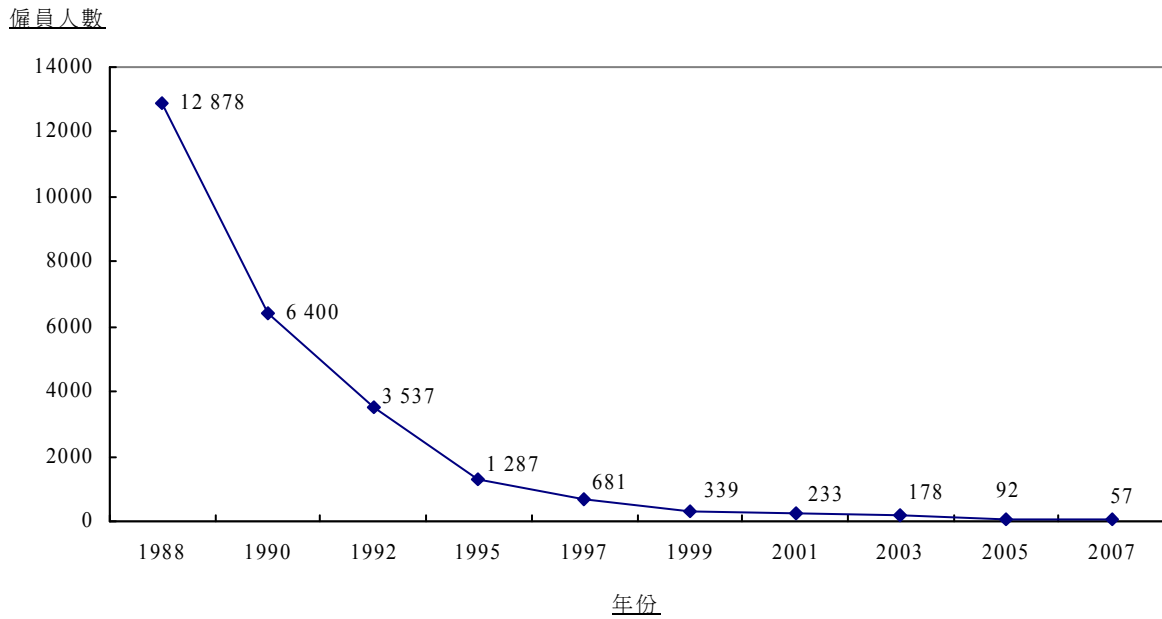
(ii) 製衣業

圖 7: 1989 至 2007 年間製衣業人力情況



(ii) 製鞋及手袋業

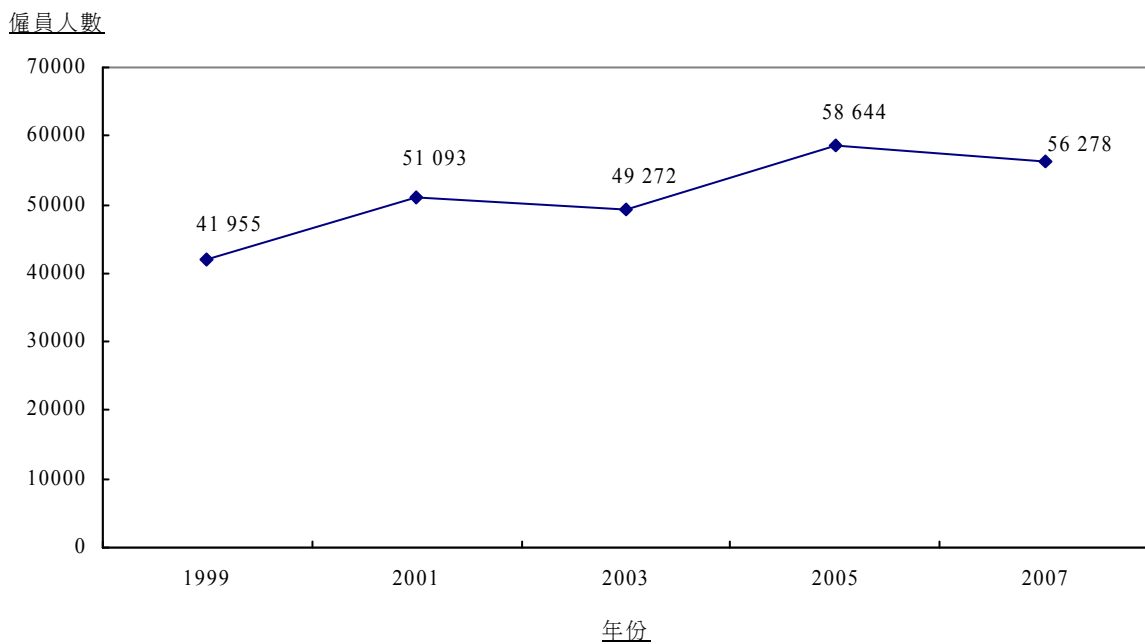
圖 8: 1988 至 2007 年間製鞋及手袋業人力情況



(B) 貿易及公證類別

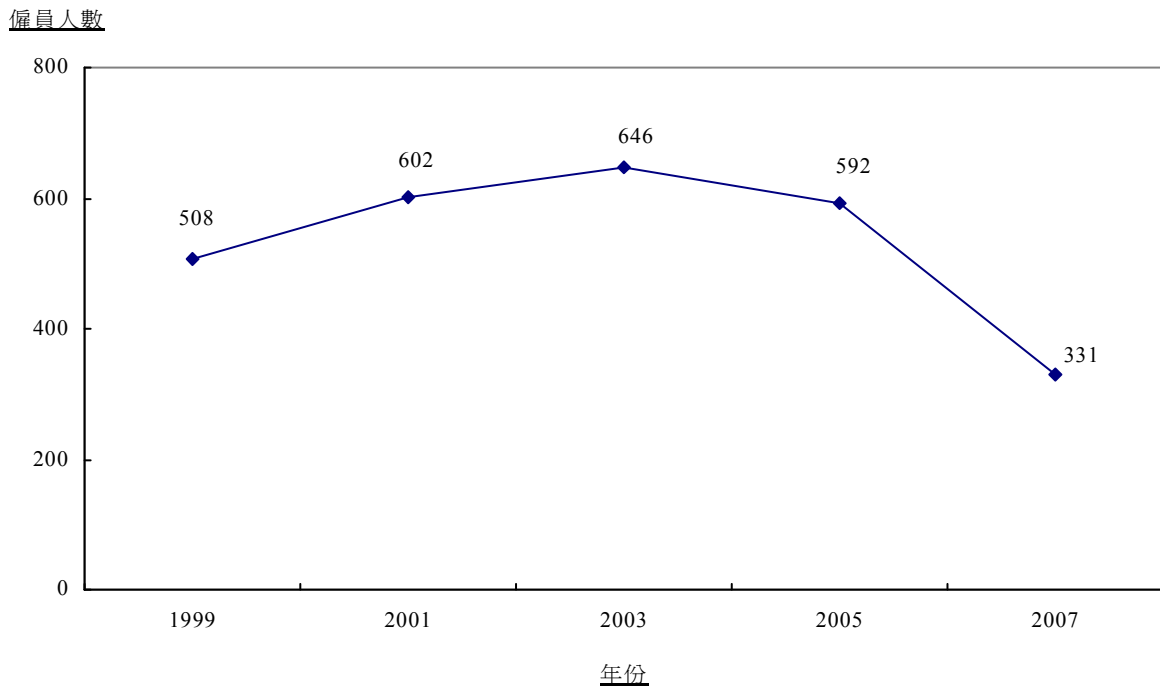
(i) 貿易

圖 9: 1999 至 2007 年間貿易類別人力情況



(ii) 公證行及檢定中心

圖 10: 1999 至 2007 年間公證行及檢定中心人力情況



3.14 三個行業各技能等級的人力變化表列如下：

(A) 製造類別

(i) 紡織業

技能等級	2005	2007	每年平均 變化百分率
技師	434	234	-26.57%
技術員	1 341	1 037	-12.06%
技工	1 034	681	-18.85%
操作工	4 561	3 057	-18.13%
非技術工人	933	797	-7.58%
總數	8 303	5 806	-16.38%

(ii) 製衣業

技能等級	2005	2007	每年平均 變化百分率
技師	1 214	838	-16.92%
技術員	3 895	3 315	-7.75%
技工	1 449	981	-17.72%
操作工	17 718	12 258	-16.82%
非技術工人	2 031	1 444	-15.68%
總數	26 307	18 836	-15.38%

(iii) 製鞋及手袋業

技能等級	2005	2007	每年平均 變化百分率
技師	7	4	-24.41%
技術員	15	11	-14.37%
技工	29	13	-33.05%
操作工	40	27	-17.84%
非技術工人	1	2	41.42%
總數	92	57	-21.29%

(B) 貿易類別

(i) 貿易

技能等級	2005	2007	每年平均 變化百分率
技師／經理	13 390	10 254	-12.49%
技術員／督導員	44 456	44 952	0.56%
技工	782	218	-47.20%
操作工	14	843	675.98%
非技術工人	2	11	134.52%
總數	58 644	56 278	-2.04%

(ii) 公證行及檢定中心

技能等級	2005	2007	每年平均 變化百分率
技師／經理	40	7	-58.17%
技術員／督導員	484	311	-19.84%
技工	68	13	-56.28%
總數	592	331	-25.23%

3.15 紡織業、製衣業、製鞋及手袋業製造類別的廠號數目亦大幅減少，分別由二〇〇四年第四季的 732 間、1 391 間及 32 間，減至二〇〇七年第一季的 668 間、1 229 間及 22 間，每年平均減幅分別為 4.47%、6% 及 17.08%。製造類別整體廠號數目每年平均減少 5.63%。在貿易類別方面，廠號數目從二〇〇五年第四季的 18 843 間增加至二〇〇七年第一季的 19 074 間，增幅為 0.61%。三個行業的廠號數目變化詳列如下：

(A) 製造類別

(i) 紡織業

僱員人數 機構數目 年份	機構數目						總數
	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 或以上	
1996 年第 4 季	899	238	136	57	22	12	1 364
1999 年第 1 季	817	185	103	45	9	7	1 166
2001 年第 1 季	685	171	85	33	9	7	990
2002 年第 4 季	598	126	75	25	10	8	842
2004 年第 4 季	526	103	69	19	7	8	732
2007 年第 1 季	491	84	61	19	7	6	668

(ii) 製衣業

僱員人數 機構數目 年份	僱員人數						總數
	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 或以上	
1997 年第 1 季	1 493	702	770	287	86	34	3 372
1999 年第 1 季	1 104	582	588	189	65	21	2 549
2000 年第 1 季	879	540	415	111	51	16	2 012
2002 年第 4 季	752	396	317	89	30	13	1 597
2004 年第 4 季	613	302	365	68	33	10	1 391
2007 年第 1 季	551	290	314	38	29	7	1 229

(iii) 製鞋及手袋業

僱員人數 機構數目 年份	僱員人數						總數
	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 或以上	
1997 年第 1 季	131	13	9	-	-	-	153
1999 年第 1 季	91	4	6	-	-	-	101
2000 年第 1 季	57	6	1	3	-	-	67
2002 年第 4 季	44	3	2	-	-	-	49
2004 年第 4 季	28	2	2	-	-	-	32
2007 年第 1 季	21	1	-	-	-	-	22

(iv) 小計：(i) + (ii) + (iii)

僱員人數 機構數目 年份	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 或以上	總數
	2001年第1季	1 621	717	501	147	60	23
2002年第4季	1 394	525	394	114	40	21	2 488
2004年第4季	1 167	407	436	87	40	18	2 155
2007年第1季	1 063	375	375	57	36	13	1 919

(B) 貿易類別*

僱員人數 機構數目 年份	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 或以上	總數
	2001年第1季	18 127	1 484	490	108	43	15
2002年第4季	17 619	1 471	511	126	45	16	19 788
2004年第4季	16 658	1 383	597	136	50	19	18 843
2007年第1季	16 796	1 420	672	114	50	22	19 074

(C) 總計：(A) + (B)

僱員人數 機構數目 年份	1 - 9	10 - 19	20 - 49	50 - 99	100 - 199	200 或以上	總數
	2001年第1季	19 748	2 201	991	255	103	38
2002年第4季	19 013	1 996	905	240	85	37	22 276
2004年第4季	17 825	1 790	1 033	223	90	37	20 998
2007年第1季	17 859	1 795	1 047	171	86	35	20 993

* 公證行及檢定中心不包括在內

紡織業、製衣業、製鞋及手袋業各技能等級的人力變化

技師／經理級

3.16 二〇〇七年八月時三個行業共有 1 076 位技師。與二〇〇五年的 1 665 人相比，製造類別技師人數每年減少 19.37%。紡織業、製衣業、製鞋及手袋業的技師級人數減幅最爲明顯。貿易及公證類別於同期共有 10 254 位經理，貿易類別每年的減幅達 12.49%，公證類別每年的減幅則達 58.17%。人力變化情況表列如下：

(A) 製造類別

行業	僱員人數		每年平均 變化百分率
	2005 年 9 月	2007 年 8 月	
紡織	434	234	-26.57%
製衣	1 214	838	-16.92%
製鞋及手袋	7	4	-24.41%
總數	1 655	1 076	-19.37%

(B) 貿易及公證類別

行業	僱員人數		每年平均 變化百分率
	2005 年 9 月	2007 年 8 月	
貿易	13 390	10 254	-12.49%
公證行及 檢定中心	40	7	-58.17%
總數	13 430	10 261	-12.59%

技術員／督導員級

3.17 製造類別的技術員／督導員級人數，由二〇〇五年的 5 251 人降至二〇〇七年的 4 363 人，平均每年減幅為 8.85%，主要原因是從事紡織業及製衣業的人數過去兩年遽減。另一方面，貿易及公證類別的技術員級人力平均每年微增 0.36%。人力變化狀況詳列如下：

(A) 製造類別

行業	僱員人數		每年平均 變化百分率
	2005 年 9 月	2007 年 8 月	
紡織	1 341	1 037	-12.06%
製衣	3 895	3 315	-7.75%
製鞋及手袋	15	11	-14.37%
總數	5 251	4 363	-8.85%

(B) 貿易及公證類別

行業	僱員人數		每年平均 變化百分率
	2005 年 9 月	2007 年 8 月	
貿易	44 456	44 952	0.56%
公證行及 檢定中心	484	311	-19.84%
總數	44 940	45 263	0.36%

技工級

3.18 製造類別技工級僱員人數平均每年減少 18.34%，主要由於紡織業、製衣業、製鞋及手袋業技工人數下降。調查亦顯示貿易公司、公證行及檢定中心的技工級工人大幅減少。人力變化情況詳列如下：

(A) 製造類別

行業	僱員人數		每年平均 變化百分率
	2005年9月	2007年8月	
紡織	1 034	681	-18.85%
製衣	1 449	981	-17.72%
製鞋及手袋	29	13	-33.05%
總數	2 512	1 675	-18.34%

(B) 貿易及公證類別

行業	僱員人數		每年平均 變化百分率
	2005年9月	2007年8月	
貿易	782	218	-47.20%
公證行及 檢定中心	68	13	-56.28%
總數	850	231	-47.87%

3.19 下列各圖展示紡織及製衣業於一九八九至二〇〇七年；製鞋及手袋業於一九八八至二〇〇七年，以及貿易及公證類別於一九九九至二〇〇七年間各技能等級的人力情況。

(A) 製造類別

(i) 紡織業

圖 11: 1989 至 2007 年間技師級人力情況

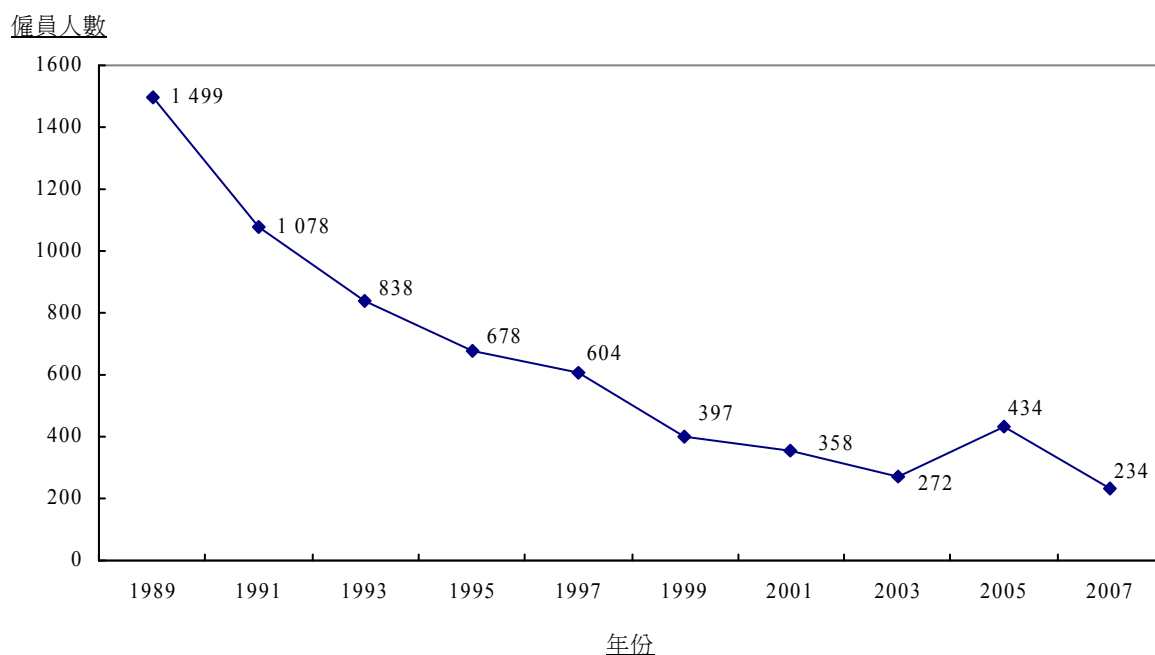


圖 12: 1989 至 2007 年間技術員級人力情況

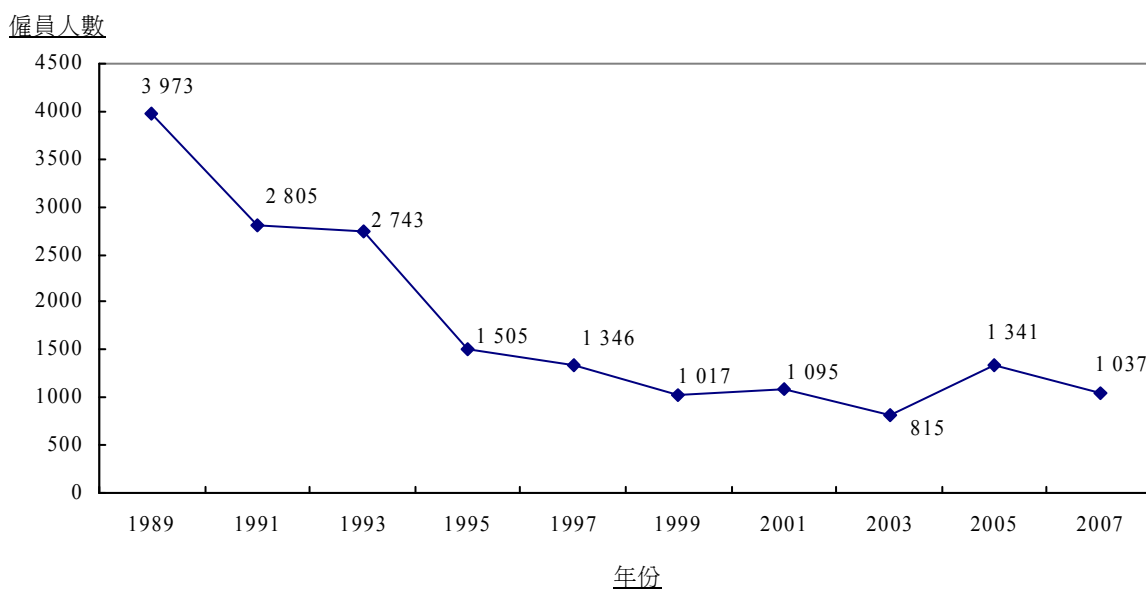
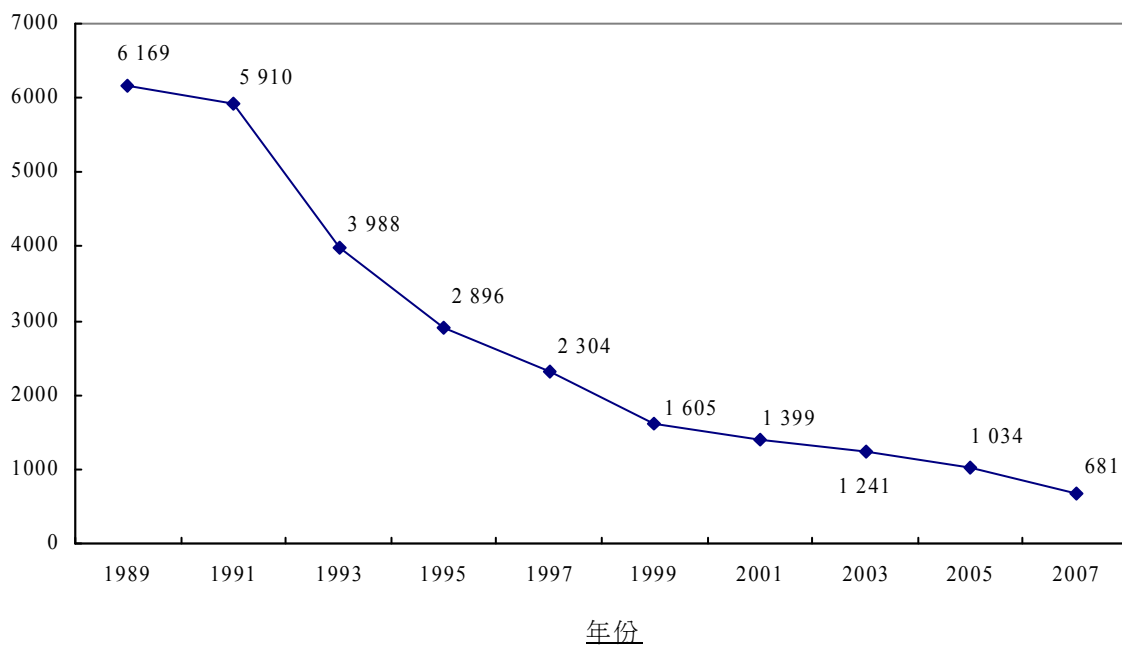


圖 13: 1989 至 2007 年間技工級人力情況

僱員人數



(ii) 製衣業

圖 14: 1989 至 2007 年間技師級人力情況

僱員人數

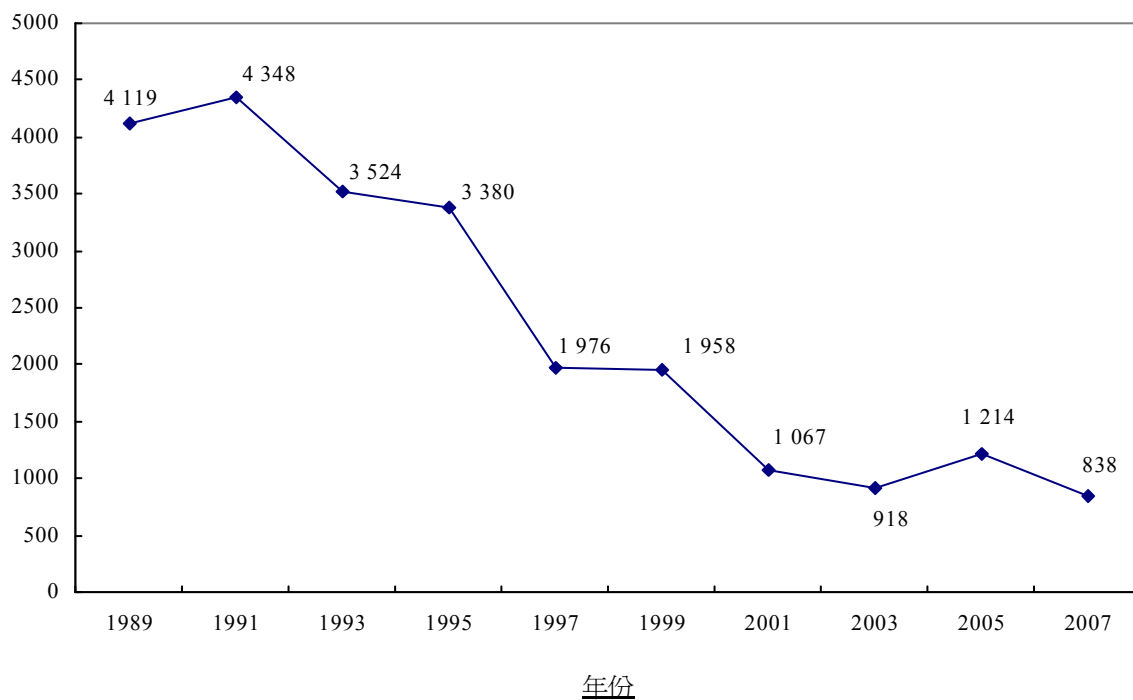


圖 15: 1989 至 2007 年間技術員級人力情況

僱員人數

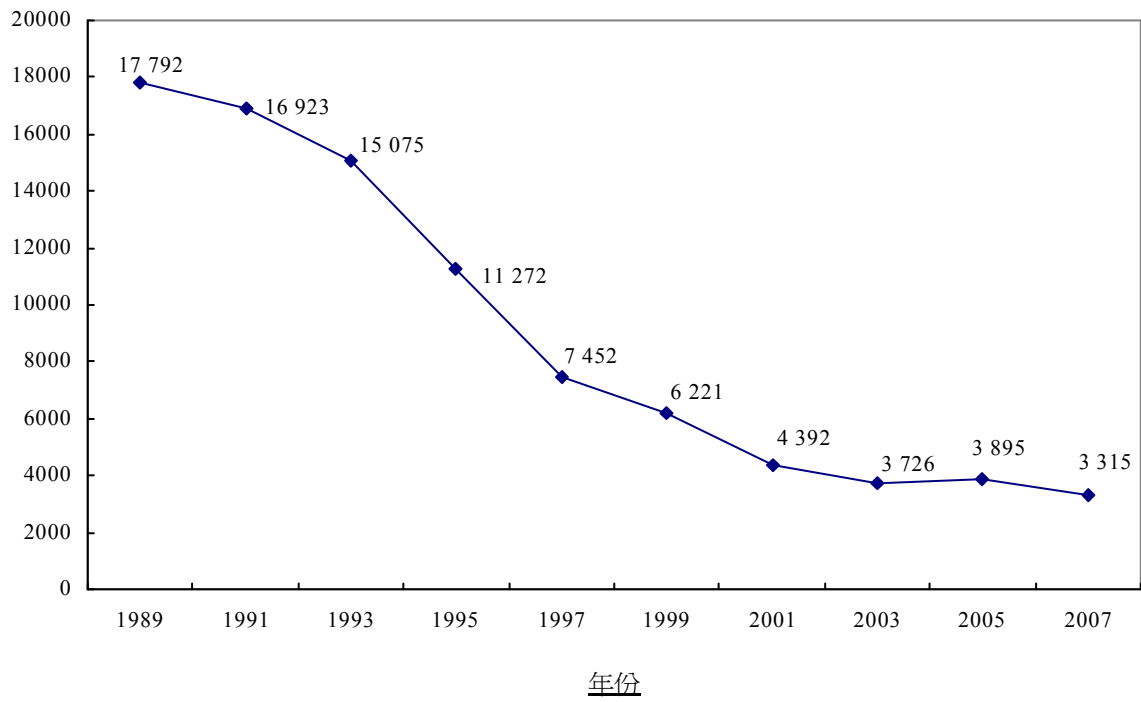
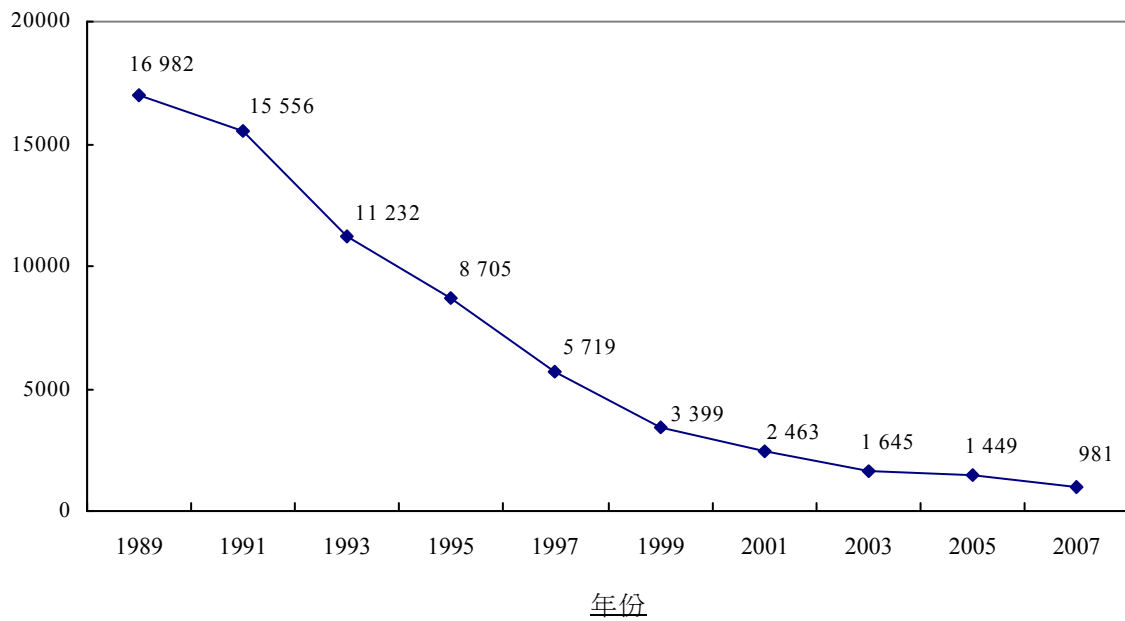


圖 16: 1989 至 2007 年間技工級人力情況

僱員人數



(ii) 製鞋及手袋業

圖 17: 1988 至 2007 年間技師級人力情況

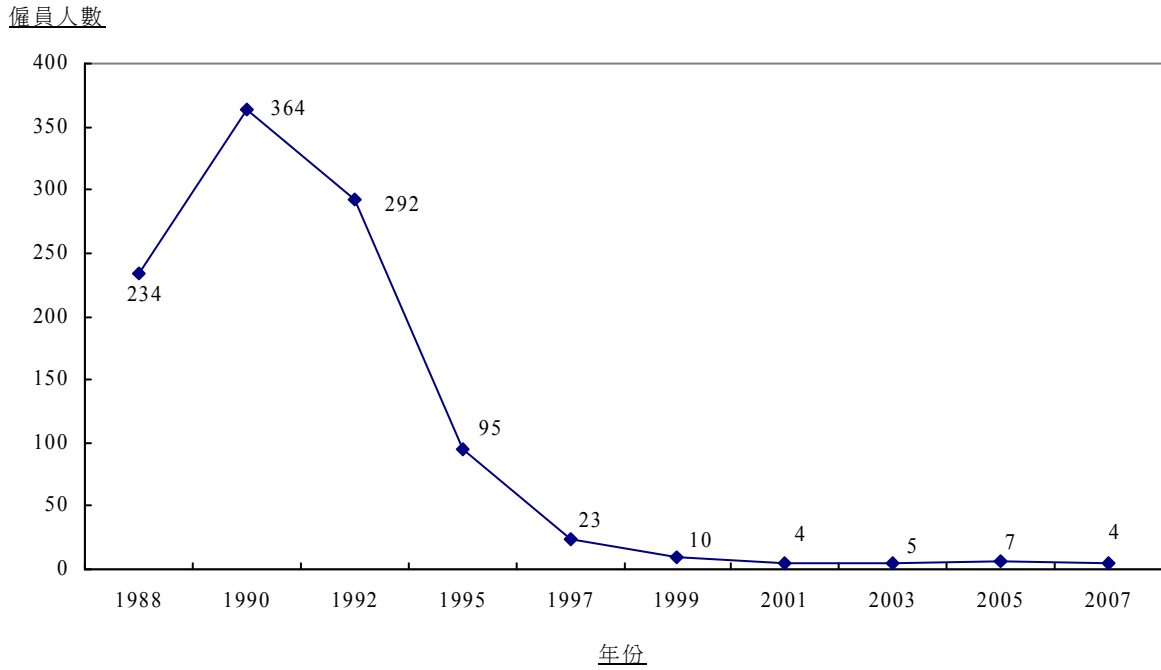


圖 18: 1988 至 2007 年間技術員級人力情況

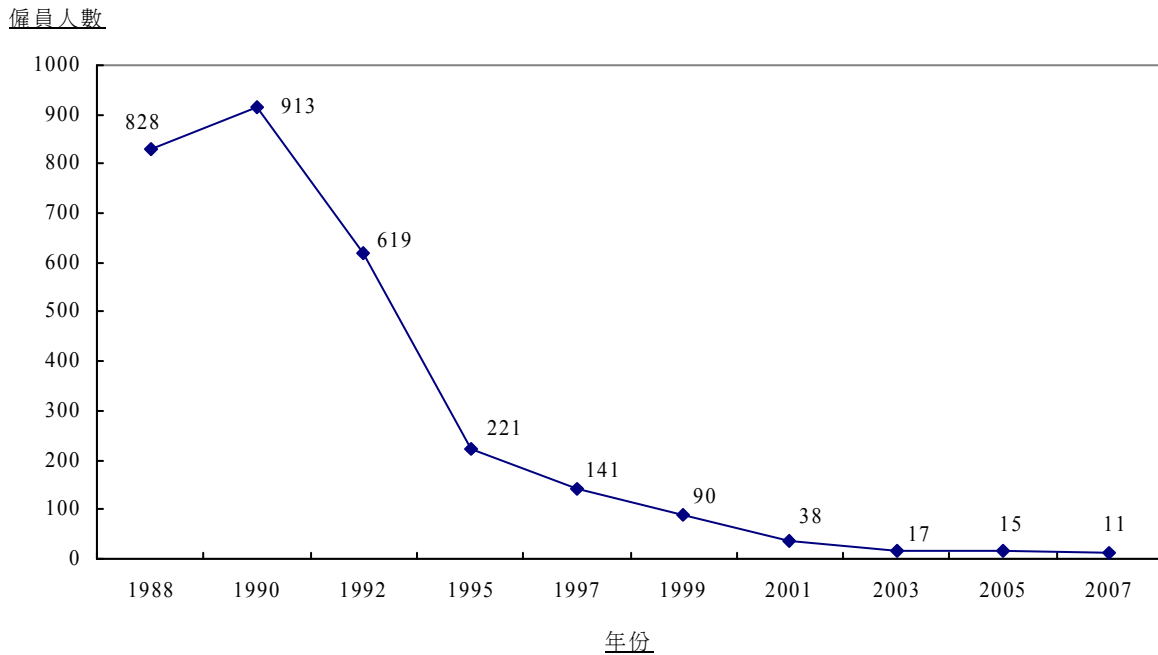
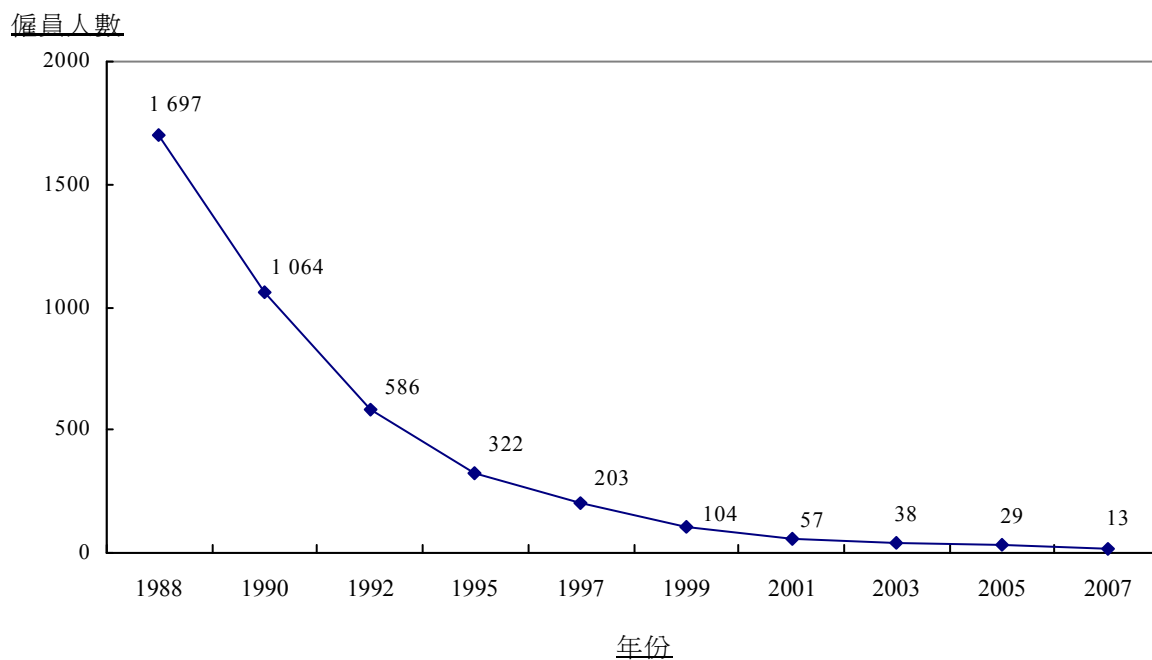


圖 19: 1988 至 2007 年間技工級人力情況



(B) 貿易及公證類別

(i) 貿易

圖 20: 1999 至 2007 年間技師／經理級人力情況

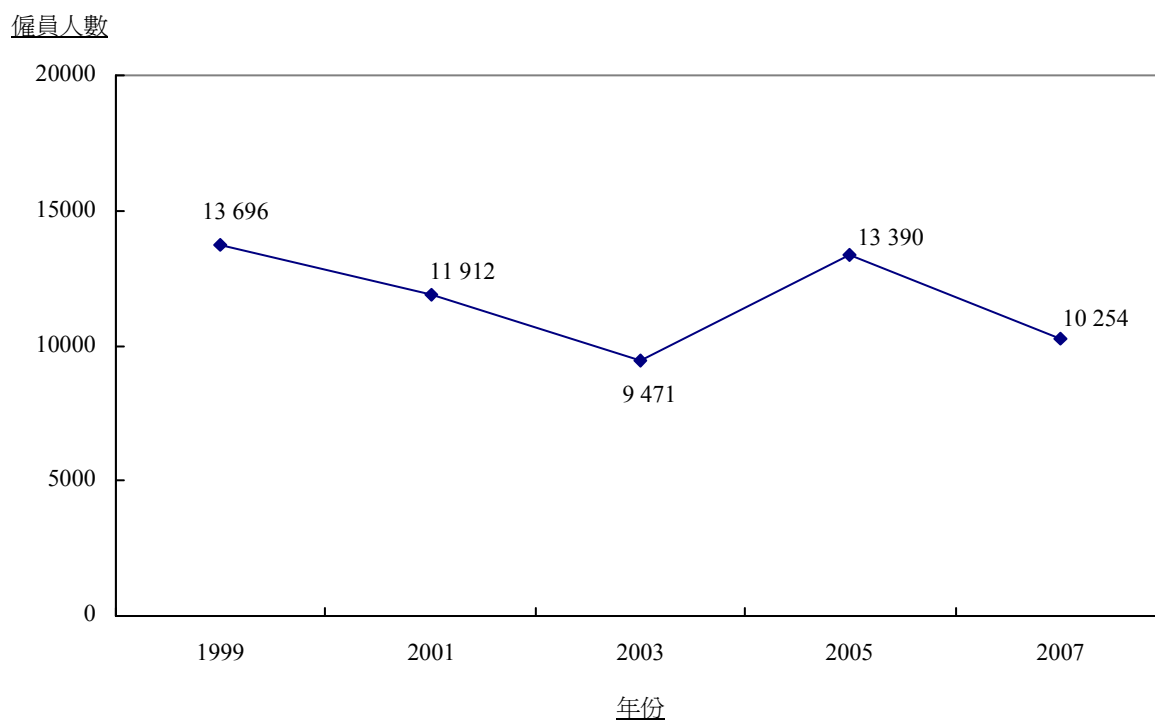


圖 21: 1999 至 2007 年間技術員／督導員級人力情況

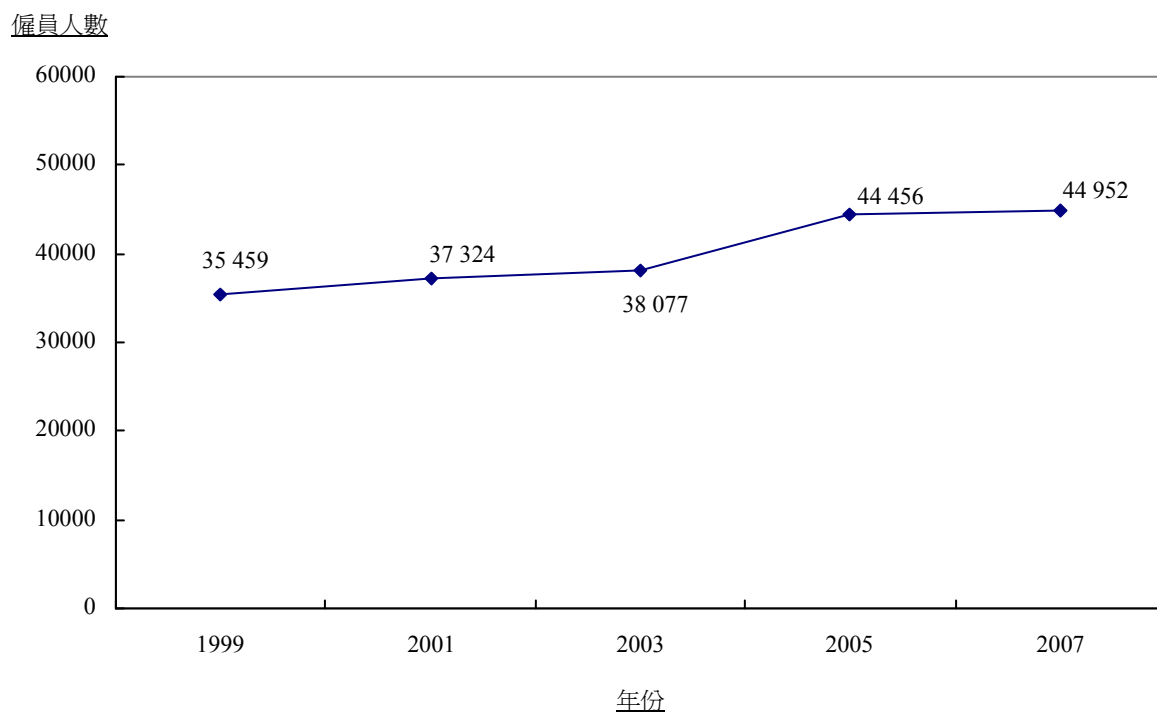
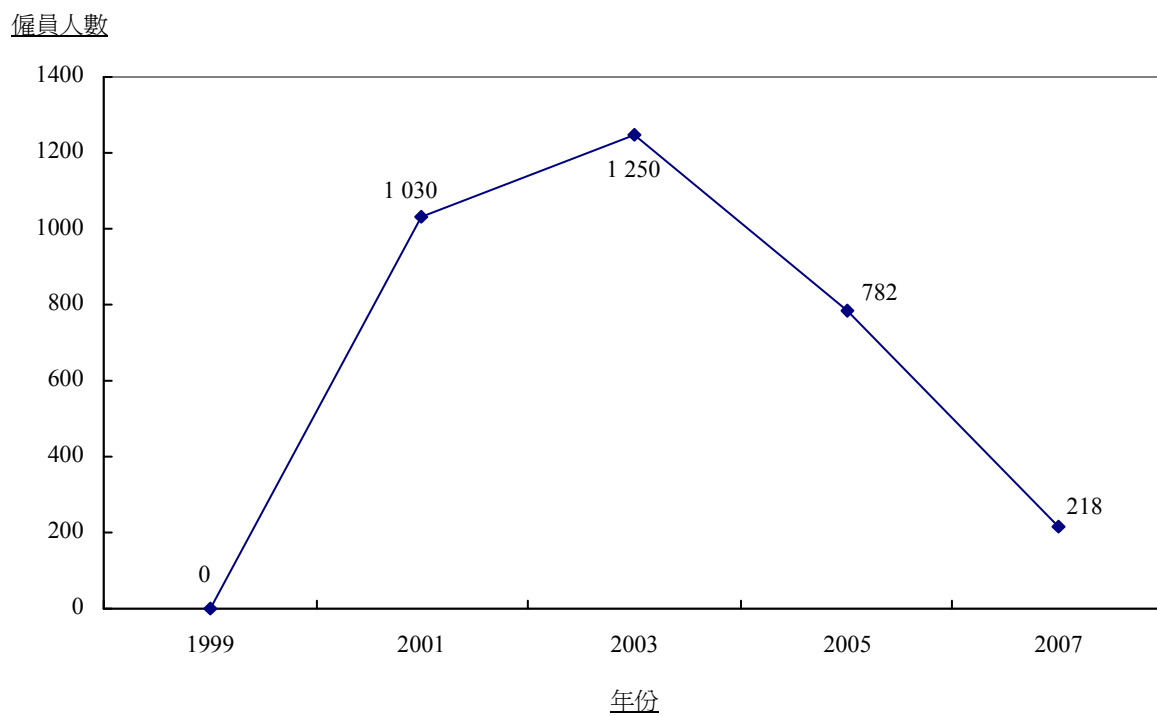


圖 22: 1999 至 2007 年間技工級人力情況



(ii) 貿易及公證類別

圖 23: 1999 至 2007 年間技師／經理級人力情況

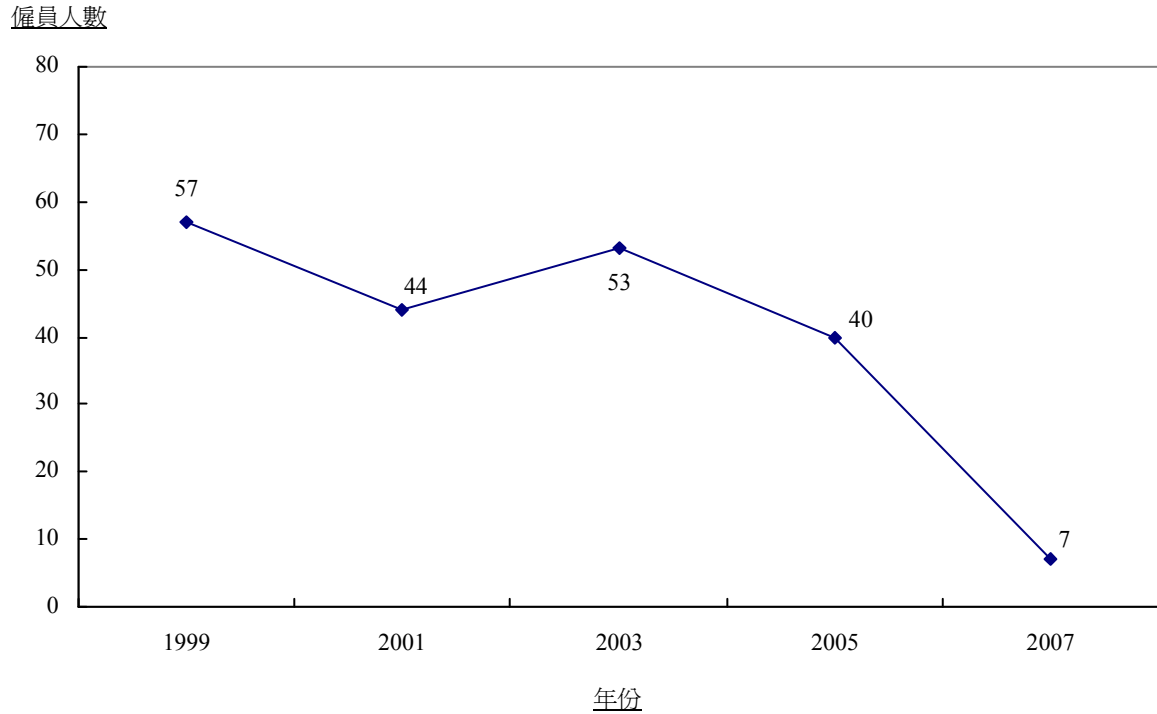


圖 24: 1999 至 2007 年間技術員／督導員級人力情況

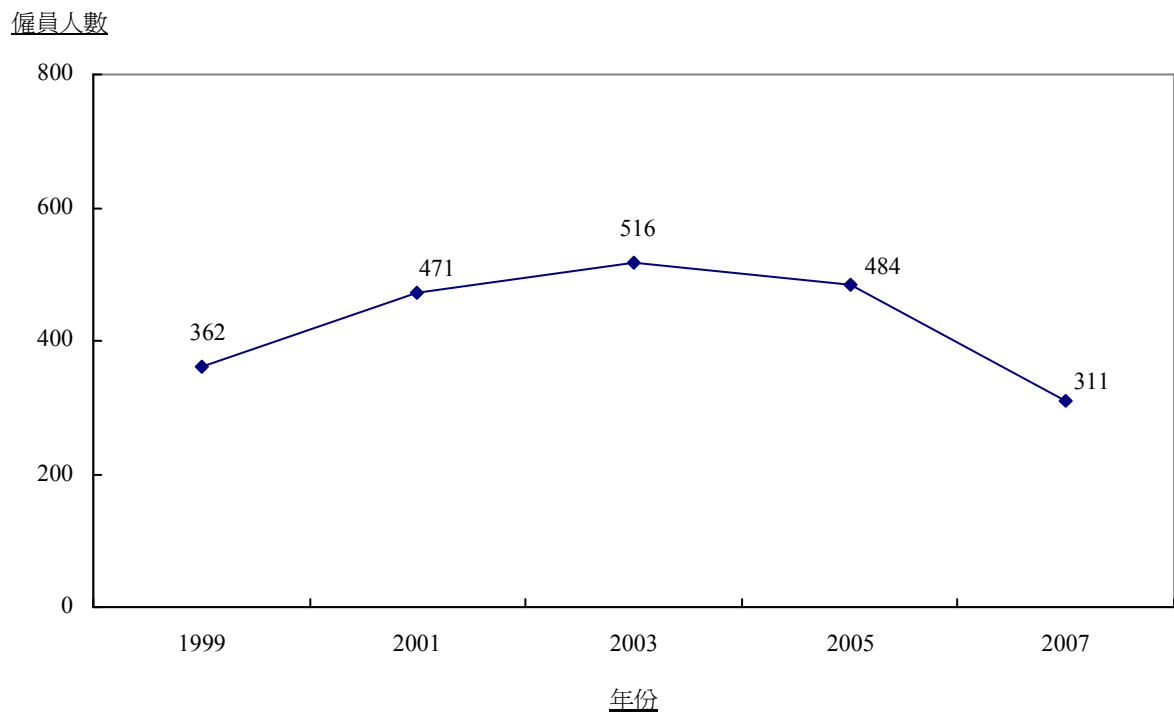
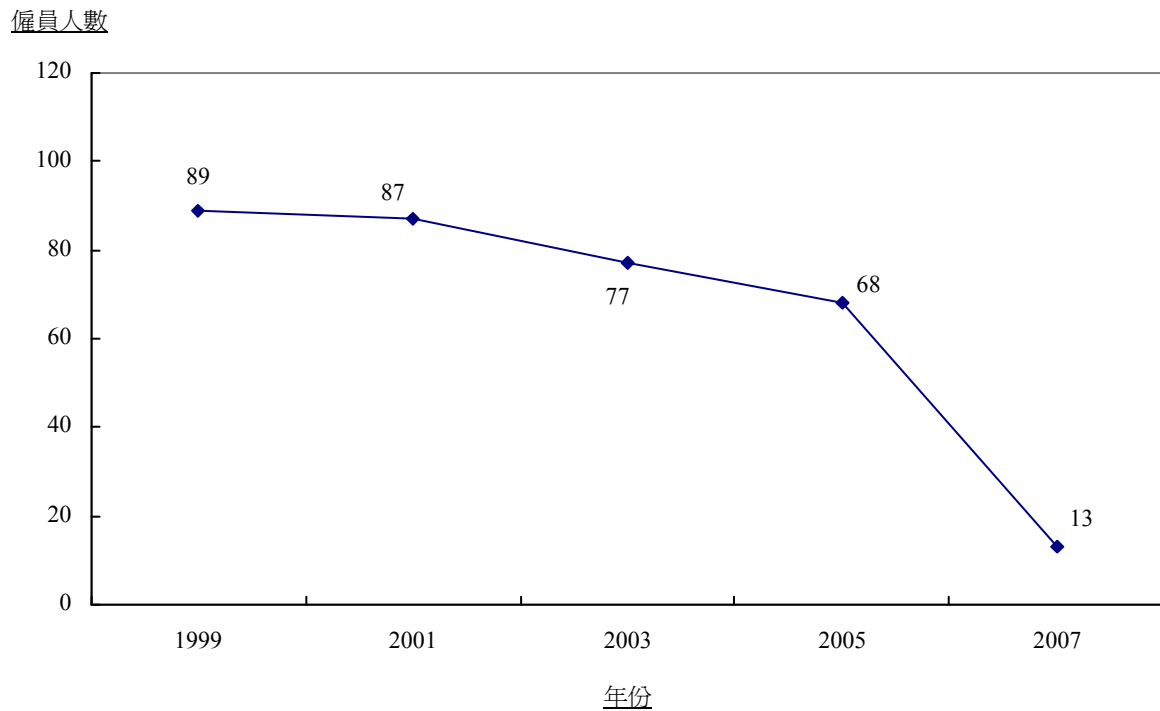


圖 25: 1999 至 2007 年間技工級人力情況



本會對人力變化的意見及觀察

3.20 本會認為人力變化的原因大致如下：

- (i) 次按陰霾不散，導致美國經濟可能放緩；
- (ii) 配額制取消後，許多紡織製造商面對競爭極為激烈的市場環境；
- (iii) 其他發展中國家的產品價格低廉，廠商把生產工序由香港遷至勞工成本較低的國家進行；
- (iv) 外國進口商對在短時間內生產優質產品的需求愈來愈高，製造商和貿易公司須精簡營運流程，並強化供應鏈管理，確保客戶訂購的貨品能準時送抵目的地；

- (v) 全球配額於二〇〇五年取消，加快了紡織品及成衣製造業的革新，使其走向全球化；愈來愈多僱主將廠房遷往內地及鄰近國家，以提高成本競爭力，並維持以香港作為採購及統籌中心；
- (vi) 政府統計處將已轉為生產管理及採購總部的廠房歸類為貿易公司，因為其生產設施已遷往內地及鄰近地區；
- (vii) 製造類別的技術人手漸為需要更多技術人力的貿易類別所吸納，以生產高增值產品；此外本地貿易公司附設的設計室亦需要更多技術人力，進行「原設計製造」工作；
- (viii) 三個行業難以吸引新人入行；以及
- (ix) 不少主要職務已合併或逐步淘汰，原因包括生產工序改變或科技發展。

3.21 本會對人力數字的其他觀察所得：

- (i) 三個行業大部分空缺主要見於製造類別的督導員級及操作工級職務，以及貿易及公證類別的經理級及督導員級職務；
- (ii) 三個行業的製造類別均有僱員老化問題，當中製鞋及手袋業尤為嚴重。調查期間，該行業有 54.55% 僱員超過 50 歲，在紡織及製衣業中，分別有 30.05% 和 30.7% 的僱員超過 50 歲；
- (iii) 貿易類別需要大量人力，負責統籌內地與海外生產工作，以及處理採購及品質控制等事宜；
- (iv) 業內工作性質繼續由製造類別轉為貿易類別，僱主將需要更多訓練有素的合資格採購人員、設計人員及品質控制人員；
- (v) 大部分原屬準則審核經理和技術員負責的主要職務交由其他同級經理或督導員擔任，以減省生產成本；

- (vi) 基於生產成本高漲及人手短缺，三個行業製造類別的本地廠號及僱員數目分別由二〇〇五年的 2 107 間及 34 702 人，縮減至二〇〇七年的 1 919 間及 24 699 人。同期，貿易類別的廠號數目由二〇〇五年的 18 789 間增加至二〇〇七年的 19 081 間，僱員數目則由 58 644 人減少至 56 278 人。貿易類別出現這種情況，可能是機構進行整固所致。這些機構若有完善管理，將可擴展業務；反之則會縮減規模，甚至漸遭淘汰；以及
- (vii) 為配合近年針織業蓬勃發展，廠商動用大量資金，添置新式機器及先進的電腦針織機，以提高生產力和質素。如要維持競爭力，針織業大部分廠商必須把業務多元化，轉向高增值工序、原設計製造，以及原品牌製造（OBM）等。長遠而言，該業須聘用更多具針織知識與設計能力的技術人手。

業務前景

3.22 本會對三個行業未來的業務前景有以下意見：

- (i) 面對持續嚴峻的挑戰及激烈的全球競爭，廠商除繼續在機器、科技及人力培訓方面投放大量資源，亦要聘用更多人員，以拓展業務和市場；
- (ii) 全國人民代表大會常務委員會通過新的勞動合同法，並於二〇〇八年一月一日起生效。法例釐清計算僱員終止合約時的經濟賠償方法。香港業界對有關情況深表關注。本港在內地設有廠房／辦公室的僱主面對各種壓力，包括須更新設備以減輕生產成本、將廠房進一步遷移至內陸地區、甚或結束營業等。
- (iii) 香港是全球的成衣採購中心，吸引貿易公司、主要零售商、專門連鎖店及郵購公司到此訂貨；
- (iv) 業界必須繼續進軍高檔市場，供應原創設計的優質產品。我們的競爭優勢在於品質出眾，以及對時裝潮流及市場需求迅速作出反應；

- (v) 國際紡織品配額於二〇〇五年取消，為行業帶來許多新轉變，同時亦敲響警號，提示同業有需要進一步加強價值鏈；
- (vi) 生產成本高昂及勞工短缺的情況將持續，使更多僱主把廠房遷至內地和其他海外地區進行生產，以加強成本競爭力。將生產設備遷至海外，會導致香港紡織及製衣生產商數目續步下降，而香港則保持其採購及統籌中心的地位；
- (vii) 電子採購、電子銀行及電子商貿日益普及，發展一日千里。這個趨勢有助鞏固本港在世界市場中作為採購及統籌中心的領導地位，尤其是在紡織品、成衣、鞋類製品及手袋方面；
- (viii) 創新的防繻、防水、可洗、柔軟且具彈性、以及環保纖維及布料，如黏膠纖維及醋酸紗等物料出現，刺激多方面的需求。此外，微纖的使用亦漸受市場重視；
- (ix) 消費者更注重環境問題，如使用石油及化學物質製造合成纖維，以及經染料和化學物質處理的服裝等。紡織品及成衣進口國實施嚴格的安全規例，將促使本地生產商繼續更新生產設備及培訓僱員，務求產品能符合安全及環保要求；
- (x) 香港有強大的物流支援，高度靈活，並能在極短時間內生產要求複雜的貨品，付運時間亦短，因此能在全球競爭中脫穎而出；
- (xi) 隨著「原設計製造」日趨普及，預計未來業內對紡織、服裝及鞋類設計師將有更大需求；
- (xii) 業內公司對布料採購、品質控制、營銷推廣、服裝設計、物流安排，以及國內和國際條例及法規等均具豐富經驗，專業知識配合綜合服務，讓其他競爭對手難以匹敵；

(xiii) 面對內地紡織業急速發展和強大競爭，在外地設有廠房的港商除要轉向高增值工序，亦要發展「原設計製造」業務；以及

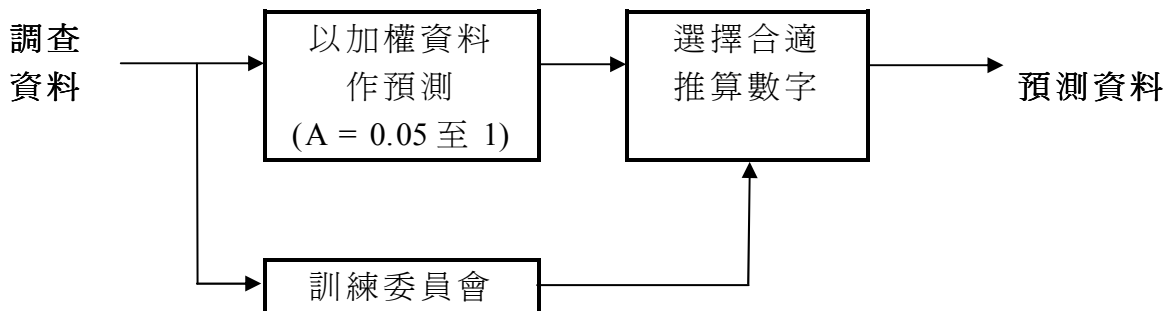
(xiv) 因應「更緊密經貿關係安排」(CEPA)，本地紡織及製衣業應拓展內地的「原品牌製造」(OBM)市場。內地市民愈趨富裕，對消費品有龐大的需求，為紡織、製衣、製鞋及手袋業帶來新的市場機遇。

3.23 根據以上分析，三個行業的業務前景相信仍然樂觀。

未來人力需求

(A) 製造類別

3.24 本會已測試紡織業、製衣業、製鞋及手袋業的主要決定因素，以便採用職業訓練局發展的人力市場分析法，確定三個行業的人力發展趨勢。基於三個行業的複雜性，加上配額取消及 CEPA 安排等因素，人力市場分析法並不適用於是次調查。本會因此繼續沿用以往調查的調節過濾預測法，推算三個行業未來的人力需求。預測時會根據是次及以往調查結果，並考慮到第 3.20 至 3.23 段所提及的外圍因素、經濟前景及科技發展。下圖簡述調節過濾預測法的運作原理：



3.25 由於製鞋及手袋業製造類別的僱員相對較少，故不建議進行推算。此外，由於政府統計處將生產廠號重新分類為貿易公司，導致抽樣範圍出現轉變，故本會亦建議不對貿易及公證類別採用調節過濾預測法。根據運用調節過濾預測法得出的推算，估計紡織及製衣業製造類別每年平均人力增長如下：

未來四年(2008 – 2011)每年須增聘人數*

技能等級	製造類別	
	紡織業	製衣業
技師	-8	-22
技術員	-21	-79
技工	-21	-32

* 負數代表須減少人數

3.26 考慮到因各種原因離職的僱員人數，以及表 21 至 24 所載的 50 歲以上僱員人數，本會推算製造類別技師、技術員及技工級僱員因退休、身故等原因自然流失的人數如下：

技能等級	製造類別	
	紡織業	製衣業
技師	5%	4%
技術員	4%	4%
技工	4%	4%

3.27 本會考慮過推算所得數字、培訓人手應付流失的需要，特別是僱主的一年期人力預測等因素，估計三個行業平均每年須增聘的人數如下：

技能等級	製造類別		總數
	紡織業	製衣業	
技師	3	10	13
技術員	19	47	66
技工	5	5	10

(B) 貿易及公證類別

3.28 調查結果顯示，業內不少紡織及製衣技工和操作工受僱於貿易及採購公司，擔任製辦、品質控制及檢查工作。隨著香港發展為「原設計製造」中心，這類技術工人的需求將與日俱增。

3.29 表 12 的數字顯示，技師／經理級和技術員／督導員級的僱員老化問題並不嚴重，本會因此估計三個行業貿易及公證類別的流失率維持在 3%。

3.30 由於政府統計處將生產廠號重新分類為貿易公司，導致抽樣範圍有變，故建議採用僱主在調查中所提供的預測數字，推算未來四年的人力需求。貿易及公證類別每年人力需求估計為：

未來四年(2008 – 2011)每年須平均增聘人數

貿易及公證類別

技能等級	僱員人數 (E)	僱主預測 數字 (E ¹)	增長	流失		每年平均 須增聘 人數 (G) + (R)
			每年須 增聘人數 (G)=E ¹ -E	比率 (W)	每年須 增聘人數 $R = \frac{(E^1 + E)}{2} \cdot W$	
技師／經理	10 261	10 313	52	3%	309	361
技術員／ 督導員	45 263	46 311	1 048	3%	1 374	2 422
技工	231	232	1	3%	14	15

3.31 根據以上數字，估計三個行業技師／經理級、技術員／督導員級及技工級每年須增聘的僱員總數如下：

未來四年(2008 – 2011)每年須增聘僱員總數

技能等級	製造類別 (A)			貿易及公證類別 (B)	總數 (C) = (A) + (B)	每年須增聘的僱員總數 ±10% 差異
	紡織	製衣	小計			
技師／經理	3	10	13	361	374	337 – 411
技術員／督導員	19	47	66	2 422	2 488	2 239 – 2 737
技工	5	5	10	15	25	23 – 28

人力供求分析

3.32 技師／經理級平均每年須聘用 337 至 411 名相關學科畢業生。

3.33 香港理工大學是唯一提供學士程度紡織及製衣學課程的院校。預計學位及高級文憑課程畢業生人數如下：

香港理工大學紡織及製衣學系

課程	預計畢業生人數		
	2008/09	2009/10	2010/11
服裝及紡織（榮譽）文學士學位組合課程	187	307	183
內衣學（榮譽）文學士學位課程	23	49	10
總數：	210	356	193

技師／經理級畢業生人數不足以應付三個行業製造類別和貿易及公證類別的人力需求。本會注意到部分高級文憑課程畢業生及修讀其他科目的大學畢業生可能投身貿易及公證類別，擔任高級技術員職務。

3.34 製造類別和貿易及公證類別均需要增聘技術員／督導員級人手。預計未來四年每年將需要增聘 2 239 至 2 737 名技術員。

3.35 現時只有香港專業教育學院（葵涌分校）、紡織業訓練中心及製衣業訓練中心開辦紡織、製衣、製鞋及手袋學科全日制技術員課程，預計畢業生人數如下：

課程	預計畢業生人數		
	2008/09	2009/10	2010/11
香港理工大學紡織及製衣學系			
服裝及紡織高級文憑	265	260	260
香港專業教育學院（葵涌分校）			
時裝及紡織系			
<u>全日制課程</u>			
時裝設計及產品開發高級文憑	137	114	141
時裝營銷採購及零售高級文憑	79	-	-
時裝營銷採購高級文憑	58	109	131
時裝零售高級文憑	25	27	27
時裝形象設計高級文憑	51	55	81
時裝品牌及推廣高級文憑	42	68	51
時裝商務高級文憑	60	44	53
總數：	452	417	484
紡織業訓練中心			
中專文憑（時裝衣料設計及營銷採購）	45	45	65
時裝衣料設計及產品開發技術員基礎證書	20	20	-
時裝衣料營銷及採購技術員基礎證書	80	60	60
總數：	145	125	125

課程	預計畢業生人數		
	2008/09	2009/10	2010/11
製衣業訓練局			
<u>全日制課程</u>			
服裝及營銷學文憑	70	70	70
紙樣製作及設計文憑	35	35	35
針織時裝設計及營銷實務文憑	35	35	35
時裝設計及產品開發文憑	35	35	35
時裝設計、營銷及市場推廣高等文憑	24	24	24
總數	199	199	199

3.36 三間院校於二〇〇八／〇九、二〇〇九／一〇、二〇一〇／一一年度的畢業生總數分別為 1 061 人、1 001 人及 1 068 人，數字遠低於業內需求，但部分技術員職位會由資深技工內部晉升填補，以及由中五或預科畢業生擔任。鑑於業界對技工級僱員的人力需求較小，就業市場的人力供應足可應付，但本會認為有需要為業界提供有關行業知識技能及督導管理的短期增修課程。

3.37 本會將於二〇〇九年進行另一次人力調查，蒐集最新人力數字，檢討三個行業的訓練需求。

第四章

建議

4.1 考慮到經濟情況及紡織業、製衣業、製鞋及手袋業的業務性質，預計三個行業將須繼續聘用技師及技術員，負責採購及協調生產工序，以支援香港以外地區的大規模生產工作。誠如二〇〇七年人力調查所顯示，爲了維持競爭力，廠商不單要在鄰近國家投資設廠和購置機器，亦須爲本地僱員提供技能程度較高的訓練，特別是採購及品質控制方面。

4.2 本會了解到僱主近年在經營上面對的困難。然而，除非僱主願意及有能力培訓足夠的技術人才，應付人力需求，否則業內的發展將會受阻。因此本會促請僱主努力招募青年人入行，並建議香港紡織業聯會、工業貿易署，以及各技術教育機構與本會合作，全力推廣這三個行業的形象，吸引求職者入行。

4.3 本會認爲，調查結果大致能反映紡織業、製衣業、製鞋及手袋業的實際人力情況。由於港商繼續爲內地及鄰近地區擔任採購、協調及原設計製造中心的角色，因此，未來數年，三個行業的僱主將需要更多合資格及受過良好訓練的採購人員、布料及時裝設計師，以及品質控制員，以便在內地及鄰近地區經營業務。本會促請訓練及教育機構強化有關的訓練課程，並將訓練重點轉爲採購、織品設計及科技、時裝設計與生產，以及品質控制等範疇，以配合業界的人力和訓練需求。

每年招收的受訓者人數

4.4 調查期間，就製造和貿易及公證類別而言，有 162 名受訓者接受不同類型的培訓。當中，紡織業有 3 名受訓者，製衣業有 5 名受訓者，貿易及公證類別有 153 名受訓者。由於爲具有相關資歷的技師／經理提供在職訓練需時最少兩年、技術員／督導員三至四年、技工三年、而操作工則需三至六個月，現時的訓練工作，顯然不足以應付未來的人力需求（各訓練途徑載於第 4.8 至 4.14 段）。

4.5 人力訓練是長遠的投資，本業尤其需要受過良好訓練的人力，才能達至工作質素及安全方面的嚴格要求。為確保紡織業、製衣業、製鞋及手袋業與有關貿易及公證類別有足夠技術人才維持行業發展，業界整體上須推行以下規模的訓練計劃：

**2008 至 2011 年間
建議每年招收的受訓者人數**

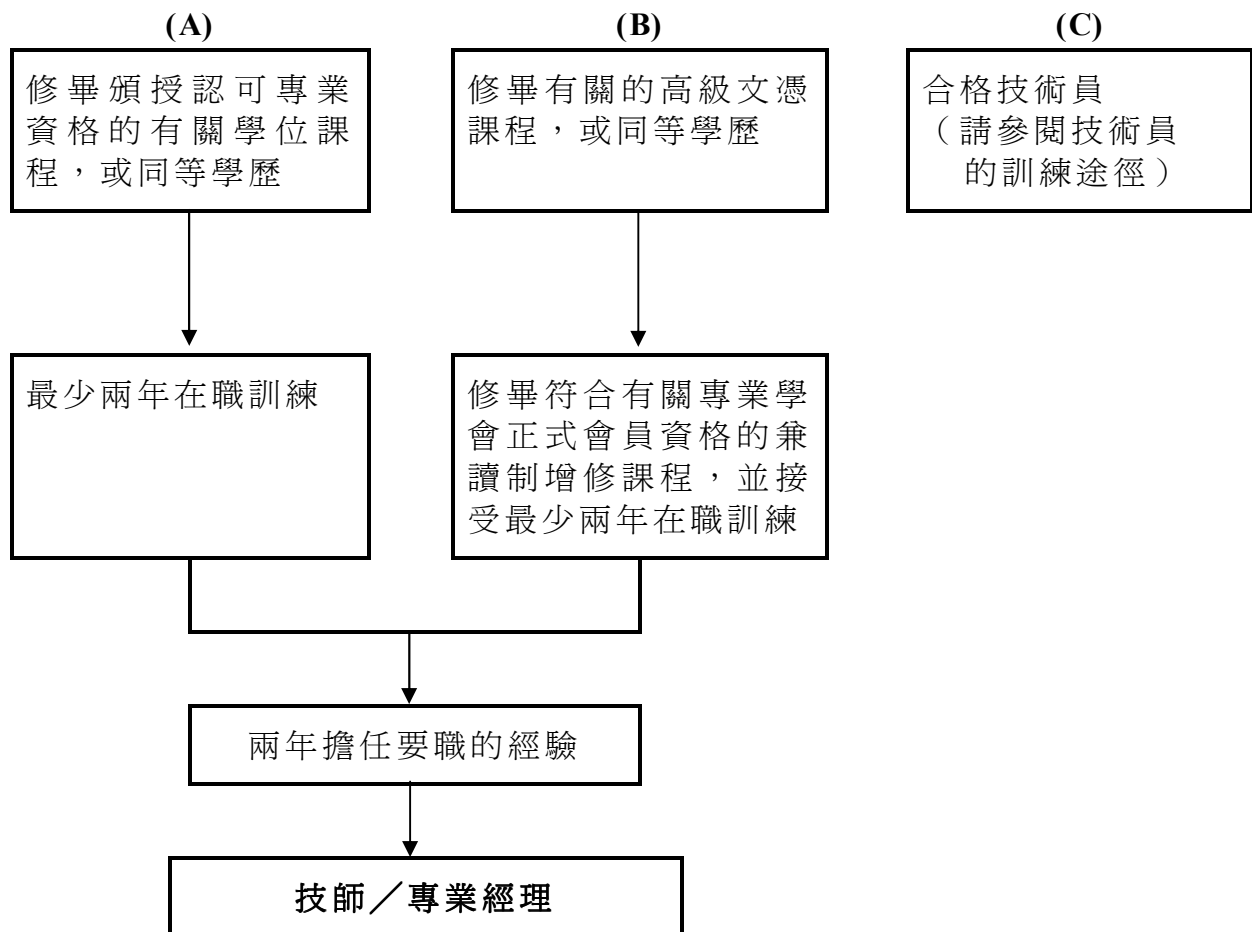
技能等級	建議每年訓練人數
技師／經理	374
技術員／督導員	2 488
技工	25

4.6 本會充分了解本業僱主雖已積極招聘及挽留技師／專業經理級、技術員／督導員級及技工級受訓者，惟仍面對不少困難。雖然如此，僱主仍須設法培訓足夠的技術人員，應付人力需求；否則，紡織業、製衣業、製鞋及手袋業的未來發展，特別是貿易及公證類別，將會受到影響。本會籲請僱主提供完善的訓練計劃，以吸引更多青年人投身這三個行業。

技師／經理級訓練

4.7 技師／專業經理須具備有關專業學會正式會員所需的資歷及經驗，並能分析及解決各類技術上的問題。此外，亦須負責發展及應用工程原理，具創見和判斷力，與科技發展並進，應用最新技術，以及督導和培訓下屬。

4.8 為增強競爭力及適應力，紡織業、製衣業、製鞋及手袋業必須進一步改善管理及拓展新科技；在這方面，技師／專業經理擔當重要角色。本會建議循下列途徑訓練技師：

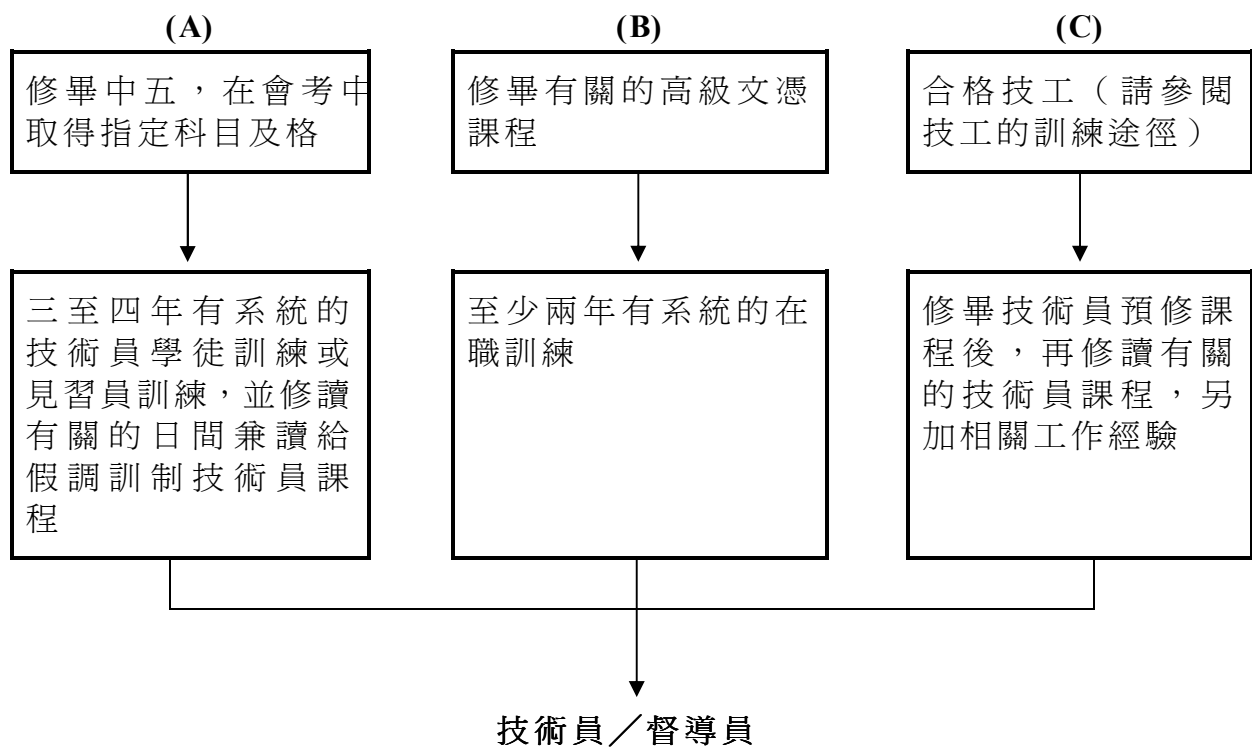


4.9 僱主宜招聘具學位或高級文憑資歷人士為見習技師（即訓練途徑（A）或（B））。訓練途徑（C）則為表現出色的合格技術員／督導員提供晉升機會。

技術員／督導員級訓練

4.10 技術員／督導員的職級介乎技師／專業經理與技工之間，其所具備的學歷、曾接受的實務訓練及工作經驗，一般足以令其在技師／專業經理的指導下，運用已確立的技術和方法完成工作。在紡織業、製衣業、製鞋及手袋業內，無論是製造類別，或貿易及公證類別，技術員／督導員亦有擔任中層管理工作，並協助提高下屬的工作表現及生產力。

4.11 技術員／督導員一般的訓練途徑如下：

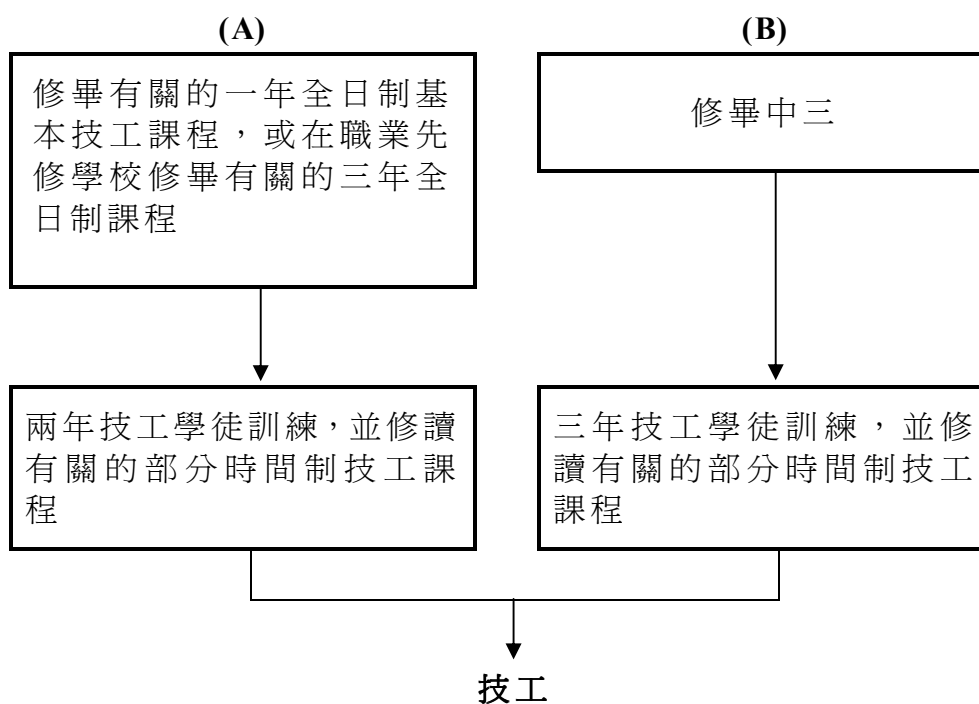


4.12 本會認為較宜採用途徑（A），因為有系統的學徒／見習員訓練，是培訓技術員最經濟有效的方法。而且，學徒／見習員甫受訓便接觸實際的工業環境，完成訓練後大多會留在業內工作。

4.13 香港理工大學、職業訓練局屬下香港專業教育學院（葵涌分校）時裝及紡織系提供多項與紡織、製衣及時裝有關的全日制高級文憑課程及夜學制高級證書課程。此外，紡織業訓練中心及製衣業訓練局亦有開辦全日制文憑課程及證書課程。

技工級訓練

4.14 技工是指個別行業的熟練工人，能在有限度的指示及督導下，應用各種技能執行職務。技工除具備實際技能外，亦須具相關的理論知識，以便能適應日新月異的科技發展。本會建議青年人參加學徒訓練計劃，接受所需的實務訓練及工業教育，成為合格技工。技工的建議訓練途徑如下：



4.15 整體而言，三個行業對技工的人手需求極低，個別僱主如欲培訓屬下技工，可參考以上途徑。

操作工級訓練

4.16 紡織業、製衣業、製鞋及手袋業須倚賴操作工的技能，製造潮流產品及樣辦，故操作工訓練不容忽視。鑑於廠家日益需要提高產品質素，及適應市場轉變，本會建議為在職操作工提供增修訓練，使僱員能掌握多方面的技能，應付不同工序。僱主亦應為較能幹的操作工提供晉升為技工的機會，以吸引新入行者。

紡織業訓練中心

4.17 本會負責就紡織業訓練中心的發展與運作提供意見。中心設於葵涌訓練中心綜合大樓內，現時所提供的技術員及技工課程如下：

課程	修讀期
全日制課程	
技術員級	
中專文憑精修課程（時裝衣料設計及營銷採購）	一年
時裝衣料設計及產品開發技術員基礎證書	一年
時裝衣料營銷及採購技術員基礎證書	一年
夜間制課程	
技術員級	
針織扁機電腦劃花系統應用“Shima”	12.5 小時
針織扁機電腦劃花系統應用“Stoll”	12.5 小時
紡織及成衣買辦初階	47.5 小時
紡織及成衣買辦一出入口實務進階	12.5 小時
紡織及成衣買辦實務進階	12.5 小時
紡織及成衣買辦之生產實務進階	12.5 小時
技工級	
梭織品設計與分析	30 小時
針織品設計與分析	30 小時
紡織衣料之原料鑑定	15 小時

課程	修讀期
紡織品檢定 單元 I 至 VI：	
I. 織品組織試驗	12.5 小時
II. 織品質量試驗	12.5 小時
III. 強力試驗	12.5 小時
IV. 物料定性及定量分析	12.5 小時
V. 不褪色試驗	12.5 小時
VI. 體積穩定性試驗	12.5 小時
織品質量檢查、評定及對色	12 小時
針織手機初階	20 小時
針織手機進階	20 小時
色辦間助理啓導課程	20 小時
色辦間助理啓導課程(二)	20 小時

4.18 為配合行業的技術發展，紡織業訓練中心已於二〇〇五年進行裝修及現代化工程。本會促請僱主在訓練中心進行裝修及現代化後，使用新設施培訓及提升員工的技能水平，此舉將有利業務發展。有關課程的詳情可瀏覽：<http://tetc.vtc.edu.hk>。

技術教育機構

4.19 僱主應善用香港理工大學及香港專業教育學院所辦的兼讀制課程，以提高僱員的技能水平。課程大綱見載於 <http://www.itc.polyu.edu.hk> 及 <http://www.vtc.edu.hk/prospectus>。此外，本會亦建議僱主可聘用上述院校畢業生，並循第 4.8、4.11、4.14 各段所述的途徑提供訓練。

製衣業訓練局

4.20 製衣業訓練局辦有訓練課程，配合業內對技術人才的需求。該局的經費來自出口成衣及鞋類製品的徵費；屬下的荔景訓練中心及九龍灣訓練中心，為新入行及在職的技術員、技工及操作工提供多項全日制課程。訓練中心配備先進機器，使學員能掌握製衣業及製鞋業的最新發展。除全日制課程外，兩間訓練中心亦有開辦部分時間制增修課程，並舉辦專題研討會。僱主宜善用中心的設備，保送員工參加這些增修課程及研討會。有關製衣業訓練局提供的培訓課程詳情，可瀏覽：<http://www.clothingtraining.org.hk>。

職業訓練局的訓練支援服務

4.21 職業訓練局協助僱主籌辦訓練計劃，特別是學徒／見習員訓練計劃，以培訓技術員及技工，並提供免費的學徒就業服務。本會極為建議僱主可就訓練事宜與該局學徒事務組聯絡，並使用有關的免費服務。

新科技培訓計劃

4.22 新科技培訓計劃旨在向本地僱主提供資助，使他們可以派送僱員學習新科技。就該計劃而言，新科技指那些本地尚未廣泛應用的科技，如加以吸納及應用，將有助業內發展。僱主如有意派送員工接受新科技培訓，可申請計劃的訓練津貼。本會促請僱主善用該計劃培訓員工，學習有利於業務發展的新科技。有關計劃的詳情，可瀏覽：<http://ntts.vtc.edu.hk>。

技能提升計劃

4.23 政府於二〇〇一年推行技能提升計劃，協助低學歷、低技術／傳統技術工人提升知識技能，改善就業條件。紡織及製衣業亦獲納入計劃內。修讀這個計劃的課程，可獲資助七成學費。自二〇〇一年九月以來，修讀過紡織及製衣業技能提升課程者超過 4 300 人。現時為業內技工開辦的技能提升課程載於附錄 4。

4.24 本會籲請僱主充分利用兼讀制技能提升課程以改進僱員的技能。有關計劃的詳情，可瀏覽：<http://www.emb.gov.hk/sus>。

TABLE 1: MANPOWER STATISTICS - TEXTILE INDUSTRY

表1：人力統計數字－紡織業

Job Title 職稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Mill Manager 廠長	66	-	-	66
Department Engineer 工程師／工務長	11	-	-	11
Production Engineer/ Production Manager 運轉（生產）主任／生產主任	16	-	-	16
Maintenance Engineer/ Maintenance Manager 保全主任／保全經理／保全主任	10	-	-	10
Quality Control Engineer/ Technical Manager 品質主任／技術經理	8	-	-	8
Shift Engineer/Department/ Section Head (Winding, Grey Cloth, Scouring and Bleaching, Pattern Design/Engraving/Screen Making, Dyeing, Printing, Finishing, Inspecting/Packaging/Make-up, Quality Control, Laboratory and Electrical/ Mechanical) 運轉科長／部門主管 （絡紗／筒子、原布、煉漂、 花樣設計／雕刻／製網、染色、 印花、整理、驗布／包裝／成品、 品質、試驗及電氣／機械）	21	-	-	21
Section Maintenance Engineer 保全科長／考工	3	-	-	3
Merchandising Manager 營銷採購經理	72	-	-	72
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	25	-	-	25
Product Development Manager 產品發展經理	1	-	-	1
Compliance Manager 準則審核經理	1	-	-	1
Sub-total 小計	234	-	-	234
TECHNICIAN LEVEL 技術員級				
Production Supervisor 生產管理員／運轉領班	189	-	-	189
Production Supervisor (Warp/Rope Dyeing) 生產管理員／運轉領班 （平染／繩狀染紗）	6	-	-	6

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNICIAN LEVEL (Continued) 技術員級 (續)				
Production Supervisor (Cloth Room) 生產管理員／運轉領班 (成品)	10	-	-	10
Production Supervisor (Winding, Grey Cloth, Scouring and Bleaching, Dyeing, Print Pasting, Printing, Finishing, Garment Washing and Dyeing, Pattern Dyeing, Pattern Design/ Engraving/Screen Making, or/and Inspecting/Make-up) 運轉 (生產) 領班 (絡紗／筒子、原布、煉漂、染色、 配漿、印花、整理、成衣洗染、花 樣設計／雕刻／製網、或／及驗布 ／包裝／成品)	110	-	-	110
Quality Controller/ Laboratory Supervisor 品質控制管理員／試驗間技術員	25	-	-	25
Laboratory Supervisor 化驗領班	3	-	-	3
Quality Control Supervisor 品質控制管理員	29	-	-	29
Maintenance Supervisor/ Maintenance Supervisor (Mechanical) 維修管理員／保全領班 (機械)	72	-	1	72
Electrical and Mechanical Technician (Electrical/Electronics/Mechanical/ Air-conditioning) Maintenance Supervisor (Electrical/Electronics) 電機技術員(電氣／電子／機械／ 空調)／保全領班 (電氣／電子)	25	-	-	25
Pattern Design Supervisor 織物設計管理員	9	-	-	9
Merchandiser 營銷採購員	528	-	8	536
Compliance Supervisor 準則審核技術員	1	-	-	1
Marketing/Sales Officer 市場／營業主任	30	-	-	30
Sub-total 小 計	1 037	-	9	1 046
CRAFTSMAN LEVEL 技工級				
Section Leader 組長／指導工	103	-	-	103
Textile Mechanic 紡織機械技工	231	-	-	231
Knitting Mechanic 針織機械技工	43	-	1	44
Electrician/Electronics Craftsman 電氣技工／電子技工	49	-	-	49

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
CRAFTSMAN LEVEL 技工級 (續)				
Air-conditioning Mechanic 空調技工	13	-	-	13
Boiler Mechanic 鍋爐技工	14	-	-	14
Sizing Machine Leader 漿紗機組長	12	-	-	12
Warp/Rope Yarn Dyeing Machine Leader 平染／繩狀染紗機組長	10	-	-	10
Pattern Preparer 畫花技工	83	-	-	83
Colour Matcher 配色員	15	-	-	15
Dyeing Machine Leader 染色機組長	43	-	-	43
Printing Machine Leader 印花機組長	17	-	-	17
Open Width Washing Machine Leader 平幅洗水機組長	11	-	-	11
Inspection and Make-up Section Leader 驗布及成品組長	9	-	-	9
Winding Machine Leader 絡紗／筒子機組長	4	-	-	4
Screen Maker 製網技工	3	-	-	3
Chemical Tester 化驗員	21	-	-	21
Sub-total 小 計	681	-	1	682
OPERATIVE LEVEL 操作工級				
Blowing Room Machine Tender 清花間值車工	18	-	-	18
Carding Machine Tender 梳棉／值車工	40	-	-	40
Drawing/Sliver Lap/Ribbon Lap/ Combing Machine Tender 併條／條卷／併卷／精梳機值車工	44	-	-	44
Roving Frame Tender 粗紗機值車工	59	-	-	59
Spinning Frame Tender (Ring/Open End) 紡紗機值車工 (環錠／空紡)	296	-	-	296
Winding Machine Tender 絡紗／筒子機值車工	102	-	-	102
Twisting Frame Tender/ Doubling Machine Tender 併線／撚線機值車工	16	1	-	16
Reeling Machine Tender 搖紗機值車工	5	-	-	5

Job Title 職稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
OPERATIVE LEVEL (Continued) 操作工級 (續)				
Warping Machine Tender 整經機值車工	128	-	-	128
Baling/Bundling Machine Tender 打大/小包機值車工	16	-	-	16
Tester/Investigator/ Statistical Assistant 試驗工/調查工/統計助理	25	-	-	25
Sizing Machine Tender 漿紗機值車工	44	-	-	44
Warp/Rope Yarn Dyeing Machine Tender 平染/繩狀染紗機值車工	28	-	-	28
Drawing-in Operator 穿綜工	15	-	-	15
Beam Gaiter/Warp Tying Machine Operator 架軸及接軸工	49	-	-	49
Weaver 織布工	454	-	-	454
Fabric Inspector/Fabric Examiner 驗布工/複驗布工	66	-	-	66
Fabric Mender 修布工	65	-	-	65
Cloth Folding Machine Tender 碼布機值車工	27	-	-	27
Carpet Maker 地氈工	30	-	-	30
Knitting Machine Tender 針織機值車工	250	-	10	260
Preparatory Machine Tender (Singeing/Scouring/Bleaching/ Mercerising) 前處理機值車工(燒毛/煮煉/ 漂白/絲光)	111	-	3	111
Dyeing Machine Tender 染色機值車工	295	-	-	295
Finishing Machine Tender (Calendering/Raising/Shearing/ Emerizing/Stentering/Pre-shrinking/ Washing/Garment Washing and Dyeing/Drying) 後整理機值車工(軋光/抓毛/ 剪毛/磨毛/漿拉/定型/縮水/ 洗水/成衣/成衣洗染/烘乾)	171	-	3	171
Printing Machine Tender 印花機值車工	70	-	-	70
Recipe and Print Paste Preparer 秤料及配漿員	1	-	-	1

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
OPERATIVE LEVEL (Continued) 操作工級 (續)				
Other Operatives 其他操作	544	2	5	544
Recorder 書記員／收發員	88	-	-	88
Sub-total 小 計	3 057	3	21	3 067
UNSKILLED LEVEL 非技術人員級				
General Worker 雜工	797	-	-	797
Sub-total 小 計	797	-	-	797
GRAND TOTAL 總 計	5 806	3	31	5 826

TABLE 2: MANPOWER STATISTICS - CLOTHING INDUSTRY

表2：人力統計數字－製衣業

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Production Manager 生產經理（廠長）	345	-	-	345
Quality Manager 品質管制經理	24	-	1	25
Fashion Designer 時裝設計師	40	-	-	40
Merchandising Manager 營銷採購經理	318	-	2	320
Industrial Engineer 工業工程師	2	-	-	2
Product Development Manager 產品發展經理	17	-	-	17
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	85	-	-	85
Compliance Manager 準則審核經理	7	-	-	8
Sub-total 小 計	838	-	3	842
TECHNICIAN LEVEL 技術員級				
Production Department Supervisor 生產部總管（工務）	214	-	-	214
Production Section Supervisor 生產組管理員（組長）	375	-	-	375
Production Co-ordinator 生產統籌員	81	-	1	82
Pattern Maker 紙樣設計員	313	-	-	313
Pattern Grading/ Marker Making Supervisor 放樣／嘜架組管理員	48	-	-	48
Quality Control Technician 品質控制技術員	66	-	-	66
Merchandiser 營銷採購員	1 921	-	26	1 957
Fashion/Sample Co-ordinator 時裝／式樣／樣辦統籌員	67	-	-	67
Knitting Technician 針織技術員	114	-	-	114
CAD Technician 電腦輔助設計技術員	65	-	-	65

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNICIAN LEVEL (Continued) 技術員級 (續)				
Industrial Engineering Technician 工程技術員	11	-	-	11
Garment Washing Technician 成衣洗水技術員	5	-	-	5
Compliance Supervisor 準則審核技術員	6	-	-	6
Senior Technician/Laboratory Technician 高級技術員/試驗間技術員	1	-	-	1
Marketing/Sales Officer 市場/營業主任	28	-	-	28
Sub-total 小 計	3 315	-	27	3 352
CRAFTSMAN LEVEL 技工級				
Clothing Machine Mechanic 製衣機械工	48	-	-	48
Knitting Machine Mechanic 針織機械工	36	-	-	36
Pattern Grader/ Marker Maker 放樣/嘜架員	38	-	-	38
Computer Pattern Grader/ Marker Maker 電腦放樣/嘜架員	40	-	-	40
Clothing Operator Instructor 車衣指導員	255	-	-	255
Sample Maker 樣辦製造技工	185	-	-	185
Quality Control Inspector 品質控制檢查員	119	-	-	119
Repairing Craftsman (Knitted Products) 成衣修補技工(針織衣物)	50	-	-	50
Knitwear Craftsman/ Sample Knitter 針織衣物技工/樣辦織造技工	85	-	-	85
Garment Washing Leader 成衣洗水組長	2	-	-	2
Furrier 皮草技工(毛毛匠)	40	-	-	40
Fur Tailor/Finisher 皮草裁縫/上裡技工	27	-	-	27
Fur Sorter 分皮技工	2	-	-	2
Plant Maintenance Mechanic 保養技工	49	-	-	49
Laboratory Assistant 試驗間助理	5	-	-	5
Sub-total 小 計	981	-	-	981

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
OPERATIVE LEVEL 操作工級				
Inspection Operative 檢查工	282	-	-	282
Cutter/Cutting Room Operative 裁剪工/裁床工	225	-	-	225
Sewing Machine Operator 車縫工	8 284	5	167	8 466
Knitting Machine Operator 針織機織工	1 860	-	12	1 878
Linking Machine Operator 縫盤工	796	-	-	800
Hand Stitcher/ Knitwear Mender 挑縫工/織補工	212	-	-	216
Garment Washing Operator 成衣洗水操作工	53	-	-	53
Presser 整熨工	255	-	2	257
Other Operatives 其他操作工	291	-	-	291
Sub-total 小 計	12 258	5	181	12 468
UNSKILLED LEVEL 非技術工人級				
General Worker 雜工	1 444	5	2	1 446
Sub-total 小 計	1 444	5	2	1 446
GRAND TOTAL 總 計	18 836	10	213	19 089

TABLE 3: MANPOWER STATISTICS - FOOTWEAR AND HANDBAG INDUSTRIES

表3：人力統計數字－製鞋及手袋業

Job Title 職稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年八月時所需的僱員總數
TECHNOLOGIST LEVEL 技師級				
Production Manager 生產經理	2	-	-	2
Merchandising Manager 營銷採購經理	1	-	-	1
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	1	-	-	1
Sub-total 小計	4	-	-	4
TECHNICIAN LEVEL 技術員級				
Production Department Supervisor 生產部總管	3	-	-	3
Merchandiser 營銷採購員	3	-	-	3
Quality Controller 品質控制員	1	-	-	1
Cost Estimator 成本計算員	1	-	-	1
Marketing/Sales Officer 市場／營業主任	3	-	-	3
Sub-total 小計	11	-	-	11
CRAFTSMAN LEVEL 技工級				
Foreman 管工	1	-	-	1
Shoe Maker/ Make-Through Craftsman 鞋匠／製鞋技工	5	-	-	5
Handbag Maker/ Make-Through Craftsman 手袋製造／製辦技工	7	-	-	6
Sub-total 小計	13	-	-	12
OPERATIVE LEVEL 操作工級				
Leather/Laminate Preparer 皮料整理工／夾布工	2	-	-	2
Cutter 鏢料工／裁斷工	3	-	-	3
Sewing Machine Operator (Footwear and Handbag) 車縫工（製鞋及手袋）	17	-	-	17
Lasting Worker 揸鞋工	5	-	-	5
Sub-total 小計	27	-	-	27

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
UNSKILLED LEVEL 非技術工人級				
General Worker 雜工	2	-	-	2
Sub-total 小 計	2	-	-	2
GRAND TOTAL 總 計	57	-	-	56

TABLE 4: MANPOWER STATISTICS - TRADING AND SERVICING

表4：人力統計數字－貿易及公證類別

Job Title 職稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST/MANAGERIAL LEVEL 技師／經理級				
Maintenance Manager/ Maintenance Engineer 保全經理／保全主任	6	-	-	6
Industrial Engineer 工業工程師	10	-	-	10
Textile Manager/Laboratory Manager 紡織主任／試驗間主任	2	-	-	2
Mill Manager/Production Manager 廠長／生產經理	1 167	-	-	1 167
Production Engineer 生產工程師	38	-	-	38
Product Development Manager 產品發展經理	184	1	2	183
Merchandising Manager 營銷採購經理	6 195	-	19	6 220
Quality Manager/ Technical Manager 品質經理／技術經理	248	-	1	251
Marketing/Sales Manager (or equivalent) 市場／營業經理(或同類職務)	1 523	-	8	1 531
Fashion Designer 時裝設計師	796	-	14	810
Shoe Designer 鞋款設計師	43	-	-	43
Handbag Designer 手袋設計師	4	-	-	4
Compliance Manager 準則審核經理	38	-	1	41
Laboratory Director/ Assistant General Manager 試驗間總監／助理總經理	3	-	-	3
Textile Manager/ Laboratory Manager 紡織主任／試驗間主任	4	-	-	4
Sub-total 小計	10 261	1	45	10 313
TECHNICIAN/SUPERVISORY LEVEL 技術／督導員級				
Maintenance Supervisor (Electrical/Electronics) 保全領班（電氣／電子）	5	-	-	5
Industrial Engineering Technician 工程技術員	7	-	-	7

Job Title 職稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNICIAN/SUPERVISORY LEVEL (Continued) 技術/督導員級(續)				
Merchandiser 營銷採購員	36 258	101	526	37 097
Quality Technician/ Technical Technician 品質技術員	686	-	12	699
Quality Inspector 品質檢查員	1 382	-	2	1386
Fashion/Sample Co-ordinator 時裝/式樣/樣辦統籌員	749	-	35	784
Production Supervisor 生產管理員	683	50	-	755
Pattern/Maker 紙樣設計員	300	2	-	300
Pattern Grading/ Marker Making Supervisor 放樣/嚟架組管理員	54	-	-	54
Knitting Technician 針織技術員	54	-	-	54
CAD Technician 電腦輔助設計技術員	146	-	-	146
Compliance Supervisor 準則審核技術員	74	-	-	74
Marketing/Sales Officer 市場/營業主任	4 547	-	84	4 625
Supervisor/Assistant Supervisor 主管/助理主管	25	-	-	25
Senior Engineer/ Senior Textile Engineer 高級工程師/高級紡織工程師	1	-	-	1
Engineering/Assistant Engineer/ Textile Engineer/Assistant Textile Engineer 工程師/助理工程師/ 紡織工程師/助理紡織 工程師	121	-	-	121
Senior Technician/ Laboratory Technician 高級技術員/試驗間技術員	107	-	7	114
Technician/Junior Laboratory Technician 技術員/初級試驗間技術員	63	1	1	63
Service Maintenance Technician 維修技術員	1	-	-	1
Sub-total 小計	45 263	154	667	46 311
CRAFTSMAN LEVEL 技工級				
Section Leader 組長/指導工	1	-	-	1
Electrician/Electronics Craftsman 電氣/電子技工	1	-	-	1

Job Title 職稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total Workforce by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
CRAFTSMAN LEVEL (Continued) 技工級 (續)				
Clothing Operator Instructor 車衣指導員	2	-	-	2
Repairing Craftsman (Knitted Products) 成衣修補技工 (針織衣物)	8	-	-	8
Repairing Craftsman (Woven Products) 成衣修補技工 (梭織衣物)	5	-	-	5
Computer Pattern Grader/ Marker Maker 電腦放樣員/嘜架員	22	-	-	22
Sample Maker 樣辦製造技工	179	-	-	179
Laboratory Assistant 試驗間助理	13	-	1	14
Sub-total 小計	231	-	1	232
OPERATIVE LEVEL 操作級				
Other Operatives 其他操作工	14	-	-	14
Sales Assistant 營業助理	829	-	100	929
Sub-total 小計	843	-	100	943
UNSKILLED LEVEL 非技術工人級				
General Worker 雜工	11	-	-	11
Sub-total 小計	11	-	-	11
GRAND TOTAL 總計	56 609	155	813	57 811

TABLE 5 : DISTRIBUTION OF EMPLOYEES BY MONTHLY INCOME RANGE - TEXTILE INDUSTRY

表5：僱員月入的分布情況－紡織業

Job Title 職稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
TECHNOLOGIST LEVEL 技師級										
Mill Manager 廠長	-	-	-	-	5	12	27	15	7	66
Department Engineer 工程師／工務長	-	-	-	-	-	-	6	1	4	11
Production Engineer/ Production Manager 運轉（生產）主任／ 生產主任	-	-	-	-	-	6	4	2	4	16
Maintenance Engineer/ Maintenance Manager 保全主任／保全經理 ／保全主任	-	-	-	-	4	1	2	1	2	10
Quality Control Engineer/Technical Manager 品質主任／技術經理	-	-	-	-	-	2	5	-	1	8
Shift Engineer/ Department/Section Head (Winding, Grey Cloth, Scouring and Bleaching, Pattern Design/Engraving/ Screen Making, Dyeing, Printing, Finishing, Inspecting/Packaging/ Make-up, Quality Control, Laboratory and Electrical/Mechanical) 運轉科長／部門主管 （絡紗／筒子、原布、 煉漂、花樣設計／雕刻 ／製網、染色、印花、 整理、驗布／包裝／成 品、品質、試驗及電氣 ／機械）	-	-	-	-	1	13	3	-	4	21
Section Maintenance Engineer 保全科長／考工	-	-	-	-	-	1	-	-	2	3
Merchandising Manager 營銷採購經理	-	-	-	-	10	11	23	28	-	72
Marketing/ Sales Manager (or equivalent) 市場／營業經理 （或同類職務）	-	-	-	-	4	11	6	2	2	25
Product Development Manager 產品發展經理	-	-	-	-	-	-	-	1	-	1
Compliance Manager 準則審核經理	-	-	-	-	-	-	-	1	-	1
Sub-total 小計	-	-	-	-	24	57	76	51	26	234

Job Title 職 稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
TECHNICIAN LEVEL 技術員級										
Production Supervisor 生產管理員/ 運轉領班	-	5	-	16	92	45	6	-	25	189
Production Supervisor (Warp/Rope Dyeing) 生產管理員/ 運轉領班 (平染/繩狀染紗)	-	-	-	-	-	6	-	-	-	6
Production Supervisor (Cloth Room) 生產管理員/ 運轉領班(成品)	-	-	-	-	8	2	-	-	-	10
Production Supervisor (Winding, Grey Cloth, Scouring and Bleaching, Dyeing, Print Pasting, Printing, Finishing, Garment Washing and Dyeing, Pattern Dyeing, Pattern Design/ Engraving/Screen Making, or/and Inspecting/Make-up) 運轉(生產)領班 (絡紗/筒子、原布、 煉漂、染色、配漿、印 花、整理、成衣洗染、 花樣設計/雕刻/製 網、或/及驗布/包裝 /成品)	-	-	-	-	42	45	11	-	12	110
Quality Controller/ Laboratory Supervisor 品質控制管理員/ 試驗間技術員	-	-	8	-	15	-	-	-	2	25
Laboratory Supervisor 化驗領班	-	-	-	-	3	-	-	-	-	3
Quality Control Supervisor 品質控制管理員	-	-	1	1	18	8	-	-	1	29
Maintenance Supervisor/ Maintenance Supervisor (Mechanical) 維修管理員/ 保全領班(機械)	-	-	-	5	49	8	-	-	10	72
Electrical and Mechanical Technician (Electrical/Electronics/ Mechanical/ Air-conditioning) Maintenance Supervisor (Electrical/Electronics) 電機技術員(電氣/電 子/機械/空調)/保 全領班(電氣/電子)	-	-	-	-	18	1	-	-	6	25
Pattern Design Supervisor 織物設計管理員	-	-	-	3	5	-	1	-	-	9

Job Title 職 稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
TECHNICIAN LEVEL (Continued) 技術員級 (續)										
Merchandiser 營銷採購員	-	13	40	95	241	38	28	13	60	528
Compliance Supervisor 準則審核技術員	-	-	-	1	-	-	-	-	-	1
Marketing/ Sales Officer 市場/營業主任	-	-	-	9	21	-	-	-	-	30
Sub-total 小 計	-	18	49	130	512	153	46	13	116	1 037
CRAFTSMAN LEVEL 技工級										
Section Leader 組長/指導工	-	-	8	36	31	-	-	-	28	103
Textile Mechanic 紡織機械技工	-	1	26	42	95	2	1	-	64	231
Knitting Mechanic 針織機械技工	-	-	8	17	9	5	-	-	4	43
Electrician/Electronics Craftsman 電氣技工/電子技工	-	-	5	4	32	-	-	-	8	49
Air-conditioning Mechanic 空調技工	-	-	-	-	7	-	-	-	6	13
Boiler Mechanic 鍋爐技工	-	-	3	6	4	1	-	-	-	14
Sizing Machine Leader 漿紗機組長	-	-	-	2	10	-	-	-	-	12
Warp/Rope Yarn Dyeing Machine Leader 平染/繩狀染紗機 組長	-	-	-	-	10	-	-	-	-	10
Pattern Preparer 畫花技工	-	-	-	32	42	5	-	-	4	83
Colour Matcher 配色員	-	-	3	8	-	-	1	-	3	15
Dyeing Machine Leader 染色機組長	-	-	-	22	17	4	-	-	-	43
Printing Machine Leader 印花機組長	-	-	-	2	15	-	-	-	-	17
Open Width Washing Machine Leader 平幅洗水機組長	-	-	-	-	1	10	-	-	-	11
Inspection and Make-up Section Leader 驗布及成品組長	-	-	-	-	9	-	-	-	-	9
Winding Machine Leader 絡紗/筒子機組長	-	-	-	-	-	-	-	-	4	4
Screen Maker 製網技工	-	-	-	3	-	-	-	-	-	3
Chemical Tester 化驗員	-	-	-	11	10	-	-	-	-	21
Sub-total 小 計	-	1	53	185	292	27	2	-	121	681
OPERATIVE LEVEL 操作工級										
Blowing Room Machine Tender 清花間值車工	-	-	5	13	-	-	-	-	-	18
Carding Machine Tender 梳棉/值車工	-	11	5	17	-	-	-	-	7	40

Job Title 職 稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
OPERATIVE LEVEL (Continued) 操作工級 (續)										
Drawing/Sliver Lap/ Ribbon Lap/Combing Machine Tender 併條/條卷/併卷/ 精梳機值車工	-	-	3	32	-	-	-	-	9	44
Roving Frame Tender 粗紗機值車工	-	-	3	36	-	-	-	-	20	59
Spinning Frame Tender (Ring/Open End) 紡紗機值車工 (環錠/空紡)	5	-	29	149	-	-	-	-	113	296
Winding Machine Tender 絡紗/筒子機值車工	-	30	28	30	-	-	-	-	14	102
Twisting Frame Tender/Doubling Machine Tender 併線/撚線機值車工	-	-	2	14	-	-	-	-	-	16
Reeling Machine Tender 搖紗機值車工	-	-	5	-	-	-	-	-	-	5
Warping Machine Tender 整經機值車工	-	-	16	84	10	-	-	-	18	128
Baling/Bundling Machine Tender 打大/小包機值車工	-	-	-	11	-	-	-	-	5	16
Tester/Investigator/ Statistical Assistant 試驗工/調查工/ 統計助理	-	7	2	10	-	-	-	-	6	25
Sizing Machine Tender 漿紗機值車工	-	-	4	40	-	-	-	-	-	44
Warp/Rope Yarn Dyeing Machine Tender 平染/繩狀染紗機 值車工	-	-	-	28	-	-	-	-	-	28
Drawing-in Operator 穿綜工	-	1	8	-	-	-	-	-	6	15
Beam Gaiter/ Warp Tying Machine Operator 架軸及接軸工	-	10	13	12	-	-	-	-	14	49
Weaver 織布工	-	66	86	157	16	-	-	-	129	454
Fabric Inspector/Fabric Examiner 驗布工/複驗布工	-	8	12	46	-	-	-	-	-	66
Fabric Mender 修布工	-	-	25	16	-	-	-	-	24	65
Cloth Folding Machine Tender 碼布機值車工	-	-	4	5	18	-	-	-	-	27
Carpet Maker 地氈工	-	-	30	-	-	-	-	-	-	30
Knitting Machine Tender 針織機值車工	-	8	35	163	34	-	-	-	10	250

Job Title 職 稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
OPERATIVE LEVEL (Continued) 操作工級 (續)										
Preparatory Machine Tender (Singeing/Scouring/ Bleaching/Mercerising) 前處理機值車工 (燒毛/煮煉/ 漂白/絲光)	-	-	-	111	-	-	-	-	-	111
Dyeing Machine Tender 染色機值車工	-	-	33	128	63	20	-	-	51	295
Printing Machine Tender 印花機值車工	-	10	35	23	-	-	-	-	2	70
Finishing Machine Tender (Calendering/ Raising/Shearing/ Emerizing/Stentering/ Pre-shrinking/ Washing/Garment Washing and Dyeing/ Drying) 後整理機值車工 (軋光/抓毛/剪毛 /磨毛/漿拉/定型 /縮水/洗水/成衣 /成衣洗染/烘乾)	-	-	-	143	10	-	-	-	18	171
Recipe and Print Paste Preparer 枱料及配漿員	-	-	-	1	-	-	-	-	-	1
Other Operatives 其他操作	-	35	173	168	160	-	-	-	8	544
Recorder 書記員/收發員	-	8	31	22	19	-	-	-	8	88
Sub-total 小 計	5	194	587	1 459	330	20	-	-	462	3 057
UNSKILLED LEVEL 非技術工人級										
General Worker 雜工	60	265	302	77	3	-	-	-	90	797
Sub-total 小 計	60	265	302	77	3	-	-	-	90	797
GRAND TOTAL 總 計	65	478	991	1 851	1 161	257	124	64	815	5 806

TABLE 6 : DISTRIBUTION OF EMPLOYEES BY MONTHLY INCOME RANGE - CLOTHING INDUSTRY

表6：僱員月入的分布情況－製衣業

Job Title 職稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
TECHNOLOGIST LEVEL 技師級										
Production Manager 生產經理（廠長）	-	-	-	-	26	72	122	102	23	345
Quality Manager 品質管制經理	-	-	-	-	2	12	5	3	2	24
Fashion Designer 時裝設計師	-	-	-	-	10	13	7	8	2	40
Merchandising Manager 營銷採購經理	-	-	-	-	24	84	61	118	31	318
Industrial Engineer 工業工程師	-	-	-	-	1	-	-	1	-	2
Product Development Manager 產品發展經理	-	-	-	-	-	9	4	4	-	17
Marketing/ Sales Manager (or equivalent) 市場／營業經理 （或同類職務）	-	-	-	-	14	9	35	19	8	85
Compliance Manager 準則審核經理	-	-	-	-	-	-	6	1	-	7
Sub-total 小計	-	-	-	-	77	199	240	256	66	838
TECHNICIAN LEVEL 技術員級										
Production Department Supervisor 生產部總管（工務）	-	-	-	24	99	49	32	1	9	214
Production Section Supervisor 生產組管理員（組長）	-	-	14	129	163	47	13	5	4	375
Production Co-ordinator/ Production Planner 生產統籌員	-	-	-	11	46	22	2	-	-	81
Pattern Maker 紙樣設計員	-	-	-	149	77	67	1	-	19	313
Pattern Grading/ Marker Making Supervisor 放樣／ 嘜架組管理員	-	-	-	8	25	11	3	1	-	48
Quality Control Technician 品質控制技術員	-	-	-	12	49	1	4	-	-	66
Merchandiser 營銷採購員	6	-	-	214	1 042	336	231	-	92	1 921
Fashion/Sample Co-ordinator 時裝／式樣／ 樣辦統籌員	-	-	-	15	44	7	1	-	-	67
Knitting Technician 針織技術員	-	-	-	34	56	12	10	-	2	114

Job Title 職稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
TECHNICIAN LEVEL (Continued) 技術員級 (續)										
CAD Technician 電腦輔助設計技術員	-	-	-	6	19	33	7	-	-	65
Industrial Engineering Technician 工程技術員	-	-	-	-	3	6	1	1	-	11
Garment Washing Technician 成衣洗水技術員	-	-	-	2	2	1	-	-	-	5
Compliance Supervisor 準則審核技術員	-	-	-	-	4	1	1	-	-	6
Senior Technician/ Laboratory Technician 高級技術員/ 試驗間技術員	-	-	-	-	1	-	-	-	-	1
Marketing/Sales Officer 市場/營業主任	-	3	-	-	-	-	15	-	10	28
Sub-total 小計	6	3	14	604	1 630	593	321	8	136	3 315
CRAFTSMAN LEVEL 技工級										
Clothing Machine Mechanic 製衣機械工	7	-	5	6	18	2	-	-	10	48
Knitting Machine Mechanic 針織機械工	-	-	7	13	16	-	-	-	-	36
Pattern Grader/ Marker Maker 放樣/嘜架員	2	-	-	7	23	3	1	-	2	38
Computer Pattern Grader/ Marker Maker 電腦放樣/嘜架員	-	-	-	2	18	14	-	-	6	40
Clothing Operator Instructor 車衣指導員	-	-	59	142	43	4	-	-	7	255
Sample Maker 樣辦製造技工	-	-	18	123	43	-	-	-	1	185
Quality Control Inspector 品質控制檢查員	14	-	15	54	34	2	-	-	-	119
Repairing Craftsman (Knitted Products) 成衣修補技工 (針織衣物)	-	6	26	14	2	-	-	-	2	50
Knitwear Craftsman/ Sample Knitter 針織衣物技工/ 樣辦織造技工	-	-	27	46	10	2	-	-	-	85
Garment Washing Leader 成衣洗水組長	-	-	-	-	-	-	-	-	2	2
Furrier 皮草技工(毛毛匠)	-	-	8	23	9	-	-	-	-	40
Fur Tailor/Finisher 皮草裁縫/上裡技工	-	-	8	13	6	-	-	-	-	27
Fur Sorter 分皮技工	-	-	-	2	-	-	-	-	-	2

Job Title 職稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
CRAFTSMAN LEVEL (Continued) 技工級 (續)										
Plant Maintenance Mechanic 保養技工	-	-	5	19	18	7	-	-	-	49
Laboratory Assistant 試驗間助理	-	-	5	-	-	-	-	-	-	5
Sub-total 小計	23	6	183	464	240	34	1	-	30	981
OPERATIVE LEVEL 操作工級										
Inspection Operative 檢查工	-	156	74	31	2	-	-	-	19	282
Cutter/Cutting Room Operative 裁剪工/裁床工	-	21	58	66	80	-	-	-	-	225
Sewing Machine Operator 車縫工	350	3 399	3 516	719	42	-	-	-	258	8 284
Knitting Machine Operator 針織機織工	44	288	710	632	178	2	-	-	6	1 860
Linking Machine Operator 縫盤工	85	272	243	137	-	-	-	-	59	796
Hand Stitcher/ Knitwear Mender 挑縫工/織補工	13	66	70	34	4	-	-	-	25	212
Garment Washing Operator 成衣洗水操作工	-	14	18	13	5	-	-	-	3	53
Presser 整熨工	42	59	59	88	2	-	-	-	5	255
Other Operatives 其他操作工	-	148	69	73	1	-	-	-	-	291
Sub-total 小計	534	4 423	4 817	1 793	314	2	-	-	375	12 258
UNSKILLED LEVEL 非技術工人級										
General Worker 雜工	349	589	371	67	6	-	-	-	62	1 444
Sub-total 小計	349	589	371	67	6	-	-	-	62	1 444
GRAND TOTAL 總計	912	5 021	5 385	2 928	2 267	828	562	264	669	18 836

TABLE 7 : DISTRIBUTION OF EMPLOYEES BY MONTHLY INCOME RANGE - FOOTWEAR AND HANDBAG INDUSTRIES

表7：僱員月入的分布情況－製鞋及手袋業

Job Title 職稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
TECHNOLOGIST LEVEL 技師級										
Production Manager 生產經理	-	-	-	-	-	-	-	2	-	2
Merchandising Manager 營銷採購經理	-	-	-	-	-	-	1	-	-	1
Marketing/ Sales Manager (or equivalent) 市場／營業經理 (或同類職務)	-	-	-	-	-	-	-	1	-	1
Sub-total 小計	-	-	-	-	-	-	1	3	-	4
TECHNICIAN LEVEL 技術員級										
Production Department Supervisor 生產部總管	-	-	-	1	1	-	1	-	-	3
Merchandiser 營銷採購員	-	-	-	3	-	-	-	-	-	3
Quality Controller 品質控制員	-	-	-	-	1	-	-	-	-	1
Cost Estimator 成本計算員	-	-	-	-	1	-	-	-	-	1
Marketing/Sales Officer 市場／營業主任	-	-	-	-	3	-	-	-	-	3
Sub-total 小計	-	-	-	4	6	-	1	-	-	11
CRAFTSMAN LEVEL 技工級										
Foreman 管工	-	-	1	-	-	-	-	-	-	1
Shoe Maker/ Make-Through Craftsman 鞋匠／製鞋技工	3	1	-	-	1	-	-	-	-	5
Handbag Maker/ Make-Through Craftsman 手袋製造／製辦技工	-	-	3	3	-	1	-	-	-	7
Sub-total 小計	3	1	4	3	1	1	-	-	-	13
OPERATIVE LEVEL 操作工級										
Leather/Laminate Preparer 皮料整理工／夾布工	-	-	-	2	-	-	-	-	-	2
Cutter 鋸料工／裁斷工	-	-	-	3	-	-	-	-	-	3
Sewing Machine Operator (Footwear and Handbag) 車縫工（製鞋及手袋）	1	4	3	9	-	-	-	-	-	17
Lasting Worker 揸鞋工	2	3	-	-	-	-	-	-	-	5
Sub-total 小計	3	7	3	14	-	-	-	-	-	27

Job Title 職稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
UNSKILLED LEVEL 非技術工人級										
General Worker 雜工	-	2	-	-	-	-	-	-	-	2
Sub-total 小計	-	2	-	-	-	-	-	-	-	2
GRAND TOTAL 總計	6	10	7	21	7	1	2	3	-	57

TABLE 8 : DISTRIBUTION OF EMPLOYEES BY MONTHLY INCOME RANGE - TRADING AND SERVICING

表 8 : 僱員月入的分布情況－貿易及公證類別

Job Title 職 稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
TECHNOLOGIST/MANAGERIAL LEVEL 技師／經理級										
Maintenance Manager/ Maintenance Engineer 保全經理／保全主任	-	-	-	-	-	-	6	-	-	6
Industrial Engineer 工業工程師	-	-	-	-	-	-	3	7	-	10
Textile Manager/ Laboratory Manager 紡織主任／試驗間主任	-	-	-	-	-	-	1	1	-	2
Mill Manager/ Production Manager 廠長／生產經理	-	-	-	2	100	97	533	322	113	1 167
Production Engineer 生產工程師	-	-	-	-	-	26	2	-	10	38
Product Development Manager 產品發展經理	-	-	-	-	1	26	49	97	11	184
Merchandising Manager 營銷採購經理	-	-	-	105	228	879	2 702	1 770	511	6 195
Quality Manager/Technical Manager 品質經理／技術經理	-	-	-	-	-	23	95	118	12	248
Marketing/Sales Manager (or equivalent) 市場／營業經理 (或同類職務)	-	-	-	12	165	539	332	339	136	1 523
Fashion Designer 時裝設計師	-	-	-	-	88	275	371	9	53	796
Shoe Designer 鞋款設計師	-	-	-	-	6	23	7	7	-	43
Handbag Designer 手袋設計師	-	-	-	-	-	4	-	-	-	4
Compliance Manager 準則審核經理	-	-	-	-	-	4	4	24	6	38
Laboratory Director/ Assistant General Manager 試驗間總監／助理總經理	-	-	-	-	-	-	2	1	-	3
Textile Manager/ Laboratory Manager 紡織主任／試驗間主任	-	-	-	-	-	-	2	2	-	4
Sub-total 小 計	-	-	-	119	588	1 896	4 109	2 697	852	10 261
TECHNICIAN/SUPERVISORY LEVEL 技術／督導員級										
Maintenance Supervisor (Electrical/Electronics) 保全領班 (電氣／電子)	-	-	-	-	-	5	-	-	-	5
Industrial Engineering Technician 工程技術員	-	-	-	-	7	-	-	-	-	7
Merchandiser 營銷採購員	100	61	622	3 307	17 024	10 453	1 653	131	2 907	36 258

Job Title 職 稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
TECHNICIAN/SUPERVISORY LEVEL (Continued) 技術/督導員級 (續)										
Quality Technician/ Technical Technician 品質技術員	-	-	-	26	218	295	99	10	38	686
Quality Inspector 品質檢查員	-	-	-	145	541	408	171	5	112	1 382
Fashion/Sample Co-ordinator 時裝/式樣/樣辦統籌員	-	-	-	287	194	103	63	-	102	749
Production Supervisor 生產管理員	-	-	-	27	324	133	145	25	29	683
Pattern/Maker 紙樣設計員	-	-	-	2	161	111	12	-	14	300
Pattern Grading/Marker Making Supervisor 放樣/嘜架組管理員	-	-	-	8	6	2	3	-	35	54
Knitting Technician 針織技術員	-	-	-	-	50	4	-	-	-	54
CAD Technician 電腦輔助設計技術員	-	-	-	9	49	85	-	-	3	146
Compliance Supervisor 準則審核技術員	-	-	-	2	27	33	11	-	1	74
Marketing/Sales Officer 市場/營業主任	12	-	111	1 386	1 920	503	257	14	344	4 547
Supervisor/Assistant Supervisor 主管/助理主管	-	-	-	-	-	20	5	-	-	25
Senior Engineer/ Senior Textile Engineer 商級工程師/ 商級紡織工程師	-	-	-	-	-	-	1	-	-	1
Engineering/Assistant Engineer/Textile Engineer/ Assistant Textile Engineer 工程師/助理工程師/ 紡織工程師/助理紡織 工程師	-	-	-	-	96	25	-	-	-	121
Senior Technician/ Laboratory Technician 高級技術員/試驗間 技術員	-	-	-	-	7	6	94	-	-	107
Technician/Junior Laboratory Technician 技術員/初級試驗間 技術員	-	-	-	48	15	-	-	-	-	63
Service Maintenance Technician 維修技術員	-	-	-	1	-	-	-	-	-	1
Sub-total 小 計	112	61	733	5 248	20 639	12 186	2 514	185	3 585	45 263
CRAFTSMAN LEVEL 技工級										
Section Leader 組長/指導工	-	-	-	1	-	-	-	-	-	1
Electrician/Electronics Craftsman 電氣/電子技工	-	-	-	1	-	-	-	-	-	1
Clothing Operator Instructor 車衣指導員	-	-	-	2	-	-	-	-	-	2

Job Title 職 稱	Monthly Income 每月薪金收入									Total No. of Employees 合共人數
	Under \$5,000 以下	\$5,001- \$6,500	\$6,501- \$8,000	\$8,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	Over \$30,000 以上	Unspecified 未有說明	
CRAFTSMAN LEVEL 技工級										
Repairing Craftsman (Knitted Products) 成衣修補技工(針織衣物)	-	-	8	-	-	-	-	-	-	8
Repairing Craftsman (Woven Products) 成衣修補技工(梭織衣物)	-	-	5	-	-	-	-	-	-	5
Computer Pattern Grader/Marker Maker 電腦放樣員/嘜架員	-	-	4	-	5	12	-	1	-	22
Sample Maker 樣辦製造技工	-	-	30	42	35	-	-	4	68	179
Laboratory Assistant 試驗間助理	-	1	-	12	-	-	-	-	-	13
Sub-total 小 計	-	1	47	58	40	12	-	5	68	231
OPERATIVE LEVEL 操作工級										
Other Operatives 其他操作工	-	14	-	-	-	-	-	-	-	14
Sales Assistant 營業助理	-	91	503	115	120	-	-	-	-	829
Sub-total 小 計	-	105	503	115	120	-	-	-	-	843
UNSKILLED LEVEL 非技術工人級										
General Worker 雜工	7	4	-	-	-	-	-	-	-	11
Sub-total 小 計	7	4	-	-	-	-	-	-	-	11
GRAND TOTAL 總 計	119	171	1 283	5 540	21 387	14 094	6 623	2 887	4 505	56 609

TABLE 9 : NUMBER OF EMPLOYEES OVER AGE OF 50 - TEXTILE INDUSTRY

表 9：僱員年逾五十歲的人數—紡織業

Job Level 技能等級 Branch 門類	Technologist 技師			Technician 技術員			Craftsman 技工			Operatives 操作工			Overall 合計		
	No. of Employees >50 超過 五十歲 僱員人 數	Total No. of Employees 總數	% of Employees >50 超過 五十歲 僱員所 佔比率	No. of Employees >50 超過 五十歲 僱員人 數	Total No. of Employees 總數	% of Employees >50 超過 五十歲 僱員所 佔比率	No. of Employees >50 超過 五十歲 僱員人 數	Total No. of Employees 總數	% of Employees >50 超過 五十歲 僱員所 佔比率	No. of Employees >50 超過 五十歲 僱員人 數	Total No. of Employees 總數	% of Employees >50 超過 五十歲 僱員所 佔比率	No. of Employees >50 超過 五十歲 僱員人 數	Total No. of Employees 總數	% of Employees >50 超過 五十歲 僱員所 佔比率
Spinning 紡織	26	46	56.62%	43	127	33.86%	33	172	19.19%	337	763	44.17%	439	1 108	39.62%
Weaving 織造	64	131	48.85%	94	611	15.38%	102	315	32.38%	350	1 254	27.91%	610	2 311	26.4%
Knitting 針織	6	12	50.00%	26	80	32.50%	9	52	17.31%	40	285	14.04%	81	429	18.88%
Finishing 染整	19	45	42.22%	37	219	16.89%	37	142	26.06%	282	755	37.35%	375	1 161	32.30%
Total 總數	115	234	49.15%	200	1 037	19.29%	181	681	26.58%	1 009	3 057	33.01%	1 505	5 009	30.05%

TABLE 10 : NUMBER OF EMPLOYEES OVER AGE OF 50 – CLOTHING INDUSTRY

表 10：僱員年逾五十歲的人數—製衣業

Job Level 技能等級 Branch 門類	Technologist 技師			Technician 技術員			Craftsman 技工			Operatives 操作工			Overall 合計		
	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率
Garment 成衣	99	535	18.50%	187	1 956	9.56%	112	586	19.11%	3 110	8 372	37.15%	3 508	11 449	30.64%
Knitwear 針織衣物	69	300	23.00%	210	1 348	15.58%	72	326	22.09%	1 471	3 885	37.86%	1 822	5 859	31.10%
Fur 皮草	2	3	66.67%	4	11	36.36%	3	69	4.35%	-	1	-	9	84	10.71%
Total 總數	170	838	20.29%	401	3 315	12.10%	187	981	19.06%	4 581	12 258	37.37%	5 339	17 392	30.70%

TABLE 11 : NUMBER OF EMPLOYEES OVER AGE OF 50 - FOOTWEAR AND HANDBAG INDUSTRIES

表 11：僱員年逾五十歲的人數－製鞋及手袋業

Job Level 技能等級 Branch 門類	Technologist 技師			Technician 技術員			Craftsman 技工			Operatives 操作工			Overall 合計		
	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率
Footwear 製鞋	1	3	33.33%	-	4	-	5	6	83.33%	9	13	69.23%	15	26	57.69%
Handbag 手袋	1	1	100.00%	-	7	-	4	7	57.14%	10	14	71.43%	15	29	51.72%
Total 總數	2	4	50.00%	-	11	-	9	13	69.23%	19	27	70.37%	30	55	54.55%

TABLE 12 : NUMBER OF EMPLOYEES OVER AGE OF 50 - TRADING AND SERVICING

表 12：僱員年逾五十歲的人數－貿易及公證類別

Job Level 技能等級 Branch 門類	Technologist/Managerial 技師／經理			Technician/Supervisory 技術／督導員			Craftsman 技工			Operatives 操作工			Overall 合計		
	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率	No. of Employees >50 超過 五十歲 僱員人數	Total No. of Employees 僱員 總數	% of Employees >50 超過 五十歲 僱員所佔 比率
I/E of Footwear 鞋類進出口	97	510	19.02%	208	2 140	9.72%	4	25	16%	-	42	-	309	2 717	11.37%
I/E of Fabric 布料進出口	344	1 315	26.16%	560	6 011	9.32%	-	-	-	59	255	23.14%	963	7 581	12.70%
I/E of Wearing Apparel 服裝進出口	1 631	8 091	20.16%	1 950	35 381	5.51%	39	187	20.86%	-	520	-	3 620	44 179	8.19%
I/E of Cotton, Textile Fibre and Yarn 棉花、紡織、針織 及紗線進出口	75	338	22.19%	206	1 420	14.51%	-	6	-	-	26	-	281	1 790	15.70%
Testing Services and Laboratories 公證行及檢定中心	-	7	-	2	311	0.64%	2	13	15.38%	-	-	-	4	331	1.21%
Total 總數	2 147	10 261	20.92%	2 926	45 263	6.46%	45	231	19.48%	59	843	7.00%	5 177	56 598	9.15%

TABLE 13: PREFERRED EDUCATION OF EMPLOYEES - TEXTILE INDUSTRY

表13：僱員宜有的教育程度 — 紡織業

Job Level 技能等級	Degree/ Associateship 大學學位/ 院士	Higher Diploma 高級文憑	Diploma 技術員 文憑	Higher Certificate 高級證書	Certificate 證書	Secondary 5-7 中五至中七	Craft Certificate 技工證書	Secondary 3 中三	Below Secondary 3 中三以下	Unspecified 未有說明	Total 總計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist 技師	78	120	2	10	1	-	-	4	-	19	234
Technician 技術員	-	-	274	158	61	464	-	9	-	71	1 037
Craftsman 技工	-	-	10	-	-	263	219	132	5	52	681
Operative 操作工	-	-	-	-	-	30	-	1 610	1 225	192	3 057
GRAND TOTAL 總計	78	120	286	168	62	757	219	1 755	1 230	334	5 009

TABLE 14: PREFERRED EDUCATION OF EMPLOYEES - CLOTHING INDUSTRY

表14：僱員宜有的教育程度 — 製衣業

Job Level 技能等級	Degree/ Associateship 大學學位/ 院士	Higher Diploma 高級文憑	Diploma 技術員 文憑	Higher Certificate 高級證書	Certificate 證書	Secondary 5-7 中五至中七	Craft Certificate 技工證書	Secondary 3 中三	Below Secondary 3 中三以下	Unspecified 未有說明	Total 總計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist 技師	438	286	3	28	-	25	-	2	-	56	838
Technician 技術員	-	-	329	58	228	2 354	27	43	40	236	3 315
Craftsman 技工	-	-	-	-	-	228	207	454	38	54	981
Operative 操作工	-	-	-	-	-	-	-	3 883	7 985	390	12 258
GRAND TOTAL 總計	438	286	332	86	228	2 607	234	4 382	8 063	736	17 392

TABLE 15: PREFERRED EDUCATION OF EMPLOYEES - FOOTWEAR AND HANDBAG INDUSTRIES

表15：僱員宜有的教育程度 — 製鞋及手袋業

Job Level 技能等級	Degree/ Associateship 大學學位/ 院士	Higher Diploma 高級文憑	Diploma 技術員 文憑	Higher Certificate 高級證書	Certificate 證書	Secondary 5-7 中五至中七	Craft Certificate 技工證書	Secondary 3 中三	Below Secondary 3 中三以下	Unspecified 未有說明	Total 總計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist 技師	-	4	-	-	-	-	-	-	-	-	4
Technician 技術員	-	-	4	-	-	7	-	-	-	-	11
Craftsman 技工	-	-	-	-	-	6	1	6	-	-	13
Operative 操作工	-	-	-	-	-	-	-	17	10	-	27
GRAND TOTAL 總計	-	4	4	-	-	13	1	23	10	-	55

TABLE 16: PREFERRED EDUCATION OF EMPLOYEES - TRADING AND SERVICING

表16：僱員宜有的教育程度 — 貿易及公證類別

Job Level 技能等級	Degree/ Associateship 大學學位/ 院士	Higher Diploma 高級文憑	Diploma 技術員 文憑	Higher Certificate 高級證書	Certificate 證書	Secondary 5-7 中五至中七	Craft Certificate 技工證書	Secondary 3 中三	Below Secondary 3 中三以下	Unspecified 未有說明	Total 總計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist/ Managerial 技師／經理	5 819	3 622	58	-	23	391	-	-	-	348	10 261
Technician/ Supervisory 技術／督導員	852	4 626	2 961	826	1 435	33 429	-	-	-	1 134	45 263
Craftsman 技工	-	-	-	-	-	144	31	43	5	8	231
Operative 操作工	-	-	-	-	-	271	-	438	134	-	843
GRAND TOTAL 總計	6 671	8 248	3 019	826	1 458	34 235	31	481	139	1 490	56 598

TABLE 17: PREFERRED TRAINING PERIOD OF EMPLOYEES - TEXTILE INDUSTRY

表17：僱員宜有的訓練時間－紡織業

Job Level 技能等級	Above 4 Years 四年以上	3 to less than 4 Years 三至四年以下	2 to less than 3 Years 二至三年以下	1 to less than 2 Years 一至二年以下	6 - 11 Months 六至十一個月	Below 6 Months 六個月以下	Unspecified 未有說明	Total 總計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist 技師	157	58	-	-	-	-	19	234
Technician 技術員	345	339	282	-	-	-	71	1 037
Craftsman 技工	65	23	501	36	4	-	52	681
Operative 操作工	-	3	61	1 047	847	907	192	3 057
GRAND TOTAL 總計	567	423	844	1 083	851	907	334	5 009

TABLE 18: PREFERRED TRAINING PERIOD OF EMPLOYEES - CLOTHING INDUSTRY

表18：僱員宜有的訓練時間－製衣業

Job Level 技能等級	Above 4 Years 四年以上	3 to less than 4 Years 三至四年以下	2 to less than 3 Years 二至三年以下	1 to less than 2 Years 一至二年以下	6 – 11 Months 六至十一個月	Below 6 Months 六個月以下	Unspecified 未有說明	Total 總計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist 技師	630	152	-	-	-	-	56	838
Technician 技術員	1 013	509	1 539	10	-	8	236	3 315
Craftsman 技工	129	140	651	7	-	-	54	981
Operative 操作工	-	128	226	5 679	2 297	3 538	390	12 258
GRAND TOTAL 總計	1 772	929	2 416	5 696	2 297	3 546	736	17 392

TABLE 19: PREFERRED TRAINING PERIOD OF EMPLOYEES - FOOTWEAR AND HANDBAG INDUSTRIES

表19：僱員宜有的訓練時間－製鞋及手袋業

Job Level 技能等級	Above 4 Years 四年以上	3 to less than 4 Years 三至四年以下	2 to less than 3 Years 二至三年以下	1 to less than 2 Years 一至二年以下	6 - 11 Months 六至十一個月	Below 6 Months 六個月以下	Unspecified 未有說明	Total 總計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist 技師	4	-	-	-	-	-	-	4
Technician 技術員	3	5	3	-	-	-	-	11
Craftsman 技工	3	3	7	-	-	-	-	13
Operative 操作工	3	-	-	19	8	-	-	30
GRAND TOTAL 總計	13	8	10	19	8	-	-	58

TABLE 20: PREFERRED TRAINING PERIOD OF EMPLOYEES - TRADING AND SERVICING

表20：僱員宜有的訓練時間－貿易及公證類別

Job Level 技能等級	Above 4 Years 四年以上	3 to less than 4 Years 三至四年以下	2 to less than 3 Years 二至三年以下	1 to less than 2 Years 一至二年以下	6 - 11 Months 六至十一個月	Below 6 Months 六個月以下	Unspecified 未有說明	Total 總計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist/ Managerial 技師／經理	8 039	1 794	55	22	-	3	348	10 261
Technician/ Supervisory 技術督導員	9 860	10 589	23 169	459	36	16	1 134	45 263
Craftsman 技工	44	68	110	-	-	1	8	231
Operative 操作工	-	-	207	312	224	100	-	843
GRAND TOTAL 總計	17 943	12 451	23 541	793	260	120	1 490	56 598

TABLE 21: PREFERRED TRAINING MODE OF EMPLOYEES - TEXTILE INDUSTRY

表21：僱員宜有的訓練形式－紡織業

Job Level 技能等級	On-the-job Training 在職訓練	Apprenticeship 學徒訓練	Off-the-job Training 職外訓練	Unspecified 未有說明	Total 合計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist 技師	215	-	-	19	234
Technician 技術員	947	19	-	71	1037
Craftsman 技工	629	-	-	52	681
Operative 操作工	2 865	-	-	192	3 057
GRAND TOTAL 總計	4 656	19	-	334	5 009

TABLE 22: PREFERRED TRAINING MODE OF EMPLOYEES -
CLOTHING INDUSTRY

表22：僱員宜有的訓練形式－製衣業

Job Level 技能等級	On-the-job Training 在職訓練	Apprenticeship 學徒訓練	Off-the-job Training 職外訓練	Unspecified 未有說明	Total 合計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist 技師	782	-	-	56	838
Technician 技術員	3 044	35	-	236	3 315
Craftsman 技工	900	27	-	54	981
Operative 操作工	11 868	-	-	390	12 258
GRAND TOTAL 總計	16 594	62	-	736	17 392

TABLE 23: PREFERRED TRAINING MODE OF EMPLOYEES -
FOOTWEAR AND HANDBAG INDUSTRIES

表23：僱員宜有的訓練形式－製鞋及手袋業

Job Level 技能等級	On-the-job Training 在職訓練	Apprenticeship 學徒訓練	Off-the-job Training 職外訓練	Unspecified 未有說明	Total 合計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist 技師	4	-	-	-	4
Technician 技術員	11	-	-	-	11
Craftsman 技工	10	3	-	-	13
Operative 操作工	27	-	-	-	27
GRAND TOTAL 總計	52	3	-	-	55

TABLE 24: PREFERRED TRAINING MODE OF EMPLOYEES -
TRADING AND SERVICING

表24：僱員宜有的訓練形式－貿易及公證類別

Job Level 技能等級	On-the-job Training 在職訓練	Apprenticeship 學徒訓練	Off-the-job Training 職外訓練	Unspecified 未有說明	Total 合計
	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數	No. of Employees 僱員人數
Technologist 技師	9 913	-	-	348	10 261
Technician 技術員	44 122	7	-	1 134	45 263
Craftsman 技工	223	-	-	8	231
Operative 操作工	843	-	-	-	843
GRAND TOTAL 總計	55 101	7	-	1 490	56 598

TABLE 25 : MANPOWER STATISTICS

表25：人力統計數字

SPINNING BRANCH

紡紗門類

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Mill Manager 廠長	5	-	-	5
Department Engineer 工程師	9	-	-	9
Production Engineer 運轉（生產）主任	5	-	-	5
Maintenance Engineer 保全主任	5	-	-	5
Quality Control Engineer 品質主任	3	-	-	3
Shift Engineer 運轉（生產）科長	8	-	-	8
Section Maintenance Engineer 保全科長／考工	3	-	-	3
Merchandising Manager 營銷採購經理	6	-	-	6
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	2	-	-	2
Sub-total 小 計	46	-	-	46
TECHNICIAN LEVEL 技術員級				
Production Supervisor 生產管理員／運轉領班	38	-	-	38
Quality Controller/ Laboratory Supervisor 品質管理員／試驗技術員	17	-	-	17
Maintenance Supervisor 維修管理員／保全領班	25	-	-	25
Electrical and Mechanical Technician (Electronical/Electronics/Mechanical/ Air-conditioning) 電機技術員 （電氣／電子／機械／空調）	24	-	-	24
Merchandiser 營銷採購員	22	-	-	22
Compliance Supervisor 準則審核技術員	1	-	-	1
Sub-total 小 計	127	-	-	127

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
CRAFTSMAN LEVEL 技工級				
Section Leader 組長／指導工	36	-	-	36
Textile Mechanic 紡織機械技工	93	-	-	93
Electrician/Electronics Craftsman 電氣技工／電子技工	26	-	-	26
Air-conditioning Mechanic 空調技工	13	-	-	13
Winding Machine Leader 絡紗／筒子機組長	4	-	-	4
Sub-total 小 計	172	-	-	172
OPERATIVE LEVEL 操作工級				
Blowing Room Machine Tender 清花間值車工	18	-	-	18
Carding Machine Tender 梳棉機值車工	40	-	-	40
Drawing/Sliver Lap/Ribbon Lap/ Combing Machine Tender 併條／條卷／併卷／精梳機值車工	44	-	-	44
Roving Frame Tender 粗紗機值車工	59	-	-	59
Spinning Frame Tender (Ring/Open-end) 紡紗機值車工（環錠／空紡）	296	-	-	296
Winding Machine Tender 絡紗／筒子機值車工	70	-	-	70
Twisting Frame Tender/ Doubling Machine Tender 併線／撚線機值車工	16	1	-	16
Reeling Machine Tender 搖紗機值車工	5	-	-	5
Warping Machine Tender 整經機值車工	90	-	-	90
Baling/Bundling Machine Tender 打大／小包機值車工	12	-	-	12
Tester/Investigator/ Statistical Assistant 試驗工／調查工／ 統計助理	25	-	-	25
Other Operatives 其他操作工	64	-	-	69
Recorder 書記員／收發員	24	-	-	24
Sub-total 小 計	763	1	-	768

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
UNSKILLED LEVEL 非技術人員級				
General Worker 雜工	191	-	-	191
Sub-total 小 計	191	-	-	191
GRAND TOTAL 總 計	1 299	1	-	1 304

TABLE 26 : MANPOWER STATISTICS

表26：人力統計數字

WEAVING BRANCH

織造門類

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Mill Manager 廠長	41	-	-	41
Department Engineer 工程師	2	-	-	2
Production Engineer 運轉（生產）主任	5	-	-	5
Maintenance Engineer 保全主任	4	-	-	4
Quality Control Engineer 品質主任	5	-	-	5
Shift Engineer 運轉（生產）科長	3	-	-	3
Merchandising Manager 營銷採購經理	47	-	-	47
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	23	-	-	23
Compliance Manager 準則審核經理	1	-	-	1
Sub-total 小 計	131	-	-	131
TECHNICIAN LEVEL 技術員級				
Production Supervisor 生產管理員／運轉領班	120	-	-	120
Production Supervisor (Warp/Rope Dyeing) 生產管理員／運轉領班（平染／繩狀染紗）	6	-	-	6
Production Supervisor (Cloth Room) 生產管理員／運轉領班（成品）	10	-	-	10
Quality Control Supervisor 品質管理員	26	-	-	26
Maintenance Supervisor 維修管理員／保全領班	41	-	-	41
Pattern Design Supervisor 織物設計管理員	4	-	-	4
Merchandiser 營銷採購員	377	-	8	385
Marketing/Sales Officer 市場／營業主任	27	-	-	27
Sub-total 小 計	611	-	8	619

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
CRAFTSMAN LEVEL 技工級				
Section Leader 組長／指導工	58	-	-	58
Textile Mechanic 紡織機械技工	121	-	-	121
Electrician/Electronics Craftsman 電氣技工／電子技工	11	-	-	11
Boiler Mechanic 鍋爐技工	6	-	-	6
Sizing Machine Leader 漿紗機組長	12	-	-	12
Warp/Rope Yarn Dyeing Machine Leader 平紗／繩狀染紗組長	10	-	-	10
Pattern Preparer 畫花技工	83	-	-	83
Colour Matcher 配色員	3	-	-	3
Open Width Washing Machine Leader 平幅洗水機組長	1	-	-	1
Chemical Tester 化驗員	10	-	-	10
Sub-total 小 計	315	-	-	315
OPERATIVE LEVEL 操作工級				
Warping Machine Tender 整經機值車工	38	-	-	38
Baling/Bundling Machine Tender 打大／小包機值車工	4	-	-	4
Sizing Machine Tender 漿紗機值車工	44	-	-	44
Warp/Rope Yarn Dyeing Machine Tender 平染／繩狀染紗機值車工	28	-	-	28
Drawing-in Operator 穿綜工	15	-	-	15
Beam Gaiter/Warp Typing Machine Operator 架軸及接軸工	49	-	-	49
Weaver 織布／幫接工	454	-	-	454
Fabric Inspector/ Fabric Examiner 驗布／複驗布工	41	-	-	41
Fabric Mender 修布工	65	-	-	65

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
OPERATIVE LEVEL (Continued) 操作工級 (續)				
Cloth Folding Machine Tender 碼布機值車工	27	-	-	27
Carpet Maker 地氈工	30	-	-	30
Finishing Machine Tender 後整理機值車工	7	-	-	7
Other Operatives 其他操作工	406	2	-	401
Recorder 書記員／收發員	46	-	-	46
Sub-total 小 計	1 254	2	-	1 249
UNSKILLED LEVEL 非技術人員級				
General Worker 雜工	366	-	-	366
Sub-total 小 計	366	-	-	366
GRAND TOTAL 總 計	2 677	2	8	2 680

TABLE 27 : MANPOWER STATISTICS

表27：人力統計數字

KNITTING BRANCH

針織門類

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Mill Manager 廠長	8	-	-	8
Production Engineer 運轉(生產)主任	2	-	-	2
Merchandising Manager 營銷採購經理	2	-	-	2
Sub-total 小 計	12	-	-	12
TECHNICIAN LEVEL 技術員級				
Production Supervisor 生產管理員/運轉領班	31	-	-	31
Quality Controller/Laboratory Supervisor 品質管理員/試驗技術員	8	-	-	8
Maintenance Supervisor 維修管理員/保全領班	2	-	1	3
Pattern Design Supervisor 織物設計管理員	5	-	-	5
Merchandiser 營銷採購員	31	-	-	31
Marketing/Sales Officer 市場/營業主任	3	-	-	3
Sub-total 小 計	80	-	1	81
CRAFTSMAN LEVEL 技工級				
Section Leader 組長/指導工	9	-	-	9
Knitting Mechanic 針織機械技工	43	-	1	44
Sub-total 小 計	52	-	1	53
OPERATIVE LEVEL 操作工級				
Winding Machine Tender 絡紗/筒子機值車工	2	-	-	2
Fabric Inspector 驗布工	3	-	-	3
Knitting Machine Tender 針織機值車工	250	-	10	260
Other Operatives 其他操作工	20	-	-	20

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
OPERATIVE LEVEL (Continued) 操作工級 (續)				
Recorder 書記員/收發員	10	-	-	10
Sub-total 小 計	285	-	10	295
UNSKILLED LEVEL 非技術人員級				
General Worker 雜工	33	-	-	33
Sub-total 小 計	33	-	-	33
GRAND TOTAL 總 計	462	-	12	474

TABLE 28 : MANPOWER STATISTICS

表28：人力統計數字

FINISHING BRANCH

染整門類

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Mill Manager 廠長	12	-	-	12
Production Manager 生產經理／生產主任	4	-	-	4
Maintenance Manager 保全經理／保全主任	1	-	-	1
Department/Section Head (Winding, Grey Cloth, Scouring and Bleaching, Pattern Design/ Engraving/Screen Making, Dyeing, Printing, Finishing, Inspecting/ Packaging/Make-up, Quality Control, Laboratory and Electrical/Mechanical) 部門主管（絡紗／筒子、原布、煉漂、 花樣設計／雕刻／製網、染色、印花、 整理、驗布／包裝／成品、品質、試驗 及電氣／機械）	10	-	-	10
Merchandising Manager 營銷採購經理	17	-	-	17
Product Development Manager 產品發展經理	1	-	-	1
Sub-total 小 計	45	-	-	45
TECHNICIAN LEVEL 技術員級				
Production Supervisor (Winding, Grey Cloth, Scouring and Bleaching, Dyeing, Print Pasting, Printing, Finishing, Garment Washing and Dyeing, Pattern Design/ Engraving/Screen Making, or/and Inspecting/ Packaging/Make Up) 運轉（生產）領班 絡紗／筒子、原布、煉漂、染色、配漿、 印花、整理、成衣洗染、花樣設計／雕 刻／製網、或／及 驗布／包裝／成品）	110	-	-	110
Laboratory Supervisor 化驗領班	3	-	-	3
Quality Control Supervisor 品質領班	3	-	-	3
Maintenance Supervisor 保全領班	4	-	-	4

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNICIAN LEVEL (Continued) 技術員級 (續)				
Maintenance Supervisor (Electrical/Electronics) 保全領班 (電氣/電子)	1	-	-	1
Merchandiser 營銷採購員	98	-	-	98
Sub-total 小 計	219	-	-	219
CRAFTSMAN LEVEL 技工級				
Textile Mechanic 紡織機械技工	17	-	-	17
Electrician/Electronics Craftsman 電氣技工/電子技工	12	-	-	12
Boiler Mechanic 鍋爐技工	8	-	-	8
Colour Matcher 配色員	12	-	-	12
Dyeing Machine Leader 染色機組長	43	-	-	43
Printing Machine Leader 印花機組長	17	-	-	17
Open Width Washing Machine Leader 平幅洗水機組長	10	-	-	10
Inspection and Make-up Section Leader 驗布及成品組長	9	-	-	9
Screen Maker 製網技工	3	-	-	3
Chemical Tester 化驗員	11	-	-	11
Sub-total 小 計	142	-	-	142
OPERATIVE LEVEL 操作工級				
Winding Machine Tender 絡紗/筒子機值車工	30	-	-	30
Fabric Inspector 驗布工	22	-	-	22
Preparatory Machine Tender (Singeing/Scouring/Bleaching/ Mercerising) 前處理機值車工 (燒毛/煮煉/漂白/絲光)	111	-	3	111
Dyeing Machine Tender 染色機值車工	295	-	-	295
Printing Machine Tender 印花機值車工	70	-	-	70

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
OPERATIVE LEVEL (Continued) 操作工級 (續)				
Finishing Machine Tender (Calendering/Raising/Shearing/Emerizing/ Stentering/Pre-shrinking/Washing/ Garment Washing and Dyeing/Drying) 後整理機值車工 (軋光/抓毛/剪毛/ 磨毛/漿拉/定型/縮水/洗水/ 成衣洗染/烘乾)	164	-	3	164
Recipe and Print Paste Preparer 裱料及配漿員	1	-	-	1
Other Operatives 其他操作工	54	-	-	54
Recorder 書記員/收發員	8	-	-	8
Sub-total 小 計	755	-	6	755
UNSKILLED LEVEL 非技術人員級				
General Worker 雜工	207	-	-	207
Sub-total 小 計	207	-	-	207
GRAND TOTAL 總 計	1 368	-	6	1 368

TABLE 29 : MANPOWER STATISTICS

表29：人力統計數字

GARMENT BRANCH

製衣門類

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Production Manager 生產經理（廠長）	219	-	-	219
Quality Manager 品質經理	17	-	1	18
Fashion Designer 時裝設計師	31	-	-	31
Merchandising Manager 營銷採購經理	198	-	1	199
Industrial Engineer 工業工程師	1	-	-	1
Product Development Manager 產品發展經理	13	-	-	13
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	49	-	-	49
Compliance Manager 準則審核經理	7	-	-	7
Sub-total 小 計	535	-	2	537
TECHNICIAN LEVEL 技術員級				
Production Department Supervisor 生產部總管（工務）	84	-	-	84
Production Section Supervisor 生產組管理員（組長）	174	-	-	174
Production Co-ordinator 生產統籌員	40	-	1	41
Pattern Maker 紙樣設計員	289	-	-	289
Pattern Grading/Marker Making Supervisor 放樣／嘜架組管理員	39	-	-	39
Quality Control Technician 品質控制技術員	41	-	-	41
Merchandiser 營銷採購員	1 198	-	22	1 230
Fashion/Sample Co-ordinator 時裝／式樣／樣辦統籌員	60	-	-	60
CAD Technician 電腦輔助設計技術員	2	-	-	2
Industrial Engineering Technician 工程技術師	6	-	-	6
Garment Washing Technician 成衣洗水技術員	1	-	-	1

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNICIAN LEVEL (Continued) 技術員級 (續)				
Compliance Supervisor 準則審核技術員	6	-	-	6
Senior Technician/Laboratory Technician 高級技術員／試驗間技術員	1	-	-	1
Marketing/Sales Officer 市場／營業主任	15	-	-	15
Sub-total 小 計	1 956	-	23	1 989
CRAFTSMAN LEVEL 技工級				
Clothing Machine Mechanic 製衣機械工	45	-	-	45
Pattern Grader/Marker Maker 放樣／嘜架員	29	-	-	29
Computer Pattern Grader/Marker Maker 電腦放樣／嘜架員	18	-	-	18
Clothing Operator Instructor 車衣指導員	186	-	-	186
Sample Maker 樣辦製造技工	128	-	-	128
Quality Control Inspector 品質控制檢查員	99	-	-	99
Repairing Craftsman (Knitted Products) 成衣修補技工	9	-	-	9
Knitwear Craftsman/Sample Knitter 針織衣物技工／樣辦織造技工	40	-	-	40
Plant Maintenance Mechanic 保養技工	27	-	-	27
Laboratory Assistant 試驗間助理	5	-	-	5
Sub-total 小 計	586	-	-	586
OPERATIVE LEVEL 操作工級				
Inspection Operative 檢查工	170	-	-	170
Cutter/Cutting Room Operative 裁剪工／裁床工	209	-	-	209
Sewing Machine Operator 車縫工	7 473	5	155	7 643
Knitting Machine Operator 針織機織工	82	-	-	82
Linking Machine Operator 縫盤工	24	-	-	24
Hand Stitcher/Knitwear Mender 挑縫工／織補工	31	-	-	31

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
OPERATIVE LEVEL (Continued) 操作工級 (續)				
Presser 整髮工	188	-	2	190
Other Operatives 其他操作工	195	-	-	195
Sub-total 小 計	8 372	5	157	8 544
UNSKILLED LEVEL 非技術工人級				
General Worker 雜工	759	-	-	759
Sub-total 小 計	759	-	-	759
GRAND TOTAL 總 計	12 208	5	182	12 415

TABLE 30 : MANPOWER STATISTICS

表30：人力統計數字

KNITWEAR BRANCH

針織門類

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Production Manager 生產經理（廠長）	125	-	-	125
Quality Manager 品質經理	7	-	-	7
Fashion Designer 時裝設計師	8	-	-	8
Merchandising Manager 業務經理	119	-	1	120
Industrial Engineer 工業工程師	1	-	-	1
Product Development Manager 產品發展經理	4	-	-	4
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	36	-	-	36
Compliance Manager 準則審核經理	-	-	-	1
Sub-total 小 計	300	-	1	302
TECHNICIAN LEVEL 技術員級				
Production Department Supervisor 生產部總管（工務）	126	-	-	126
Production Section Supervisor 生產組管理員（組長）	201	-	-	201
Production Co-ordinator 生產統籌員	41	-	-	41
Pattern Maker 紙樣設計員	24	-	-	24
Pattern Grading/Marker Making Supervisor 放樣／嘜架組管理員	6	-	-	6
Quality Technician 品質技術員	24	-	-	24
Merchandiser 營銷採購員	720	-	4	724
Fashion/Sample Co-ordinator 時裝／式樣／樣辦統籌員	7	-	-	7
Knitting Technician 針織技術員	114	-	-	114
CAD Technician 電腦輔助設計技術員	63	-	-	63

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNICIAN LEVEL (Continued) 技術員級 (續)				
Industrial Engineering Technician 工程技術員	5	-	-	5
Garment Washing Technician 成衣洗水	4	-	-	4
Marketing/Sales Officer 市場／營業主任	13	-	-	13
Sub-total 小 計	1 348	-	4	1 352
CRAFTSMAN LEVEL 技工級				
Clothing Machine Mechanic 製衣機械工	3	-	-	3
Knitting Machine Mechanic 針織機械工	36	-	-	36
Pattern Grader/Marker Maker 放樣／嘜架員	9	-	-	9
Computer Pattern Grader/Marker Maker 電腦放樣／嘜架員	22	-	-	22
Clothing Operator Instructor 車衣指導員	69	-	-	69
Sample Maker 樣辦製造技工	57	-	-	57
Quality Control Inspector 品質控制檢查員	20	-	-	20
Repairing Craftsman (Knitted Products) 成衣修補技工 (針織衣物)	41	-	-	41
Knitwear Craftsman/ Sample Knitter 針織衣物技工／樣辦織造技工	45	-	-	45
Garment Washing Leader 成衣洗水組長	2	-	-	2
Plant Maintenance Mechanic 保養技工	22	-	-	22
Sub-total 小 計	326	-	-	326
OPERATIVE LEVEL 操作工級				
Inspection Operative 檢查工	112	-	-	112
Cutter/Cutting Room Operative 裁剪工／裁床工	16	-	-	16
Sewing Machine Operator 車縫工	811	-	12	823
Knitting Machine Operator 針織機織工	1 778	-	12	1 796
Linking Machine Operator 縫盤工	772	-	-	776
Hand Stitcher/Knitwear Mender 挑縫工／織補工	181	-	-	185

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
OPERATIVE LEVEL (Continued) 操作工級 (續)				
Garment Washing Operative 成衣洗水操作工	53	-	-	53
Presser 整熨工	66	-	-	66
Other Operatives 其他操作工	96	-	-	96
Sub-total 小 計	3 885	-	24	3 923
UNSKILLED LEVEL 非技術工人級				
General Worker 雜工	682	-	2	684
Sub-total 小 計	682	-	2	684
GRAND TOTAL 總 計	6 541	-	31	6 587

TABLE 31 : MANPOWER STATISTICS

表31：人力統計數字

FUR BRANCH

皮草門類

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Production Manager 生產經理（廠長）	1	-	-	1
Fashion Designer 時裝設計師	1	-	-	1
Merchandising Manager 營銷採購經理	1	-	-	1
Sub-total 小 計	3	-	-	3
TECHNICIAN LEVEL 技術員級				
Production Department Supervisor 生產部總管（工務）	4	-	-	4
Pattern Grading/Maker Making Supervisor 放樣／嚙架管理員	3	-	-	3
Quality Control Technician 品質控制技術員	1	-	-	1
Merchandiser 營銷採購員	3	-	-	3
Sub-total 小 計	11	-	-	11
CRAFTSMAN LEVEL 技工級				
Furrier 皮草技工（毛毛匠）	40	-	-	40
Fur Tailor/Finisher 皮草裁縫／上裡技工	27	-	-	27
Fur Sorter 分皮技工	2	-	-	2
Sub-total 小 計	69	-	-	69
OPERATIVE LEVEL 操作工級				
Presser 整熨工	1	-	-	1
Sub-total 小 計	1	-	-	1
UNSKILLED LEVEL 非技術工人級				
General Worker 雜工	3	-	-	3
Sub-total 小 計	3	-	-	3
GRAND TOTAL 總 計	87	-	-	87

TABLE 32 : MANPOWER STATISTICS

表32：人力統計數字

FOOTWEAR BRANCH

製鞋門類

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Production Manager 生產經理	1	-	-	1
Merchandising Manager 營銷採購經理	1	-	-	1
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	1	-	-	1
Sub-total 小 計	3	-	-	3
TECHNICIAN LEVEL 技術員級				
Merchandise 營銷採購員	2	-	-	2
Quality Controller 品質控制員	1	-	-	1
Cost Estimator 成本控制員	1	-	-	1
Sub-total 小 計	4	-	-	4
CRAFTSMAN LEVEL 技工級				
Foreman 管工	1	-	-	1
Shoe Maker/Make-Through Craftsman 鞋匠／製鞋技工	5	-	-	5
Sub-total 小 計	6	-	-	6
OPERATIVE LEVEL 操作工級				
Sewing Machine Operator 車縫工	8	-	-	8
Lasting Worker 揸鞋工	5	-	-	5
Sub-total 小 計	13	-	-	13
GRAND TOTAL 總 計	26	-	-	26

TABLE 33 : MANPOWER STATISTICS

表33：人力統計數字

HANDBAG BRANCH

手袋門類

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Production Manager 生產經理	1	-	-	1
Sub-total 小 計	1	-	-	1
TECHNICIAN LEVEL 技術員級				
Production Department Supervisor 生產部總管	3	-	-	3
Merchandiser 營銷採購員	1	-	-	1
Marketing/Sales Officer 市場／營業主任	3	-	-	3
Sub-total 小 計	7	-	-	7
CRAFTSMAN LEVEL 技工級				
Handbag Maker/Make-Through Craftsman 手袋製造／製辦技工	7	-	-	6
Sub-total 小 計	7	-	-	6
OPERATIVE LEVEL 操作工級				
Leather/Laminate Preparer 皮料整理工／夾布工	2	-	-	2
Cutter 鏢料工／裁斷工	3	-	-	3
Sewing Machine Operator 車縫工	9	-	-	9
Sub-total 小 計	14	-	-	14
UNSKILLED LEVEL 非技術工人級				
General Worker 雜工	2	-	-	2
Sub-total 小 計	2	-	-	2
GRAND TOTAL 總 計	31	-	-	30

TABLE 34 : MANPOWER STATISTICS

表34：人力統計數字

IMPORT/EXPORT OF FOOTWEAR

鞋類進出口貿易

Job Title 職稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Industrial Engineer 工業工程師	7	-	-	7
Mill Manager/Production Manager 廠長／生產經理	96	-	-	96
Production Development Manager 產品發展經理	8	-	-	8
Merchandising Manager 營銷採購經理	263	-	4	267
Quality Manager/Technical Manager 品質經理	14	-	1	15
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	92	-	1	93
Shoe Designer 鞋款設計師	29	-	-	29
Compliance Manager 準則審核經理	1	-	-	1
Sub-total 小計	510	-	6	516
TECHNICIAN LEVEL 技術員級				
Industrial Engineering Technician 工程技術員	7	-	-	7
Merchandiser 營銷採購員	1 734	-	7	1 742
Quality Technician/Technical Technician 品質技術員	26	-	-	26
Quality Inspector 品質檢查員	34	-	-	34
Fashion/Sample Co-ordinator 時裝／式樣／樣辦統籌員	49	-	-	49
Production Supervisor 生產管理員	27	-	-	27
Pattern Maker 紙樣設計員	7	-	-	7
Pattern Grading/Maker Making Supervisor 放樣／嘜架組管理員	3	-	-	3
Marketing/Sales Officer 市場／營業主任	253	-	1	254
Sub-total 小計	2 140	-	8	2 149

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
CRAFTSMAN LEVEL 技工級				
Computer Pattern Grader/Marker Maker 電腦放樣／嘜架員	4	-	-	4
Sample Maker 樣辦製造技工	21	-	-	21
Sub-total 小 計	25	-	-	25
OPERATIVE LEVEL 操作工級				
Sales Assistant 營業助理	42	-	-	42
Sub-total 小 計	42	-	-	42
GRAND TOTAL 總 計	2 717	-	14	2 732

TABLE 35 : MANPOWER STATISTICS

表35：人力統計數字

IMPORT/EXPORT OF FABRICS

布料進出口貿易

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Maintenance Manager/Maintenance Engineer 保全經理／保全主任	6	-	-	6
Mill Manager/Production Manager 廠長／生產經理	174	-	-	174
Production Engineer 生產工程師	8	-	-	8
Product Development Manager 產品發展經理	12	-	-	12
Merchandising Manager 營銷採購經理	707	-	-	707
Quality Manager/Technical Manager 品質／技術經理	18	-	-	18
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	389	-	6	395
Compliance Manager 準則審核經理	1	-	-	1
Sub-total 小 計	1 315	-	6	1 321
TECHNICIAN LEVEL 技術員級				
Senior Technician/Laboratory Technician 高級技術員／試驗間技術員	1	-	-	1
Merchandiser 營銷採購員	4 058	-	46	4 156
Quality/Technical Technician 品質技術員	38	-	-	38
Quality Inspector 品質檢查員	95	-	-	95
Fashion/Sample Co-ordinator 時裝／式樣／樣辦統籌員	28	-	2	30
Production Supervisor 生產管理員	172	-	-	192
Marketing/Sales Officer 市場／營業主任	1 619	-	83	1 696
Sub-total 小 計	6 011	-	131	6 208
OPERATIVE LEVEL 操作工級				
Sales Assistant 營業助理	255	-	-	255
Sub-total 小 計	255	-	-	255

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
UNSKILLED LEVEL 非技術工人級				
General Worker 雜工	6	-	-	6
Sub-total 小 計	6	-	-	6
GRAND TOTAL 總 計	7 587	-	137	7 790

TABLE 36 : MANPOWER STATISTICS

表36：人力統計數字

IMPORT/EXPORT OF WEARING APPAREL

服裝進出口貿易

Job Title 職稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Industrial Engineer 工業工程師	3	-	-	3
Textile Manager/Laboratory Manager 紡織主任／試驗間主任	1	-	-	1
Mill Manager/Production Manager 廠長／生產經理	859	-	-	859
Production Engineer 生產工程師	26	-	-	26
Product Development Manager 產品發展經理	164	-	2	163
Merchandising Manager 營銷採購經理	5 045	-	15	5 066
Quality Manager/Technical Manager 品質／技術經理	211	-	-	213
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	934	-	1	935
Fashion Designer 時裝設計師／式樣設計師	794	-	14	808
Shoe Designer 鞋款設計師	14	-	-	14
Handbag Designer 手袋設計師	4	-	-	4
Compliance Manager 準則審核經理	36	-	1	39
Sub-total 小計	8 091	-	33	8 131
TECHNICIAN LEVEL 技術員級				
Senior Technician/Laboratory Technician 高級技術員／試驗間技術員	6	-	-	6
Merchandiser 營銷採購員	29 491	101	458	30 175
Quality Technician/Technical Technician 品質技術員	610	-	12	623
Quality Inspector 品質檢查員	1 196	-	2	1 200
Fashion/Sample Co-ordinator 時裝／式樣／樣辦統籌員	655	-	33	688
Production Supervisor 生產管理員	463	50	-	515

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
TECHNICIAN LEVEL (Continued) 技術員級 (續)				
Pattern Maker 紙樣設計員	293	2	-	293
Pattern Grading and Maker Making Supervisor 放樣/嘜架組管理員	51	-	-	51
Knitting Technician 針織技術員	54	-	-	54
CAD Technician 電腦輔助設計技術員	144	-	-	144
Compliance Supervisor 準則審核技術員	74	-	-	74
Marketing/Sales Officer 市場/營業主任	2 344	-	-	2 344
Sub-total 小 計	35 381	153	505	36 167
CRAFTSMAN LEVEL 技工級				
Clothing Operator Instructor 車衣指導員	2	-	-	2
Repairing Craftsman (Knitted Products) 成衣修補技工 (針織衣物)	8	-	-	8
Repairing Craftsman (Woven Products) 成衣修補技工 (梭織衣物)	5	-	-	5
Computer Pattern Grader/Marker Maker 電腦放樣/嘜架員	18	-	-	18
Sample Maker 樣辦製造技工	154	-	-	154
Sub-total 小 計	187	-	-	187
OPERATIVE LEVEL 操作工級				
Sales Assistant 營業助理	520	-	100	620
Sub-total 小 計	520	-	100	620
GRAND TOTAL 總 計	44 179	153	638	45 105

TABLE 37 : MANPOWER STATISTICS

表37：人力統計數字

IMPORT/EXPORT OF COTTON, TEXTILE FIBRE AND YARN

棉花、紡織纖維及紗線進出口貿易

Job Title 職稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Textile Manager/Laboratory Manager 紡織主任／試驗間主任	1	-	-	1
Mill Manager 廠長	38	-	-	38
Production Engineer 生產工程師	4	-	-	4
Merchandising Manager 營銷採購經理	180	-	-	180
Quality Manager/Technical Manager 品質／技術經理	5	-	-	5
Marketing/Sales Manager (or equivalent) 市場／營業經理（或同類職務）	108	-	-	108
Fashion Designer 時裝設計師	2	-	-	2
Sub-total 小計	338	-	-	338
TECHNICIAN LEVEL 技術員級				
Maintenance Supervisor 維修管理員	5	-	-	5
Merchandiser 營銷採購員	975	-	15	1 024
Quality Technician/Technical Technician 品質技術員	12	-	-	12
Quality Inspector 品質檢查員	57	-	-	57
Fashion/Sample Co-ordinator 時裝／式樣／樣辦統籌員	17	-	-	17
Production Supervisor 生產管理員	21	-	-	21
CAD Technician 電腦輔助設計技術員	2	-	-	2
Marketing/Sales Officer 市場／營業主任	331	-	-	331
Sub-total 小計	1 420	-	15	1 469

Job Title 職稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
CRAFTSMAN LEVEL 技工級				
Section Leader 組長／指導工	1	-	-	1
Electrician/Electronics Craftsman 電氣／電子技工	1	-	-	1
Sample Maker 樣辦製造技工	4	-	-	4
Sub-total 小計	6	-	-	6
OPERATIVE LEVEL 操作工級				
Other Operatives 其他操作工	14	-	-	14
Sales Assistant 營業助理	12	-	-	12
Sub-total 小計	26	-	-	26
UNSKILLED LEVEL 非技術人員				
General Worker 雜工	5	-	-	5
Sub-total 小計	5	-	-	5
GRAND TOTAL 總計	1 795	-	15	1 844

TABLE 38 : MANPOWER STATISTICS

表38：人力統計數字

TESTING SERVICES AND LABORATORIES

公證行及檢定中心

Job Title 職 稱	Number of Employees 僱員人數	Number of Trainees 受訓者人數	Number of Vacancies 空缺數目	Forecast of Total No. of Employees by August 2008 估計在 二〇〇八年 八月時所需的 僱員總數
TECHNOLOGIST LEVEL 技師級				
Laboratory Director/ Assistant General Manager 試驗間總監／助理總經理	3	-	-	3
Textile Manager/Laboratory Manager 紡織主任／試驗間主任	4	-	-	4
Sub-total 小 計	7	-	-	7
TECHNICIAN LEVEL 技術員級				
Supervisor/Assistant Supervisor 主管／助理主管	25	-	-	25
Senior Engineer/Senior Textile Engineer 高級工程師／高級紡織工程師	1	-	-	1
Engineer/Assistant Engineer/Textile Engineer/Assistant Textile Engineer 工程師／助理工程師／ 紡織工程師／助理紡織工程師	121	-	-	121
Senior Technician/Laboratory Technician 高級技術員／試驗間技術員	100	-	7	107
Technician/Junior Laboratory Technician 技術員／初級試驗間技術員	63	1	1	63
Service Maintenance Technician 維修技術員	1	-	-	1
Sub-total 小 計	311	1	8	318
CRAFTSMAN LEVEL 技工級				
Laboratory Assistant 試驗間助理	13	-	1	14
Sub-total 小 計	13	-	1	14
GRAND TOTAL 總 計	331	1	9	339

Membership of the
Textile and Clothing Training Board
紡織及製衣業訓練委員會委員名單

(As at 1 April 2007)
(二〇〇七年四月一日)

Chairman

主席

Mr LO Lok-fung, Kenneth
羅樂風先生
(nominated by the Textile Council of Hong Kong Limited)
(香港紡織業聯會有限公司提名)

Vice-Chairman

副主席

Dr LAM Tai-fai
林大輝博士
(nominated by the Hong Kong Woollen & Synthetic Knitting Manufacturers' Association Limited)
(香港羊毛化纖針織業廠商會有限公司提名)

Members

委員

Mr HSU Wen-chuan
徐文川先生
(nominated by the Hong Kong Footwear Association Limited)
(香港鞋業商會有限公司提名)

Mr LAU Man-tung, Benjamin
(up to 31 March 2008)
劉文東先生
(任期至二〇〇八年三月三十一日)
(nominated by the Hong Kong Weaving Mills Association)
(香港布廠商會提名)

Mr LEE David H.
李鴻燊先生
(nominated by the Hong Kong Knitwear Exporters and Manufacturers Association Limited)
(香港毛織出口廠商會提名)

Miss Evelyn Lu
陸雅儀女士
(nominated by the Federation of Hong Kong Industries)
(香港工業總會提名)

- Prof LO Ming-tak, Dominic
盧明德教授 (nominated by the Hong Kong Institution of Textile and Apparel)
(香港紡織及服裝學會)
- Mr LUI Chun-fan
雷振範先生 (nominated by the Chinese Manufacturers' Association of Hong Kong)
(香港中華廠商聯合會提名)
- Dr NG Keng-po, Roger
吳鏡波博士 (nominated by the Hong Kong Chinese Textile Mills Association)
(香港華商織造總會提名)
- Miss POON Kuen-lan
潘娟蘭女士 (nominated by the Hong Kong and Kowloon Spinning, Weaving and Dyeing Trade Workers General Union)
(港九紡織染業職工總會提名)
- Mr TAM Kui-lung, Alan
譚鉅龍先生 (nominated by the Federation of Hong Kong Garment Manufacturers)
(香港製衣業總商會提名)
- Mr WONG Cheung-chi, Thomas
王象志先生 (nominated by the Hong Kong Fur Federation)
(香港毛皮業協會提名)
- Mr WONG Kok-lam, Kenneth
(up to 31 March 2008)
王國林先生
(任期至二〇〇八年三月三十一日) (nominated by the Hong Kong Association of Textile Bleachers, Dyers, Printers and Finishers Limited)
(香港漂染印整理業總會有限公司提名)
- Mr WOO Pat-nie
吳柏年先生 (nominated by the Hong Kong Cotton Spinners Association)
(香港棉紡業同業公會提名)
- Mr YANG Tzu-jan
楊自然先生 (nominated by the Hong Kong General Chamber of Commerce)
(香港總商會提名)
- Mr YAU Ying-sum, William
(up to 31 March 2008)
游應森先生
(任期至二〇〇八年三月三十一日) (nominated by the Hong Kong Garment Manufacturers Association Limited)
(香港製衣廠同業公會提名)
- Ms YU Sui-king, Susanna
余瑞琮女士 (nominated by the Hong Kong Wearing Apparel Industry Employees' General Union)
(香港服裝業總工會提名)

- Mr YU Yau-kuen, Andrew
(up to 31 March 2008)
虞有權先生
(任期至二〇〇八年三月三十一日)
- (nominated by the Federation of Hong Kong Cotton Weavers)
(香港棉織業同業公會提名)
- Dr YUEN Chun-wah, Marcus
袁進華博士
- (nominated by the Hong Kong Polytechnic University)
(香港理工大學提名)
- Ms KWONG Fung-ye, Amanda
鄭風怡女士
- (representative of Director-General of Trade and Industry)
(工業貿易署署長代表)
- Mr TSANG Chi-keung, Kenneth
曾志强先生
- (representative of Commissioner for Labour)
(勞工處處長代表)
- Dr FUNG Kin-keung, Michael
馮建強博士
- (representative of Executive Director of The Vocational Training Council)
(職業訓練局執行幹事代表)

Secretary
秘書

- Mr LAM Chi-piu, Angus
林之彪先生
- (Vocational Training Council)
(職業訓練局)

Terms of Reference of Textile and Clothing Training Board

1. To determine the manpower demand of the industry, including the collection and analysis of relevant manpower and student/trainee statistics and information on socio-economic, technological and labour market developments.
2. To assess and review whether the manpower supply for the industry matches with the manpower demand.
3. To recommend to the Vocational Training Council the development of vocational education and training facilities to meet the assessed manpower demand.
4. To advise the Hong Kong Institute of Vocational Education (IVE) and training & development centres on the direction and strategic development of their programmes in the relevant disciplines.
5. To advise on the course planning, curriculum development and quality assurance systems of the IVE and training & development centres.
6. To prescribe job specifications for the principal jobs in the industry defining the skills, knowledge and training required.
7. To advise on training programmes for the principal jobs in the industry specifying the time a trainee needs to spend on each skill elements.
8. To tender advice in respect of skill assessments, trade tests and certification for in-service workers, apprentices and trainees, for the purpose of ascertaining that the specified skill standards have been attained.
9. To advise on the conduct of skill competitions in key trades in the industry for the promotion of vocational education and training as well as participation in international competitions.
10. To liaise with relevant bodies on matters pertaining to the development and promotion of vocational education and training in the industry, including employers, employers' associations, trade unions, professional institutions, training and educational institutions and government departments.
11. To organize seminars/conferences/symposia on vocational education and training for the industry.
12. To advise on the publicity relating to the activities of the Training Board and relevant vocational education and training programmes of the VTC.
13. To submit to the Council an annual report on the Training Board's work and its recommendations on the strategies for programmes in the relevant disciplines.
14. To undertake any other functions delegated by the Council in accordance with Section 7 of the Vocational Training Council Ordinance.

紡織及製衣業訓練委員會職權範圍

1. 確定業內的人力需求，包括收集、分析相關的人力和學生／學員統計數字，以及關於社會經濟、科技及人力市場發展的資料。
2. 評估及研究本業的人力供求是否平衡。
3. 就發展業內專業教育及訓練設施應付人力需求，向職業訓練局提供意見。
4. 就相關學科的課程發展方向及策略，向香港專業教育學院(IVE)、訓練及發展中心提出建議。
5. 就 IVE、訓練及發展中心的課程策劃、課程發展及質素保證制度提供意見。
6. 擬訂本業主要職務的工作範圍，界定所需的技能、知識及訓練。
7. 建議本業主要職務訓練方案，訂定每種技能所需的訓練期。
8. 對技術評估、技能測驗及證書頒發制度提供意見，以確定從業員、學徒及見習員的技能水平。
9. 就本業主要行業舉辦技能比賽提供意見，以推廣專業教育與訓練和派員參加國際賽事。
10. 就本業專業教育及訓練的發展與推廣事宜，與僱主、僱主聯會、工會、專業團體、訓練及教育機構、政府部門等聯絡。
11. 為本業舉辦有關專業教育及訓練的研討會與會議。
12. 就業內訓練委員會工作、有關職訓局專業教育及訓練課程的宣傳事宜提供意見。
13. 每年向局方呈交訓練委員會工作報告，以及相關學科課程發展策略建議。
14. 根據《職業訓練局條例》第 7 條，負責局方所委派的其他工作。

Vocational Training Council
Headquarters Division Two
16/FI., VTC Tower
27 Wood Road, Wanchai
Hong Kong

職業訓練局 總辦事處二科
香港灣仔活道 27 號
職業訓練局大樓 16 樓

電話 Telephone No:

傳真 Facsimile No:

本局檔號 Our Reference:
(11) in TC/4/2 (07)

來函檔號 Your Reference:

16 July 2007

Dear Sir/Madam,

2007 Manpower Survey of the
Textile, Clothing, Footwear and Handbag Industries

I am writing to solicit your support and co-operation in the 2007 manpower survey to be conducted by the Textile and Clothing Training Board of the Vocational Training Council.

The Textile and Clothing Training Board has been appointed by the Chief Executive to be responsible for all matters pertaining to manpower planning and training in the textile, clothing, footwear and handbag industries. To enable it to formulate the necessary plans on manpower training, the Training Board will conduct a manpower survey from 23 July to 22 August 2007 to up-date the manpower data of the industries. The survey aims at obtaining the following information on each of the principal jobs in the industries:

- (i) the number of employees at present employed;
- (ii) the number of existing vacancies;
- (iii) a forecast of number of employees by August 2008; and
- (iv) the number of employees at present under training.

The information collected will be handled in strict confidence and will be published only in the form of statistical summaries without reference to any individual employer.

---- I enclose for your reference and completion, the following documents in both English and Chinese.

- (a) one copy of the questionnaire (Appendix A),
- (b) an explanatory note about the questionnaire (Appendix B), and
- (c) a list of descriptions for the principal jobs (Appendix C).

During the survey period, an officer of the Census and Statistics Department will call at your office. The officer will answer any queries you may have, assist in the completion of the questionnaire if necessary, and collect them for data processing.

The findings of the survey together with the training measures recommended by the Textile and Clothing Training Board will be presented in a report published by the Training Board.

Should you have any queries in connection with the survey, please contact the Manpower Statistics Section of the Census and Statistics Department by telephoning 2116 8375.

Yours faithfully,



(Kenneth L.F. LO)
Textile and Clothing Training Board

KL/AL/mi

Vocational Training Council
Industrial Training Division
16/F., VTC Tower
27 Wood Road, Wanchai
Hong Kong

職業訓練局 工業訓練科
香港灣仔活道 27 號
職業訓練局大樓 16 樓

電話 Telephone No:

傳真 Facsimile No:

本局檔號 Our Reference:
(11) in TC/4/2 (07)

來函檔號 Your Reference:

各位僱主：

紡織、製衣、製鞋及手袋業二〇〇七年人力調查

職業訓練局屬下紡織及製衣業訓練委員會即將進行業內人力調查，敬希鼎力支持，惠予合作。

本訓練委員會乃由行政長官委任，負責一切有關紡織、製衣、製鞋及手袋業人力訓練事宜。為收集紡織、製衣、製鞋及手袋業人力最近資料，以使擬訂人力訓練計劃，本訓練委員會定於二〇〇七年七月二十三日至八月二十二日進行人力調查，範圍包括業內各主要職務的下列資料：

- (一) 目前僱員人數；
- (二) 現有空缺數目；
- (三) 預計二〇〇八年八月時的僱員總數；
- (四) 目前受訓僱員人數。

調查所得資料將絕對保密，只以摘要統計數字發表，並不會提及個別公司。

現隨函附上中英對照文件以便參考填寫：

- (甲) 調查表〔附錄甲〕；
- (乙) 調查表附註〔附錄乙〕；
- (丙) 主要職務工作說明〔附錄丙〕。

調查期間，政府統計處職員會前往貴公司，收回調查表作資料處理。如有需要，該處人員亦會解答問題，協助填表。

是次調查結果及有關訓練計劃建議，將載於本訓練委員會日後出版的報告。

如對調查有疑問，請與政府統計處人力統計組聯絡（電話：2116 8375）。



紡織及製衣業訓練委員會主席
羅樂風

二〇〇七年七月十六日

CONFIDENTIAL
WHEN ENTERED WITH DATA

填入數據後即成
機密文件

Appendix A
附錄甲

Sheet _____
第 _____ 頁

VOCATIONAL TRAINING COUNCIL
職業訓練局

THE 2007 MANPOWER SURVEY OF THE TEXTILE, CLOTHING, FOOTWEAR AND HANDBAG INDUSTRIES
紡織，製衣，製鞋及手袋業二〇〇七年人力調查

QUESTIONNAIRE
調查表

(PLEASE READ THE EXPLANATORY NOTES BEFORE COMPLETING THIS QUESTIONNAIRE)
(填表前，請參閱附註)

For Official Use Only: 此欄毋須填寫							
Rec. Type	Survey Code	Industry Code	Establishment No.	Enumerator's No.	Editor's No.	Check Digit	No. of Employees Covered by the Questionnaire
1	1 1	_ _ _ _ _ _ _	_ _ _ _ _ _ _	_	_	_ _	_ _ _
1	2 3	4 5 6 7 8 9	10 11 12 13 14 15	16 17	18 19	20 21 22	23 24 25 26 27

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NAME OF ESTABLISHMENT: _____
廠名／機構名稱

ADDRESS: _____
地址

TYPE OF PRODUCTS/SERVICE: _____
產品種類/服務性質

TOTAL NO. OF EMPLOYEES: _____
僱員總數

NAME OF CONTACT PERSON: _____
聯絡人姓名

POSITION: _____
職位

TEL. NO.: _____ - _____
電話

FAX NO.: _____
圖文傳真

E-MAIL: _____
電郵

PART I 第一部份

(A) Job 工作			(B) Monthly Income Code 每月收入 編號	(C) No. of Employees at Date of Survey (excl. trainees [#]) 現有僱員人數 (受訓者 [#] 除外)	(D) No. of Vacancies at Date of Survey (excl. trainees [#]) 現有空缺額 (受訓者 [#] 除外)	(E) Forecast of No. of Employees 12 Months from Now (excl. trainees [#]) 預計十二個月後 僱員人數 (受訓者 [#] 除外)	(F) No. of Trainees [#] at Date of Survey 現有受訓者 [#] 人數	Enter in column (B) employee's average monthly income range according to the following codes : 將僱員的平均每月總收入幅度 按下列編號填入 (B) 欄內 :		
Title 職稱	Rec. Type 紀錄 類型	Job No. 編號	8-10	11	12-15	16-18	19-22	23-25	Code 編號	Monthly Income 每月收入幅度
			1	2						
2	2							2	\$5,001 - \$6,500	
3	2							3	\$6,501 - \$8,000	
4	2							4	\$8,001 - \$10,000	
5	2							5	\$10,001 - \$15,000	
6	2							6	\$15,001 - \$20,000	
7	2							7	\$20,001 - \$30,000	
8	2							8	Over \$30,000 以上	
9	2									
10	2									
11	2									
12	2									
13	2									
14	2									
15	2									
16	2									
17	2									
18	2									
19	2									
20	2									
21	2									
22	2									
23	2									
24	2									
25	2									
26	2									
27	2									
28	2									

Note 1 : If additional lines are necessary, please tick here and enter on supplementary sheet(s).
附註一： 如此頁已填滿，請先將 (✓) 號填入此 內，然後在附頁繼續填寫。

[#]Note 2 : The term 'trainees' includes all trainees receiving any form of training and apprentices under a contract of apprenticeship.
附註二： 「受訓者」包括正在接受各種訓練的人士，以及簽有學徒合約的登記學徒。

1. **Employees Outside Hong Kong****任職香港以外地方的僱員**

Please fill in the number of technologists, technicians and craftsmen who had been deployed to work in Mainland or offshore plants/offices for more than 6 months during the 12 months prior to the survey

請填寫調查前十二個月內，調派往中國大陸或海外廠房／辦公室工作超過六個月的技師、技術員及技工人數

	Mainland 中國大陸	Offshore 海外
No. of Technologists 技師人數	<input type="text" value="8"/>	<input type="text" value="11"/>
No. of Technicians 技術員人數	<input type="text" value="14"/>	<input type="text" value="17"/>
No. of Craftsmen 技工人數	<input type="text" value="20"/>	<input type="text" value="23"/>

2. **Employees Working in Mainland and Offshore under your Company's Control****在貴公司管理的中國大陸和海外廠房／辦公室工作的僱員**

Please fill in the total number of Mainland and offshore plants/offices of your company

請填寫貴公司的中國大陸和海外廠房／辦公室總數

Please fill in the total number of local employees (excluding Hong Kong Residents) working in Mainland and offshore plants/offices of your company

請填寫在貴公司中國大陸和海外廠房／辦公室工作的當地僱員總人數(不包括香港人)

	Mainland 中國大陸	Offshore 海外	Mainland 中國大陸	Offshore 海外
	<input type="text" value="26"/>	<input type="text" value="29"/>	<input type="text" value="32"/>	<input type="text" value="37"/>

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3. **Internal Promotion****內部晉升**

Please fill in the number of internal promotion in the past 12 months

請填寫過去十二個月內，內部晉升的人數

From Technician to Technologist 由技術員晉升 至技師	From Craftsman to Technician 由技工晉升至 技術員	From Others to Craftsman 由其他職位 晉升至技工
<input type="text" value="48"/>	<input type="text" value="51"/>	<input type="text" value="54"/>

4. **Number of Employees Over Age of 50****僱員年逾五十歲的人數**

Technologist 技師	Technician 技術員	Craftsman 技工	Operative 操作工
<input type="text" value="57"/>	<input type="text" value="60"/>	<input type="text" value="63"/>	<input type="text" value="66"/>

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5. **Education and Training an Employee Should Have**
僱員宜有的教育程度及訓練

Technologist 技師			Technician 技術員			Craftsman 技工			Operative 操作工		
Education 教育程度	Training Mode 訓練方式	Training Period 訓練時間	Education 教育程度	Training Mode 訓練方式	Training Period 訓練時間	Education 教育程度	Training Mode 訓練方式	Training Period 訓練時間	Education 教育程度	Training Mode 訓練方式	Training Period 訓練時間
<input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/>
71	73	74	75	77	78	79	81	82	83	85	86

Please fill in the boxes the education and training an employee should have according to the following codes:
請將僱員宜有的教育程度及訓練按照下列類別編號填入格內：

<u>Code</u> 編號	<u>Education</u> 教育程度	<u>Code</u> 編號	<u>Training Mode</u> 訓練方式	<u>Code</u> 編號	<u>Training Period</u> 訓練時間
01	Degree/Associateship 大學學位 / 理工院士	1	On-the-job training 在職訓練	1	4 years or above 四年或以上
02	Higher Diploma 高級文憑	2	Apprenticeship 學徒訓練	2	3 to less than 4 years 三年至四年以下
03	Diploma 技術員文憑	3	Off-the-job training 職外訓練	3	2 to less than 3 years 二年至三年以下
04	Higher Certificate 高級證書			4	1 to less than 2 years 一年至兩年以下
05	Certificate 證書			5	6-11 months 六至十一個月
06	Secondary 5-7 中五至中七			6	Below 6 months 六個月以下
07	Craft Certificate 技工證書				
08	Secondary 3 中三				
09	Below Secondary 3 中三以下				

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 此欄無須填寫

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6. **Recruitment of Employees****僱員招聘**

(I) If your company has experienced recruitment difficulty in the past 12 months, please state the reasons by ticking the appropriate boxes.

You may wish to choose more than 1 box for each job level.

如貴公司過去12個月內在招聘僱員方面有困難，請在合適的方格加上'✓' 號列出原因（每職級可選擇一項或以上）

	Technologist 技師	Technician 技術員	Craftsman 技工	Operative 操作工
(a) General labour shortage in Hong Kong 香港普遍勞工短缺	<input type="checkbox"/> 88	<input type="checkbox"/> 89	<input type="checkbox"/> 90	<input type="checkbox"/> 91
(b) Insufficient graduates in relevant disciplines from institutions 院校有關學系畢業生數目不足	<input type="checkbox"/> 92	<input type="checkbox"/> 93	<input type="checkbox"/> 94	<input type="checkbox"/> 95
(c) Lack of applicants with relevant experience and training 求職者缺乏相關經驗及訓練	<input type="checkbox"/> 96	<input type="checkbox"/> 97	<input type="checkbox"/> 98	<input type="checkbox"/> 99
(d) Working conditions/remuneration package could not meet applicants' expectations 服務條件／薪酬未能符合求職者要求	<input type="checkbox"/> 100	<input type="checkbox"/> 101	<input type="checkbox"/> 102	<input type="checkbox"/> 103
(e) Other reasons 其他原因	<input type="checkbox"/> 104	<input type="checkbox"/> 105	<input type="checkbox"/> 106	<input type="checkbox"/> 107

Please specify
請註明

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(II) Please fill in the total number of Compliance Manager and/or Compliance Supervisor who will be employed by your company in the coming 12 months

請填寫貴公司將於未來12個月內聘請的準則審核經理和／或準則審核技術員的人數

Compliance Manager
準則審核經理

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Compliance Supervisor
準則審核技術員

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The 2007 Manpower Survey of the Textile,
Clothing, Footwear and Handbag Industries
紡織、製衣、製鞋及手袋業二〇〇七年
人力調查

Questionnaire Explanatory Note
調查表附註

General

一般

1. Please ignore the numbers in the row immediately beneath the headings. They are purely for data processing.
每行標題下的編號只供資料處理之用，請毋須理會。
2. Before completing the questionnaire, please read carefully the job titles and job descriptions in Appendices. For employers of the textile industry, please refer to Appendix C1, for the clothing industry, please refer to Appendix C2, for employers of the footwear and handbag industries, please refer to Appendix C3, while for employers of trading of textile or clothing products, please refer to Appendix C4.
填寫調查表前，請參閱附錄所列的職稱與工作說明。紡織業的僱主請參照附錄丙一，製衣業的僱主請參照附錄丙二，製鞋和手袋業的僱主請參照附錄丙三，進出口紡織或製衣品的僱主請參照附錄丙四。
3. Please insert a zero (0) for any column not applicable to your establishment.
請在貴機構不適用的各欄內填入（0）符號。
4. Please fill in information as accurate as possible because the information collected from this survey is vital for determining the manpower requirements of the industry in order that the Textile and Clothing Training Board can make meaningful recommendations to the SAR Government on how to meet training needs.
請填入準確的資料，因有關資料對於確定本業的人力需求極為重要，而紡織及製衣業訓練委員會亦將以此為根據，向特區政府建議如何應付業內的訓練需求。

PART I

第一部份

5. Job Titles - Column (A)

職稱 —(A)欄

- (a) Please fill in column (A) those job titles together with their appropriate code numbers specified in Appendices C 1,2, 3 or 4^{*1}, applicable to your establishment in order of their skill levels (i.e. technologist level jobs first followed by technician, craftsman, operative and unskilled level jobs).

請將附錄丙一、二、三或四^{*1}內適用於機構的職稱連同編號，按其技能等級，填入(A)欄內（先填技師，其後填寫技術員、技工、操作工及非技工）。

- (b) Please add in column (A) titles of any technical jobs not mentioned in Appendices C 1, 2, 3, or 4^{*1}, and briefly describe them and indicate their skill levels.

如貴機構另有技術性職稱未載於附錄丙一、二、三或四^{*1}，請一併填入(A)欄內，並扼要說明其工作性質及技能等級。

- * Note 1 : For employers of the textile industry, please refer to Appendix C1, for the clothing industry, please refer to Appendix C2, for employers of the footwear and handbag industries, please refer to Appendix C3, while for employers of trading of textile or clothing products, please refer to Appendix C4.

- * 附註 1 : 紡織業的僱主請參照附錄丙一，製衣業的僱主請參照附錄丙二，製鞋和手袋業的僱主請參照附錄丙三，進出口紡織或製衣品的僱主請參照附錄丙四。

- (c) Please classify an employee according to his/her main duty irrespective of any additional secondary duties he/she may be required to perform, e.g. an operative who works mainly as a dyeing machine tender but is also required to perform the work of a preparatory machine tender occasionally should be classified as a dyeing machine tender and not as a preparatory machine tender; a technician who works mainly as a merchandiser but is also required to perform the work of a quality controller occasionally, should be classified as a merchandiser and not as a quality controller.

請根據僱員的主要職務分類，而不以其兼任的其他職務分類。例如，一名操作工的主要職務為染色工作，但有時須擔任前處理工作，則此操作工應屬染色機值車工而非前處理機值車工；或某技術員的主要職務為營銷採購，但間中亦須擔任品質檢查，則應被歸類為營銷採購員而非品質控制員。

6. Monthly Income - Column (B)

每月收入 —(B)欄

Please fill in column (B) the code for total monthly income for each type of employees. The income should include basic wages, regular overtime pay, cost of living allowance, meal allowance etc., if any. If you have more than one employee doing the same job, please enter the average figure. (Please refer to the codes in the last column of the questionnaire)

請在 (B) 欄填入每類僱員每月總收入的編號，這包括底薪、定期性超時工作工資、生活津貼、膳食津貼等。若從事同類工作的僱員多於一名，則請取其平均收入。（請參閱調查表最後一欄的編號）

7. Number of Employees at Date of Survey (Excluding Trainees^{*2}) - Column (C)
現有僱員人數（受訓者^{*2}除外）—(C)欄

Please fill in the total number of employees (excluding trainees^{*2}) for any one job in your establishment. 'Employees' refer to those who have worked for the same employer for 4 weeks or more and for not less than 18 hours in each week. The number should include local staff being posted outside Hong Kong.

請將各職務現有僱員總數（受訓者^{*2}除外）填入此欄。「僱員」是指在貴機構全職工作達四星期或以上，同時每星期工作不少於十八小時。此數目應包括派駐香港以外地方的香港僱員。

8. Number of Vacancies at Date of Survey (Excluding Trainees^{*2}) - Column (D)
現有空缺額（受訓者^{*2}除外）—(D)欄

Please fill in the number of existing vacancies (excluding those for trainees^{*2}).

'Existing Vacancies' refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel at date of survey.

請填入貴機構現有的空缺數目（受訓者^{*2}空缺數目除外）。

「現有空缺額」是指該職位仍懸空，須立刻填補而現正積極招聘人員填補。

9. Forecast of Number of Employees 12 Months from Now (Excluding Trainees^{*2}) - Column (E)
預計十二個月後僱員人數（受訓者^{*2}除外）—(E)欄

Please fill in the number of employees (excluding trainees^{*2}) against each principal job you will be employing 12 months from now, i.e. August 2008.

請填寫預計十二個月後，即二〇〇八年八月的僱員人數（受訓者^{*2}除外）。

10. Number of Trainees^{*2} at Date of Survey - Column (F)
現有受訓者^{*2}人數—(F)欄

Please fill in the total number of employees undergoing training, including all trainees receiving any form of training and apprentice under a contract of apprenticeship.

請填寫正在接受訓練的僱員總數，包括所有正在接受各種形式訓練者及合約學徒的人數，填入此欄。

* Note 2: The term 'trainees' includes all trainees receiving any form of training and apprentices under a contract of apprenticeship.

* 附註 2: 「受訓者」包括正在接受各種訓練的人士，以及簽有學徒合約的登記學徒。

PART II

第二部份

11. Employees Outside Hong Kong 任職香港以外地方的僱員

Please fill in the number of technologists, technicians and craftsmen who had been deployed to work in Mainland or offshore plants/offices for more than 6 months during the 12 months prior to the survey.

請填寫過去十二個月內，調派往中國大陸或海外廠房／辦公室工作超過六個月的技師、技術員及技工人數。

12. Employees Working in Mainland and Offshore under Your Company's Control[#] 在貴公司管理的中國大陸和海外廠房／辦公室[#]工作的僱員

Please fill in the total number of local employees (excluding Hong Kong residents) working in operations in Mainland or offshore plants/offices which manufacture products for your company and are under your company's control.[#] All local employees involved in engineering, management, clerical and production work in such operations should be included (but employees seconded from Hong Kong should be excluded). Please dis-regard the name or ownership of such operations.

請填寫為貴公司生產製成品，並為貴公司所管理的中國大陸或海外廠房／辦公室[#]的當地僱員總數(不包括香港人)。當地僱員總數包括工程人員、管理人員、文職人員及生產人員(但不包括派往當地工作的香港人)。請毋須理會這些廠房的名稱或擁有權。

[#] The meaning of 'Operations in Mainland and offshore under Your Company's Control' refers to any operations which satisfy the following conditions:

「在貴公司管理的中國大陸和海外廠房／辦公室」指屬於下列情況：

- (1) there are staff in your company posted to the Mainland or offshore operations to manage the activities on a part-time or full-time basis; or/and
貴公司派駐僱員長期或短期在該中國大陸或海外廠房／辦公室工作；或／及
- (2) your company/top management of your company is involved in making important management decisions concerning the Mainland or offshore operations.
貴公司或貴公司的管理層有參與該中國大陸或海外廠房／辦公室的重要管理決策。

13. Internal Promotion 內部晉升

An internal promotion is the promotion of an employee to a higher level job by virtue of his performance or abilities. Please fill in the number of internal promotion from "Technician to Technologist", from "Craftsman to Technician" and from "Others to Craftsman" in the past 12 months in the respective columns.

內部晉升是指僱員因工作表現良好或具所需才能而獲提升至較高職位。請於所屬欄內填寫過去十二個月機構內部由技術員晉升至技師，由技工晉升至技術員，以及由其他職級晉升至技工的人數。

14. Number of Employees Over Age of 50

僱員年逾五十歲的人數

Please fill in the number of employees over age of 50 at technologist, technician, craftsman and operative levels.

請在此欄內填入技師級、技術員級、技工級及操作工級僱員年逾五十歲的人數。

15. Education and Training an Employee Should Have

僱員宜有的教育程度及訓練

Please fill in the boxes your view on the education and training which an employee in each job level (i.e. technologist, technician, craftsman and operative) should have if he/she has to carry out his/her work competently according to the codes specified in the questionnaire.

請在格內填寫貴機構的意見：在技師、技術員、技工及操作工級的僱員宜具備何種教育程度及訓練，才能勝任其工作。請參閱調查表內所列的編號。

16. Recruitment of Employees

僱員招聘

(I) Please tick the box(es) or fill in your views on the reason(s) of recruitment difficulties if your company has experienced in the past 12 months.

請在格內加上‘✓’號或填寫貴公司過去12個月內在招聘僱員方面遇到困難的原因。

(II) Please fill in the total number of Compliance Manager and/or Compliance Supervisor who will be employed by your company in the coming 12 months.

請填寫貴公司將於未來12個月內聘請的準則審核經理和／或準則審核技術員的人數。

17. Example

例子

To facilitate proper completion, an example is given hereinafter for your reference.

為協助閣下填表，現將例子附錄於後，以供參考。

Example - Textile Industry 例子 - 紡織業

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(A) Job 工作			(B) Monthly Income 每月收入 編號	(C) No. of Employees at Date of Survey (excl. trainees [#]) 現有僱員人數 (受訓者 [#] 除外)	(D) No. of Vacancies at Date of Survey (excl. trainees [#]) 現有空缺額 (受訓者 [#] 除外)	(E) Forecast of No. of Employees 12 Months from Now (excl. trainees [#]) 預計十二個月後 僱員人數 (受訓者 [#] 除外)	(F) No. of Trainees [#] at Date of Survey 現有受訓者 [#] 人數	Enter in column (B) employee's average monthly income range according to the following codes 將僱員的平均每月總收入幅度 按下列編號填入 (B) 欄內：	
Title 職稱	Rec. Type 紀錄 類型	Job No. 編號	11	12-15	16-18	19-22	23-25	Code 編號	Monthly Income 每月收入幅度
		8-10							
1 Maintenance Supervisor 維修管理員	2	2 0 8	6	1 6	2	1 8	1	1	Under \$5,001 以下
2 Textile Mechanic 紡織機械技工	2	3 0 2	5	4 0	2	4 5	0	2	\$5,001 - \$6,500
3	2							3	\$6,501 - \$8,000
4	2							4	\$8,001 - \$10,000
5	2							5	\$10,001 - \$15,000
6	2							6	\$15,001 - \$20,000
7	2							7	\$20,001 - \$30,000
8	2							8	Over \$30,000 以上
9	2								
10	2								
11	2								
12	2								

Example - Clothing Industry 例子 - 製衣業

(A) Job 工作			(B) Monthly Income Code 每月收入 編號	(C) No. of Employees at Date of Survey (excl. trainees [#]) 現有僱員人數 (受訓者 [#] 除外)	(D) No. of Vacancies at Date of Survey (excl. trainees [#]) 現有空缺額 (受訓者 [#] 除外)	(E) Forecast of No. of Employees 12 Months from Now (excl. trainees [#]) 預計十二個月後 僱員人數 (受訓者 [#] 除外)	(F) No. of Trainees [#] at Date of Survey 現有受訓者 [#] 人數	Enter in column (B) employee's average monthly income range according to the following codes 將僱員的平均每月總收入幅度 按下列編號填入 (B) 欄內： <table border="1"> <thead> <tr> <th>Code 編號</th> <th>Monthly Income 每月收入幅度</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Under \$5,001 以下</td> </tr> <tr> <td>2</td> <td>\$5,001 - \$6,500</td> </tr> <tr> <td>3</td> <td>\$6,501 - \$8,000</td> </tr> <tr> <td>4</td> <td>\$8,001 - \$10,000</td> </tr> <tr> <td>5</td> <td>\$10,001 - \$15,000</td> </tr> <tr> <td>6</td> <td>\$15,001 - \$20,000</td> </tr> <tr> <td>7</td> <td>\$20,001 - \$30,000</td> </tr> <tr> <td>8</td> <td>Over \$30,000 以上</td> </tr> </tbody> </table>	Code 編號	Monthly Income 每月收入幅度	1	Under \$5,001 以下	2	\$5,001 - \$6,500	3	\$6,501 - \$8,000	4	\$8,001 - \$10,000	5	\$10,001 - \$15,000	6	\$15,001 - \$20,000	7	\$20,001 - \$30,000	8	Over \$30,000 以上
Code 編號	Monthly Income 每月收入幅度																									
1	Under \$5,001 以下																									
2	\$5,001 - \$6,500																									
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8	Over \$30,000 以上																									
Title 職稱	Rec. Type 紀錄 類型	Job No. 編號	11	12-15	16-18	19-22	23-25																			
		8-10																								
1 Merchandiser 營銷採購員	2	2 4 7	5	3	1	4	0																			
2 Sample Maker 樣辦製造技工	2	3 4 6	3	1 0	3	1 5	1																			
3	2																									
4	2																									
5	2																									
6	2																									
7	2																									
8	2																									
9	2																									
10	2																									
11	2																									
12	2																									

Example - Footwear and Handbag Industries 例子—製鞋及手袋業

(A) Job 工作			(B) Monthly Income Code 每月收入 編號	(C) No. of Employees at Date of Survey (excl. trainees) 現有僱員人數 (受訓者 [#] 除外)	(D) No. of Vacancies at Date of Survey (excl. trainees) 現有空缺額 (受訓者 [#] 除外)	(E) Forecast of No. of Employees 12 Months from Now (excl. trainees) 預計十二個月後 僱員人數 (受訓者 [#] 除外)	(F) No. of Trainees [#] at Date of Survey 現有受訓者 [#] 人數	Enter in column (B) employee's average monthly income range according to the following codes 將僱員的平均每月總收入幅度 按下列編號填入 (B) 欄內： Code Monthly Income 編號 每月收入幅度	
Title 職稱	Rec. Type 紀錄 類型	Job No. 編號	8-10	11	12-15	16-18	19-22		23-25
1	Pattern Maker 格樣設計員	2	2 6 2	5	1	1	2	0	1 Under \$5,001 以下
2	Finishing/Polishing Worker 修飾打磨工	2	4 6 6	2	6	1	1 0	2	2 \$5,001 - \$6,500
3		2							3 \$6,501 - \$8,000
4		2							4 \$8,001 - \$10,000
5		2							5 \$10,001 - \$15,000
6		2							6 \$15,001 - \$20,000
7		2							7 \$20,001 - \$30,000
8		2							8 Over \$30,000 以上
9		2							
10		2							
11		2							
12		2							

Questionnaire Explanatory Note (Appendix C1)

調查表附註（附錄丙一）

**JOB DESCRIPTIONS FOR PRINCIPAL JOBS
IN THE TEXTILE INDUSTRY**

紡織業主要職務工作說明

SPINNING BRANCH

紡紗門類

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL 技師級		
101	Mill Manager 廠長	Responsible to the general manager or equivalent, plans, organises, directs and co-ordinates, together with engineers and executives, all activities including research and development, and all resources related to production in a spinning mill. 向總經理或上級人員負責；與其他行政人員共同策劃、組織及指導所有與紡紗有關的工作，包括研究及發展。
102	Department Engineer 工程師	Responsible to the mill manager or equivalent, plans, organizes, directs and co-ordinates, in liaison with other sections/departments, all activities related to the efficient and economic use of resources for production in a spinning mill. 向廠長或上級人員負責；與其他部門合作，策劃、組織指導、統籌及聯繫各項工作，使紡紗廠內生產設備的應用能符合經濟效益。
103	Production Engineer 運轉（生產）主任	Responsible to the department engineer or equivalent, plans and executes production systems for spinning plant. Takes charge of production, manages and directs the production department personnel to maintain quality and productivity and to minimize manpower and raw material wastage in all production processes in a spinning mill. 向工程師或上級人員負責；策劃與執行紡紗部門的生產方針；領導下屬，以保持產品質素與生產效率，並盡量避免浪費廠內各生產程序所用人力及原料。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued) 技師級 (續)		
104	Maintenance Engineer 保全主任	Responsible to the department engineer or equivalent, plans and executes maintenance systems for spinning plant. Installs new machinery, carries out plan modification and maintenance to meet production requirements so as to minimize down-time and improve production efficiency. Maintains workshop facilities such as air-conditioning system, steam plant, water and electrical supply and factory building, and liaises with equipment suppliers on matters concerning services if needed. 向工程師或上級人員負責；策劃及執行紡紗機械保養方針；裝置新機，改良及保養現有機械以配合生產需要，以求減少停工時間，提高生產效率；必要時策劃及維修廠內各項設備，如空氣調節、鍋爐、水、電、廠房等，並就保養事宜與供應商保持聯繫。
105	Quality Control Engineer 品質主任	Responsible to the mill manager or equivalent, plans and directs procedures to conform to specified standards. Takes charge of laboratory testing and development work and advises on quality control standards/specifications for raw materials and finished products. 向廠長或上級人員負責；遵照規定標準，策劃及指導各項品質管理程序；負責試驗、改良、研究及發展工作，並對原料與製成品的品質提供意見。
106	Shift Engineer 運轉（生產）科長	Responsible to the production engineer or equivalent, manages and supervises the production and personnel of the spinning department in one shift in accordance with production plan. 向運轉（生產）主任或上級人員負責；遵照生產程序，管理及督導輪值時間內紡部的生產及人事工作。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued) 技師級 (續)		
107	Section Maintenance Engineer 保全科長／考工	Responsible to the maintenance engineer or equivalent, manages and supervises the maintenance work and personnel in spinning sections in accordance with maintenance schedule. 向保全主任或上級人員負責；遵照保養程序，管理及督導紡部的保養及人事工作。
108	Merchandising Manager 營銷採購經理	Keeps abreast of the up-to-date fashion and quality requirements of the markets; plans, approves and supervises the co-ordination and presentation of sample and quotations, negotiates with buyers. Oversees and follows up buyers' orders, liaises with appropriate departments to ensure prompt shipment of buyer's order. 不斷密切留意最新之時裝趨向及市場對品質的需求，策劃、批准及監督樣品製作與報價的配合及提交等工作，並與客戶商談，統籌及處理客戶定單，並與有關部門聯絡，以確保客戶定單能依期付運。
109	Marketing/Sales Manager (or equivalent) 市場／營業經理 (或同類職務)	Plans, organizes, directs and controls an establishment's marketing, sales and promotion activities. Reviews market and sales analyses to determine local and/or overseas market requirements. Contacts clients personally to promote sales. 策劃、組織、督導及控制一間機構的市場、營業及推廣活動。檢討市場及營業分析資料，以釐訂本地及／或海外市場的需求。親身與客戶接觸，以推廣業務。
110	Product Development Manager 產品發展經理	Plans, organises and controls research and development work relating to new technical process, new products and utilization of different materials to meet the market requirements. Participates in formulating research and product development policies. 策劃、編排及管制關於新工序、新產品與運用各類物料以適應市場需求。參予釐訂研究及產品發展的策略。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
111	Compliance Manager 準則審核經理	<p>Takes charge of the full compliance function of the company. Responsible for developing policies and procedures and implementing proper practices on vendor compliance. Provides inputs to management on long term strategic direction on compliance issues. Keeps abreast of the global development on aspects like human rights and international standards and alerts management on high risk areas. Interfaces with merchandising personnel, QA personnel, customers and suppliers for continuous enhancement on compliance practices.</p> <p>掌管有關機構產品符合各地準則的事宜。負責制訂政策及程序，規定供應商採取符合準則的做法。就符合準則的長期策略方針，向管理層提供意見。了解全球對人權及國際標準的最新發展，並提醒管理層注意容易出現問題的環節。與採購人員、質素保證人員、顧客及供應商緊密合作，以便繼續加強符合準則的工作。</p>
TECHNICIAN LEVEL		技術員級
201	Production Supervisor 生產管理員／運轉領班	<p>Responsible to the shift engineer or equivalent, takes charge of the spinning department/section for production according to the schedule. Manages the personnel of the department/section to maintain quality and productivity.</p> <p>向運轉（生產）科長或上級人員負責；依照生產程序，負責紡部的生產工作；管理部門的員工，以保持產品質素及生產效率。</p>
205	Quality Controller/ Laboratory Supervisor 品質管理員／試驗技術員	<p>Responsible to the quality control engineer or equivalent, controls the product quality in all stages of spinning processing and maintains the quality standard of the products according to test results. Manages and directs the work of the subordinates. Takes charge of the laboratory testing and development work including testing of textile materials if needed.</p> <p>向品質主任或上級人員負責；根據試驗結果，控制與保持各生產過程的產品質素，並管理及領導下屬的工作；必要時負責試驗與研究改良工作，包括對紡織物料進行檢定。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
208	Maintenance Supervisor 維修管理員／保全領班	Responsible to the section maintenance engineer or equivalent, takes charge of all maintenance, machine erection and conversion work, in one or more sections. Manages and directs the work of the subordinates. 向保全科長／考工或上級人員負責；監管部門內所有機械保養工作，機器安裝與改裝，並管理及領導下屬的工作。
209	Electrical and Mechanical Technician (Electrical/Electronics/ Mechanical/Air-conditioning) 電機技術員 (電氣／電子／機械／空調)	Responsible to the maintenance engineer or equivalent, performs technical tasks contributory to installation, operation, maintenance and repair of electrical systems and equipment, electronic devices and equipment as well as air conditioning plant in the spinning factory. Manages and directs the work of the subordinates. 向保全主任或上級人員負責；擔任紡紗廠內技術性工作，負責安裝、操作、保養及修理電器系統與設備，電子裝置及設備和空調系統；並管理及領導下屬的工作。
211	Merchandiser 營銷採購員	Assists in the negotiation with buyers and preparation of quotations. Handles buyers production orders and samples. Follows up buyers orders including liaising with other departments on the quality requirements of buyers and tracing the progress of production to ensure prompt shipment. 協助與客戶商談及報價的定工作。處理客戶生產定單及樣辦。關注客戶定單，包括與其他部門聯絡有關客戶對品質的要求及跟查生產進度以確保客戶定單能依期付運。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
212	Compliance Supervisor 準則審核技術員	<p>Ensures vendor understanding and completes compliance with the company's code of vendor conduct and all local laws and regulations. Regularly visits the factories to inspect for compliance to ensure that they have developed, implemented and maintained proper personnel policies, procedures and factory condition. Establishes system/procedure to elicit honest feedback about factory condition from workers and other non-management groups. Establishes and maintains positive relationships with appropriate local religious, labour, political and business leaders through sharing information and giving advice. Provides assessments, analyses and forecasts of local, political, cultural and economic conditions.</p> <p>確保供應商明瞭並採取符合機構採購準則和本地法規的做法。定期到工廠巡查，確保廠方在符合準則方面制訂、推行和維持適當的人事政策、程序及工作環境。訂立制度／程序，收集員工及非管理層人士對工作環境的意見。透過資訊及意見交流，與本地有關宗教、勞工、政治及商界領袖建立並維持良好關係。就本地政治、文化、經濟情況進行評估、分析和預測。</p>
CRAFTSMAN LEVEL		技工級
301	Section Leader 組長／指導工	<p>Assumes responsibility for supervising production work, instructs on standard working methods, checks and corrects faulty products and supervises the cleaning work under the direction of the production supervisor in one or more sections of a spinning mill.</p> <p>在生產管理員／運轉領班指導下，監督紡紗廠部門內的生產工作；指導有關的標準工作法，檢查並改正有瑕疵的產品，督導工場的清潔工作。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
CRAFTSMAN LEVEL (Continued)		技工級 (續)
302	Textile Mechanic 紡織機械技工	Undertakes erection, setting, maintenance, overhauling, converting and repairs of machinery and bench fitting work under the direction of the maintenance supervisor in one or more sections. 在維修管理員／保全領班指導下，擔任部門內的機械安裝、校準、保養、平車、改裝、修理及車鉗工作。
304	Electrician/Electronics Craftsman 電氣技工／電子技工	Undertakes electrical wiring work, installation, maintenance and repair of electrical fittings and motors electronics devices and equipment under the direction of the electrical technician or the person in charge of electrical work. 在電氣技術員／電氣領班或負責電氣工作的主管指導下，擔任接線、安裝、保養、修理電氣裝置及電動機，電子裝置及設備等工作。
305	Air-conditioning Mechanic 空調技工	Undertakes installation, maintenance, cleaning and repair of air-conditioning equipment under the direction of the air-conditioning technician or the person in charge of air-conditioning work. 在空調技術員／空調領班或負責空調工作的主管指導下，安裝、保養、清潔及修理空調設備。
306	Boiler Mechanic 鍋爐技工	Operates, cleans and maintains steam boiler(s) and fuel tank(s) under the direction of the electrical technician or maintenance supervisor or the person in charge of boiler maintenance work. 在電氣技術員／電氣領班、維修管理員／保全領班或負責保養鍋爐的主管指導下，操作、管理、清潔及保養鍋爐及油箱。
321	Winding Machine Leader 絡紗／筒子機組長	Assumes responsibility for supervising production work, instructs on standard work methods, checks and corrects faulty products and supervises cleaning work in the winding section. 負責監督絡紗的生產工作，指導有關的標準工作方法，檢查並修正有疵點的產品，督導保持工場整潔。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
OPERATIVE LEVEL 操作工級		
401	Blowing Room Machine Tender 清花間值車工	Operates and cleans all the machinery and equipment in the blowing room. Removes all the droppings from under beaters and scutcher. 操作及清潔清花間部門內的機器及設備。清潔及出清各打手塵格及清棉機的破籽。
402	Carding Machine Tender 梳棉機值車工	Operates and cleans carding machines. Pieces slivers, doffs full cans and delivers to drawing section, brings back empty cans. Sweeps floor and sorts different types of waste. 操作及清潔梳棉機；接頭、落棉條桶，並送往併條部，然後取回空桶；清潔地面，將回卷及回條分別置於規定地點。
403	Drawing/Sliver Lap/Ribbon Lap/Combing Machine Tender 併條／條卷／併卷／ 精梳機值車工	Operates and cleans drawing/sliver lap/ribbon lap/combing machines according to schedule. Delivers full cans/laps to next process and sweeps the surrounding places. 按照工作程序操作及清潔併條／條卷／併卷／精梳機，運送滿桶／條卷／併卷至下一工序；清潔機台及附近地面。
404	Roving Frame Tender 粗紗機值車工	Operates and cleans roving frames. Piece ends, keeps roving frame supplied with sliver and replaces with empty bobbins. Doffs with full bobbins and starts ends with empty bobbins. Sweeps floor under adjacent to roving frame. 操作及清潔粗紗機，連接斷紗上條，換桶，擺管，落紗及生頭、清潔機台附近地面。
405	Spinning Frame Tender (ring/open-end) 紡紗機值車工 (環錠／空紡)	Operates and cleans spinning frames (ring/open-end), pieces of broken ends, doffs full bobbins and replaces with empty bobbins. Starts ends and creels roving bobbins. Separates wastes. Sweeps floor under and adjacent to spinning frame. 操作紡紗機（環錠／空紡），接頭，落紗及裝換空筒，生頭，換粗紗，分清回花，清潔機台及附近地面。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
OPERATIVE LEVEL (Continued)		操作工級 (續)
406	Winding Machine Tender 絡紗／筒子機值車工	Operates and cleans winding machines, removes full packages and replaces with empty cones, knots broken ends. Sweeps floor under and adjacent to winding machines. 操作絡筒機，生頭，落筒，接頭，清潔絡筒機及附近地面。
407	Twisting Frame Tender/ Doubling Machine Tender 併線／撚線機值車工	Tends and cleans doubling/twisting frames, places packages of yarn on creels, knots broken ends and doffs twisted yarn bobbins. 操作及清潔併線／撚線機，接頭，生頭，落紗，擺放及調換併筒。
408	Reeling Machine Tender 搖紗機值車工	Operates and cleans reeling machines including arranging cones and cheeses in position, knotting broken ends, typing tie bands and doffing full hanks. Sweeps floor under and adjacent to reeling machines. 操作及清潔搖紗機，包括將筒子或管紗繞搖成紮，負責生頭、接頭、紮絞及落絞，清潔車台及附近地面。
409	Warping Machine Tender 整經機值車工	Operates a warping machine to produce proper and predetermined warper's beams including knotting broken ends, creeling cones and doffing beams. Cleans the machines and cone creels. 操作整經機以生產良好經軸，包括將筒子裝在紗架上，落經軸及接駁經紗斷頭，清潔整經機及紗架。
410	Textured Yarn Operative 鬚曲紗操作工	Operative who tends false twisting machines for production, or carry any other operative work as assigned by the supervisor, e.g. yarn inspection. 操作假撚機，從事生產工作或由管理人員指派半技術性工作，如成品檢查。
411	Baling/Bundling Machine Tender 打大／小包機值車工	Operates and cleans the baling/bundling press. 操作及清潔打大／小包機。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
OPERATIVE LEVEL (Continued)		操作工級 (續)
412	Tester/Investigator/Statistical Assistant 試驗工／調查工／統計助理	Carries out daily spot checks, tests, records and investigates fibre lap, sliver, roving and yarn quality. Carries out processing checks and statistical calculations from investigation records. Prepares control charts. 每日抽查、試驗及記錄纖維原料、花卷、棉條、粗紗及細紗的品質。進行各種檢驗調查，並根據調查記錄作統計分析計算；編製管制圖表。
429	Other Operative 其他操作工	Operative who may undertake semi-skilled work or operate machines for production, or carry other operative work as assigned by the supervisor. 擔任半熟練工作或操作機械從事生產工作，或由管理人員指派半技術性工作。
430	Recorder 書記員／收發員	Keeps all records on production and material consumption. Takes responsibility for keeping records of labour movement and making prompt daily reports to the superior. 保存生產及原料消耗的一切記錄，並記錄工人流動情形，每日向上級報告。
UNSKILLED LEVEL		非技術人員級
501	General Worker 雜工	Carries out general unskilled duties such as collecting, carrying, sorting, distributing, weighing or packing materials, cleaning and sweeping; lubricates and assists to operate machines. 擔任一般雜務工作，包括收集、搬運、分類、分派、磅重、包裝、清潔及打掃；為機器加油，並協助操作。

Questionnaire Explanatory Note (Appendix C1)
調查表附註（附錄丙一）

JOB DESCRIPTIONS FOR PRINCIPAL JOBS
IN THE TEXTILE INDUSTRY
紡織業主要職務工作說明

WEAVING BRANCH
織造門類

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL 技師級		
101	Mill Manager 廠長	Responsible to the general manager or equivalent, plans, organizes, directs and co-ordinates, together with managers and executives, all activities including research and development, and all resources related to production in a weaving mill. 向總經理或上級人員負責；與其他行政人員共同策劃、組織及指導所有與梭織有關的工作，包括研究及發展。
102	Department Engineer 工程師／工務長	Responsible to mill manager or equivalent, plans, organizes, directs and co-ordinates, in liaison with other sections/departments, all activities related to the efficient and economic use of resources for production in a weaving mill. 向廠長或上級人員負責；與其他部門合作，策劃、組織、指導、統籌及聯繫各項工作，使織造廠內生產設備的應用能符合經濟效益。
103	Production Engineer 運轉（生產）主任	Responsible to department engineering or equivalent, plans and executes production systems for weaving plant. Takes charge of production and manages and directs the production department personnel to maintain quality and productivity and to minimize manpower and raw material wastage in all production processes in a weaving mill. 向工程師或上級人員負責；策劃與執行織造部門的生產方針；領導下屬，以保持產品質素與生產效率，並盡量避免浪費廠內各生產程序所用人力及原料。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
104	Maintenance Engineer 保全主任	Responsible to department engineer or equivalent, plans and executes maintenance systems for weaving plant. Installs new machinery, carries out plant modification and maintenance to meet production requirements so as to minimize down-time and improve production efficiency. Maintains workshop facilities such as air-conditioning system, steam plant, water and electrical supply and factory building, and liaises with equipment suppliers on matters concerning services if needed. 向工程師或上級人員負責；策劃及執行梭織機械保養方針；裝置新機，改良及保養現有機械以配合生產需要，以求減少停工時間，提高生產效率；必要時策劃及維修廠內各項設備，如空氣調節、鍋爐、水、電、廠房等，並就保養事宜與供應商保持聯繫。
105	Quality Control Engineer 品質主任	Responsible to the mill manager or equivalent, plans and directs procedures to conform to specified standards. Takes charge of laboratory testing and development work and advises on quality control standards/specifications for raw materials and finished products. 向廠長或上級人員負責；遵照規定標準，策劃及指導各項品質管理程序；負責試驗、改良、研究及發展工作，並對原料與製成品的品質提供意見。
106	Shift Engineer 運轉（生產）科長	Responsible to the production engineer or equivalent, manages and supervises the production and personnel in the weaving mill in one shift in accordance with production plan. 向運轉（生產）主任或上級人員負責；遵照生產程序，管理及督導輪值時間內織造廠的生產及人事工作。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
108	Merchandising Manager 營銷採購經理	Keeps abreast of the up-to-date fashion and quality requirements of the markets; plans, approves and supervises the co-ordination and presentation of sample and quotations, negotiates with buyers. Oversees and follows up buyers' orders, liaises with appropriate departments to ensure prompt shipment of buyer's order. 不斷密切留意最新之時裝趨向及市場對品質的需求，策劃、批准及監督樣品製作與報價的配合及提交等工作，並與客戶商談，統籌及處理客戶定單，並與有關部門聯絡，以確保客戶定單能依期付運。
109	Marketing/Sales Manager (or equivalent) 市場／營業經理 (或同類職務)	Plans, organizes, directs and controls an establishment's marketing, sales and promotion activities. Reviews market and sales analyses to determine local and/or overseas market requirements. Contacts clients personally to promote sales. 策劃、組織、督導及控制一間機構的市場、營業及推廣活動。檢討市場及營業分析資料，以釐訂本地及／或海外市場的需求。親身與客戶接觸，以推廣業務。
110	Product Development Manager 產品發展經理	Plans, organises and controls research and development work relating to new technical process, new products and utilization of different materials to meet the market requirements. Participates in formulating research and product development policies. 策劃、編排及管制關於新工序、新產品與運用各類物料以適應市場需求。參予釐訂研究及產品發展的策略。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
111	Compliance Manager 準則審核經理	<p>Takes charge of the full compliance function of the company. Responsible for developing policies and procedures and implementing proper practices on vendor compliance. Provides inputs to management on long term strategic direction on compliance issues. Keeps abreast of the global development on aspects like human rights and international standards and alerts management on high risk areas. Interfaces with merchandising personnel, QA personnel, customers and suppliers for continuous enhancement on compliance practices.</p> <p>掌管有關機構產品符合各地準則的事宜。負責制訂政策及程序，規定供應商採取符合準則的做法。就符合準則的長期策略方針，向管理層提供意見。了解全球對人權及國際標準的最新發展，並提醒管理層注意容易出現問題的環節。與採購人員、質素保證人員、顧客及供應商緊密合作，以便繼續加強符合準則的工作。</p>
TECHNICIAN LEVEL		技術員級
201	Production Supervisor 生產管理員／運轉領班	<p>Responsible to the shift engineer or equivalent, takes charge of the department/section for production according to the schedule. Manages the personnel of the department/section to maintain quality and productivity.</p> <p>向運轉（生產）科長或上級人員負責；依照生產程序，負責生產的工作；管理部門的員工，以保持產品質素及生產效率。</p>
202	Production Supervisor (Warp/Rope Dyeing) 生產管理員／運轉領班 (平染／繩狀染紗)	<p>Responsible to the shift engineer or equivalent, takes charge of the warp/rope dyeing department/section for production according to the schedule. Manages the personnel of the department/section to maintain quality and productivity.</p> <p>向運轉（生產）科長或上級人員負責；依照生產程序，負責平染／繩狀染紗間的生產工作；管理部門的員工，以保持產品質素及生產效率。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
203	Production Supervisor (Cloth Room) 生產管理員／運轉領班 (成品)	Responsible to the production engineer or equivalent, takes charge of the department/section for inspection and grading of finished products to a form presentable to the buyer in accordance with the management's pre-determined specifications. Manages the personnel of the department/section to maintain quality and productivity. 向運轉 (生產) 主任或上級人員負責；依照廠方預先訂下的規格，將製成品檢驗，分級及包裝，交付買主。管理部門的員工，以保持產品質素及生產效率。
207	Quality Control Supervisor 品質管理員	Responsible to the quality control engineer or equivalent, controls the product quality in all stages of weaving processing and maintains the quality standard of the products according to test results. Manages and directs the work of the subordinates. Takes charge of laboratory testing and development work including testing of textile materials if needed. 向品質主任或上級人員負責；根據試驗結果，控制與保持各生產過程的產品質素，並管理及領導下屬的工作；必要時負責試驗與研究改良工作，包括對紡織物料進行檢定。
208	Maintenance Supervisor 維修管理員／保全領班	Responsible to the maintenance engineer or equivalent, takes charges of all maintenance, machine erection and conversion work in one or more sections. Manages and directs the work of the subordinates. 向保全科長／考工或上級人員負責；監管部門內所有機械的保養工作，機器安裝與改裝，並管理及領導下屬的工作。
210	Pattern Design Supervisor 織物設計管理員	Responsible to the department engineer or equivalent, creates designs and analyses patterns, including the use of CAD system. Manages and directs personnel of the pattern design section. 向工程師／工務長或上級人員負責；設計及分析圖案，包括使用電腦繪圖；管理及領導花樣設計部門工作人員。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
211	Merchandiser 營銷採購員	<p>Assists in the negotiation with buyers and preparation of quotations. Handles buyers production orders and samples. Follows up buyers orders including liaising with other departments on the quality requirements of buyers and tracing the progress of production to ensure prompt shipment.</p> <p>協助與客戶商談及報價的工作。處理客戶生產定單及樣辦。關注客戶定單，包括與其他部門聯絡有關客戶對品質的要求及跟查生產進度以確保客戶定單能依期付運。</p>
212	Compliance Supervisor 準則審核技術員	<p>Ensures vendor understanding and completes compliance with the company's code of vendor conduct and all local laws and regulations. Regularly visits the factories to inspect for compliance to ensure that they have developed, implemented and maintained proper personnel policies, procedures and factory condition. Establishes system/procedure to elicit honest feedback about factory condition from workers and other non-management groups. Establishes and maintains positive relationships with appropriate local religious, labour, political and business leaders through sharing information and giving advice. Provides assessments, analyses and forecasts of local, political, cultural and economic conditions.</p> <p>確保供應商明瞭並採取符合機構採購準則和本地法規的做法。定期到工廠巡查，確保廠方在符合準則方面制訂、推行和維持適當的人事政策、程序及工作環境。訂立制度／程序，收集員工及非管理層人士對工作環境的意見。透過資訊及意見交流，與本地有關宗教、勞工、政治及商界領袖建立並維持良好關係。就本地政治、文化、經濟情況進行評估、分析和預測。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
CRAFTSMAN LEVEL 技工級		
301	Section Leader 組長／指導工	Assumes responsibility for supervising production work, instructs on standard working methods, checks and corrects faulty products and supervises the cleaning work under the direction of production supervisor in one or more sections of a weaving mill. 在生產管理員／運轉領班指導下，監督織造廠部門內的生產工作；指導有關的標準工作法，檢查並改正有瑕疵的產品，督導工場的清潔工作。
302	Textile Mechanic 紡織機械技工	Undertakes erection, setting, maintenance, overhauling, converting and repairs of machinery, bench fitting work etc. under the direction of the maintenance supervisor in one or more sections. 在維修管理員／保全領班指導下，擔任部門內的機械安裝、校準、保養、平車、改裝、修理及車鉗工作。
304	Electrician/Electronics Craftsman 電氣技工／電子技工	Undertakes electrical wiring work, installation, maintenance and repair of electrical fittings and motors electronics devices and equipment under the direction of the electrical technician or the person in charge of electrical work. 在電氣技術員／電氣領班或負責電氣工作的主管指導下，擔任接線、安裝、保養、修理電氣裝置及電動機，電子裝置及設備等工作。
306	Boiler Mechanic 鍋爐技工	Operates, cleans and maintains steam boiler(s) and fuel tank(s) under the direction of maintenance supervisor or person in charge of boiler maintenance work. 在維修管理員／保全領班或負責保養鍋爐的主管指導下，操作、管理、清潔及保養鍋爐及油箱。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
CRAFTSMAN LEVEL (Continued)		技工級 (續)
307	Sizing Machine Leader 漿紗機組長	Supervises and directs the work of preparing sizing mixtures, creeling warps beams, threading up, leasing, doffing and gaiting sized beams, cleaning, repairing breaks etc. during processing. 於漿紗過程中，督導調漿、放漿、上經軸、生頭、引紗、分經、落軸、清潔、接駁斷頭等工作。
308	Warp/Rope Yarn Dyeing Machine Leader 平紗／繩狀染紗組長	Supervises and directs the work of the warp/rope dyeing machines to dye yarns produced. Assumes responsibility for preparing dyeing solutions and chemicals. 督導平染／繩狀染紗機的操作工序及染色工作，並配製染色用的化學品溶液。
309	Pattern Preparer 畫花技工	Prepares patterns according to given designs under the direction of pattern design supervisor. 在織物設計管理員指導下，繪畫織物圖案。
310	Colour Matcher 配色員	Prescribes a recipe and uses certain dyestuffs to prepare a dyed or printed sample until it matches the colour of the given sample. 擬出配方，用某種顏料染出或印出色樣，至能對色（即與指定色樣相符）為止。
321	Winding Machine Leader 絡紗／筒子機組長	Assumes responsibility for supervising production work, instructs on standard work methods, checks and corrects faulty products and supervises cleaning work in the winding section. 負責監督絡紗的生產工作，指導有關的標準工作方法，檢查並修正有疵點的產品，督導保持工場整潔。
OPERATIVE LEVEL		操作工級
406	Winding Machine Tender 絡紗／筒子機值車工	Operates and cleans winding machines, removes full packages and replaces with empty cones, knots broken ends. Sweeps floor under the adjacent to winding machines. 操作絡筒機、生頭、落筒、接頭、清潔絡筒機及其附近地面。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
OPERATIVE LEVEL (Continued)		操作工級 (續)
409	Warping Machine Tender 整經機值車工	Operates a warping machine to produce proper and predetermined warper's beams including knotting broken ends, creeling cones and doffing beams. Cleans the machines, cone creels and floor under and adjacent to the machine. 操作整經機以生產良好經軸，包括將筒子裝在紗架上，落經軸及接駁經紗斷頭，清潔整經機、紗架及附近地面。
411	Baling/Bundling Machine Tender 打大／小包機值車工	Operates and cleans baling/bundling press; seams gunny cloth; weighs and marks bundles. 操作及清潔打大小包機；縫頭，過磅及刷嘜頭。
413	Sizing Machine Tender 漿紗機值車工	Assists the sizing machine leader in operating and cleaning sizing machine, including preparing size mixings, creeling warpers beams, threading up, leasing, gaiting up and doffing fully sized beams, repairing broken ends etc. 協助漿紗機組長操作及清潔漿紗機，包括調漿、放漿、引紗、分經、上經軸、生頭、落滿軸、接駁斷頭等工作。
414	Warp/Rope Yarn Dyeing Machine Tender 平染／繩狀染紗機值車工	Assists the warp/rope yarn dyeing machine leader in operating the yarn dyeing machines. Carries out yarn dyeing operations including dissolving dyestuffs and chemicals and loading them into the machines. 協助平染／繩狀染紗機組長操作染紗機，進行染紗工作，包括溶解染料及化學品，並放入平染／繩狀染紗機內。
415	Drawing-in Operator 穿綜工	Draws warp ends through drop-wires, wire healds and reeds according to fabric patterns. 按照布的組織，將經紗穿過停經片、綜絲及箱。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
OPERATIVE LEVEL (Continued)		操作工級 (續)
416	Beam Gaiter/Warp Tying Machine Operator 架軸及接軸工	Gaits the full weaver's beams when it is finished at the weaving looms, including oiling, setting, and starting the weaving loom. Operates warp-tying machine in tying the warp from the weaver's beams and the warp from the weaving looms. 從布機拆下空軸及架上新織軸，加油及將布機調校至能開車為止。操作接頭機，接駁織布機及織軸上的經紗。
417	Weaver 織布／幫接工	Operates one or more weaving machines to produce fabric systematically and continuously, inspects fabrics produced and warps, pieces broken ends, repairs minor fabric faults, replaces faulty weft etc. Assists the foreman to check and piece weaver's beams for production, and repairs faulty fabrics on looms. 操作織布機，有系統地連續生產布疋；檢查布面及經紗、接駁斷紗、修補布疵、更換有毛病的緯紗。協助指導工檢查並接駁新織軸的斷頭以備開機；修補布疵。
418	Fabric Inspector/ Fabric Examiner 驗布／複驗布工	Inspects piece goods, detects and records fabric faults and marks the position of the faults. Cleans minor oil stain. Repairs minor fabric faults if needed. Examines piece goods from the mending section. Checks the fabrics for weaving faults, repairs, records and marks any un-repaired faults. 檢查已修好的布疋是否尚有漏修疵點，並進行補修、記錄及標記。檢驗製成的布疋，找出布疵並作標記及記錄；清除輕微油污，必要時修補布疋上較輕微的疵點。
419	Fabric Mender 修布工	Repairs faults that have been marked in the fabric. 修補布疋上已作標記的疵點。
420	Cloth Folding Machine Tender 碼布機值車工	Operates the cloth folding machine. Measures and records the yardage of pieces of cloth produced from the weaving department/section. 操作碼布機，量度並記錄由織造部門生產的布疋碼數。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
OPERATIVE LEVEL (Continued)		操作工級 (續)
421	Carpet Maker 地氈工	Uses trimming tools to raise patterns on carpet after making. Produces a carpet in accordance to the pre-determined patterns or design by machine or hand. 使用刀具在製成的地氈上修飾各類圖案。依照圖案設計，用機器或人手生產地氈。
429	Other Operative 其他操作工	Operative who may undertake semi-skilled work or operate machines for production, or carry other operative work as assigned by the supervisor. 擔任半熟練工作或操作機械從事生產工作，或由管理人員指派半技術性工作。
430	Recorder 書記員／收發員	Keeps all records on production and material consumption. Takes responsibility for keeping records of labour movement and making prompt daily reports to his/her superior. 保存生產及原料消耗的一切記錄，並記錄工人流動情形，每日向上級報告。
UNSKILLED LEVEL		非技術人員級
501	General Worker 雜工	Carries out general unskilled duties such as collecting, carrying, sorting, distributing, weighing or packing materials, cleaning and sweeping; lubricates and assists to operate machines. 擔任一般雜務工作，包括收集、搬運、分類、分派、磅重、包裝、清潔及打掃；為機器加油，並協助操作。

Questionnaire Explanatory Note (Appendix C1)

調查表附註（附錄丙一）

JOB DESCRIPTIONS FOR PRINCIPAL JOBS
IN THE TEXTILE INDUSTRY

紡織業主要職務工作說明

KNITTING BRANCH

針織門類

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL 技師級		
101	Mill Manager 廠長	Responsible to the general manager or equivalent, plans, organizes, directs and co-ordinates, together with other managers and executives, all activities including research and development, and all resources related to production in a knitting mill. 向總經理或上級人員負責；與其他行政人員共同策劃、組織及指導所有與針織有關的工作，包括研究及發展。
103	Production Engineer 運轉（生產）主任	Responsible to the mill manager or equivalent, plans and executes production systems for knitting plant. Takes charge of production and manages the production department personnel to maintain quality and productivity and to minimize manpower and raw material wastage in all production processes in a knitting mill. 向廠長或上級人員負責；策劃與執行針織部門的生產方針；領導下屬，以保持產品質素與生產效率，並盡量避免浪費廠內各生產程序所用人力及原料。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
104	Maintenance Engineer 保全主任	<p>Responsible to the mill manager or equivalent, plans and executes maintenance systems for knitting plant. Installs new machinery, carries out plant modification and maintenance to meet production requirements so as to minimize down-time and improve production efficiency. Maintains workshop facilities such as air-conditioning system, steam plant, water and electrical supply and factory building, and liaises with equipment suppliers on matters concerning services if needed.</p> <p>向廠長或上級人員負責；策劃及執行針織機械保養方針；裝置新機，改良及保養現有機械以配合生產需要，以求減少停工時間，提高生產效率；必要時策劃及維修廠內各項設備，如空氣調節、鍋爐、水、電、廠房等，並就保養事宜與供應商保持聯繫。</p>
110	Product Development Manager 產品發展經理	<p>Plans, organises and controls research and development work relating to new technical process, new products and utilization of different materials to meet the market requirements. Participates in formulating research and product development policies.</p> <p>策劃、編排及管制關於新工序、新產品與運用各類物料以適應市場需求。參予釐訂研究及產品發展的策略。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
111	Compliance Manager 準則審核經理	<p>Takes charge of the full compliance function of the company. Responsible for developing policies and procedures and implementing proper practices on vendor compliance. Provides inputs to management on long term strategic direction on compliance issues. Keeps abreast of the global development on aspects like human rights and international standards and alerts management on high risk areas. Interfaces with merchandising personnel, QA personnel, customers and suppliers for continuous enhancement on compliance practices.</p> <p>掌管有關機構產品符合各地準則的事宜。負責制訂政策及程序，規定供應商採取符合準則的做法。就符合準則的長期策略方針，向管理層提供意見。了解全球對人權及國際標準的最新發展，並提醒管理層注意容易出現問題的環節。與採購人員、質素保證人員、顧客及供應商緊密合作，以便繼續加強符合準則的工作。</p>
TECHNICIAN LEVEL		技術員級
201	Production Supervisor 生產管理員／運轉領班	<p>Responsible to the production engineer or equivalent, takes charges of one or more department(s)/section(s) for production according to the schedule. Manages the personnel of the department/section to maintain quality and productivity.</p> <p>向運轉（生產）主任或上級人員負責；依照生產程序，負責部門內的生產工作；管理部門的員工，以保持產品質素及生產效率。</p>
205	Quality Controller/ Laboratory Supervisor 品質管理員／試驗技術員	<p>Responsible to the quality control engineer or equivalent, controls the product quality in all stages of knitting processing and maintains the quality standard of the products according to test results. Manages and directs the work of the subordinates. Takes charge of laboratory testing and development work including testing of textile materials if needed.</p> <p>向品質主任或上級人員負責；根據試驗結果，控制與保持各生產過程的產品質素，並管理及領導下屬的工作；必要時負責試驗與研究改良工作，包括對紡織物料進行檢定。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級（續）
208	Maintenance Supervisor 維修管理員／保全領班	Responsible to the maintenance engineer or equivalent. Takes charge of all maintenance, machine erection and conversion work in the knitting factory. Manages and directs the work of subordinates in the maintenance section and assists production section in the changing of fabric designs, structures and patterns. 向保全主任或上級人員負責；監管針織廠內所有機械的保養工作，機器安裝與改裝；管理及領導下屬的工作，協助運轉（生產）部，更改織物設計、結構及花樣。
210	Pattern Design Supervisor 織物設計管理員	Responsible to the production engineer or equivalent, creates designs and analyses patterns, including the use of CAD system. Manages and directs personnel of the pattern design section. 向運轉（生產）主任或上級人員負責；設計及分析圖案，包括使用電腦繪圖；管理及領導花樣設計部門工作人員。
211	Merchandiser 營銷採購員	Assists in the negotiation with buyers and preparation of quotations. Handles buyers production orders and samples. Follows up buyers orders including liaising with other departments on the quality requirements of buyers and tracing the progress of production to ensure prompt shipment. 協助與客戶商談及報價的工作。處理客戶生產定單及樣辦。關注客戶定單，包括與其他部門聯絡有關客戶對品質的要求及跟查生產進度以確保客戶定單能依期付運。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
212	Compliance Supervisor 準則審核技術員	<p>Ensures vendor understanding and completes compliance with the company's code of vendor conduct and all local laws and regulations. Regularly visits the factories to inspect for compliance to ensure that they have developed, implemented and maintained proper personnel policies, procedures and factory condition. Establishes system/procedure to elicit honest feedback about factory condition from workers and other non-management groups. Establishes and maintains positive relationships with appropriate local religious, labour, political and business leaders through sharing information and giving advice. Provides assessments, analyses and forecasts of local, political, cultural and economic conditions.</p> <p>確保供應商明瞭並採取符合機構採購準則和本地法規的做法。定期到工廠巡查，確保廠方在符合準則方面制訂、推行和維持適當的人事政策、程序及工作環境。訂立制度／程序，收集員工及非管理層人士對工作環境的意見。透過資訊及意見交流，與本地有關宗教、勞工、政治及商界領袖建立並維持良好關係。就本地政治、文化、經濟情況進行評估、分析和預測。</p>
CRAFTSMAN LEVEL		技工級
301	Section Leader 組長／指導工	<p>Assumes responsibility for supervising production work, instructs on standard working methods, checks and corrects faulty products and supervises the cleaning work under the direction of the production supervisor in one or more sections of a knitting mill.</p> <p>在生產管理員／運轉領班指導下，監督針織廠部門內的生產工作；指導有關的標準工作法，檢查並改正有瑕疵的產品，督導工場的清潔工作。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
CRAFTSMAN LEVEL (Continued)		技工級 (續)
303	Knitting Mechanic 針織機械技工	Undertakes erection, setting, maintenance, overhauling, converting, repairs of machinery and changing of fabric designs for production under the direction of the maintenance supervisor in a knitting mill. 在維修管理員／保全領班指導下，於針織廠內擔任機械安裝、校準、保養、平車、改裝、修理、轉筒及改花樣等工作。
304	Electrician 電氣技工	Undertakes electrical wiring work, installation, maintenance and repair of electrical fittings and motors under the direction of the maintenance supervisor or the person in charge of electrical work. 在維修管理員／保全領班或負責電氣工作的主管指導下，擔任接線、安裝、保養、修理電氣裝置及電動機等工作。
321	Winding Machine Leader 絡紗／筒子機組長	Assumes responsibility for supervising production work, instructs on standard work methods, checks and corrects faulty products and supervises cleaning work in the winding section. 負責監督絡紗的生產工作，指導有關的標準工作方法，檢查並修正有疵點的產品，督導保持工場整潔。
OPERATIVE LEVEL		操作工級
406	Winding Machine Tender 絡紗／筒子機值車工	Operates and cleans cone winding machines, removes full packages and replaces with empty cones and knots broken ends. Sweeps floor under and adjacent to winding machines. 操作絡筒機、生頭、落筒、接頭、清潔筒子機及其附近地面。
418	Fabric Inspector 驗布工	Inspects piece goods, detects fabric faults and marks the positions of the faults. Cleans minor oil stains. Repairs minor fabric faults if needed. 檢驗製成的布疋，找出布疵並作標記及記錄；清除輕微油污，必要時修補布疋上較輕微的疵點。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
OPERATIVE LEVEL (Continued)		操作工級 (續)
419	Fabric Mender 修布工	Repairs faults that have been marked in the fabrics. 修補布疋上已作標記的疵點。
422	Knitting Machine Tender 針織機值車工	Operates one or more knitting machines, mends broken ends and replaces broken knitting elements such as needles, and sinkers, cleans the machines etc. 操作針織機；接駁斷紗，更換損壞的機件如織針、沉降片；清潔織機。
429	Other Operative 其他操作工	Operative who may undertake semi-skilled work or operate machines for production, or carry other operative work as assigned by the supervisor. 擔任半熟練工作或操作機械從事生產工作，或由管理人員指派半技術性工作。
430	Recorder 書記員／收發員	Keeps all records on production and material consumption. Takes responsibility for keeping records of labour movement and making prompt daily reports to his/her superior. 保存生產及原料消耗的一切記錄，並記錄工人流動情形，每日向上級報告。
UNSKILLED LEVEL		非技術人員級
501	General Worker 雜工	Carries out general unskilled duties such as collecting, carrying, sorting, distributing, weighing or packing materials, cleaning and sweeping; lubricates and assists to operate machines. 擔任一般雜務工作，包括收集、搬運、分類、分派、磅重、包裝、清潔及打掃；為機器加油，並協助操作。

Questionnaire Explanatory Note (Appendix C1)

調查表附註（附錄丙一）

JOB DESCRIPTIONS FOR PRINCIPAL JOBS
IN THE TEXTILE INDUSTRY

紡織業主要職務工作說明

FINISHING BRANCH

染整門類

Code No. 編號	Job Title 職稱	Job Description 工作說明
TECHNOLOGIST LEVEL 技師級		
101	Mill Manager 廠長	Responsible to the general manager or equivalent, plans, organizes, directs and co-ordinates, together with other managers and executives, all activities including research and development and all resources related to production in a dyeing, printing and finishing mill. 向總經理或上級人員負責；與其他行政人員共同策劃、組織及指導所有與染印整有關的工作，包括研究及發展。
103	Production Manager 生產經理／生產主任	Responsible to mill manager or equivalent, plans and executes production systems for dyeing, printing and finishing plant. Takes charge of production and manages the production department personnel to maintain quality and productivity and to minimize manpower and raw material wastage in all production processes in a dyeing, printing and finishing mill. 向廠長或上級人員負責；策劃與執行染印整部門的生產方針；領導下屬，以保持產品質素與生產效率，並盡量避免浪費廠內各生產程序所用人力及原料。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
104	Maintenance Manager 保全經理／保全主任	Responsible to the mill manager or equivalent, plans and executes maintenance systems for dyeing, printing and finishing plant. Installs new machinery, carries out plant modification and maintenance to meet production requirements so as to minimize down-time and improve production efficiency. Maintains workshop facilities such as air-conditioning system, steam plant, water and electrical supply and factory building, equipment suppliers on matters concerning services if needed. 向廠長或上級人員負責；策劃及執行染印整機械保養方針；裝置新機，改良及保養現有機械以配合生產需要，以求減少停工時間，提高生產效率；必要時策劃及維修廠內各項設備，如空氣調節、鍋爐、水、電、廠房等，並就保養事宜與供應商保持聯繫。
105	Technical Manager 技術經理	Responsible to the mill manager or equivalent, plans and directs procedures to conform to specified standards. Takes charge of laboratory testing and development work and advises on quality control standards/specifications for raw materials and finished products. 向廠長或上級人員負責；遵照規定標準，策劃及指導各項品質管理程序；負責試驗、改良、研究及發展工作，並對原料與製成品的品質提供意見。
106	Department/Section Head (Winding, Grey Cloth, Scouring and Bleaching, Pattern Design/ Engraving/Screen Making, Dyeing, Printing, Finishing, Inspecting/Packaging/Make-up, Quality Control, Laboratory and Electrical/Mechanical) 部門主管 (絡紗／筒子、原布、煉漂、花樣設計／雕刻／製網、染色、印花、整理、驗布／包裝／成品、品質、試驗及電氣／機械)	Responsible to the production manager/technical manager/maintenance managers or equivalent, manages and supervises the production or work and personnel in the respective department/section in the dyeing, printing and finishing factory in accordance with production plan. 向生產經理／生產主任、技術經理、保全經理／保全主任或上級人員負責；遵照生產程序，管理及督導染印整廠內有關部門的生產及人事工作。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
108	Merchandising Manager 營銷採購經理	<p>Keeps abreast of the up-to-date fashion and quality requirements of the markets; plans, approves and supervises the co-ordination and presentation of sample and quotations, negotiates with buyers. Oversees and follows up buyers' orders, liaises with appropriate departments to ensure prompt shipment of buyer's order.</p> <p>不斷密切留意最新之時裝趨向及市場對品質的需求，策劃、批准及監督樣品製作與報價的配合及提交等工作，並與客戶商談，統籌及處理客戶定單，並與有關部門聯絡，以確保客戶定單能依期付運。</p>
110	Product Development Manager 產品發展經理	<p>Plans, organises and controls research and development work relating to new technical process, new products and utilization of different materials to meet the market requirements. Participates in formulating research and product development policies.</p> <p>策劃、編排及管制關於新工序、新產品與運用各類物料以適應市場需求。參予釐訂研究及產品發展的策略。</p>
111	Compliance Manager 準則審核經理	<p>Takes charge of the full compliance function of the company. Responsible for developing policies and procedures and implementing proper practices on vendor compliance. Provides inputs to management on long term strategic direction on compliance issues. Keeps abreast of the global development on aspects like human rights and international standards and alerts management on high risk areas. Interfaces with merchandising personnel, QA personnel, customers and suppliers for continuous enhancement on compliance practices.</p> <p>掌管有關機構產品符合各地準則的事宜。負責制訂政策及程序，規定供應商採取符合準則的做法。就符合準則的長期策略方針，向管理層提供意見。了解全球對人權及國際標準的最新發展，並提醒管理層注意容易出現問題的環節。與採購人員、質素保證人員、顧客及供應商緊密合作，以便繼續加強符合準則的工作。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL 技術員級		
204	<p>Production Supervisor (Winding, Grey Cloth, Scouring and Bleaching, Dyeing, Print Pasting, Printing, Finishing, Garment Washing and Dyeing, Pattern Design/Engraving/Screen Making, or/and Inspecting/ Packaging/Make Up)</p> <p>運轉（生產）領班 （絡紗／筒子、原布、煉漂、染色、配漿、印花、整理、成衣洗染、花樣設計／雕刻／製網或／及驗布／包裝／成品。）</p>	<p>Responsible to the department/section head of respective department/section or equivalent, takes charge of the package winding, grey cloth, scouring and bleaching, dyeing, print pasting, printing, finishing, garment washing and dyeing, pattern design/engraving/screen making or/and inspecting/packaging/make up department(s)/section(s) for production according to the schedule. Manages the personnel of the department/section to maintain quality and productivity.</p> <p>向所屬部門主管或上級人員負責，依照生產程序，負責絡紗／筒子、原布、煉漂、染色、配漿、印花、整理、成衣洗染、花樣設計／雕刻／製網或／及驗布／包裝／成品部門的生產工作；管理部門的員工，以保持產品質素及生產效率。</p>
206	<p>Laboratory Supervisor</p> <p>化驗領班</p>	<p>Responsible to the department/section head of respective department/section or equivalent, takes charge of the laboratory testing and development work according to the production schedule. Manages and directs the work of the subordinates.</p> <p>向所屬部門主管或上級人員負責，依照生產程序，負責化驗間的化驗與研究改良工作；管理及領導下屬的工作。</p>
207	<p>Quality Control Supervisor</p> <p>品質領班</p>	<p>Responsible to the department/section head of respective department/section or equivalent, controls the product quality in all stages of dyeing and finishing processing and maintains the quality standard of the products according to test results. Manages and directs the work of the subordinates. Takes charge of laboratory testing and development work including testing of textile materials if needed.</p> <p>向有關部門主管或上級人員負責；根據試驗結果，控制與保持各生產過程的產品質素，並管理及領導下屬的工作；必要時負責試驗與研究改良工作，包括對紡織物料進行檢定。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
208	Maintenance Supervisor 保全領班	Responsible to the department/section head of respective department/section or equivalent, takes charge of all maintenance, machine erection and conversion work in dyeing, printing and finishing factory. Manages and directs the work of the subordinates. 向有關部門主管或上級人員負責；監管染印整廠內所有機械的保養工作，機器安裝與改裝，並管理及領導下屬的工作。
209	Maintenance Supervisor (Electrical/Electronics) 保全領班 (電氣／電子)	Responsible to the department/section head of respective department/section or equivalent, takes charge of the electrical installation and maintenance work as well as the electronic devices and equipment in the dyeing, printing and finishing factory. Manages and directs the work of the subordinates. 向有關部門主任或上級人員負責；擔任染印整廠內技術性工作，負責安裝、操作、保養及修理電氣系統與設備和電子裝置及設置，並管理及領導下屬的工作。
211	Merchandiser 營銷採購員	Assists in the negotiation with buyers and preparation of quotations. Handles buyers production orders and samples. Follows up buyers orders including liaising with other departments on the quality requirements of buyers and tracing the progress of production to ensure prompt shipment. 協助與客戶商談及報價的工作。處理客戶生產定單及樣辦。關注客戶定單，包括與其他部門聯絡有關客戶對品質的要求及跟查生產進度以確保客戶定單能依期付運。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
212	Compliance Supervisor 準則審核技術員	<p>Ensures vendor understanding and completes compliance with the company's code of vendor conduct and all local laws and regulations. Regularly visits the factories to inspect for compliance to ensure that they have developed, implemented and maintained proper personnel policies, procedures and factory condition. Establishes system/procedure to elicit honest feedback about factory condition from workers and other non-management groups. Establishes and maintains positive relationships with appropriate local religious, labour, political and business leaders through sharing information and giving advice. Provides assessments, analyses and forecasts of local, political, cultural and economic conditions.</p> <p>確保供應商明瞭並採取符合機構採購準則和本地法規的做法。定期到工廠巡查，確保廠方在符合準則方面制訂、推行和維持適當的人事政策、程序及工作環境。訂立制度／程序，收集員工及非管理層人士對工作環境的意見。透過資訊及意見交流，與本地有關宗教、勞工、政治及商界領袖建立並維持良好關係。就本地政治、文化、經濟情況進行評估、分析和預測。</p>
CRAFTSMAN LEVEL		技工級
302	Textile Mechanic 紡織機械技工	<p>Undertakes erection, setting, maintenance, overhauling, converting and repairing of machinery and bench fitting work under the direction of the supervisor (mechanical) in a dyeing, printing and finishing mill.</p> <p>在機械領班指導下，擔任染印整廠內的機械安裝、校準、保養、平車、改裝、修理及車鉗工作。</p>
304	Electrician 電氣技工	<p>Undertakes electrical wiring work, installation, maintenance and repairs of electrical fittings and motors under the direction of the supervisor (electrical) or the person in charge of electrical work in a dyeing, printing and finishing mill.</p> <p>在電氣領班或負責電氣工作的主管督導下，擔任染印整廠內的接線、安裝、保養、修理電氣裝置及電動機等工作。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
CRAFTSMAN LEVEL (Continued)		技工級 (續)
306	Boiler Mechanic 鍋爐技工	Operates, cleans and maintains steam boiler(s) and fuel tank(s) under the direction of mechanical supervisor or the person in charge of boiler maintenance work in a dyeing, printing and finishing mill. 在機械領班或負責保養鍋爐的主管指導下，操作、管理、清潔及保養染印整廠的鍋爐與油箱。
310	Colour Matcher 配色員	Prescribes a recipe and uses certain dyestuffs to prepare a dyed or printed sample until it matches the colour of the given sample. 擬出配方，用某種顏料染出或印出色樣，至能對色（即與指定色樣相符）為止。
311	Singeing/Scouring and Bleaching Machine Leader 燒毛／煉漂機組長	Assumes responsibility for the running of the singeing/scouring and bleaching machine and allocating work to operatives. 負責燒毛／煉漂機的運轉及分配屬下操作工的工作。
312	Mercerizing Machine Leader 絲光機組長	Assumes responsibility for the running of the mercerizing machine and allocating work to operatives. 負責絲光機的運轉及分配屬下操作工的工作。
313	Dyeing Machine Leader 染色機組長	Assumes responsibility for the running of the dyeing machine and allocating work to operatives. 負責染色機的運轉及分配屬下操作工的工作。
314	Printing Machine Leader 印花機組長	Assumes responsibility for the running of the printing machine and allocating work to operatives. 負責印花機的運轉及分配屬下操作工的工作。
315	Calendering Machine Leader 軋光機組長	Assumes responsibility for the running of the calendering machine and allocating work to operatives. 負責軋光機的運轉及分配屬下操作工的工作。
316	Stentering Machine Leader 漿拉／定型機組長	Assumes responsibility for the running of the stentering machine and allocating work to operatives. 負責漿拉／定型機的運轉及分配屬下操作工的工作。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
CRAFTSMAN LEVEL (Continued)		技工級 (續)
317	Pre-shrinking Machine Leader 縮水機組長	Assumes responsibility for the running of the pre-shrinking machine and allocating work to operatives. 負責縮水機的運轉及分配屬下操作工的工作。
318	Open Width Washing Machine Leader 平幅洗水機組長	Assumes responsibility for the running of the open width washing machine and allocating work to operative. 負責平幅洗水機的運轉及分配屬下操作工的工作。
319	Raising/Shearing/Emerizing Machine Leader 抓毛／剪毛／磨毛機組長	Assumes responsibility for the running of the raising/shearing/emering machine and allocating work to operatives. 負責抓毛／剪毛／磨毛機的運轉及分配屬下操作工的工作。
320	Inspection and Make-up Section Leader 驗布及成品組長	Assumes responsibility for supervising production work, instructs on standard methods, checks and corrects faulty products and supervises the cleaning work in the section of the dyeing, printing and finishing. 監督染印整部門的生產工作；指導有關的標準工作方法，檢查並改正有瑕疵的產品，督導工場的清潔工作。
321	Winding Machine Leader 絡紗／筒子機組長	Assumes responsibility for supervising production work, instructs on standard work methods, checks and corrects faulty products and supervises cleaning work in the winding section. 負責監督絡紗的生產工作，指導有關的標準工作方法，檢查並修正有疵點的產品，督導保持工場整潔。
322	Screen Maker 製網技工	Undertakes screen making work including application of laser technology. Assumes responsibility for the maintenance, storage and repairs of screens, including flat and rotary. 執行製網的工作，包括使用雷射雕刻技術，並負責保全、貯藏及修理網版和網筒等工作。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
CRAFTSMAN LEVEL (Continued)		技工級 (續)
323	Chemical Tester 化驗員	Undertakes laboratory testing work under the direction of the laboratory supervisor. 在化驗領班指導下，進行化驗工作。
324	Garment Washing and Dyeing Machine Leader 成衣洗染機組長	Assumes responsibility for the running of the garment washing and dyeing machine and allocating work to operatives. 負責成衣洗染機的運轉及分配屬下操作工的工作。
OPERATIVE LEVEL 操作工級		
406	Winding Machine Tender 絡紗／筒子機值車工	Operates and cleans the winding machines, removes full packages and replaces with empty cones, knots broken ends. Sweeps floor under the adjacent to winding machines. 操作及清潔筒子（絡紗）機，落筒，換上空筒管，接頭。掃除筒子（絡紗）機附近地面。
418	Fabric Inspector 驗布工	Inspects grey and finished fabrics in according with quality standards laid down by the company. 按公司規定的品質標準，檢驗原布及成品布疋的疵點。
423	Preparatory Machine Tender (Singeing/Scouring/Bleaching/Mercerising) 前處理機值車工 (燒毛／煮煉／漂白／絲光)	Operates the preparatory machine, such as singeing, scouring, bleaching or mercerizing the machines etc. 操作前處理機械，如燒毛機、煮煉機、漂白機或絲光機等。
424	Dyeing Machine Tender 染色機值車工	Operates any type of dyeing machines, carries out dyeing operations including dissolving dyestuffs and chemicals and loading them into the machines. 操作任何一類的染色機。進行染色工作包括溶解染料及化學藥品，並將其放入染色機內。
425	Printing Machine Tender 印花機值車工	Operates the printing equipment or the printing machine (flat or rotary) to print designs on fabrics. 操作印花設備或印花機（網板或網筒），將織物印上圖案。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
OPERATIVE LEVEL (Continued)		操作工級 (續)
426	Finishing Machine Tender (Calendering/Raising/Shearing/ Emerizing/Stentering/ Pre-shrinking/Washing/Garment Washing and Dyeing/Drying) 後整理機值車工 (軋光/抓毛/剪毛/磨毛/ 漿拉/定型/縮水/洗水/成 衣洗染/烘乾)	Operates any type of finishing machines (e.g. calendering/raising/shearing/emeringizing/stentering/pre-shrinking/washing/garment washing and dyeing/drying) 操作任何一類的整理機械(如軋光/抓毛/剪毛/磨毛/漿拉/定型/縮水/洗水/成衣洗染/烘乾)。
427	Recipe and Print Paste Preparer 秤料及配漿員	Weighs out dyestuffs and chemicals from a given formula or prepares the print paste according to the prescriptions for production uses, including uses of auto-colour kitchen, to be used on the dyeing and finishing machines. 按配方所列份量, 秤出所需染料及化學品, 或製配印漿, 包括採用電腦配漿系統以供應染色, 印花及整理機生產之用。
428	Electronic Data Processor 資料操作員	Operates computers and related equipment. Enters production data to machine plant and processes information printouts and records. 操作電腦或有關設備, 將生產資料輸入電腦系統, 製定電腦資料報表及記錄。
429	Other Operative 其他操作工	Operative who may undertake semi-skilled work or operate machines for production, or carry other operative work as assigned by the supervisor. 擔任半熟練工作或操作機械從事生產工作, 或由管理人員指派半技術性工作。
430	Recorder 書記員/收發員	Keeps all records on production and material consumption. Takes responsibility for keeping records of labour movement and making prompt daily reports to the superior. 負責記錄一切生產, 原料的消耗及工人流動情形, 每日向上級報告。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
UNSKILLED LEVEL 非技術人員級		
501	General Worker 雜工	Carries out general unskilled duties such as collecting, carrying, sorting, distributing, weighing or packing materials. Cleans, sweeps, lubricates and assists to operate machines. 擔任一般雜務工作，包括收集、搬運、分類、分派、磅重、包裝、清潔及打掃；為機器加油，並協助操作。

Questionnaire Explanatory Note (Appendix C2)

調查表附註（附錄丙二）

**JOB DESCRIPTIONS FOR PRINCIPAL JOBS
IN THE CLOTHING INDUSTRY**

製衣業主要職務工作說明

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNOLOGIST LEVEL		技師級
141	Production Manager 生產經理（廠長）	Plans, organises, directs and controls all aspects of production, including the co-ordination of associated areas to ensure the most effective and economical means of production. 策劃、編排、指導及管制生產方面之各項工作，包括協調其他有關工作，以確保高度生產效率及符合經濟原則。
142	Quality Manager 品質經理	Plans, organises, directs and controls quality control procedures in all stages of production to ensure incoming materials and products comply with required standards and specifications. 策劃、編排、指導及管制生產方面各階段的品質管制工作程序，以確保入廠的原料及產品符合客人訂下的標準及規格。
143	Fashion Designer 時裝設計師	Creates designs for clothing products, harmonizing aesthetic considerations with technical, merchandising and costing requirements. 以美觀的原則設計服裝並融合技術、銷路及製作成本的需求。
144	Merchandising Manager 營銷採購經理	Keeps abreast of the up-to-date fashion and quality requirements of the markets; plans, approves and supervises the co-ordination and presentation of sample and quotations, negotiates with buyers. Oversees and follows up buyers' orders, liaises with appropriate departments to ensure prompt shipment of buyer's order. 不斷密切留意最新之時裝趨向及市場對品質的需求，策劃、批准及監督樣品製作與報價的配合及提交等工作，並與客戶商談，統籌及處理客戶定單，並與有關部門聯絡，以確保客戶定單能依期付運。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
145	Industrial Engineer 工業工程師	Plans and directs engineering/management services programmes associated to production including plant layouts, work study, time study, utilization of resources to ensure optimum production efficiency. Executes plants and machinery repairs, adjustments and modifications to meet changing requirements. 策劃及指導與生產有關的工程／管理服務計劃，包括廠房佈置、工作方法及效率研究、資源運用，以發揮最高生產效率。執行廠房設置／佈置的安排、調整及修改以應付變動的需求。
146	Product Development Manager 產品發展經理	Plans, organises and controls research and development work relating to new technical process, new products and utilization of different materials to meet the market requirements. Participates in formulating research and product development policies. 策劃、編排及管制關於新工序、新產品與運用各類物料以適應市場需求。參予釐訂研究及產品發展的策略。
147	Marketing/Sales Manager (or equivalent) 市場／營業經理 (或同類職務)	Plans, organises, directs and controls an establishment's marketing, sales and promotion activities. Reviews market and sales analyses to determine local and/or overseas market requirements. Contacts clients personally to promote sales. 策劃、組織、督導及控制一間機構的市場、營業及推廣活動。檢討市場及營業分析資料，以釐訂本地及／或海外市場的需求。親身與客戶接觸，以推廣業務。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
148	Compliance Manager 準則審核經理	Takes charge of the full compliance function of the company. Responsible for developing policies and procedures and implementing proper practices on vendor compliance. Provides inputs to management on long term strategic direction on compliance issues. Keeps abreast of the global development on aspects like human rights and international standards and alerts management on high risk areas. Interfaces with merchandising personnel, QA personnel, customers and suppliers for continuous enhancement on compliance practices. 掌管有關機構產品符合各地準則的事宜。負責制訂政策及程序，規定供應商採取符合準則的做法。就符合準則的長期策略方針，向管理層提供意見。了解全球對人權及國際標準的最新發展，並提醒管理層注意容易出現問題的環節。與採購人員、質素保證人員、顧客及供應商緊密合作，以便繼續加強符合準則的工作。
TECHNICIAN LEVEL		技術員級
241	Production Department Supervisor 生產部總管 (工務)	In charge of the production department, plans and controls production efficiently and assists in production schedule and work study. 管轄生產部，以有效方法策劃及管制生產，並協助編排生產程序及進行工作研究。
242	Production Section Supervisor 生產組管理員 (組長)	In charge of a section in the production department, including directing preparation work prior to production, controlling production quality and allocation of work to each machine. 管轄生產部門內一小組，包括指導生產前的準備工作，管制生產品質及分派工作。
243	Production Co-ordinator / Production Planner 生產統籌員	Assists in production co-ordination, prepares production schedule, compares new orders with old orders and recommends machinery and ancillary equipment to be used for production. 協助生產配合工作，編製生產排期表，比較新舊定單並建議生產所用的機器及輔助設備。
244	Pattern Maker 紙樣設計員	Designs and makes patterns for various parts of and whole garments. 設計及繪製整件服裝及其各部份的紙樣。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
245	Pattern Grading/Marker Making Supervisor 放樣／嘜架組管理員	In charge of the pattern grading/marker making room. Devises grading rules and marker making requirements. Trains and retrains new and existing pattern graders and marker makers in new techniques. Grades full ranges of different sizes of patterns. 管轄放樣／嘜架組，制定放樣規格及排料需求。訓練新員工及向現職放樣／嘜架員授予新技術訓練。負責放樣。
246	Quality Control Technician 品質控制技術員	Controls quality of incoming materials, work in progress and finished products, and advises quality requirements. Supervises quality control/inspection personnel for inspecting the quality of products at all stages of processing and maintaining the quality standards and specifications of finished products. 管制布料與配料、生產中的半製成品以及成衣的品質，並就品質需求提供意見。督導品質控制／檢查人員以檢查生產過程中各階段的產品品質，並確保成品品質符合標準及規格。
247	Merchandiser 營銷採購員	Assists in the negotiation with buyers and preparation of quotations. Handles buyers production orders and samples. Follows up buyers orders including liaising with other departments on the quality requirements of buyers and tracing the progress of production to ensure prompt shipment. 協助與客戶商談及報價的工作。處理客戶生產定單及樣辦。跟進客戶定單，包括與其他部門聯絡有關客戶對品質的要求及跟查生產進度，以確保客戶定單能依期付運。
248	Fashion/Sample Co-ordinator 時裝／樣辦統籌員	Co-ordinates sample production, interprets fashion designers' sketches and buyers requirements; devises sample making standards and recommends the machinery and attachments to be used. Liaises with other departments for patterns, raw materials and accessories for the production of new samples. 統籌樣辦生產工作，理解時裝設計師的繪圖及買家的需求；擬定樣辦製作的規格並建議所用的機器及附件。就有關新樣辦的紙樣、原料、配料等與有關部門聯絡。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNICIAN LEVEL (Continued) 技術員級 (續)		
249	Knitting Technician 針織技術員	Designs and writes knitting instructions according to drawings, specifications, designs or ideas for hand and power operated knitting machine operators. 根據繪圖、規格、設計或構想設計及擬寫針織工作說明，以供手動與電動針織機織工織造之用。
250	CAD Technician 電腦輔助設計技術員	In charge of the CAD department, prepares instructions for computerized knitting machines by using the CAD system. 負責管理電腦輔助設計部門。運用電腦輔助設計系統制訂電腦指令供電腦自動針織機使用。
251	Master Furrier 皮草技術員	Adapts, styles, cuts, makes resets, alters, remodels and repairs fur garment. Plans and supervises the production and utilization of fur materials. 運用及挑選毛皮原料，根據紙樣設計，進行毛皮服裝製造，重新整理、修改、修補及尺碼更改。策劃及指導生產與毛皮物料應用。
252	Industrial Engineering Technician 工程技術員	In charge of the maintenance/engineering section, supervises all installation, maintenance, and conversion work. Implements engineering development programmes and performs technical tasks. 管轄維修／工程組，督導所有安裝、維修及改裝設備工作。實行工程發展計劃並擔任技術性工作。
253	Garment Washing Technician 成衣洗水技術員	Responsible to the department/section head of respective department/section or equivalent, takes charge of the garment washing department/section for production and quality control according to the production plan and the specification requirements of finished products. Manages the personnel of the department/section to maintain productivity and quality. 向所屬部門主管或上級人員負責，依照生產程序和成品的規格要求負責成衣洗水部門；管理部門員工，以保持產品生產效率及品質。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
254	Compliance Supervisor 準則審核技術員	Ensures vendor understanding and completes compliance with the company's code of vendor conduct and all local laws and regulations. Regularly visits the factories to inspect for compliance to ensure that they have developed, implemented and maintained proper personnel policies, procedures and factory condition. Establishes system/procedure to elicit honest feedback about factory condition from workers and other non-management groups. Establishes and maintains positive relationships with appropriate local religious, labour, political and business leaders through sharing information and giving advice. Provides assessments, analyses and forecasts of local, political, cultural and economic conditions. 確保供應商明瞭並採取符合機構採購準則和本地法規的做法。定期到工廠巡查，確保廠方在符合準則方面制訂、推行和維持適當的人事政策、程序及工作環境。訂立制度／程序，收集員工及非管理層人士對工作環境的意見。透過資訊及意見交流，與本地有關宗教、勞工、政治及商界領袖建立並維持良好關係。就本地政治、文化、經濟情況進行評估、分析和預測。
CRAFTSMAN LEVEL		技工級
341	Clothing Machine Mechanic 製衣機械工	Installs, converts, overhauls, maintains, repairs, designs and makes attachments for sewing machinery. 擔任製衣廠器具的安裝、改裝、大修、保養、修理、設計及製作附件等工作。
342	Knitting Machine Mechanic 針織機械工	Installs, converts, overhauls, maintains, repairs, designs and makes attachments for knitting machinery. 擔任針織機的安裝、改裝、大修、保養、修理、設計及製作附件等工作。
343	Pattern Grader/Marker Maker 放樣／嚙架員	According to size specifications, produces full range of different sizes of patterns from master patterns, designs marker lays for production orders. 按照尺碼規格，根據原樣繪製各種不同大小尺碼的紙樣，依據定單，設計排料圖以供生產。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
CRAFTSMAN LEVEL (Continued) 技工級 (續)		
344	Computer Pattern Grader/Marker Maker 電腦放樣／嘜架員	Inputs grading rules, marker making requirements and sizes data. Operates a computer to grade full ranges of different sizes of patterns from master patterns and designs marker lays for production orders. 輸入放樣規格，排料需求及尺碼資料。操作電腦繪製各種不同大小尺碼的紙樣，依據定單，設計排料圖以供生產。
345	Clothing Operator Instructor 車衣指導員	Trains trainees for one or more jobs at operative level. Retrains and provides further training for existing operatives in new and existing skills. 訓練操作工級的養成工擔任一項或多項工作。亦負責轉業訓練及向現職操作工施予深造訓練，使其獲得新技能。
346	Sample Maker 樣辦製造技工	Cuts, sews, assembles, finishes and presses different types of clothing by hand tools and machines according to customers requirements, production samples, manufacturing specifications and patterns. Interprets work sketches and suggests making-up methods for production. 根據客戶要求，生產樣辦、製造的規格和紙樣，用手工工具及機器裁割、車縫、組合、整理及熨壓各式成衣樣辦／服裝／針織毛衣。理解服裝生產草圖並對生產車縫方法作出建議。
347	Quality Control Inspector 品質控制檢查員	According to quality control specifications, carries out control/inspection programmes, and prepares quality control reports and charts. 根據品質控制規格，執行品質控制及檢查工作，並編制品質控制報告和圖表。
348	Repairing Craftsman (Knitted Products) 成衣修補技工（針織衣物）	Carries out major clothing repairing/mending work at a high skill standard. Reconstructs the whole substandard clothing according to the quality specifications. Recuts or crochets damaged clothing parts. Mends by hand defective parts in knitted fabrics and knitwears. 以高技巧進行成衣的主要修補／織補工作。根據品質規格，重新改造整件成衣次貨。針織修補損壞的裁片。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
CRAFTSMAN LEVEL (Continued)		技工級 (續)
349	Repairing Craftsman (Woven Products) 成衣修補技工 (梭織衣物)	Carries out major clothing repairing/mending work at a high skill standard. Reconstructs the whole substandard clothing according to the quality specifications. Recuts or crochets damaged clothing parts. 以高技巧進行成衣的主要修補工作。根據品質規格，重新改造整件成衣次貨。補裁或修補損壞的裁片。
350	Knitwear / Sample Knitter 針織衣物 / 樣辦織造技工	Assists in writing of knitting instructions according to size specifications. Produces full range of different sized of patterns from master patterns and supervises the production of knitwear samples. 按照尺碼規格，協助擬寫針織工作說明。根據原樣規定，生產不同大小及尺碼之針織衣物及編織衣物樣辦。
351	Garment Washing Leader 成衣洗水組長	Responsible for the running of garment washing and drying machines and allocating work to operatives 負責成衣洗水機的運轉及分配屬下操作工的工作。
352	Furrier 皮草技工 (毛毛匠)	Cuts, makes, alters and repairs fur garments by applying principles of fur garment construction and styling. 應用毛皮服裝製作及式樣原理裁割、製造、修改及修補毛皮服裝。
353	Fur Tailor/Finisher 皮草裁縫 / 上裡技工	Assembles fur shells with linings. Alters and repairs fur garments by hand or sewing machine. 負責毛皮服裝外殼合身及上裡工作，用手縫或機械製造及修改毛皮服裝。
354	Fur Sorter 分皮技工	Assorts fur skins into single-garment bundles according to shading, colour, sizes, patter lustre, texture and density of fur. 根據毛皮顏色、尺寸、光澤、質地及密度將毛皮分類成單件衣料。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
CRAFTSMAN LEVEL (Continued) 技工級 (續)		
355	Plant Maintenance Mechanic 保養技工	Maintains, overhauls and repairs all electrical and mechanical equipment, including small motors, electrical and mechanical hand tools and associated control equipment, and also maintains simple boiler and pressing equipment under the direction of a supervisory grade employee. 在管理級人員的指導下保養、大修與修理各種電機及機械裝置，包括小型電動機、電機及機械手工具及有關的控制裝置，亦擔任保養簡單的鍋爐及整熨裝置。
OPERATIVE LEVEL 操作工級		
441	Inspection Operative 檢查工	Inspects materials, fabrics, garment parts and garments for fault and quality. 檢查物料、布料、服裝各部份及成衣的疵點及品質。
442	Cutter/Cutting Room Operative 裁剪工／裁床工	Cuts cloth into parts of garments by hand or machine from the market lay plan. Spreads cloth into layers to facilitate cutting and undertakes other duties such as die cutting, bundling, ticketing, etc. 將布料拉直鋪疊成層以便裁剪，使用手剪或機器依照紙樣將布料裁割成服裝各部份，並擔任其他工作，例如沖壓裁剪（啤機），札裁片及打工票等工作。
443	Sewing Machine Operator 車縫工	Operates a lockstitch and special purpose sewing machine for sewing the component parts of garments. 運用平車及特種衣車車縫服裝各部份。
444	Knitting Machine Operator 針織機織工	Operates hand or power knitting machines to produce knitted panels and parts. 操作手動或電動針織機，織製服裝各部份。
445	Linking Machine Operator 縫盤工	Links knitted panels and parts by means of a linking machine. 運用縫盤機縫連針織服裝各部份。
446	Hand Stitcher 挑縫工	Stitches by hand garment/knitwear parts and trimmings. 以手挑縫服裝／針織毛衣各部份，配料及花邊。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
OPERATIVE LEVEL (Continued)		操作工級 (續)
447	Garment Washing Operative 成衣洗水操作工	Operates garment washing machines for unfinished garments and knitwear according to the prescribed washing receipes. 依照指定的洗衣配方，操作成衣洗衣機為未整理的成衣和毛衫作洗水加工的工作。
448	Fur Sewing Operator 皮草車縫工	Sews cut fur pelts and those pelts with repaired small holes into strips and then sew the fur strips into garment parts. 應用皮草服裝縫製原理，把已切割成的細小皮條縫合成一整條條子、縫合已修理過的毛皮小洞，把各毛皮條子縫合為衣片。
449	Presser 整熨工	Presses clothing parts by hand iron or pressing machine. 使用熨斗或熨機壓平及整理成衣和半製品。
450	Other Operative 其他操作工	Operative who may undertake semi-skilled work of a garment repairer and utility operator or any other operative work as assigned by the supervisor. 擔任修補次貨（執細雞），多工能操作工（炒貨／飛機位）或由管理人員指派的半技術性工作。
UNSKILLED LEVEL		非技術工人級
541	General Worker 雜工	Unskilled workers who may undertake the work of a trimmer, a cone winder, a packer, a floor helper or a cleaner, etc. 擔任剪線頭工、打毛工、包裝工、工場雜務或清潔工之非技術性工作。

Questionnaire Explanatory Note (Appendix C3)

調查表附註（附錄丙三）

**JOB DESCRIPTIONS FOR PRINCIPAL JOBS
IN THE FOOTWEAR AND HANDBAG INDUSTRIES**
製鞋及手袋業主要職務工作說明

Code No. 編號	Job Title 職稱	Job Description 工作說明
TECHNOLOGIST LEVEL		技師級
161	Production Manager 生產經理	Plans, organises, directs and controls all aspects of production, including the co-ordination of associated areas to ensure the most effective and economical means of production. 策劃、編排、指導及管理各項生產工作，包括其他有關方面的協調，以確保能有高度生產效率及符合經濟原則。
162	Merchandising Manager 營銷採購經理	Plans, organises, directs and controls marketing, sales and promotion activities. Reviews market and sales analyses to determine local and/or overseas market requirements. Follows up buyers' orders, liaises with appropriate departments to ensure prompt delivery of buyers' order. 策劃、編排、指導及管理市場、營業及業務推廣的工作。檢討市場及營業分析，以決定本地及／或海外市場的需求。處理客戶定單並與有關部門聯絡，以確保客戶定單能依時付運。
163	Marketing/Sales Manager (or equivalent) 市場／營業經理 (或同類職務)	Plans, organizes, directs and controls an establishment's marketing, sales and promotion activities. Reviews market and sales analyses to determine local and/or overseas market requirements. Contacts clients personally to promote sales. 策劃、組織、督導及控制一間機構的市場、營業及推廣活動。檢討市場及營業分析資料，以釐訂本地及／或海外市場的需求。親身與客戶接觸，以推廣業務。
164	Shoe Designer 鞋款設計師	Creates designs for shoe products, harmonizing aesthetic considerations with technical merchandising and costing requirements. 以美觀的原則設計鞋類，並融合技術、銷路及製作成本的需求。

Code No. 編號	Job Title 職稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued) 技師級 (續)		
165	Handbag Designer 手袋設計師	Creates designs for handbag products, harmonizing aesthetic considerations with technical merchandising and costing requirements. 以美觀的原則設計手袋類，並融合技術、銷路及製作成本的需求。
166	Product Development Manager 產品發展經理	Plans, organises and controls research and development work relating to new technical process, new products and utilization of different materials to meet the market requirements. Participates in formulating research and product development policies. 策劃、編排及管制關於新工序、新產品與運用各類物料以適應市場需求。參予釐訂研究及產品發展的策略。
167	Compliance Manager 準則審核經理	Takes charge of the full compliance function of the company. Responsible for developing policies and procedures and implementing proper practices on vendor compliance. Provides inputs to management on long term strategic direction on compliance issues. Keeps abreast of the global development on aspects like human rights and international standards and alerts management on high risk areas. Interfaces with merchandising personnel, QA personnel, customers and suppliers for continuous enhancement on compliance practices. 掌管有關機構產品符合各地準則的事宜。負責制訂政策及程序，規定供應商採取符合準則的做法。就符合準則的長期策略方針，向管理層提供意見。了解全球對人權及國際標準的最新發展，並提醒管理層注意容易出現問題的環節。與採購人員、質素保證人員、顧客及供應商緊密合作，以便繼續加強符合準則的工作。
TECHNICIAN LEVEL 技術員級		
261	Production Department Supervisor 生產部總管	In charge of the production department, plans and controls production efficiently and assists in production schedule and work study. 管轄生產部，以有效辦法策劃及管理生產，並協助編排生產程序及進行工作研究。
262	Pattern Maker 格樣設計員	Prepares patterns for use as guides in cutting parts of footwears/handbags or in preparation of cutting dies, prepares different kinds of samples and gives technical advice. 製造格樣，作為裁割鞋或手袋各部位，或衝壓裁斷刀具（啤刀）的規格。製作各式樣辦，並作技術指導。

Code No. 編號	Job Title 職稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued) 技術員級 (續)		
263	Merchandiser 營銷採購員	Co-ordinates samples and prepares quotations. Follows up buyers' orders and contacts clients to promote sales. 負責樣品製作與報價的配合工作，並處理客戶定單；與客戶聯絡藉以推廣銷路。
264	Quality Controller 品質控制員	Responsible to production manager, controls product quality in all stages of production to ensure that incoming material and products comply with required standards and specifications. 向生產經理負責，管理各階段的品質控制工序，以確保入廠的原料及產品符合所需標準及規格。
265	Cost Estimator 成本計算員	Estimates costs of products, prepares quotations. Calculates raw materials and accessories consumption and analyses production costs according to samples. Liaises with buyers, the Sales Department and Production Department on cost estimates. 估計產品成本，負責報價。根據樣辦，計算原料及配件用量並分析生產成本。就有關成本估價事宜與買家、營業部及生產部聯絡。
266	Compliance Supervisor 準則審核技術員	Ensures vendor understanding and completes compliance with the company's code of vendor conduct and all local laws and regulations. Regularly visits the factories to inspect for compliance to ensure that they have developed, implemented and maintained proper personnel policies, procedures and factory condition. Establishes system/procedure to elicit honest feedback about factory condition from workers and other non-management groups. Establishes and maintains positive relationships with appropriate local religious, labour, political and business leaders through sharing information and giving advice. Provides assessments, analyses and forecasts of local, political, cultural and economic conditions. 確保供應商明瞭並採取符合機構採購準則和本地法規的做法。定期到工廠巡查，確保廠方在符合準則方面制訂、推行和維持適當的人事政策、程序及工作環境。訂立制度／程序，收集員工及非管理層人士對工作環境的意見。透過資訊及意見交流，與本地有關宗教、勞工、政治及商界領袖建立並維持良好關係。就本地政治、文化、經濟情況進行評估、分析和預測。

Code No. 編號	Job Title 職稱	Job Description 工作說明
CRAFTSMAN LEVEL		技工級
361	Foreman 管工	Supervises and directs the work of operative in a production section. 監督及指導生產組操作工的工作。
362	Maintenance Mechanic 機械維修技工	Installs, converts, overhauls, maintains and repairs handbag machinery including sewing and related machinery. 安裝、改裝、大修、保養及修理手袋製造機器，包括針車及有關機械設備。
363	Shoe Maker/Make-Through Craftsman 鞋匠／製鞋技工	Cuts, sews, lasts, assembles and repairs different kinds of footwears by hand tools and machines according to customer requirements. 根據客戶需求，用手工工具或機器裁割、車縫、繃揸、組合及修整各式鞋類。
364	Handbag Maker/Make-Through Craftsman 手袋製造／製辦技工	Cuts, sews and assembles different kinds of handbags by hand tools and machines according to customer requirements. 根據客戶需求，用手工工具或機器裁割、車縫及組合各式手袋。
OPERATIVE LEVEL		操作工級
461	Leather/Laminate Preparer 皮料整理工／夾布工	Operates machine to finish/laminate leather, fabrics or fibre boards. 操作機器以整飾／黏合皮革、布料或纖維（快把）板。
462	Cutter 鋸料工／裁斷工	Cuts materials according to patterns by hand tools or by power press machine (clicker). 以手工工具或操作電動啤機，按照格樣切割材料。
463	Skiving/Folding Worker 鏟皮／摺邊工	Cuts out bits round the edge of the upper to make it thinner so as to facilitate folding and sewing, or operates folding machine to fold and press precemented edges of shoe parts together. 將鞋面沿邊切去皮料少許，使其減薄，以便摺邊及縫製或操作摺邊機，將鞋履預先上膠部位的邊緣摺疊及壓合。
464	Sewing Machine Operator (Footwear and Handbag) 車縫工（製鞋及手袋）	Operates sewing machine(s) for sewing the component parts of footwear or handbag. 操作針車縫製鞋或手袋各部份。

Code No. 編號	Job Title 職稱	Job Description 工作說明
OPERATIVE LEVEL (Continued)		操作工級 (續)
465	Lasting Worker 揸鞋工	Lasts and shapes foreparts, waists or seat sections of shoes by hand tools or lasting machines. 以手工具或操作揸鞋機將前幫、中腰或後跟部位揸植成形。
466	Finishing/Polishing Worker 修飾打磨工	Polishes footwears or handbags to smoothness and sprays products with finishes such as wax, lacquer or paint. 將鞋或手袋擦亮，並在成品上加工，例如上蠟、噴光油或漆油等。
467	Accessories Assembler 附件裝配工	Assembles fittings and accessories to footwears or handbags including fasteners, metal parts, etc. 裝配鞋或手袋的各種附件如扣、金屬配件等。
468	Other Operative (Footwear) 其他操作工 (製鞋)	Operative who may undertake one or more semi-skilled work such as sanding, insole processing, moulding, soft-soles preparing inspecting, etc. 擔任一項或多項半技術工作如砂鞋，中底處理、模塑、軟底鞋製作、檢查等。
469	Other Operative (Handbag) 其他操作工 (手袋)	Operative who may undertake one or more semi-skilled work such as high frequency welding, braiding, etc. 擔任一項或多項半技術工作如高週波縫合，編織等。
UNSKILLED LEVEL		非技工級
561	General Worker 雜工	Unskilled workers who may undertake the work of a packer, cleaner, a cementer, puncher, etc. 擔任包裝工、清潔工、上膠／糊貼工、打孔／鑿花工等非技術性工作。

Questionnaire Explanatory Note (Appendix C4)

調查表附註（附錄丙四）

**JOB DESCRIPTIONS FOR PRINCIPAL JOBS
IN THE TRADING SECTOR OF THE TEXTILE,
CLOTHING, FOOTWEAR AND HANDBAG INDUSTRIES**
紡織業、製衣業、製鞋及手袋業貿易類別主要職務工作說明

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNOLOGIST LEVEL		技師級
181	Mill Manager/ Production Manager 廠長／生產經理	Plans, organises, directs and controls all aspects of production, including the co-ordination of associated areas to ensure the most effective and economical means of production. 策劃、編排、指導及管制生產方面之各項工作，包括協調其他有關工作，以確保高度生產效率及符合經濟原則。
182	Production Engineer 生產工程師／運轉主任	Responsible to the mill manager or equivalent, plans and executes production systems for the plant. Takes charge of production, manages and directs the production department personnel to maintain quality and productivity and to minimize manpower and raw material wastage in all production processes in a knitting mill. 向廠長或上級人員負責；策劃與執行部門的生產方針；領導下屬，以保持產品質素與生產效率，並盡量避免浪費廠內各生產程序所用人力及原料。
183	Product Development Manager 產品發展經理	Plans, organises and controls research and development work relating to new technical process, new products and utilization of different materials to meet the market requirements. Participates in formulating research and product development policies. 策劃、編排及管制關於新工序、新產品與運用各類物料以適應市場需求。參予釐訂研究及產品發展的策略。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
184	Merchandising Manager 營銷採購經理	Keeps abreast of the up-to-date fashion and quality requirements of the markets; plans, approves and supervises the co-ordination and presentation of sample and quotations, negotiates with buyers. Oversees and follows up buyers' orders, liaises with appropriate departments to ensure prompt shipment of buyer's order. 不斷密切留意最新之時裝趨向及市場對品質的需求，策劃、批准及監督樣品製作與報價的配合及提交等工作，並與客戶商談，統籌及處理客戶定單，並與有關部門聯絡，以確保客戶定單能依期付運。
185	Quality Manager/ Technical Manager 品質／技術經理	Plans, organises, directs and controls quality control procedures in all stages of production to ensure incoming materials and products comply with required standards and specifications. 策劃、編排、指導及管制生產方面各階段的品質管制工作程序，以確保入廠的原料及產品符合既定標準及規格。
186	Marketing/Sales Manager (or equivalent) 市場／營業經理 (或同類職務)	Plans, organizes, directs and controls an establishment's marketing, sales and promotion activities. Reviews market and sales analyses to determine local and/or overseas market requirements. Contacts clients personally to promote sales. 策劃、組織、督導及控制一間機構的市場、營業及推廣活動。檢討市場及營業分析資料，以釐訂本地及／或海外市場的需求。親身與客戶接觸，以推廣業務。
187	Fashion Designer 時裝設計師	Creates designs for clothing products, harmonizing aesthetic considerations with technical, merchandising and costing requirements. 以美觀的原則設計服裝並融合技術、銷路及製作成本的需求。
188	Shoe Designer 鞋款設計師	Creates designs for shoe products, harmonizing aesthetic considerations with technical merchandising and costing requirements. 以美觀的原則設計鞋類，並融合技術、銷路及製作成本的需求。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技師級 (續)
189	Handbag Designer 手袋設計師	Creates designs for handbag products, harmonizing aesthetic considerations with technical merchandising and costing requirements. 以美觀的原則設計手袋類，並融合技術、銷路及製作成本的需求。
190	Compliance Manager 準則審核經理	Takes charge of the full compliance function of the company. Responsible for developing policies and procedures and implementing proper practices on vendor compliance. Provides inputs to management on long term strategic direction on compliance issues. Keeps abreast of the global development on aspects like human rights and international standards and alerts management on high risk areas. Interfaces with merchandising personnel, QA personnel, customers and suppliers for continuous enhancement on compliance practices. 掌管有關機構產品符合各地準則的事宜。負責制訂政策及程序，規定供應商採取符合準則的做法。就符合準則的長期策略方針，向管理層提供意見。了解全球對人權及國際標準的最新發展，並提醒管理層注意容易出現問題的環節。與採購人員、質素保證人員、顧客及供應商緊密合作，以便繼續加強符合準則的工作。
TECHNICIAN LEVEL		技術員級
281	Merchandiser 營銷採購員	Assists in the negotiation with buyers and preparation of quotations. Handles buyers production orders and samples. Follows up buyers orders including liaising with other departments on the quality requirements of buyers and tracing the progress of production to ensure prompt shipment. 協助與客戶商談及報價的工作。處理客戶生產定單及樣辦。關注客戶定單，包括與其他部門聯絡有關客戶對品質的要求及跟查生產進度以確保客戶定單能依期付運。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNICIAN LEVEL (Continued) 技術員級 (續)		
282	Quality Technician/ Technical Technician 品質技術員	Controls quality of incoming materials, work in progress and finished products and prescribes quality standards and specifications and liaises with suppliers on quality requirements. Supervises quality control/inspection personnel for inspecting the quality of products at all stages of processing and maintaining the quality standards and specifications of finished products. Carries out studies on the methods and systems for upgrading quality. 管制布料與配料、生產中的半製成品以及成衣的品質，制訂品質標準及規格，與供應商聯絡有關外來布料的品質需求。督導品質控制／檢查人員以檢查生產過程中各階段的产品品質，並確保成品品質符合標準及規格。研究提高品質的方法及系統。
283	Quality Inspector 品質檢查員	Advises on the quality requirements of incoming merchandise. Inspects quality of products at all stages of merchandising to maintain the quality standards and specifications of finished products. 就來貨的品質要求提供意見。並對採購各階段進行品質檢查，維持製成品的品質水準及規格。
284	Fashion/Sample Co-ordinator 時裝／樣辦統籌員	Co-ordinates sample production, interprets fashion designers' sketches and buyers requirements; devises sample making standards and recommends the machinery and attachments to be used. Liaises with other departments for patterns, raw materials and accessories for the production of new samples. 統籌樣辦生產工作，理解時裝設計師的繪圖及買家的需求；擬定樣辦製作的規格並建議所用的機器及輔件。就有關新樣辦的紙樣、原料、配料等與有關部門聯絡。
285	Production Supervisor 生產管理員	In charge of the production department, plans and controls quality production efficiently and assists in production schedule and work study. 管轄生產部，以有效辦法策劃及管制產品質素及生產效率，並協助編排生產程序及進行工作研究。
286	Pattern Maker 紙樣設計員	Designs and makes patterns for various parts of and whole garments. 設計及繪製整件服裝及其各部份的紙樣。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNICIAN LEVEL (Continued) 技術員級 (續)		
287	Pattern Grading/Marker Making Supervisor 放樣／嘜架組管理員	In charge of the pattern grading/marker making room. Devises grading rules and marker making requirements. Trains and re-trains new and existing pattern graders and marker makers in new techniques. Grades full ranges of different sizes of patterns. 管轄放樣／嘜架組，制定放樣規格及排料需求。訓練新員工及向現職放樣／嘜架員授予新技術訓練。負責放樣。
288	Knitting Technician 針織技術員	Designs and writes knitting instructions according to drawings, specifications, designs or ideas for hand and power operated knitting machine operators. 根據繪圖、規格、設計或構想設計及擬寫針織工作說明，以供手動與電動針織機織工織造之用。
289	CAD Technician 電腦輔助設計技術員	In charge of the CAD department, prepares instructions for computerized knitting machines by using the CAD system. 負責管理電腦輔助設計部門。運用電腦輔助設計系統制訂電腦指令供電腦自動針織機使用。
290	Master Furrier 皮草技術員	Adapts, styles, cuts, makes resets, alters, remodels and repairs fur garment. Plans and supervises the production and utilization of fur materials. 運用及挑選毛皮原料，根據紙樣設計，進行毛皮服裝製造，重新整理、修改、修補及尺碼更改。策劃及指導生產與毛皮物料應用。

Code No. 編號	Job Title 工作類別	Job Description 工作說明
TECHNICIAN LEVEL (Continued) 技術員級 (續)		
291	Compliance Supervisor 準則審核技術員	<p>Ensures vendor understanding and completes compliance with the company's code of vendor conduct and all local laws and regulations. Regularly visits the factories to inspect for compliance to ensure that they have developed, implemented and maintained proper personnel policies, procedures and factory condition. Establishes system/procedure to elicit honest feedback about factory condition from workers and other non-management groups. Establishes and maintains positive relationships with appropriate local religious, labour, political and business leaders through sharing information and giving advice. Provides assessments, analyses and forecasts of local, political, cultural and economic conditions.</p> <p>確保供應商明瞭並採取符合機構採購準則和本地法規的做法。定期到工廠巡查，確保廠方在符合準則方面制訂、推行和維持適當的人事政策、程序及工作環境。訂立制度／程序，收集員工及非管理層人士對工作環境的意見。透過資訊及意見交流，與本地有關宗教、勞工、政治及商界領袖建立並維持良好關係。就本地政治、文化、經濟情況進行評估、分析和預測。</p>
CRAFTSMAN LEVEL 技工級		
381	Computer Pattern Grader/Marker Maker 電腦放樣／嘜架員	<p>Inputs grading rules, marker making requirements and sizes data. Operates a computer to grade full ranges of different sizes of patterns from master patterns and designs marker lays for production orders.</p> <p>輸入放樣規格，排料需求及尺碼資料。操作電腦繪製各種不同大小尺碼的紙樣，依據定單，設計排料圖以供生產。</p>
382	Sample Maker 樣辦製造技工	<p>Cuts, sews, assembles, finishes and presses different types of clothing by hand tools and machines according to customers requirements, production samples, manufacturing specifications and patterns. Interprets work sketches and suggests making-up methods for production.</p> <p>根據客戶要求／生產樣辦、製造的規格和紙樣，用手工具及機器裁割、車縫、組合、整理及熨壓各式成衣樣辦／服裝／針織毛衣。理解服裝生產草圖並對生產車縫方法作出建議。</p>

Questionnaire Explanatory Note (Appendix C4)

調查表附註（附錄丙四）

**JOB DESCRIPTIONS FOR PRINCIPAL JOBS
IN THE SERVICING SECTOR (TEXTILE TESTING HOUSES) OF THE
TEXTILE, CLOTHING, FOOTWEAR AND HANDBAG INDUSTRIES
紡織業、製衣業、製鞋及手袋業公證類別（紡織檢定機構）
主要職務工作說明**

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL 技師級		
171	Laboratory Director/ Assistant General Manager 試驗間總監／助理總經理	Responsible to the general manager or equivalent, plans and directs laboratory policy, operations and procedures to conform to specified standards. Takes charge of marketing and laboratory testing and development work. Communicates and liaises with clients. Solves the technical problems and handles complaints. 向總經理或上級人員負責，策劃及指導試驗間工作方法、運作及有關程序，以符合規定標準；負責市場推廣、試驗及發展工作；與客戶聯絡；解決技術方面的問題，並處理投訴。
172	Textile Manager/ Laboratory Manager 紡織主任／試驗間主任	Responsible to laboratory director or equivalent, takes charge of one or more groups/sections and the laboratory testing and development work. Manages and supervises the subordinates to carry out daily technical operations and to handle difficult tests. Develops and reviews new testing procedures and methods. Executes and directs training programmes. Re-checks the testing reports prepared by the subordinates. 向試驗間總監或上級人員負責；監管屬下小組／部門，並負責試驗及發展工作；管理及督導下屬進行日常技術工作，並處理難度高的試驗；發展及檢討新試驗程序及方法；執行及指導訓練工作；覆核下屬所編製的試驗報告。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNOLOGIST LEVEL (Continued)		技術員級 (續)
173	Compliance Manager 準則審核經理	<p>Takes charge of the full compliance function of the company. Responsible for developing policies and procedures and implementing proper practices on vendor compliance. Provides inputs to management on long term strategic direction on compliance issues. Keeps abreast of the global development on aspects like human rights and international standards and alerts management on high risk areas. Interfaces with merchandising personnel, QA personnel, customers and suppliers for continuous enhancement on compliance practices.</p> <p>掌管有關機構產品符合各地準則的事宜。負責制訂政策及程序，規定供應商採取符合準則的做法。就符合準則的長期策略方針，向管理層提供意見。了解全球對人權及國際標準的最新發展，並提醒管理層注意容易出現問題的環節。與採購人員、質素保證人員、顧客及供應商緊密合作，以便繼續加強符合準則的工作。</p>
TECHNICIAN LEVEL		技術員級
271	Supervisor/Assistant Supervisor 主管／助理主管	<p>Responsible to laboratory manager or equivalent, takes charge one or more groups/sections for any daily and technical operation of the testing functions as well as development work. Manages and supervises the work of the subordinates in the regard of training and daily operation. Develops and reviews new testing procedures and methods. Checks the reports prepared by the subordinates. Contacts and liaises with customers for technical operations.</p> <p>向試驗間主任或上級人員負責；監管小組／部門內的日常職務及技術性職務，以及發展工作；管理及監督下屬的訓練及日常工作；發展及檢討新試驗程序及方法；審核下屬所編製的報告；就技術方面的問題與客戶聯絡。</p>

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
272	Senior Engineer/ Senior Textile Engineer 高級工程師／高級紡織工程師	Responsible to supervisor or equivalent, conducts laboratory tests and prepares reports. Assists the supervisors in training subordinates. Carries out research and development for the new tests assigned by the Seniors. 向主管或上級人員負責；進行試驗工作，並編製報告；協助主管培訓下屬；就上級人員所委派的新試驗工作，進行研究及發展。
273	Engineer/Assistant Engineer/Textile Engineer/Assistant Textile Engineer 工程師／助理工程師／紡織工程師／助理紡織工程師	Responsible to Senior Engineer or equivalent, conducts laboratory tests and prepares reports. Assists the supervisors in training subordinates. Carries out research and development for the new tests assigned by the Seniors. 向高級工程師或上級人員負責；進行試驗工作，並編製報告；協助主管培訓下屬；就上級人員所委派的新試驗工作，進行研究及發展。
274	Senior Technician/ Laboratory Technician 高級技術員／試驗間技術員	Responsible to supervisor or equivalent, conducts laboratory tests. Maintains all testing equipment and tool in good condition and reports for damage, repair and addition. Oversees housekeeping routines in the laboratory. 向主管或上級人員負責；進行試驗工作；將所有試驗儀器及工具保存於良好狀態，如儀器及工具有損壞，需要修理或增添，須作出報告；監管試驗間的日常工作。
275	Technician/Junior Laboratory Technician 技術員／初級試驗間技術員	Responsible to senior engineer or equivalent, carries out simple laboratory tests. Maintains all testing equipment and tools in good condition and reports for damage, repair and addition. Maintains good housekeeping routines in the laboratory. 向高級工程師或上級人員負責；進行簡單的試驗工作；將所有試驗儀器及工具保存於良好狀態，如儀器及工具有損壞，需要修理或增添，須作出報告；保持試驗間整潔。

Code No. 編號	Job Title 職 稱	Job Description 工作說明
TECHNICIAN LEVEL (Continued)		技術員級 (續)
276	Service Maintenance Technician 維修技術員	Responsible to supervisor or equivalent, takes charge of the services, maintenance and minor repairing work. Maintains and calibrates all testing equipment and apparatus in good and accurate condition. 向主管或上級人員負責；負責進行修理、保養及小型維修；保養及校準所有試驗儀器，確保處於良好狀態，以提供準確試驗結果。
277	Compliance Supervisor 準則審核技術員	Ensures vendor understanding and completes compliance with the company's code of vendor conduct and all local laws and regulations. Regularly visits the factories to inspect for compliance to ensure that they have developed, implemented and maintained proper personnel policies, procedures and factory condition. Establishes system/procedure to elicit honest feedback about factory condition from workers and other non-management groups. Establishes and maintains positive relationships with appropriate local religious, labour, political and business leaders through sharing information and giving advice. Provides assessments, analyses and forecasts of local, political, cultural and economic conditions. 確保供應商明瞭並採取符合機構採購準則和本地法規的做法。定期到工廠巡查，確保廠方在符合準則方面制訂、推行和維持適當的人事政策、程序及工作環境。訂立制度／程序，收集員工及非管理層人士對工作環境的意見。透過資訊及意見交流，與本地有關宗教、勞工、政治及商界領袖建立並維持良好關係。就本地政治、文化、經濟情況進行評估、分析和預測。
CRAFTSMAN LEVEL		技工級
371	Laboratory Assistant 試驗間助理	Responsible to senior engineer or equivalent, carries out simple testing and sample preparation. Cleans and maintains all testing equipment in good condition. 向高級工程師或上級人員負責；進行簡單的試驗工作及預備樣本；清潔所有試驗儀器，並妥為保存。

技能提升計劃紡織及製衣業課程一覽表
Textile and Clothing Courses Offered under Skills Upgrading Scheme

課程編號 Course No.	課程名稱 Course Name	修讀時數 Teaching Hour	培訓機構 Course Provider
CT228A	行業實用英語初階 Elementary Vocational English for Merchandising	24	(3)
CT229A	行業實用英語進階 Intermediate Vocational English for Merchandising	28	(3)
CT2550	行業實用英語高階 Advanced Vocational English for Merchandising	30	(3)
CT2570	紙樣設計及立體量裁基本技巧 – 上身 Pattern Design and Fundamental Modelling Techniques for Pattern Making – Upper Body	20	(1)
CT2580	紙樣設計及立體量裁基本技巧 – 下身 Pattern Design and Fundamental Modelling Techniques for Pattern Making – Lower Body	20	(1)
CT223A	染色及整理概論 Fundamental Knowledge of Dyeing and Finishing	20	(2)
CT236A	針織布概論、生產及分析 General Understanding, Production Practice and Structural Analysis on Knitted Fabrics	27.5	(2)
CT234A	纖維之認識及鑑定法 Fundamental Knowledge and Identification Methods for Textile Fibres	17.5	(2)
CT2590	Microsoft Office 軟件在製衣業的應用 Application of MS Office in Clothing Industry	20	(4)

	培訓機構 Course Provider	地址 Address	電話 Telephone	傳真 Fax
(1)	製衣業訓練局 Clothing Industry Training Authority	九龍九龍灣大業街 63 號 63 Tai Yip Street, Kowloon Bay, Kowloon	2754 4802	2758 9935
(2)	職業訓練局 紡織業訓練中心 VTC Textile Industry Training Centre	葵涌新葵街 13-19 號 葵涌訓練中心綜合大樓 7 樓 7/F, VTC Kwai Chung Training Centre Complex 13-19 San Kwai Street, Kwai Chung, N.T.	2494 4282	2487 6330
(3)	香港服裝業總工會 Hong Kong Wearing Apparel Industry Employees' General Union	九龍油麻地彌敦道 469-471 號 新光商業大廈 6 字樓 6/F, Sunbeam Commercial Building 469-471 Nathan Road, Kowloon	2715 6671	2385 5709
(4)	港九勞工社團聯會 Federation of Hong Kong and Kowloon Labour Unions	九龍彌敦道 771-775 號栢宜中心 5 樓 5/F, Union Park Centre 771-775, Nathan Road, Kowloon	2787 9967	2787 5707