

2007 MANPOWER SURVEY REPORT
SECURITY SERVICES

保安服務業
二〇〇七年人力調查報告

職業訓練局
保安服務業訓練委員會
SECURITY SERVICES TRAINING BOARD
VOCATIONAL TRAINING COUNCIL

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VOCATIONAL TRAINING COUNCIL

EXECUTIVE SUMMARY

Introduction

1. The Security Services Training Board of the Vocational Training Council was set up by the HKSAR Government in 1998 to be responsible for determining the manpower situation and training needs in the security services industry (SSI); and for recommending to the VTC, employers and other interested parties measures to meet the demand for trained personnel in the SSI. The Training Board conducted its 5th manpower survey in May 2007 covering the 3 branches of the security services industry, viz. the Security Guarding Services, the Armoured Transportation Services and the Installation/Maintenance/Repair/Design of Security Systems.

2. **Section I** of this report will give an introduction to the survey including the purpose, scope, methodology, analysis of the response and the manpower assessment procedure. A summary of the survey findings is presented in **Section II**, the conclusions and recommendations of the Training Board are set out in **Sections III** and **IV** respectively.

Economic Outlook

3. Hong Kong's economy had continued to grow for the past 2 years. A blooming stock market, Government salary raise, tax rate deduction and low inflation all contributed to a favourable economic environment for Hong Kong. Local economic growth was able to maintain at 6.8% for the year 2006 and was expected to sustain in the years to come.

4. Strong global economy, thriving economy of the Mainland, inflow of investment funds from all over the world continued to uphold Hong Kong's economy, of which the domestic demand also played an increasingly important role.

5. The relaxation of investment control across the border acts as a catalyst for the growth of our local economy. The Training Board notices that many investors and home finders came to Hong Kong to buy properties in the past 2 years. As a result, the demand for real estate services and hence security services continued to grow. The substantial growth of the property market and hence property value also attracted more candidates to join the SSI. The opening of Lok Ma Chau border would further excite property leasing and transactions in Hong Kong, especially in the northern territories. The confirmation of the South Island MTR route will further catalyses the demand for security services-related professionals.

6. The Government's Ten Major Infrastructure Projects announced in 2007 and Urban Renewal Development will create more demand for employees of the SSI. Under the initiatives, there are major security services related projects such as the preservation of historical buildings, new urban plans for Kai Tak Cruise Terminal, Hunghom and New Central/ Wan Chai Waterfront.

Industry Outlook

7. As a result of the blooming economy and more building completion in the past 2 years, the overall employment situation has improved vigorously and the unemployment rate has dropped to 5.7% in the second quarter of 2007. There was a significant manpower growth (16.7% increase) in the SSI, especially at the Managerial/Professional level. In order to attract more candidates to the industry, employers had increased the salary of security guards. Also, the fringe package for security services practitioners was also improving in the past 2 years because of the promotion of the Wage Protection Movement initiated by the government. With the continuous recovery of the economy and the completion of new buildings in the years ahead, the Training Board believes that manpower growth in the SSI will be sustainable. Besides, the Training Board expects that as more security guards change their jobs within or outside the industry when more job opportunities are available, there will still be substantial training demands for both in-service security services personnel and new entrants.

8. The existing law requires all new entrants into security work to obtain the security personnel permit (SPP) before they can be engaged. Security companies are also required to provide 16 hours' training to their security employees before they can start to work. The Training Board observes that the high turnover of over 30 000 security guards per year will continue to require the Commissioner of Police to issue new permits, because many of these permit holders might have either left the industry to join other sectors or retired without cancelling their permits.

9. In the years ahead, the Training Board anticipates that future development of the West Kowloon Cultural District and the extension of tourism related projects such as the Disneyland, can further enhance the growth of the SSI.

Manpower Situation

10. The survey reveals that during the survey period in May 2007, there were 101 973 technical/professional employees engaged in the SSI, representing 2.9% of the 3.57 million working population in Hong Kong. There was a 4.0% increase in technical manpower. Out of the 101 973 technical/professional employees, 94 561 employees were employed by licensed Security Companies, 6 927 by the Owners Corporations and 485 by the Supplementary Samples. The data on the manpower, vacancies and forecast growth by job level are summarized as follows:

<u>Job Level</u>	<u>No. of Employees in May 2005</u>	<u>No. of Employees in May 2007</u> (a) (%) [#]	<u>No. of Vacancies in May 2007</u> (b)	<u>Employers' Forecast of Manpower Growth</u> (c)	<u>Forecast No. of Posts in May 2008</u> (d) = (a)+(b)+(c)
Managerial/ Professional	2 188	2 369 (8.3)	14	55	2 438
Supervisory/ Technician	12 551	12 332 (-1.7)	322	192	12 846
Security Guard	83 302	87 272 (4.8)	2 458	2 235	91 965
Total	98 041	101 973 (4.0) [#]	2 794	2 482	107 249

As percentage of increase/decrease in the number of employees as against 2005

Manpower Projection for 2008 to 2010

11. The Training Board has adopted the Labour Market Analysis (LMA) approach to project the manpower of the industry in the next three years as follows (Detail of the projection methodology is presented in **Appendix 16**):

Year	Actual Manpower	Employers' Forecast (at the time of the survey)	Projected Manpower (by using LMA approach)
2005	99 426		
2006		99 358 ¹	100 519 ¹
2007	104 767		101 524 ¹ (-3.10%)*
2008 f		107 249 (2.4%)**	106 395
2009 f			107 553
2010 f			108 707

¹ Using the LMA model in the manpower survey in 2005

* Deviation of the 2005 projected manpower from the actual manpower in 2007

** Deviation of the projected manpower against the year before

Turnover in the Past 12 Months

12. The Training Board observes that there is consistently a high turnover of security services personnel in the past few years, with 27 024 employees leaving in the past 12 months. Of these employees, the Security Guard level has the highest turnover of 25 438

employees (or 24.3% of the number of posts) leaving and 20 089 joining with security services related experience. Same as in the 2005 survey, many respondents reported that the main reasons were unattractive salary, long working hours and lack of candidates with relevant experience and training (**Table J**). The Training Board therefore urges employers to provide more in-house training or sponsor their employees for outside training.

Additional Manpower Requirements in May 2008

13. Based on the manpower growth projected by using the LMA approach and the annual wastage, the Training Board anticipates an additional manpower requirement of 7 446 employees in 2008 for the SSI as follows:-

<u>Job Level</u>	<u>Annual Wastage</u>	<u>Projected Manpower Growth for May 2008</u>	<u>Additional Manpower Requirement for May 2008</u>
Managerial/Professional	30	37	67
Supervisory/Technician	439	198	637
Security Guard	5 349	1 393	6 742
Total:	5 818	1 628	7 446

Provision of Training

14. The Survey reveals that employers had provided only 2 075 in-house training places to their employees in the past 12 months. The Training Board considers that employers tend to be reluctant in sponsoring their employees to training outside their organizations in the next 12 months, and they intend to outsource their training (17 529 training places were sponsored by employers). For external training, employers would subsidize 11 225 employees in the next 12 months. Among the 11 225 external training places, 1 208 (or 10.8%) will be on specialist security knowledge and 8 498 (or 75.7%) will be for other types of training.

Recommendations

15. The Training Board will implement the following recommendations:
- (i) To continue to support the Skills Upgrading Scheme and encourage training institutions, trade associations and employers with training facilities to offer more suitable courses to meet the training needs of the existing workforce;
 - (ii) To support continuous development of security guards personnel, including the introduction of a refresher training course;
 - (iii) To continue to organize trade test for security guards and develop trade tests for other categories of the security services personnel;
 - (iv) To offer assistance for relevant bodies to develop criteria to help enhancing the standard and quality of trainers;
 - (v) To support the development of a qualifications framework to ensure a uniform standard of competency for different levels of security services personnel;
 - (vi) To promote courses and other training activities of the trade through Internet, seminars, talks, publications, direct mailing, advertisements and industrial visits; and
 - (vii) To conduct the manpower survey once every two years to assess the manpower demand and supply in this industry.

SECTION I

INTRODUCTION

The Security Services Training Board

1.1 The Security Services Training Board of the Vocational Training Council (VTC) was set up in 1998 to be responsible for determining the manpower situation and training needs in the security services industry (SSI); and for recommending to the VTC, employers and other interested parties measures to meet the demand for trained personnel in the SSI. The membership and terms of reference of the Training Board are listed in **Appendices 1** and **2** respectively.

Purpose of the Survey

1.2 The Training Board had conducted 4 manpower surveys in February 1999, May 2001, May 2003 and May 2005 respectively, and its 5th survey in May 2007 with the following objectives:

- (i) To assess the manpower and training needs in the principal jobs of the SSI;
- (ii) To forecast the manpower growth of the SSI; and
- (iii) To recommend measures to meet the training needs of and manpower demand for employees at the managerial/professional, the supervisory/technician and the security guard levels.

Scope of the Survey

1.3 The 2007 Manpower Survey (the Survey) again covers the 3 branches of the SSI, viz. the Security Guarding Services, the Armoured Transportation Services and the Installation/Maintenance/Repair/Design of Security Systems. Furthermore, Security Companies will be classified by the types of licence they hold as follows:

<u>Branch Category</u>	<u>Type of licence</u>	<u>Branch of security services work</u>
1	I	Security Guarding Services
2	II	Armoured Transportation Services
3	III	Security Systems Installation/ Maintenance/ Repair/ Design/ Others
4	I and II	Security Guarding Services and Armoured Transportation Services
5	I and III	Security Guarding Services and Security Systems Installation/ Maintenance/Repair/Design/Others
6	I, II and III	Security Guarding Services, Armoured Transportation Services and Security Systems Installation/ Maintenance/ Repair/ Design/ Others
7	-	Owners Corporations
8	-	Supplementary Samples

1.4 There are currently 893 Security Companies listed with the Security and Guarding Services Industry Authority (SGSIA) and 7 203 Owners Corporations registered with the Land Registry¹. The Survey was conducted by adopting the stratified random sampling method, in which 255 licensed Security Companies and 237 Owners Corporations were selected. 174 out of the 255 Security Companies were with an employment size of 50 or above and the remaining 81 Security Companies were with the size below 50.

1.5 In addition to Security Companies and Owners Corporations, 10 supplementary samples covering public utility companies, major banks and hotels which directly employed security personnel were also selected in this Survey. Altogether, a total of 502 questionnaires were collected and analyzed.

Method of the Survey

1.6 With the support of the Census and Statistics Department (C&SD) in providing survey fieldwork and technical support, the Survey for the SSI was successfully conducted in May 2007. The Survey was tasked with the review of current situation in manpower and training in the SSI. Each of the sampled Security Companies or Owners Corporations would be required to complete a questionnaire (**Appendix 5**) in terms of the manpower and training needs for the SSI.

¹ Information being used in this Survey was collected from the Home Affairs Department.

1.7 Employers were requested to classify their employees according to the job specifications based on the duties the employees performed rather than the job titles they held in the organization. Before fieldwork was carried out, a briefing session about the nature of different jobs and the structure of the questionnaire was held for interviewing officers from the C&SD.

Analysis of the Response

1.8 Of the 502 samples, 256 respondents were successfully enumerated with the required information collected (**Appendix 6**). These included 184 Security Companies, 64 Owners Corporations and 8 Supplementary Samples. The survey data obtained were statistically grossed up to yield a full-size manpower situation of the SSI. Of the remaining 246 samples, 53 Security Companies had either merged, temporarily ceased operations, moved, not engaged in specific trade, not employing any technical manpower, not yet started operation, or not been contactable through their registered addresses; while 173 Owners Corporations had not engaged in the specific trade or employed any technical manpower and 2 Supplementary Samples could not be contacted. Only 18 Security Companies had declined to respond. The effective response rate is 93.4%.

Manpower Assessment Procedure

1.9 The assessment procedure consisted essentially of the following three steps:

- (i) conduct manpower survey of the SSI to collect up-to-date information on manpower situation, in particular its distribution by job level;
- (ii) analyze the survey data with input from the SSI on manpower plan and training needs; and
- (iii) assess the manpower supply and demand of the SSI.

Presentation of Findings

1.10 A summary of the survey findings is presented in **Section II** of the survey report. The Training Board's conclusions are set out in **Section III** and its recommendations, in **Section IV**.

Definition of Terms

1.11 "Employees" refers to all full-time personnel who are directly paid by the company and who are either at work or temporarily absent from work, viz. sick leave, maternity leave, annual leave, casual leave or on strike.

SECTION II

SUMMARY OF SURVEY FINDINGS

2.1 The following information was collected from the Survey:

- (a) number of employees,
- (b) number of existing vacancies,
- (c) employers' forecast of the manpower demand in May 2008,
- (d) number of employee turnover,
- (e) employers' preferred education of employees,
- (f) employers' preferred period of experience of employees, and
- (g) income distribution of employees.

2.2 Employers were further requested to provide information on the number of internal promotion, recruitment difficulties, preferred vocational qualification, and types of training provided to employees in the past 12 months and planned for the next 12 months. The findings are summarized in the ensuing paragraphs.

Number of Employees

2.3 The Survey reveals that during the survey period, there were 136 388 employees, including 101 973 technical employees² and 34 415 non-technical employees. Out of these 101 973 technical employees, 94 561 were employed by the Security Companies, 6 927 by the Owners Corporations and 485 by the Supplementary Samples. A comparison of the number of technical employees in 2005 and 2007 is given in **Table A**. The distribution by job level is shown in **Figure 1**. The term "technical employees" (hereinafter called "employees") refers to those security services related personnel employed in the principal jobs at the time of survey. As in the previous reports, the non-technical employees have been excluded from all further analysis in this report. They refer to those working in administrative, accounting, personnel and supporting areas.

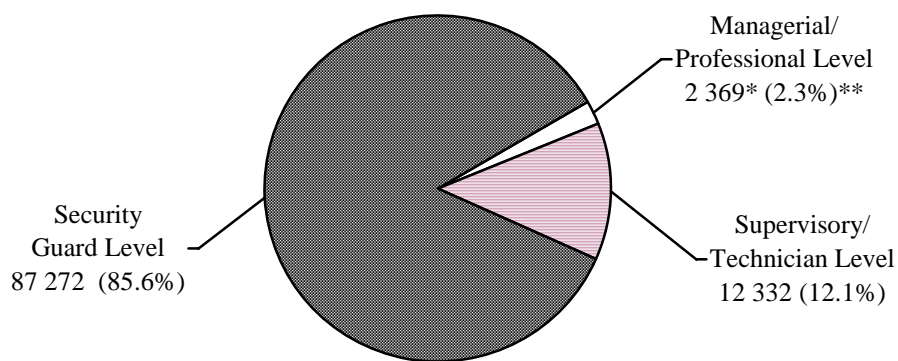
² Technical employees refer to those security services related personnel employed in the principal jobs at the time of the survey.

Table A: Comparison of the Number of Technical Staff For 2005 and 2007

Branch	Technical staff		ALL	
	2005	2007	2005	2007
Security Guarding Services	70 395	74 258	83 015	96 649
Armoured Transportation Services	607	760	663	803
Security Systems Installation/ Maintenance/Repair/ Design/Others	3 138	3 300	7 443	6 467
Security Guarding Services and Armoured Transportation Services	402	714	421	829
Security Guarding Services and Security Systems Installation/Maintenance/ Repair/Design/Others	12 713	11 919	13 197	19 598
Security Guarding Services, Armoured Transportation Services and Security Systems Installation/Maintenance/ Repair/Design/Others	3 667	3 610	3 722	3 664
Owners Corporations	6 606	6 927	7 871	7 890
Supplementary Samples	513	485	538	488
Total (%)	98 041	101 973 (4.0)	116 870	136 388 (16.7)

Figure 1: Distribution of Technical Employees[#] by Job Level

Total: 101 973



* Number of employees

** As percentage of the number of employees in the industry

Technical employees refer to those security services related personnel employed in the principal jobs at the time of the survey

2.4 The distribution of the total manpower by branch by principal job is shown in **Table B**.

Table B: Number of Employees by Principal Job Level

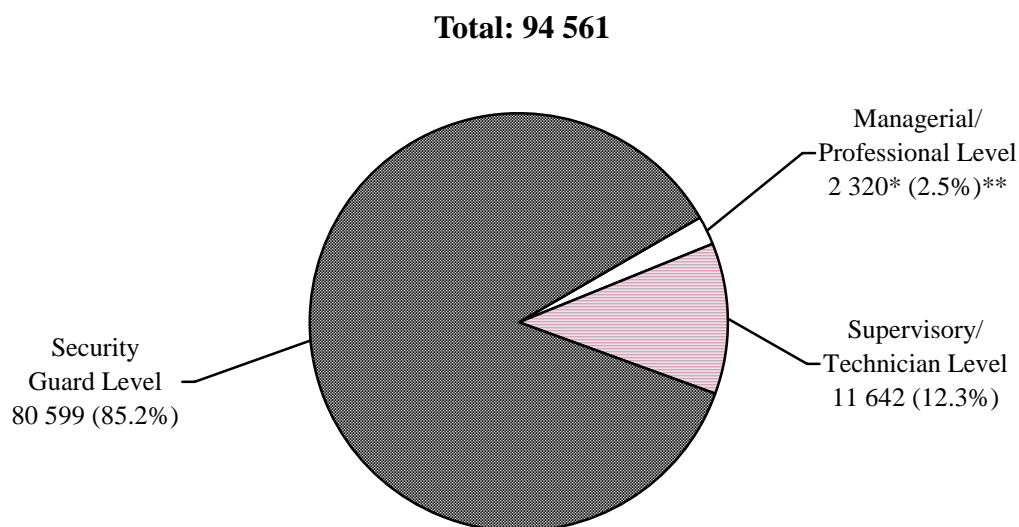
<u>Job Level</u>	<u>Employees of Security Companies</u> (%)*	<u>Employees of Owners Corporations</u> (%)*	<u>Employees of Supplementary Samples</u> (%)*	<u>Total</u> (%)*
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>				
Senior Manager	387 (16.3)	-	3 (0.1)	390 (16.4)
Security Manager/Operations Manager/ Security Centre Controller	814 (34.4)	30 (1.3)	11 (0.5)	855 (36.2)
Security Consultant	64 (2.7)	-	-	64 (2.7)
Security System Project Manager	263 (11.1)	-	1 (-)	264 (11.1)
Security System Design/Installation/ Maintenance Engineer	661 (27.9)	-	4 (0.2)	665 (28.1)
Security Training Manager	29 (1.2)	-	-	29 (1.2)
Other Security Services Related Manager	102 (4.3)	-	-	102 (4.3)
Sub-total:	2 320 (97.9)	30 (1.3)	19 (0.8)	2 369 (100)#
<u>SUPERVISORY/TECHNICIAN LEVEL</u>				
Security Supervisor/Operations Supervisor/ Security Centre Supervisor	8 673 (70.3)	580 (4.7)	79 (0.6)	9 332 (75.6)
Security System Installation/Maintenance Technician	1 870 (15.2)	-	-	1 870 (15.2)
Technical Support Staff	537 (4.3)	-	-	537 (4.3)
Security Training Officer	44 (0.4)	-	-	44 (0.4)
VIP Protection Officer/Private Body Guard	12 (0.1)	-	-	12 (0.1)
Other Security Services Related Supervising Personnel	506 (4.1)	31 (0.3)	-	537 (4.4)
Sub-total:	11 642 (94.4)	611 (5.0)	79 (0.6)	12 332 (100)#

<u>Job Level</u>	<u>Employees of Security Companies</u> (%)*	<u>Employees of Owners Corporations</u> (%)*	<u>Employees of Supplementary Samples</u> (%)*	<u>Total</u> (%)*
<u>SECURITY GUARD LEVEL</u>				
Security Guard	78 857 (90.4)	6 226 (7.1)	386 (0.4)	85 469 (97.9)
Armed Guard	1 205 (1.4)	-	-	1 205 (1.4)
Other Security Services Personnel	537 (0.6)	60 (0.1)	1 (-)	598 (0.7)
Sub-total:	80 599 (92.4)	6 286 (7.2)	387 (0.4)	87 272 (100)#
GRAND TOTAL:	94 561 (92.7)**	6 927 (6.8)**	485 (0.5)**	101 973 (100)#

- # The percentage may not add up to 100 owing to rounding
- * As percentage of the total number of employees at the same job level
- ** As percentage of the total number of employees in the industry

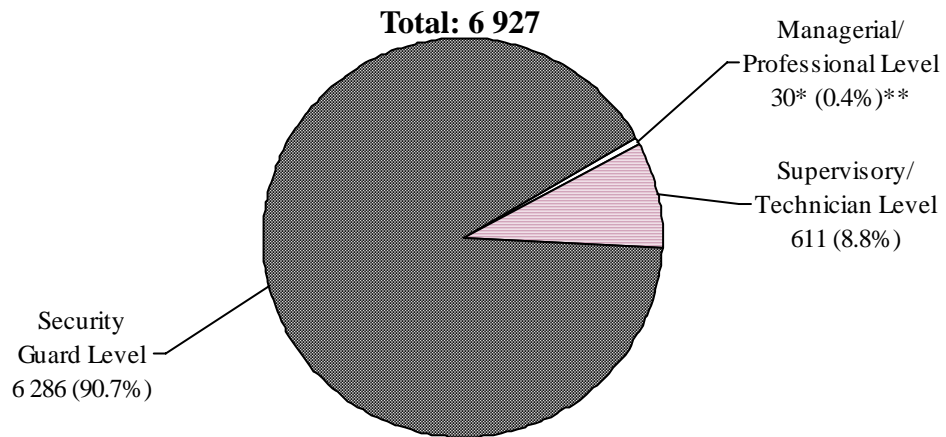
2.5 The distribution of manpower by branch by job level is shown in **Figures 2, 3 and 4**. The distribution of employees by types of security company licence is shown in **Appendix 7**.

Figure 2: Distribution of Employees of Security Companies by Job Level



- * Number of employees
- ** As percentage of the number of employees in this branch

Figure 3: Distribution of Employees of Owners Corporations by Job Level

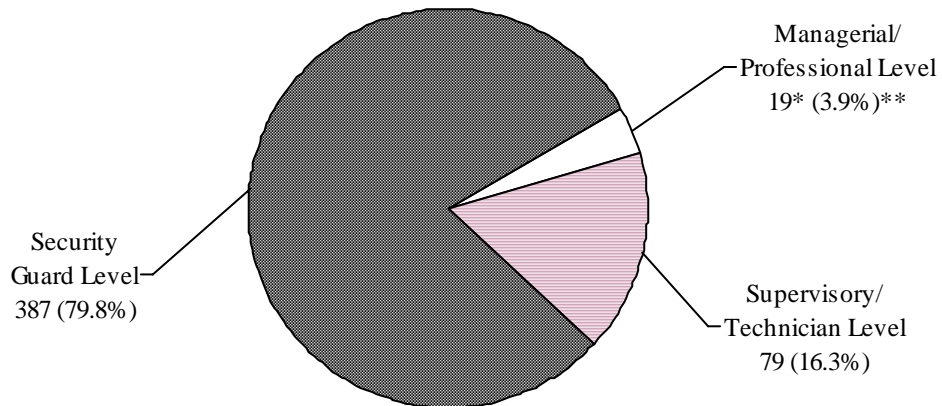


* Number of employees

** As percentage of the number of employees in this branch

Figure 4: Distribution of Employees of the Supplementary Samples by Job Level

Total: 485



* Number of employees

** As percentage of the number of employees in this branch

2.6 A comparison of the number of employees of Security Companies between 2005 and 2007 by principal job is shown in **Table C**.

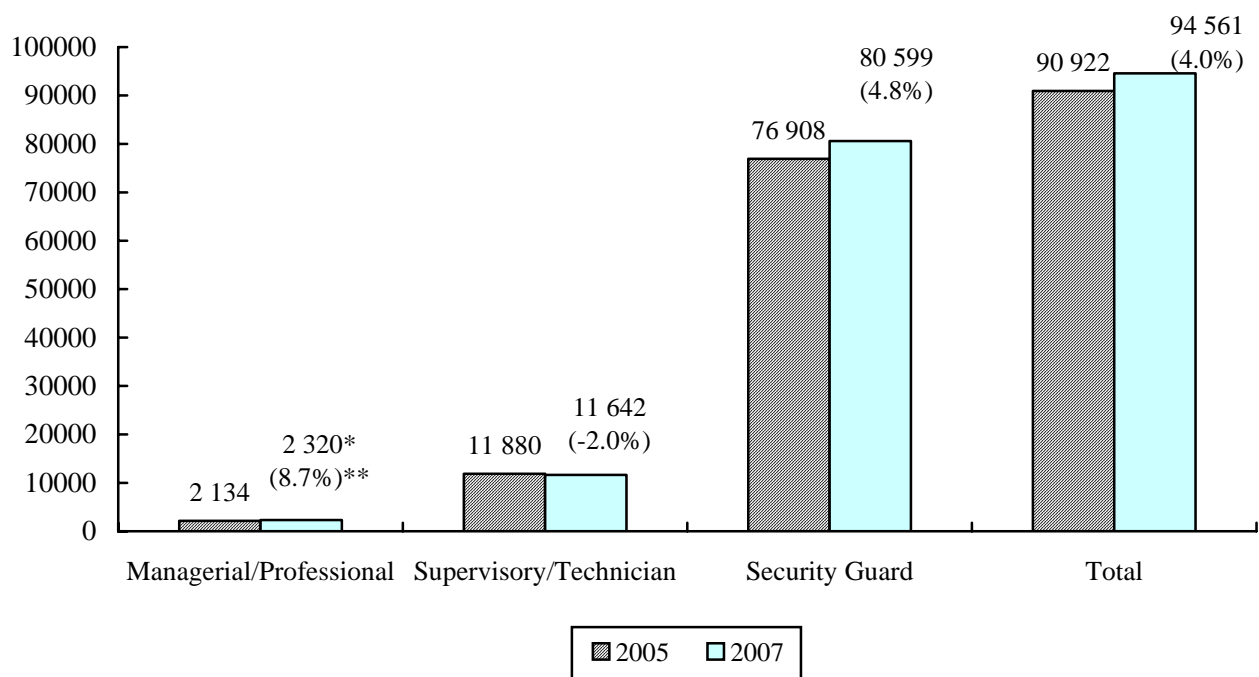
Table C: Comparison of Manpower of Security Companies between 2005 and 2007 by Job Level by Principal Job

<u>Job Level</u>	<u>Manpower in 2005</u>	<u>Manpower in 2007</u>	<u>Growth in Manpower</u> (%)*
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>			
Senior Manager	259	387	128
Security Manager/Operations Manager/Security Centre Controller	936	814	-122
Security Consultant	57	64	7
Security System Project Manager	214	263	49
Security System Design/Installation/Maintenance Engineer	487	661	174
Security Training Manager	40	29	-11
Other Security Services Related Manager	141	102	-39
Sub-total:	2 134	2 320	186 (8.7)
<u>SUPERVISORY/TECHNICIAN LEVEL</u>			
Security Supervisor/Operations Supervisor/Security Centre Supervisor	8 466	8 673	207
Security System Installation/Maintenance Technician	2 053	1 870	-183
Technical Support Staff	492	537	45
Security Training Officer	50	44	-6
VIP Protection Officer/Private Body Guard	12	12	0
Other Security Services Related Supervising Personnel	807	506	-301
Sub-total:	11 880	11 642	-238 (-2.0)
<u>SECURITY GUARD LEVEL</u>			
Security Guard	75 582	78 857	3 275
Armed Guard	822	1 205	383
Other Security Services Related Personnel	504	537	33
Sub-total:	76 908	80 599	3 691 (4.8)
GRAND TOTAL	90 922	94 561	3 639 (4.0)

* As percentage of the growth in the number of employees of security companies

2.7 The comparison of manpower of Security Companies by job level between 2005 and 2007 is illustrated in **Figure 5** and **Table D**.

Figure 5: Comparison of Manpower of Security Companies between 2005 and 2007 by Job Level



* Number of employees at the job level

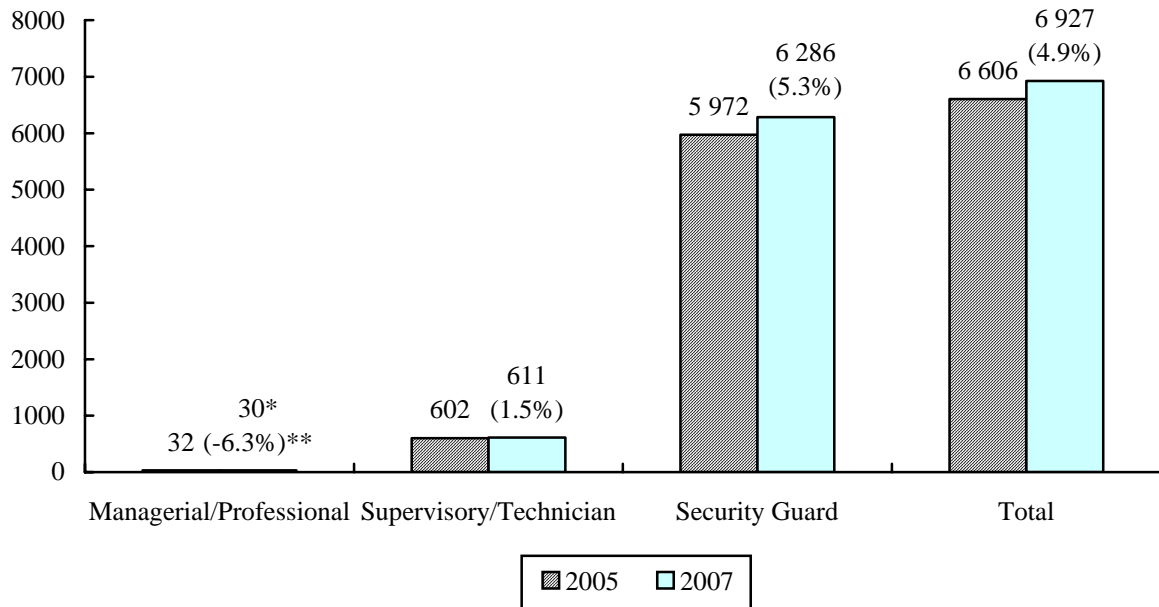
** As percentage increase/decrease of the number of employees at the job level in 2005

Table D: Manpower Growth of Security Companies in 2007 by Job Level

<u>Job Level</u>	<u>No. of Employees in May 2005</u>	<u>No. of Employees in May 2007</u>	<u>Growth (%)</u>
Managerial/Professional	2 134	2 320	186 (8.7)
Supervisory/Technician	11 880	11 642	-238 (-2.0)
Security Guard	76 908	80 599	3 691 (4.8)
Total	90 922	94 561	3 639 (4.0)

2.8 The comparison of manpower of Owners Corporations by job level between 2005 and 2007 is illustrated in **Figure 6** and **Table E**.

Figure 6: Comparison of Manpower of Owners Corporations between 2005 and 2007 by Job Level



* Number of employees at the job level

** As percentage increase/decrease of the number of employees at the job level in 2005

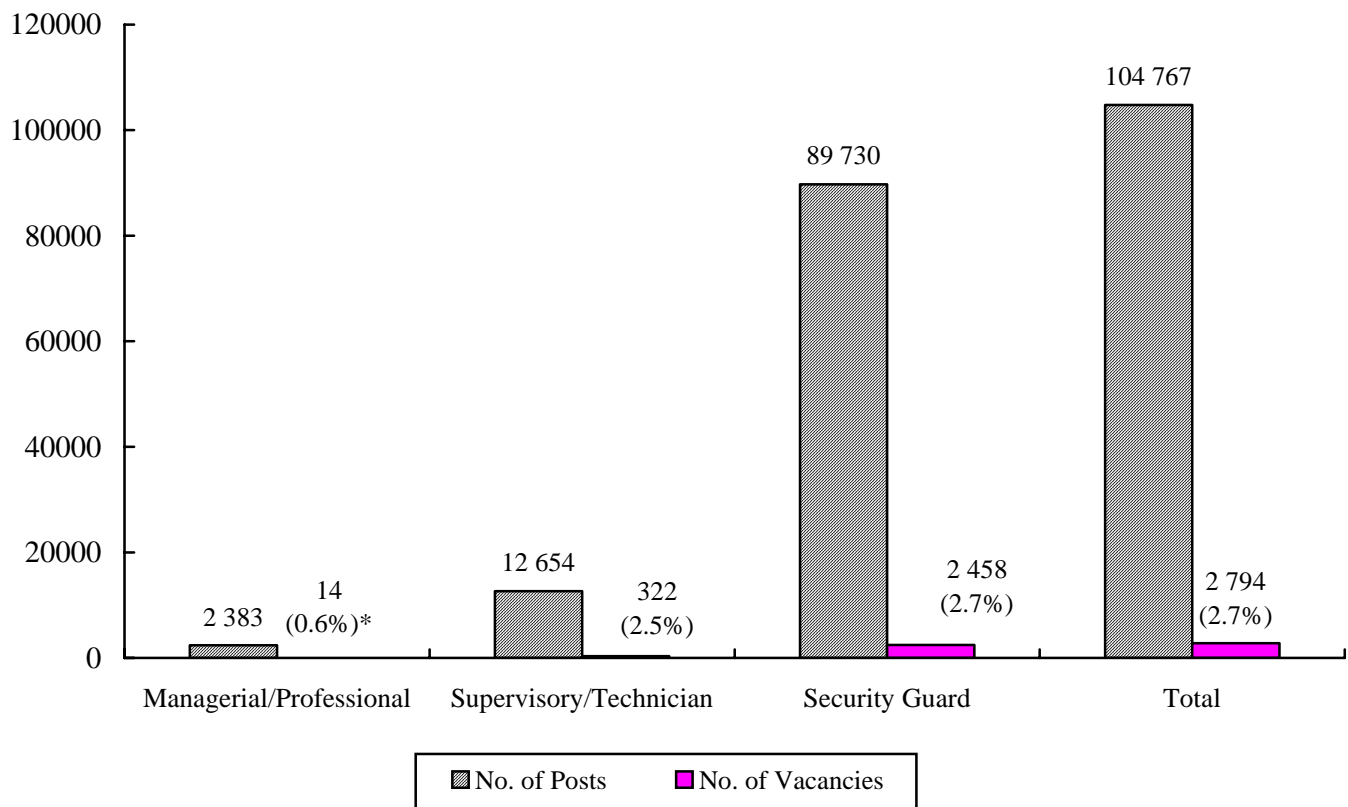
Table E: Manpower Growth of Owners Corporations in 2007 by Job Level

<u>Job Level</u>	<u>No. of Employees in May 2005</u>	<u>No. of Employees in May 2007</u>	<u>Growth (%)</u>
Managerial/Professional	32	30	-2 (-6.3)
Supervisory/Technician	602	611	9 (1.5)
Security Guard	5 972	6 286	314 (5.3)
Total	6 606	6 927	321 (4.9)

Number of Vacancies

2.9 At the time of survey, employers reported 2 794 vacancies, or 2.7% of the existing 104 767 posts (posts = 2 794 vacancies + 101 973 employees). By job level, the security guard level has the highest number of vacancies of 2 458. The distribution of vacancies by job level is shown in **Figure 7** and by principal job in **Table F**.

Figure 7: Posts and Vacancies by Job Level



* As percentage of the number of posts by job level

Table F: Number of Existing Vacancies by Principal Job

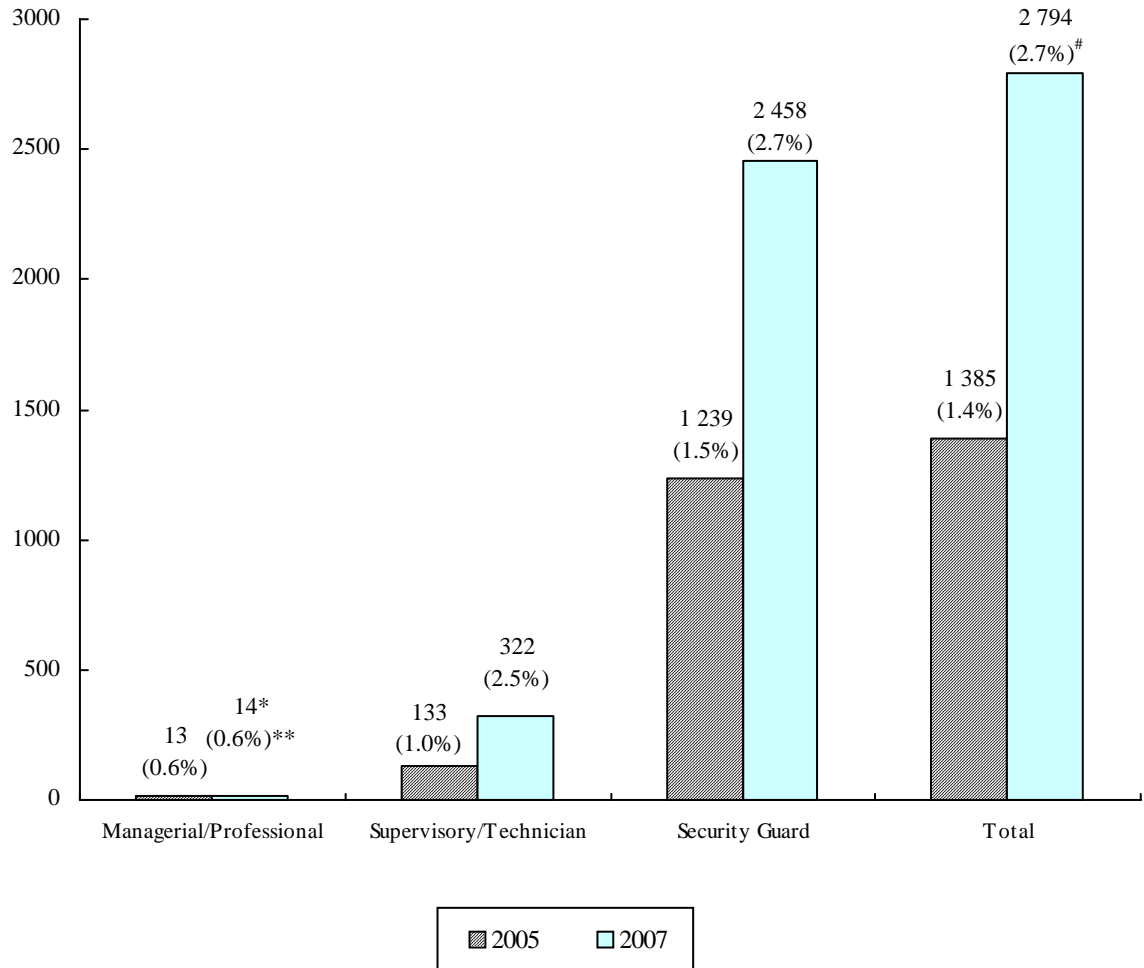
<u>Job Level</u>	<u>Number of Employees</u>	<u>Number of Vacancies</u>	<u>Number of Posts</u>	<u>(%)*</u>
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>				
Senior Manager	390	3	393	(0.8)
Security Manager/Operations Manager/Security Centre Controller	855	2	857	(0.2)
Security Consultant	64	-	64	-
Security System Project Manager	264	-	264	-
Security System Design/Installation/Maintenance Engineer	665	8	673	(1.2)
Security Training Manager	29	-	29	-
Other Security Services Related Manager	102	1	103	(1.0)
<u>Sub-total</u>	<u>2 369</u>	<u>14</u>	<u>2 383</u>	<u>(0.6)</u> - **
<u>SUPERVISORY/TECHNICIAN LEVEL</u>				
Security Supervisor/Operations Supervisor/Security Centre Supervisor	9 332	171	9 503	(1.8)
Security System Installation/Maintenance Technician	1 870	101	1 971	(5.1)
Technical Support Staff	537	40	577	(6.9)
Security Training Officer	44	-	44	-
VIP Protection Officer/Private Body Guard	12	-	12	-
Other Security Services Related Supervising Personnel	537	10	547	(1.8)
<u>Sub-total</u>	<u>12 332</u>	<u>322</u>	<u>12 654</u>	<u>(2.5)</u> (0.3)**
<u>SECURITY GUARD LEVEL</u>				
Security Guard	85 469	2 408	87 877	(2.7)
Armed Guard	1 205	37	1 242	(3.0)
Other Security Services Related Personnel	598	13	611	(2.1)
<u>Sub-total</u>	<u>87 272</u>	<u>2 458</u>	<u>89 730</u>	<u>(2.7)</u> (2.3)**
GRAND TOTAL:	101 973	2 794	104 767	(2.7)**

* As percentage of total number of posts at the same job level

** As percentage of total number of posts in the industry

2.10 A comparison of the number of vacancies between 2005 and 2007 is shown in **Figure 8**.

Figure 8: Comparison of Vacancies between 2005 and 2007

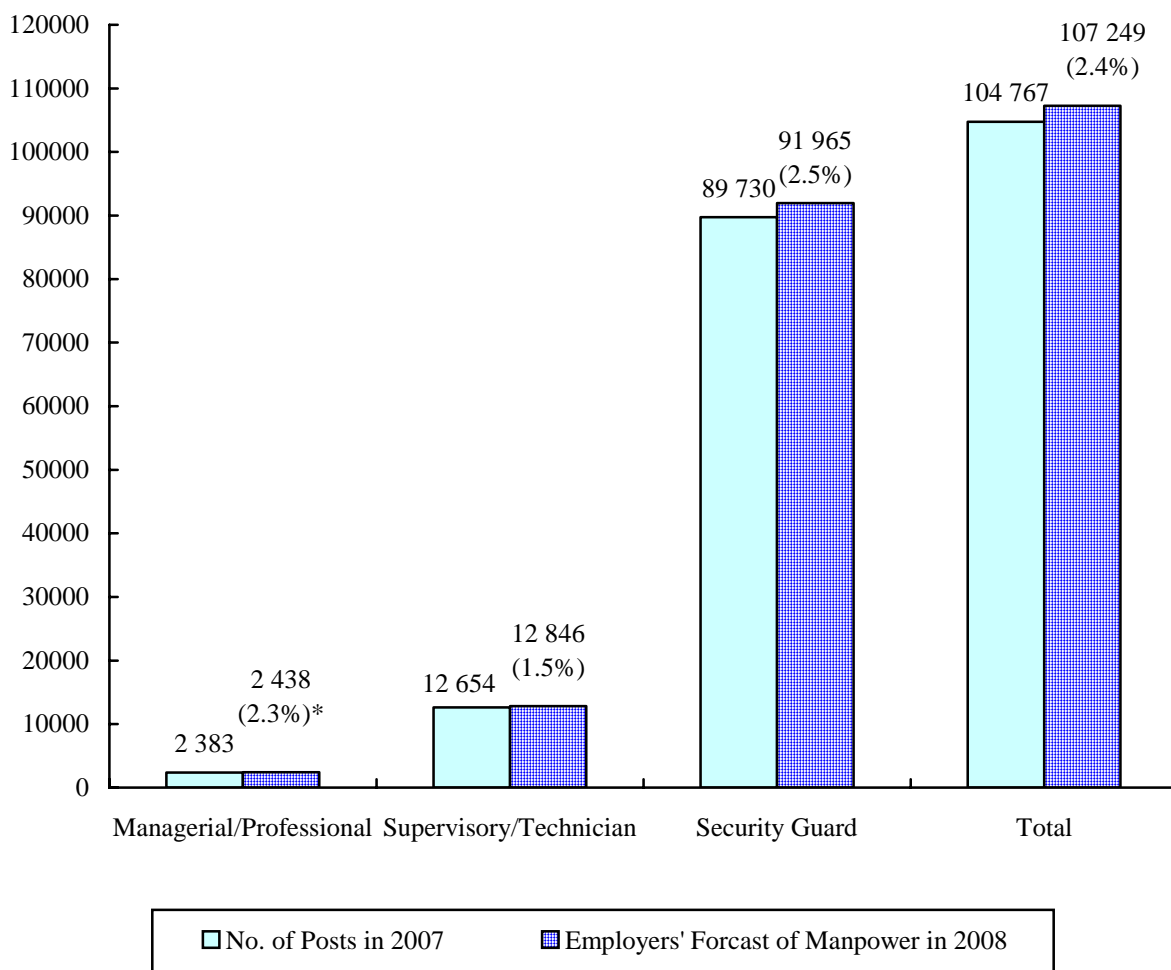


- * Number of vacancies by job level
- ** As percentage of the number of posts by job level
- # As percentage of the total number of posts in the industry

Employers' Forecast Manpower Demand by May 2008

2.11 Employers forecast that there would be 107 249 posts by May 2008, an increase of 2.4% over the number of posts in May 2007 (as compared with -0.1% in May 2005). These 2 482 new posts will arise at all job levels, ranging from 55, to 192 and 2 235 (or 2.3%, 1.5% and 2.5%) for the Managerial/Professional level, the Supervisory/Technician level and the Security Guard level respectively. Employers' forecast manpower growth by May 2008 by job level is presented in **Figure 9** and by principal job in **Table G**.

Figure 9: Employers' Forecast of Security Services Manpower Demand by May 2008 by Job Level



* As percentage increase in number of posts at the same job level

Table G: Employers' Forecast of Manpower Growth by Principal Job in 2008

<u>Job Level</u>	<u>No. of Posts in 2007</u>	<u>Forecast of Manpower in 2008</u>	<u>(%)*</u>
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>			
Senior Manager	393	393	-
Security Manager/Operations Manager/ Security Centre Controller	857	871	(1.6)
Security Consultant	64	84	(31.3)
Security System Project Manager	264	264	-
Security System Design/Installation/ Maintenance Engineer	673	693	(3.0)
Security Training Manager	29	29	-
Other Security Services Related Manager	103	104	(1.0)
<i>Sub-total:</i>	2 383	2 438	(2.3)**
<u>SUPERVISORY/TECHNICIAN LEVEL</u>			
Security Supervisor/Operations Supervisor/ Security Centre Supervisor	9 503	9 638	(1.4)
Security System Installation/Maintenance Technician	1 971	2 028	(2.9)
Technical Support Staff	577	577	-
Security Training Officer	44	44	-
VIP Protection Officer/Private Body Guard	12	12	-
Other Security Services Related Supervising Personnel	547	547	-
<i>Sub-total:</i>	12 654	12 846	(1.5)**
<u>SECURITY GUARD LEVEL</u>			
Security Guard	87 877	90 089	(2.5)
Armed Guard	1 242	1 265	(1.9)
Other Security Services Related Personnel	611	611	-
<i>Sub-total:</i>	89 730	91 965	(2.5)**
GRAND TOTAL:	104 767	107 249	(2.4)@

* As percentage of the number of posts at the same principal job level

** As percentage of the number of posts at the same job level

@ As percentage of the total number of posts in the industry in 2007

Internal Promotion in the Past 12 Months

2.12 The survey reveals that 899 employees (or 6.1% of the total employees) were promoted from within the surveyed sample establishments (as compared with 904 employees being promoted in year 2005). Out of the 899 employees promoted, 817 were promoted to the Supervisory/Technician level and 82 to the Managerial/Professional level. A summary of the promotion pattern by branch by job level is shown in **Table H**.

Table H: Number of Internal Promotions by Branch by Job Level

Branch	Managerial/ Professional Level		Supervisory/ Technician Level	
	No. Employed	No. of Internal Promotion [#]	No. Employed	No. of Internal Promotion [^]
Security Guarding Services	858	18	7 554	564
Armoured Transportation Services	12	-	49	4
Security Systems Installation/ Maintenance/ Repair/ Design/ Others	1 126	43	2 063	21
Security Guarding/ Armoured Transportation Services	11	-	92	3
Security Guarding/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	307	21	1 364	123
Security Guarding/ Armoured Transportation Services/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	6	-	520	-
Owners Corporations	30	-	611	90
Supplementary Samples	19	-	79	12
Total:	2 369	82	12 332	817

[#] From Supervisory / Technician to Managerial / Professional Level

[^] From Guard / Operational to Supervisory / Technician Level

Turnover in the Past 12 Months

2.13 **Table I** shows that the staff wastage rates in the past 12 months for Security Companies, Owners Corporations and Supplementary Samples were 5.9 %, 0.4% and 4.7% respectively. Such findings were based on the assumption that the leavers might be recruited by another security services companies. In this connection, the actual wastage rate would be the difference between the number of leavers and the number of recruits with security services related experience, (i.e. Wastage = No. of leavers – No. of Recruits with Security Services related experience) which is quite different from the 31.1% in 2005. By job level, the security guard level faced the highest wastage in the Security Companies sector, with 24 380 employees leaving and 19 080 employees joining the industry, representing a 6.4% of wastage at the same job level. Details of the number of recruits in the past 12 months by branch by job level are shown in **Appendix 9**.

**Table I: Wastage for the SSI
by Sector by Job Level for the Past 12 Months**

(i) Security Companies

<u>Job Level</u>	<u>No. of Posts</u>	<u>No. of Leavers</u>	<u>No. of Recruits with Security Services Related experience</u>	<u>Wastage (%)</u>
Managerial/Professional	2 334	126	96	30 (1.3)*
Supervisory/Technician	11 964	1 454	1 019	435 (3.6)*
Security Guard	82 967	24 380	19 080	5 300 (6.4)*
Total: (%)	97 265	25 960	20 195	5 765 (5.9)**

(ii) Owners Corporations

<u>Job Level</u>	<u>No. of Posts</u>	<u>No. of Leavers</u>	<u>No. of Recruits with Security Services Related experience</u>	<u>Wastage (%)</u>
Managerial/Professional	30	-	-	- (-)*
Supervisory/Technician	611	-	-	- (-)*
Security Guard	6 376	1 028	998	30 (0.5)*
Total: (%)	7 017	1 028	998	30 (0.4)**

(iii) Supplementary Samples

<u>Job Level</u>	<u>No. of Posts</u>	<u>No. of Leavers</u>	<u>No. of Recruits with Security Services Related experience</u>	<u>Wastage (%)</u>
Managerial/Professional	19	-	-	- (-)*
Supervisory/Technician	79	6	2	4 (5.1)*
Security Guard	387	30	11	19 (4.9)*
Total: (%)	485	36	13	23 (4.7)**

(iv) Total

<u>Job Level</u>	<u>No. of Posts</u>	<u>No. of Leavers</u>	<u>No. of Recruits with Security Services Related experience</u>	<u>Wastage (%)</u>
Managerial/Professional	2 383	126	96	30 (1.3)*
Supervisory/Technician	12 654	1 460	1 021	439 (3.5)*
Security Guard	89 730	25 438	20 089	5 349 (6.0)*
Total: (%)	485	36	13	23 (4.7)**

* As percentage of the number of posts at the same job level

** As percentage of the number of posts in the industry

Recruitment Difficulties

2.14 Of the 256 respondents, only 14.4% reported that they had come across difficulty in the recruitment of staff, particularly security guards. Same as in 2005, the main reasons for the recruitment difficulty at this job level were unattractive salary, long working hours and general labour shortage. Reasons for recruitment difficulty for each job level are shown in **Table J**. The type of difficulties encountered in recruitment in the past 12 months is set out in **Appendix 8**.

Table J: Comparison of the Reasons for Recruitment Difficulty by Job Level

<u>Reasons for Recruitment Difficulty#</u>	<u>Managerial/ Professional*</u>		<u>Supervisory*</u>		<u>Technician*</u>		<u>Security Guard*</u>	
	<u>2005</u>	<u>2007</u>	<u>2005</u>	<u>2007</u>	<u>2005</u>	<u>2007</u>	<u>2005</u>	<u>2007</u>
General Labour Shortage	0.3	0.5	0.5	1.1	-	3.1	7.9	13.8
Long Working Hours	-	0.2	0.9	3.2	-	-	25.0	18.0
Dangerous Working Environment	-	-	-	-	0.6	-	0.8	2.5
Unattractive Salary	0.6	0.3	1.5	3.6	1.4	2.1	34.0	20.5
Low Status	-	-	-	-	0.2	1.1	7.4	1.8
Lack of Candidates with Relevant Experience and Training	1.1	1.1	0.8	5.2	0.3	5.5	15.9	9.8
Others	-	0.1	0.3	2.2	1.5	1.0	9.0	3.3

Respondents may choose more than one reason

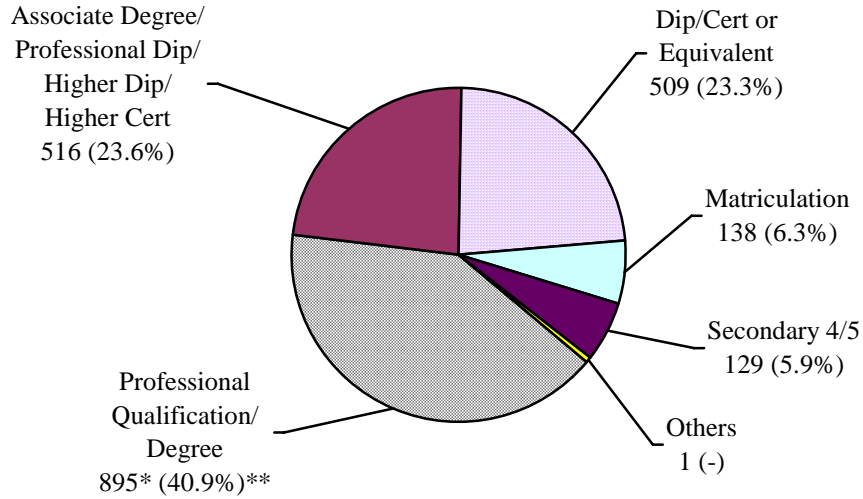
* As percentage of the number of respondents with recruitment difficulty

Employers' Preferred Educational Level of Employees

2.15 The Survey shows that 35.5% employees at the Managerial/Professional level were preferred to have professional qualification/degree level of education. Meanwhile, 57.8% at the Supervisory/Technician level were preferred to possess Secondary 4 to 5 level of education, whereas 84.5% at the Security Guard level to have Secondary 3 level or below. Comparisons of the preferred education between 2005 and 2007 by level are shown in **Figures 10 to 12**. A summary of the preferred education of employees by principal job is presented in **Table K**. Details of the employers' preferred education level of employees by branch by principal job are shown in **Appendix 10**.

Figure 10 (i): Employers' Preferred Education Level of Employees at the Managerial/Professional Level in 2005

Total: 2 188 employees

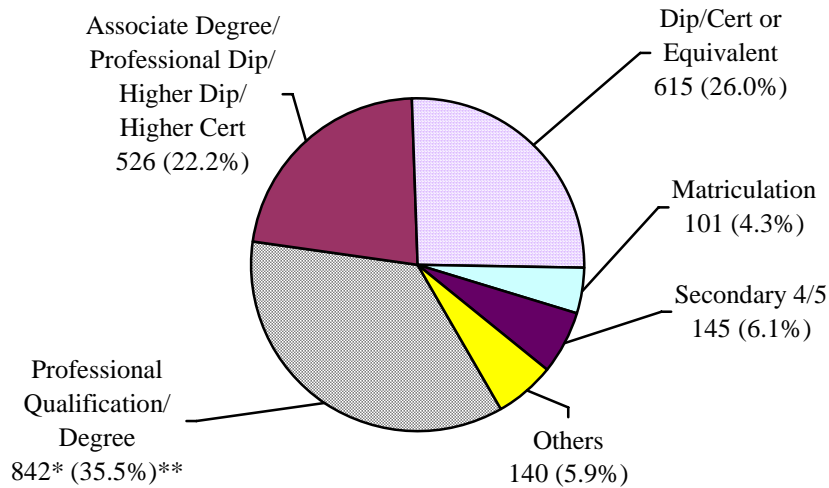


* No. of employees

** As percentage of the number of employees at the job level

Figure 10 (ii): Employers' Preferred Education Level of Employees at the Managerial/Professional Level in 2007

Total: 2 369 employees

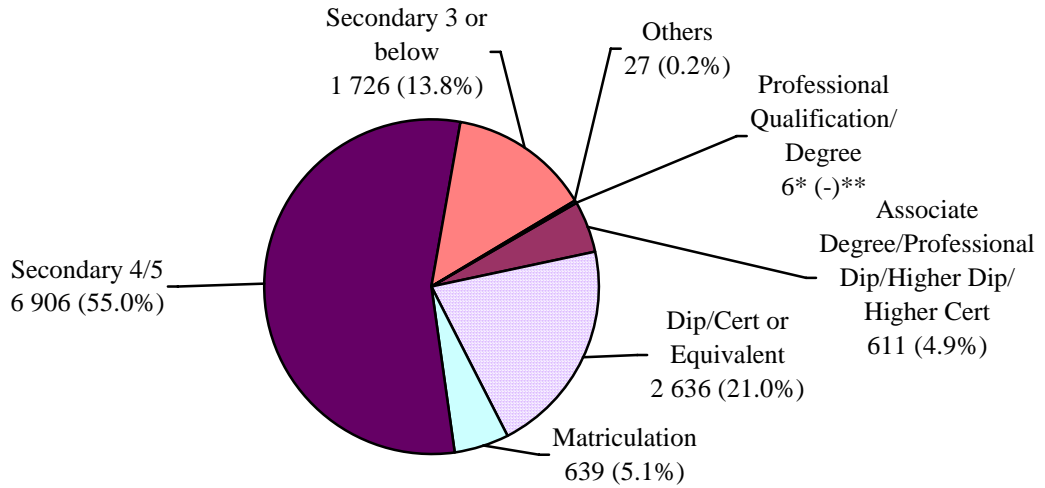


* No. of employees

** As percentage of the number of employees at the job level

Figure 11 (i): Employers' Preferred Education Level of Employees at the Supervisory/Technician Level in 2005

Total: 12 551 employees

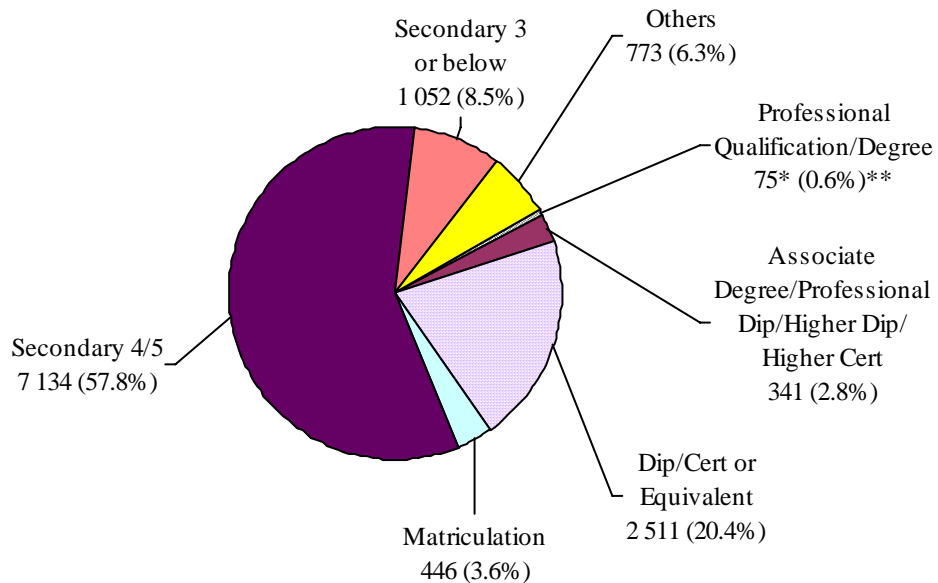


* No. of employees

** As percentage of the number of employees at the job level

Figure 11 (ii): Employers' Preferred Education Level of Employees at the Supervisory/Technician Level in 2007

Total: 12 332 employees

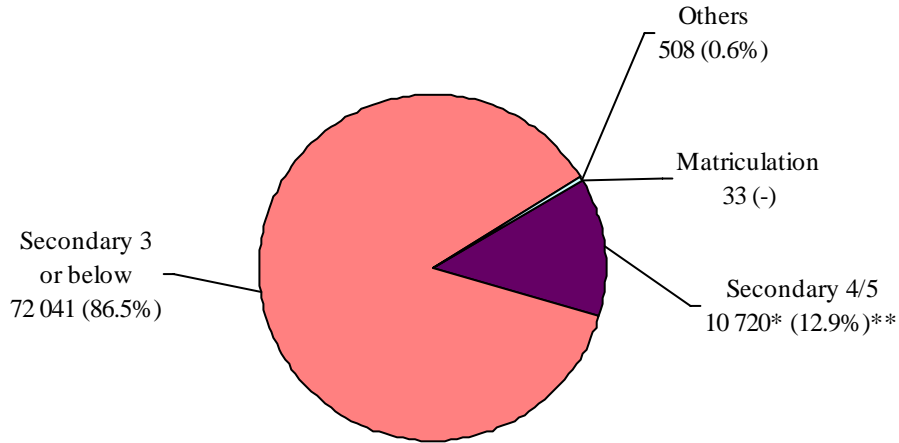


* No. of employees

** As percentage of the number of employees at the job level

Figure 12(i): Employers' Preferred Education Level of Employees at the Security Guard Level in 2005

Total: 83 302 employees

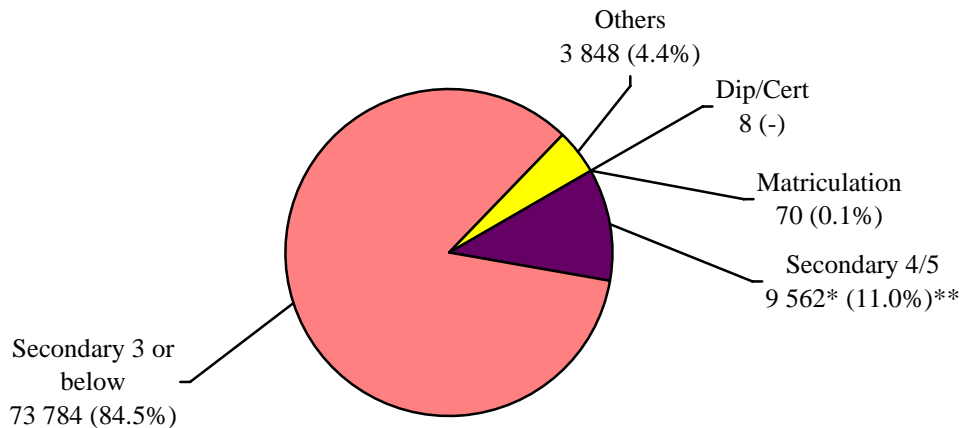


* No. of employees

** As percentage of the number of employees at the job level

Figure 12(ii): Employers' Preferred Education Level of Employees at the Security Guard Level in 2007

Total: 87 272 employees



* No. of employees

** As percentage of the number of employees at the job level

Table K: Employers' Preferred Education of Employees by Level by Principal Job

<u>Job Level</u>	<u>Professional Qualification/Degree</u>	<u>Associate Degree/Professional Dip/Higher Dip/Higher Cert</u>	<u>Diploma/Cert/Equivalent</u>	<u>Matriculation</u>	<u>Secondary 4/5</u>	<u>Secondary 3 or below</u>	<u>Others</u>	<u>Total</u>
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
Senior Manager	241	45	81	11	3	-	9	390
Security Manager/Operations Manager/Security Centre Controller	267	87	345	26	2	-	128	855
Security Consultant	37	7	20	-	-	-	-	64
Security System Project Manager	68	53	3	-	140	-	-	264
Security System Design/Installation/Maintenance Engineer	195	309	99	62	-	-	-	665
Security Training Manager	9	4	12	2	-	-	2	29
Other Security Services Related Manager	25	21	55	-	-	-	1	102
Sub-total:	842	526	615	101	145	0	140	2 369
(%)*	(35.5)	(22.2)	(26.0)	(4.3)	(6.1)	(-)	(5.9)	(100)#
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
Security Supervisor/Operations Supervisor/Security Centre Supervisor	36	194	837	343	6 350	1 018	554	9 332
Security System Installation/Maintenance Technician	-	68	1 331	10	424	34	3	1 870
Technical Support Staff	-	78	244	5	210	-	-	537
Security Training Officer	1	1	24	16	-	-	2	44
VIP Protection Officer/Private Body Guard	-	-	-	12	-	-	-	12
Other Security Services Related Supervising Personnel	38	-	75	60	150	-	214	537
Sub-total:	75	341	2 511	446	7 134	1 052	773	12 332
(%)*	(0.6)	(2.8)	(20.4)	(3.6)	(57.8)	(8.5)	(6.3)	(100)#
<u>SECURITY GUARD LEVEL</u>								
Security Guard	-	-	-	-	9 027	72 594	3 848	85 469
Armed Guard	-	-	-	-	231	974	-	1 205
Other Security Services Related Personnel	-	-	8	70	304	216	-	598
Sub-total:	0	0	8	70	9 562	73 784	3 848	87 272
(%)*	(-)	(-)	(-)	(0.1)	(11.0)	(84.5)	(4.4)	(100)#
GRAND TOTAL:	917	867	3 134	617	16 841	74 836	4 761	101 973
(%)**	(0.9)	(0.8)	(3.1)	(0.6)	(16.5)	(73.4)	(4.7)	(100)#

* As percentage of the number of employees at the same job level

** As percentage of the total number of employees in the industry

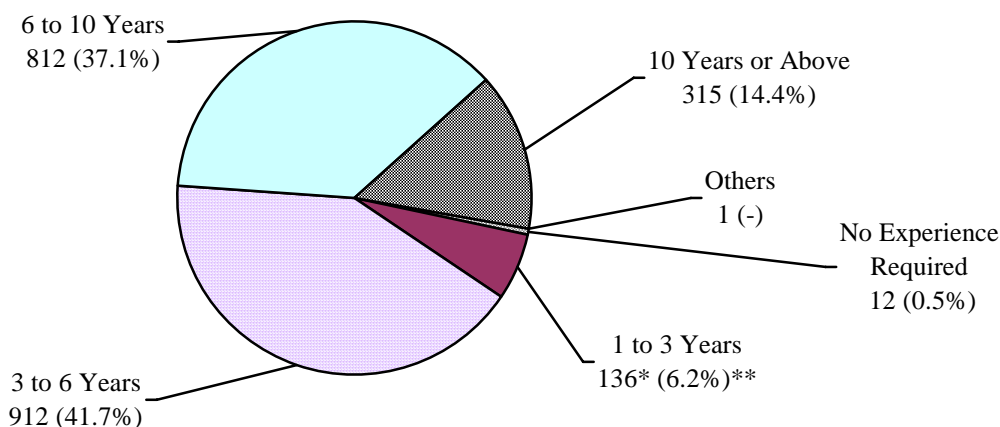
The percentage may not add up to 100 owing to rounding

Employers' Preferred Period of Experience of Employees

2.16 The survey reveals that 44.7% of the employees at the Managerial/Professional level were preferred to have 3 to 6 years of experience. 52.8% of the employees at the Supervisory/Technician level were preferred to have 3 to 6 years of experience and 46.5% of the employees at the Security Guard level were preferred to have less than 1 year of experience. Comparisons of the employers' preferred period of experience of employees between 2005 and 2007 by job level are shown in **Figures 13 to 15**. A summary of the employers' preferred experience of employees by principal job is presented in **Table L**. Details of the employers' preferred period of experience of employees by branch by principal job are shown in **Appendix 11**.

Figure 13(i): Employers' Preferred Period of Experience of Employees at the Managerial/Professional Level in 2005

Total: 2 188 employees

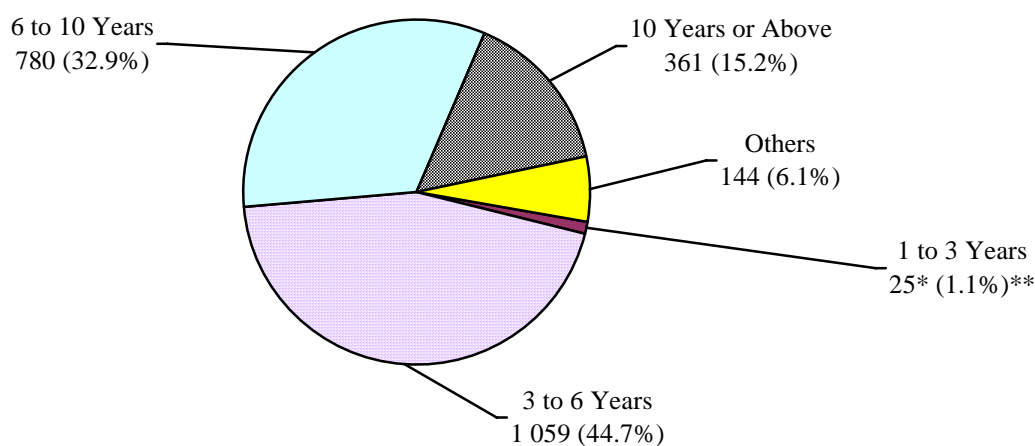


* No. of employees

** As percentage of the number of employees at the job level

Figure 13(ii): Employers' Preferred Period of Experience of Employees at the Managerial/Professional Level in 2007

Total: 2 369 employees

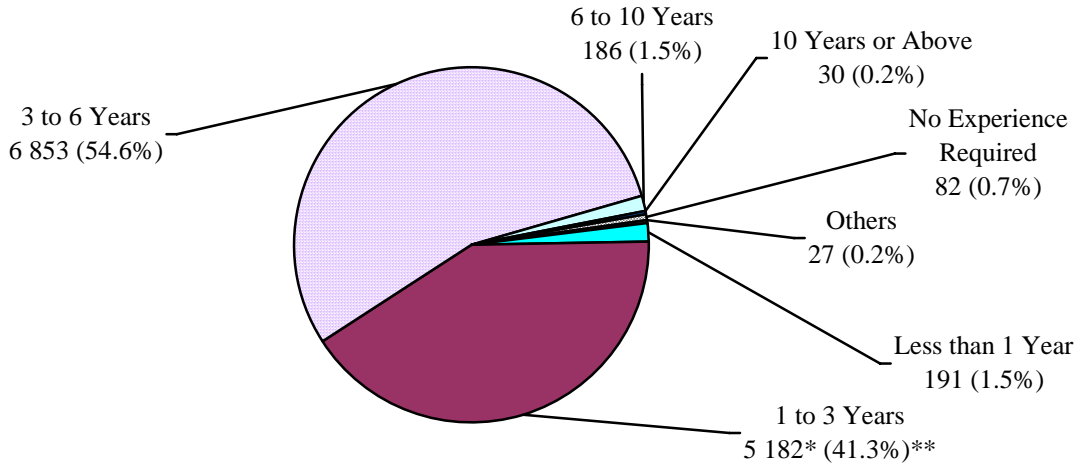


* No. of employees

** As percentage of the number of employees at the job level

Figure 14(i): Employers' Preferred Period of Experience of Employees at the Supervisory/Technician Level in 2005

Total: 12 551 employees

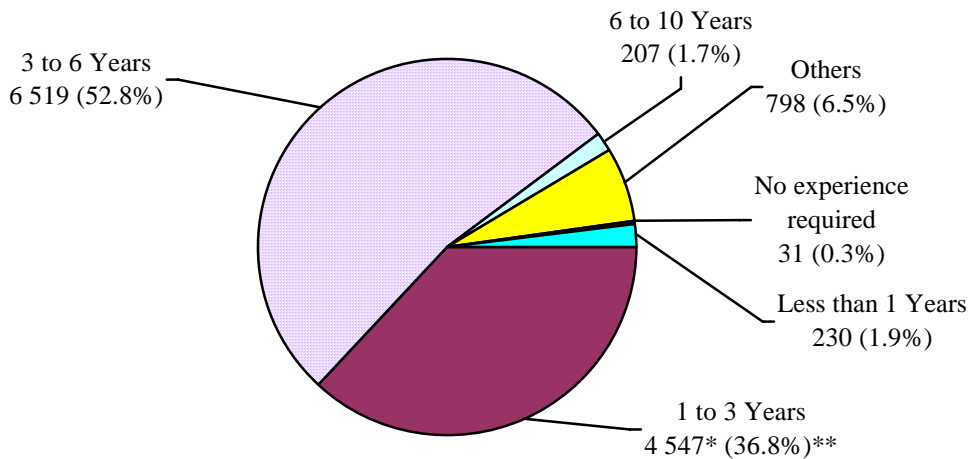


* No. of employees

** As percentage of the number of employees at the job level

Figure 14(ii): Employers' Preferred Period of Experience of Employees at the Supervisory/Technician Level in 2007

Total: 12 332 employees

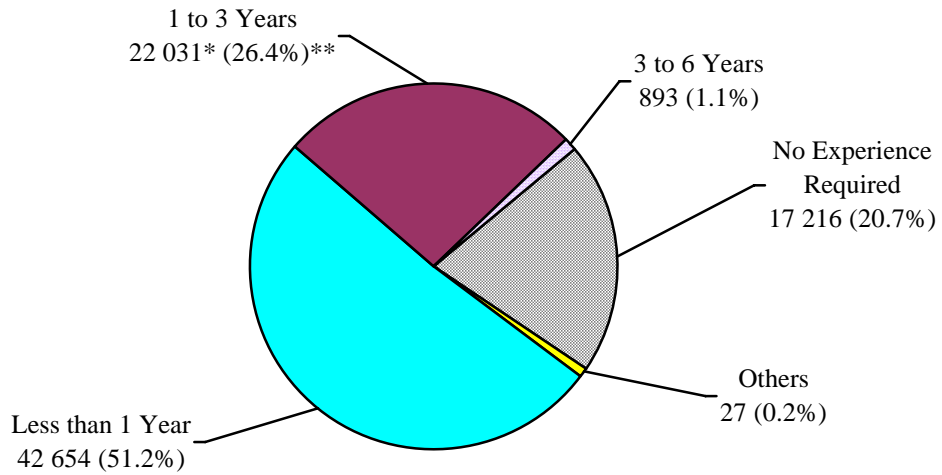


* No. of employees

** As percentage of the number of employees at the job level

Figure 15(i): Employers' Preferred Period of Experience of Employees at the Security Guard Level in 2005

Total: 83 302 employees

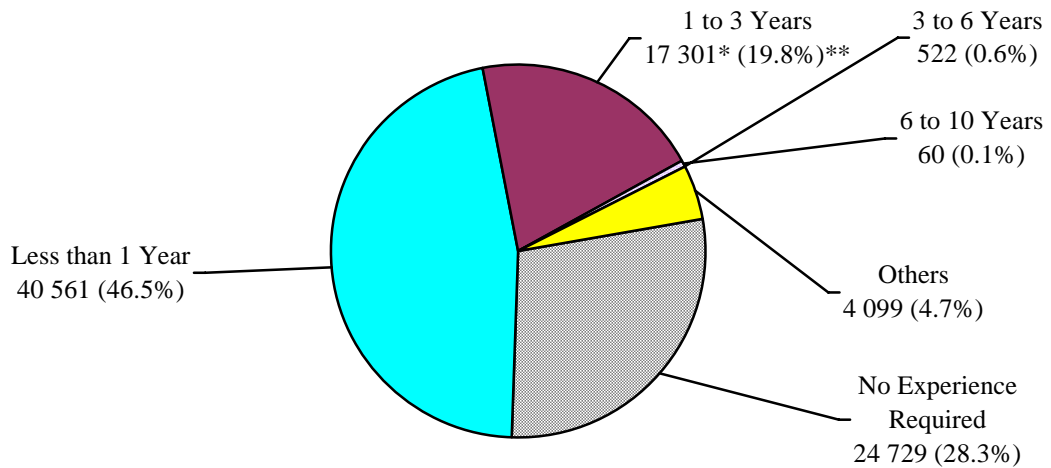


* No. of employees

** As percentage of the number of employees at the job level

Figure 15(ii): Employers' Preferred Period of Experience of Employees at the Security Guard Level in 2007

Total: 87 272 employees



* No. of employees

** As percentage of the number of employees at the job level

Table L: Employers' Preferred Period of Experience of Employees by Principal Job

<u>Job Level</u>	<u>No Experience Required</u>	<u>Less than 1 Year</u>	<u>1 to 3 Years</u>	<u>3 to 6 Years</u>	<u>6 to 10 Years</u>	<u>10 Years or above</u>	<u>Others</u>	<u>Total</u>
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
Senior Manager	-	-	1	119	86	174	10	390
Security Manager/Operations Manager/Security Centre Controller	-	-	12	332	260	122	129	855
Security Consultant	-	-	-	30	30	4	-	64
Security System Project Manager	-	-	2	196	54	12	-	264
Security System Design/Installation/Maintenance Engineer	-	-	10	310	297	48	-	665
Security Training Manager	-	-	-	11	15	1	2	29
Other Security Services Related Manager	-	-	-	61	38	-	3	102
Sub-total:	0	0	25	1 059	780	361	144	2 369
(%)*	(-)	(-)	(1.1)	(44.7)	(32.9)	(15.2)	(6.1)	(100)#
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
Security Supervisor/Operations Supervisor/Security Centre Supervisor	31	99	3 207	5 335	87	-	573	9 332
Security System Installation/Maintenance Technician	-	101	972	754	40	-	3	1 870
Technical Support Staff	-	-	210	258	69	-	-	537
Security Training Officer	-	-	23	16	1	-	4	44
VIP Protection Officer/Private Body Guard	-	-	-	12	-	-	-	12
Other Security Services Related Supervising Personnel	-	30	135	144	10	-	218	537
Sub-total:	31	230	4 547	6 519	207	0	798	12 332
(%)*	(0.3)	(1.9)	(36.8)	(52.8)	(1.7)	(-)	(6.5)	(100)#
<u>SECURITY GUARD LEVEL</u>								
Security Guard	24 722	39 171	16 935	522	60	-	4 059	85 469
Armed Guard	-	962	209	-	-	-	34	1 205
Other Security Services Related Personnel	7	428	157	-	-	-	6	598
Sub-total:	24 729	40 561	17 301	522	60	0	4 099	87 272
(%)*	(28.3)	(46.5)	(19.8)	(0.6)	(0.1)	(-)	(4.7)	(100)#
GRAND TOTAL:	24 760	40 791	21 873	8 100	1 047	361	5 041	101 973
(%)**	(24.3)	(40.1)	(21.4)	(7.9)	(1.0)	(0.4)	(4.9)	(100)#

* As percentage of the number of employees at the same job level

** As percentage of the total number of employees in the industry

The percentage may not add up to 100 owing to rounding

Employers' Preferred Vocational Qualifications of Employees

2.17 The Survey reveals that most employers preferred their employees at the Managerial/Professional level to be qualified members of major security associations/institutions. For supervisors and security guards, most employers preferred their employees to possess trade test certificates and to have received security training under the Recognition Scheme. For technicians, employers preferred them to have technical certificates. **Table M** shows the employers' preferred vocational qualifications of employees by job level. Details of the employers' preferred vocational qualifications by branch by job level are also presented in **Appendix 12**.

Table M: Employers' Preferred Vocational Qualification of Employees by Job Level

Number of Responding Security Companies/ Owners Corporations/ Supplementary Samples Employers' Preferred Vocational Qualifications	Job Level of Employees			
	Manager	Supervisor	Technician	Security Guard
Qualified Member of major Security Institutions/Associations	247	124	12	43
Certificate of Security Trainers Courses	117	91	20	40
Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC	173	716	80	2 192
Certificate of Security Guard Training Course under the Recognition Scheme	88	202	50	718
A Pass under the Scheme for Quality Assured In-House Training	33	49	31	193
Technical Certificate	112	37	183	10
Certificate of Skills Upgrading Scheme	25	52	23	57
Others	2	2	2	1

* May choose more than 1 vocational qualification

Income Distribution

2.18 The Survey shows that 614 employees (or 25.9%) at the Managerial/Professional level were in the income range of \$15,001 to \$20,000 (as compared with 26.2% in the income range of \$20,001 to \$30,000 in 2005). For Supervisory/Technician level, 4 241 employees (or 34.4%) were in the income range of \$10,001 to \$15,000 in 2007 while the median salary range was \$7,501 to \$9,000 in 2005. For Security Guard level, 50 626 employees (or 49.6%) received income in the range of \$6,001 to \$7,500 which is generally the same as in the previous survey. **Table N** and **Figure 16** show the analysis of income distribution by principal job level. Since this is not an income survey, the information obtained is for cross-reference only.

Table N: Income Distribution of Employees by Principal Job

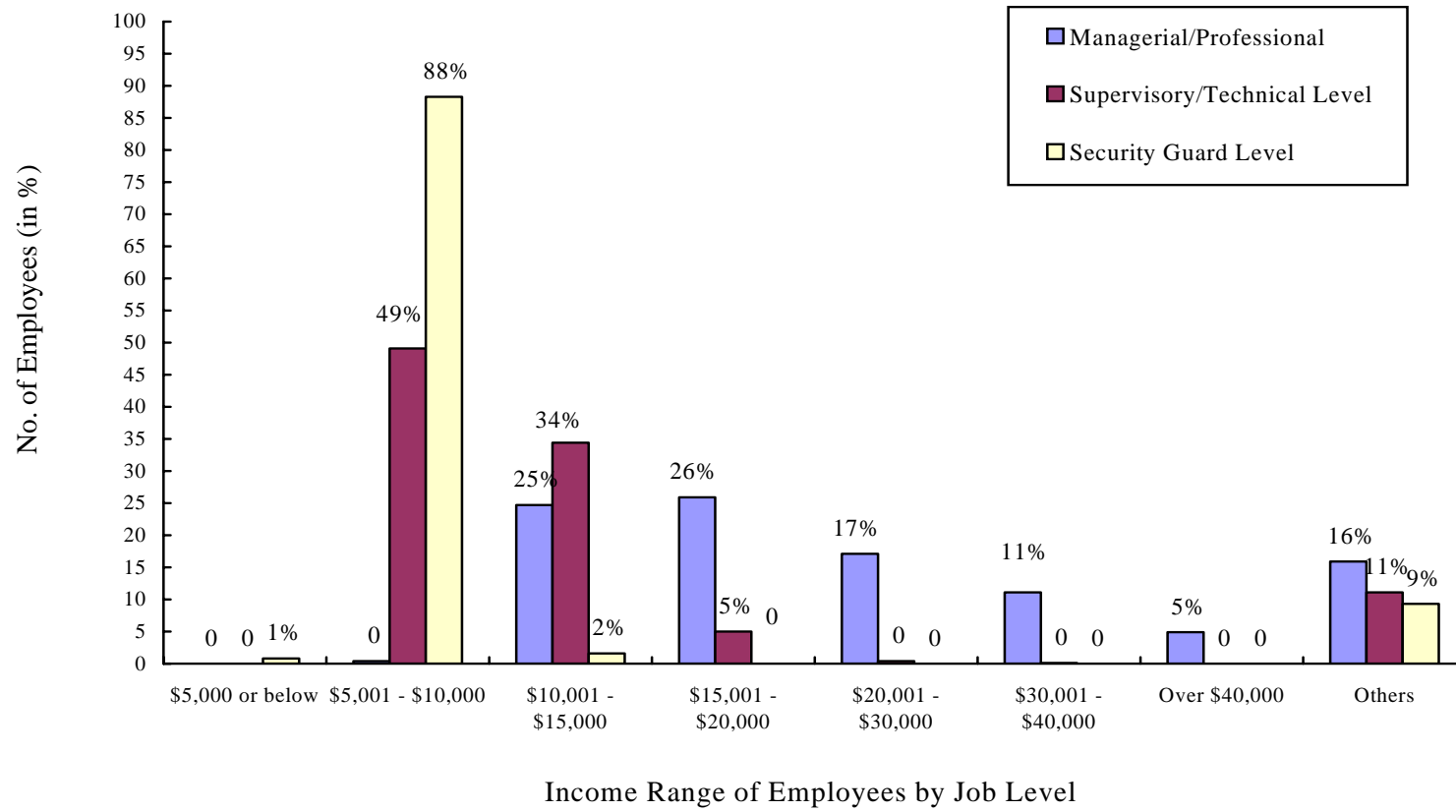
Job Level	\$5000 or below	\$5,001- \$6,000	\$6,001- \$7,500	\$7,501- \$9,000	\$9,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	\$30,001- \$40,000	Over \$40,000	Others	Total
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>												
Senior Manager	-	-	-	-	-	10	47	103	107	59	64	390
Security Manager/Operations Manager/ Security Centre Controller	-	-	-	-	10	120	220	117	106	43	239	855
Security Consultant	-	-	-	-	-	7	30	10	3	1	13	64
Security System Project Manager	-	-	-	-	-	24	180	29	17	7	7	264
Security System Design/Installation/ Maintenance Engineer	-	-	-	-	-	388	88	119	24	2	44	665
Security Training Manager	-	-	-	-	-	5	9	6	2	1	6	29
Other Security Services Related Manager	-	-	-	-	-	32	40	20	3	4	3	102
Sub-total:	0	0	0	0	10	586	614	404	262	117	376	2 369
(%)*	(-)	(-)	(-)	(-)	(0.4)	(24.7)	(25.9)	(17.1)	(11.1)	(4.9)	(15.9)	(100)#
<u>SUPERVISORY/TECHNICIAN LEVEL</u>												
Security Supervisor/Operations Supervisor/Security Centre Supervisor	-	31	443	1 891	2 601	3 055	319	29	-	-	963	9 332
Security System Installation/Maintenance Technician	-	-	60	158	584	802	135	8	4	-	119	1 870
Technical Support Staff	-	-	2	16	106	248	99	9	-	-	57	537
Security Training Officer	-	-	-	-	7	7	16	-	-	-	14	44
VIP Protection Officer/Private Body Guard	-	-	-	-	-	12	-	-	-	-	-	12
Other Security Services Related Supervising Personnel	-	-	-	44	105	117	42	-	10	-	219	537
Sub-total:	0	31	505	2 109	3 403	4 241	611	46	14	0	1 372	12 332
(%)*	(-)	(0.3)	(4.1)	(17.1)	(27.6)	(34.4)	(5.0)	(0.4)	(0.1)	(-)	(11.1)	(100)#
<u>SECURITY GUARD LEVEL</u>												
Security Guard	701	13 717	49 799	11 136	1 526	440	17	-	-	-	8 133	85 469
Armed Guard	-	-	28	244	54	879	-	-	-	-	-	1 205
Other Security Services Related Personnel	-	-	294	224	35	18	20	-	-	-	7	598
Sub-total:	701	13 717	50 121	11 604	1 615	1 337	37	0	0	0	8 140	87 272
(%)*	(0.8)	(15.7)	(57.4)	(13.3)	(1.9)	(1.6)	(-)	(-)	(-)	(-)	(9.3)	(100)#
GRAND TOTAL:	701	13 748	50 626	13 713	5 028	6 164	1 262	450	276	117	9 888	101 973
(%)**	(0.7)	(13.5)	(49.6)	(13.4)	(4.9)	(6.1)	(1.3)	(0.4)	(0.3)	(0.1)	(9.7)	(100)#

* As percentage of the total number of employees at the same job level

** As percentage of the total number of employees in the industry

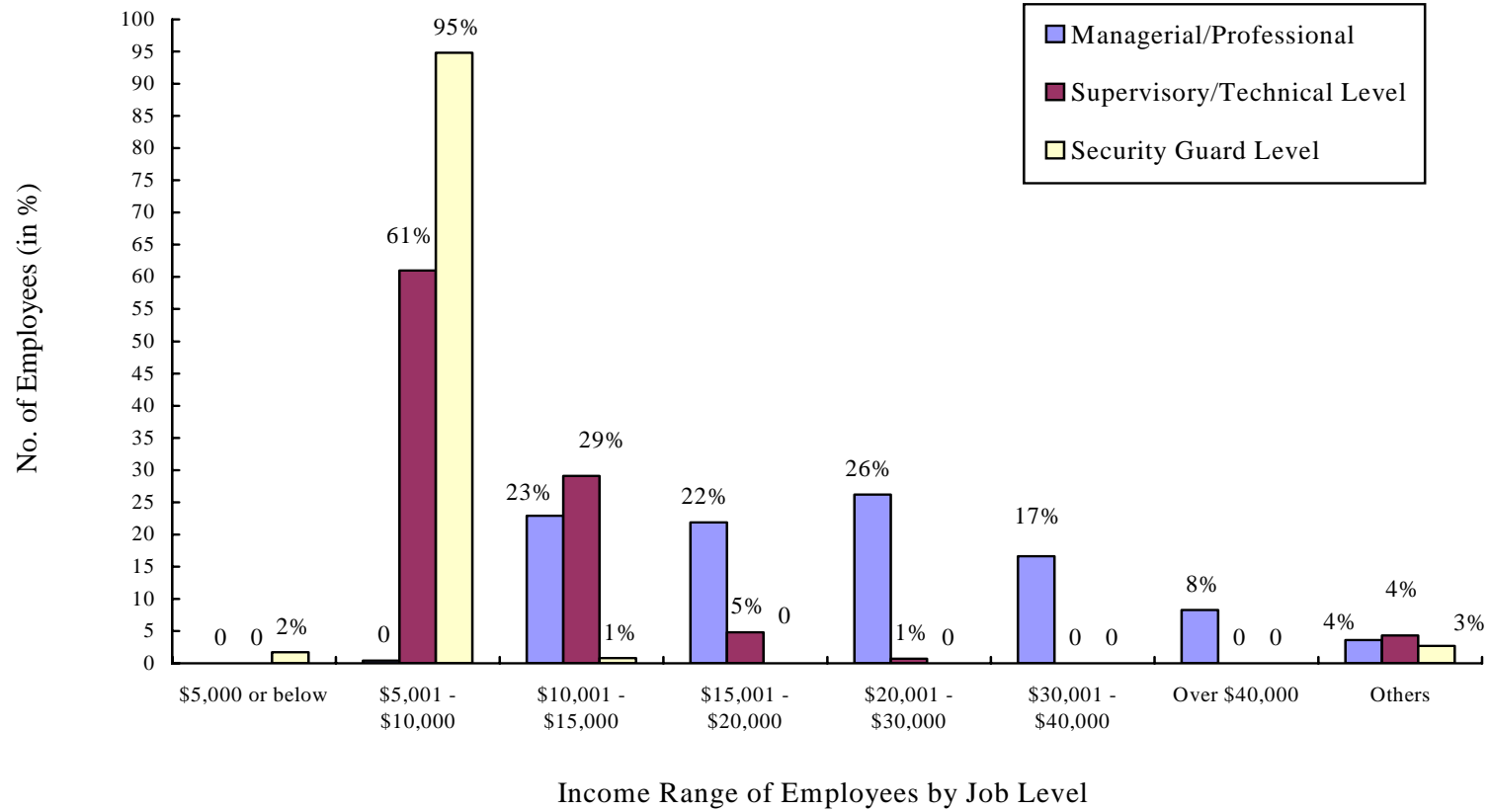
The percentage may not add up to a total owing to rounding

Figure 16(i): Income Distribution of Employees by Principal Job By Income Range in 2007



* Number of employees in a particular income range by job level

Figure 16(ii): Income Distribution of Employees by Principal Job By Income Range in 2005

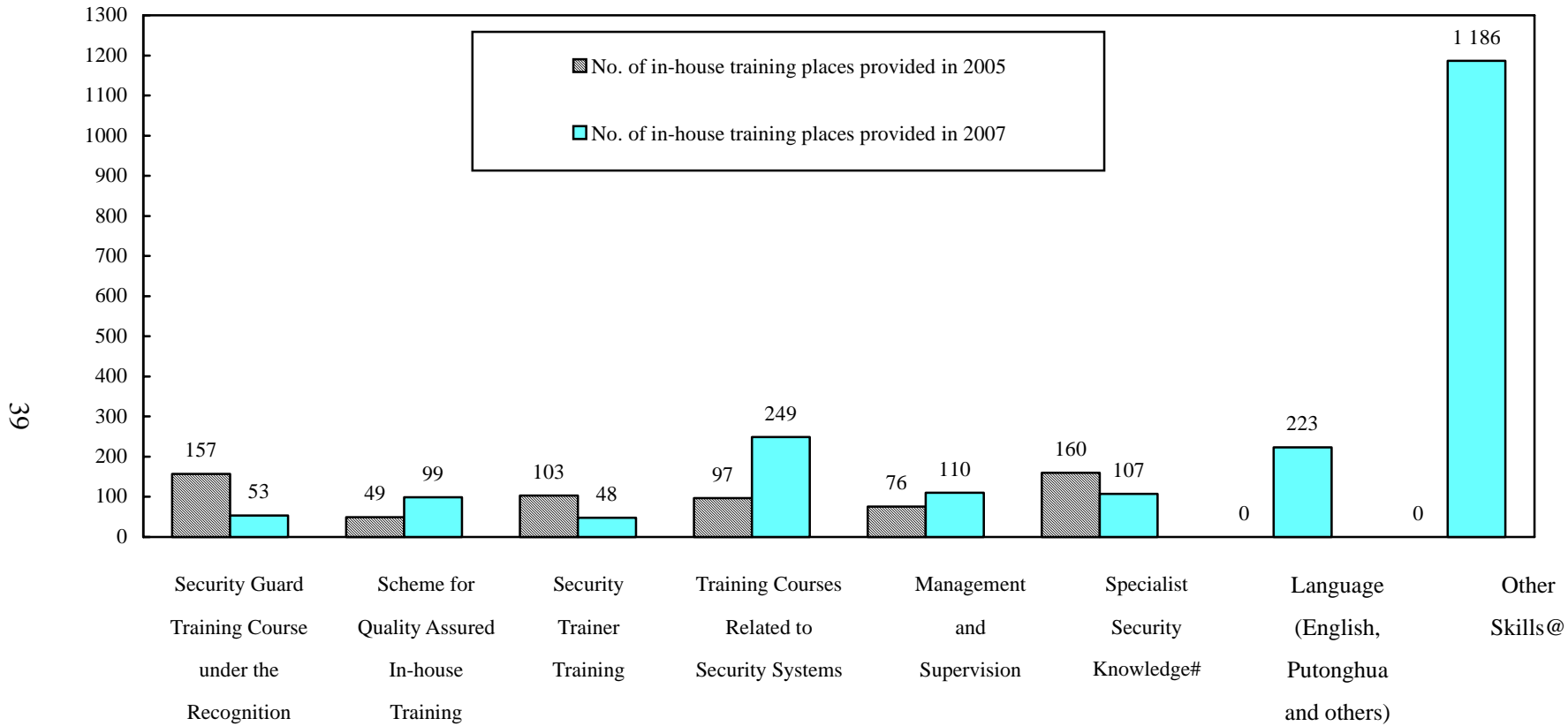


* Number of employees in a particular income range by job level

Training Places (In-house and External) Provided in the Past 12 months

2.19 The Survey reveals that in the past 12 months, employers had provided 19 604 training places to their employees, including 17 529 places sponsored by employers and 2 075 in-house training places. The most popular type for both in-house and external training was customer services while the second most popular for in-house training was 250 in fire prevention and for external training courses was 2 722 in skills upgrading. **Figures 17(i) and (ii)** show the numbers of in-house and external training places by type provided to employees in the past 12 months. The number of training places provided in the past 12 months by type by job level is illustrated in **Table O**. Details of the training places sponsored by employers in the next 12 months by type by branch by job level are presented in **Appendix 15**.

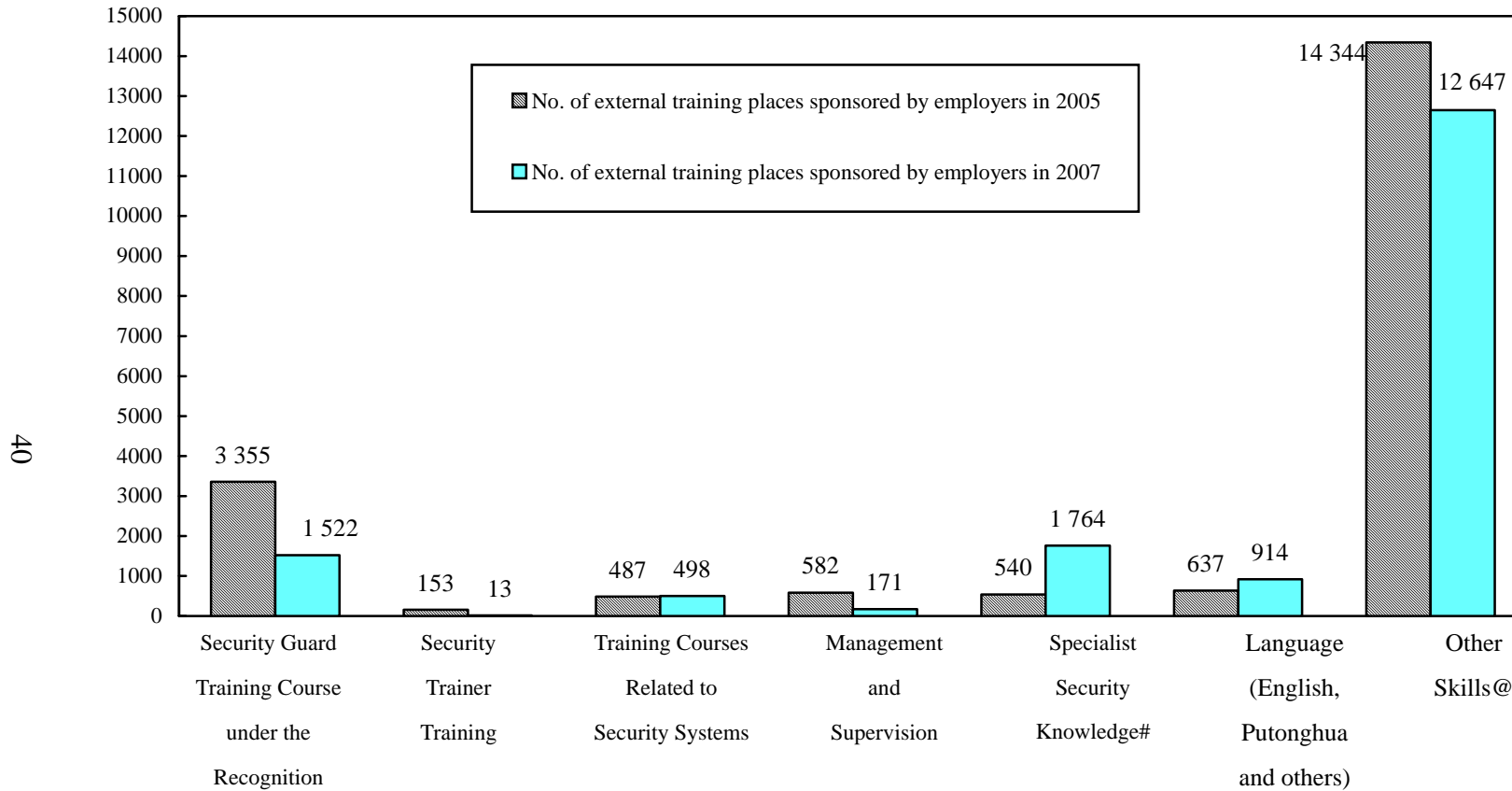
Figure 17(i): Comparison on the Number of In-house Training Places Provided in the Past 12 Months



Including Use of Firearms & Weapons, Cash-in-transit, VIP Protection, Guard Dog Handler Training, Armed Instructor Training, Central Alarm Monitoring Station and Other Special Security Knowledge

@ Including Fire Prevention, First Aid, Health & Safety, Soft Skills and Other Skills, etc.

Figure 17(ii): Comparison of the Number of External Training Places Provided in the Past 12 Months



Including Use of Firearms & Weapons, Cash-in-transit, VIP Protection, Guard Dog Handler Training, Armed Instructor Training, Central Alarm Monitoring Station and Other Special Security Knowledge

@ Including Fire Prevention, First Aid, Health & Safety, Soft Skills and Other Skills, etc.

Table O: Number of Training Places provided in the Past 12 Months By Type by Job Level

Job Level Type of Courses	Managerial/Professional		Supervisory		Technician		Security Guard		Total	
	Sponsored by Employers	In-house Training	Sponsored by Employers	In-house Training	Sponsored by Employers	In-house Training	Sponsored by Employers	In-house Training	Sponsored by Employers	In-house Training
<i>Security Guard Training Courses</i>										
(i) Courses under the Recognition Scheme	12	1	38	6	1	-	1 471	46	1 522	53
<i>Scheme for Quality Assured In-house Training</i>	-	12	-	18	-	-	-	69	0	99
<i>Security Trainer Training</i>	1	2	10	5	2	1	-	40	13	48
<i>Training Courses Related to Security Systems</i>	45	34	54	37	384	113	15	65	498	249
<i>Management and Supervision</i>	36	19	124	75	5	5	6	11	171	110
<i>Specialist Security Knowledge</i>										
(i) Use of Firearms and Weapons	-	1	35	2	-	-	218	7	253	10
(ii) Cash-in-transit	-	1	-	2	-	-	19	7	19	10
(iii) VIP Protection	-	-	-	2	-	-	-	12	0	14
(iv) Guard dog handler training	-	-	-	-	-	-	2	1	2	1
(v) Armed instructor training	-	1	-	-	-	-	-	-	0	1
(vi) Central alarm monitoring station	-	1	-	1	-	1	-	2	0	5
(vii) Other Special Security Knowledge	28	7	200	19	10	11	1 252	29	1 490	66

Job Level Type of Courses	Managerial/Professional		Supervisory		Technician		Security Guard		Total	
	Sponsored by Employers	In-house Training	Sponsored by Employers	In-house Training	Sponsored by Employers	In-house Training	Sponsored by Employers	In-house Training	Sponsored by Employers	In-house Training
<i>Language</i>										
(i) English	3	19	78	42	1	13	412	17	494	91
(ii) Putonghua	9	21	78	43	2	13	331	15	420	92
(iii) Others	-	3	-	2	-	-	-	35	0	40
<i>Other Skills</i>										
(i) Fire Prevention	95	24	145	42	247	13	1 154	171	1 641	250
(ii) First Aid	32	11	111	32	67	8	559	61	769	112
(iii) Health & Safety	77	31	113	50	267	14	867	91	1 324	186
(iv) Customer Service	59	33	635	87	302	7	3 363	196	4 359	323
(v) Soft Skills	30	19	412	72	6	2	1 312	111	1 760	204
(vi) Related Skills Upgrading	38	19	552	34	98	24	2 034	12	2 722	89
(vii) Others	14	6	-	7	58	3	-	6	72	22
Total:	479	265	2 585	578	1 450	228	13 015	1 004	17 529	2 075

SECTION III

CONCLUSIONS

The Survey Findings

3.1 The Training Board has examined the survey findings and agreed that in general they reflect the technical manpower and training situation of the SSI at the time of survey. In May 2007, 101 973 technical/professional employees were engaged in the SSI, representing 2.9% of the 3.57 million working population in Hong Kong. There was a 4.0% increase in technical manpower. The Training Board observes that the increase was mainly due to the blooming of economy and the increased number of new buildings in the past 2 years, which caused a steady growth in technical security services employees.

3.2 The Training Board notes that among the seven sectors of the industry, the Security Guarding Services, Armoured Transportation Services, Security Systems Installation/Maintenance/Repair/Design/Others, Security Guarding/Armoured Transportation Services, and Owners Corporations had experienced 5.5%, 25.2%, 5.2%, 77.6% and 4.9% increases in technical manpower, while the remaining two sectors had experienced manpower decreases of 6.2% and 1.6% respectively.

3.3 The Training Board also observes that there will be substantial training needs for the security services employees to prepare them to further enhance their proficiency in different aspects by attending in-house or other kinds of training.

Economic Outlook

3.4 Hong Kong's economy had continued to grow for the past two years. A blooming stock market, Government's salary raise, tax rate deduction and low inflation all contributed to a favourable economic environment for Hong Kong. Local economic growth was able to maintain at 6.8% for the year 2006 and was expected to sustain in the years to come.

3.5 Strong global economy, thriving economy of the Mainland, inflow of investment funds from all over the world continued to uphold Hong Kong's economy, of which the domestic demand also played an increasingly important role.

3.6 The relaxation of investment control across the border acts as a catalyst for the growth of our local economy. The Training Board notices that many investors and home finders came to Hong Kong to buy properties in the past two years. As a result, the demand for real estate services continued to grow. The substantial growth of the property market and hence property value also attracted more candidates to join the SSI. The opening of Lok Ma Chau border would further excite property leasing and transactions in Hong Kong, especially in the northern territories. The confirmation of the South Island MTR route will further catalyses the demand for security services-related professionals.

3.7 The Government's Ten Major Infrastructure Projects announced in 2007 and Urban Renewal Development will create more demand for employees of the SSI. Under the initiatives, there are major security services related projects such as the preservation of historical buildings, new urban plans for Kai Tak, Hung Hom and New Central Waterfront.

Industry Outlook

3.8 As a result of the blooming economy and more building completion in the past 2 years, the overall employment situation has improved vigorously and the unemployment rate has dropped to 5.7% in the second quarter of 2007. There was a significant manpower growth (16.7% increase) in the SSI, especially at the Managerial/Professional level. In order to attract more candidates to the industry, employers had increased the salary of security guards. Also, the fringe package for security services practitioners was also improving in the past 2 years because of the promotion of the Wage Protection Movement initiated by the government. With the continuous recovery of the economy and the completion of new buildings in the years ahead, the Training Board believes that manpower growth in the SSI will be sustainable. Besides, the Training Board expects that as more security guards may change their jobs within or outside the industry when more job opportunities are available, there will still be substantial training demands for both in-service security services personnel and new entrants.

3.9 The existing law requires all new entrants into security work to obtain the Security Personnel Permit (SPP) before they can be engaged. Security companies are also required to provide 16 hours' training to their security employees before they can start to work. The Training Board observes that the high turnover of over 30 000 security guards per year will continue to require the Commissioner of Police to issue new permits, because many of these permit holders might have either left the industry to join other sectors or retired without cancelling their permits.

3.10 In the years ahead, the Training Board anticipates that the future development of the West Kowloon Cultural District and the extension of tourism related projects such as the Disneyland, can help stimulating the growth of the SSI.

Overall Manpower Structure in the SSI

3.11 The survey reveals that during the survey period, there were 101 973 employees in the SSI, including 94 561 employees employed by licensed Security Companies, 6 927 by the Owners Corporations and 485 by the Supplementary Samples. The data on the manpower, vacancies and forecast growth by job level are summarized as follows:

<u>Job Level</u>	<u>No. of Employees in May 2005</u>	<u>No. of Employees in May 2007</u> (a) (%) [#]	<u>No. of Vacancies in May 2007</u> (b)	<u>Employers' Forecast of Manpower Growth</u> (c)	<u>Forecast No. of Posts in May 2008</u> (d) = (a)+(b)+(c)
Managerial/ Professional	2 188	2 369 (8.3)	14	55	2 438
Supervisory/ Technician	12 551	12 332 (-1.7)	322	192	12 846
Security Guard	83 302	87 272 (4.8)	2 458	2 235	91 965
Total	98 041	101 973 (4.0) [#]	2 794	2 482	107 249

As percentage of increase/decrease in the number of employees as against 2005

3.12 The distribution of manpower by branch by job level is illustrated in **Table Q**. Details of the number of employees and forecast by branch by principal job are in **Appendix 7**.

Table Q: Distribution of Manpower by Branch by Job Level

<u>Branch</u>	<u>Job Level</u>			<u>Total</u> <i>(%)*</i>
	<u>Managerial/</u> <u>Professional</u>	<u>Supervisory/</u> <u>Technician</u>	<u>Security</u> <u>Guard</u>	
Security Guarding Services	858	7 554	65 846	74 258 <i>(71.8)</i>
Armoured Transportation Services	12	49	699	760 <i>(0.6)</i>
Security Systems Installations/ Maintenance/Repair/Design/Others	1 126	2 063	111	3 300 <i>(3.2)</i>
Security Guarding Services and Armoured Transportation Services	11	92	611	714 <i>(0.4)</i>
Security Guarding Services and Security Systems Installations/ Maintenance/ Repair/Design/Others	307	1 364	10 248	11 919 <i>(13.0)</i>
Security Guarding Services, Armoured Transportation Services and Security Systems Installations/ Maintenance/Repair/Design/Others	6	520	3 084	3 610 <i>(3.7)</i>
<i>Sub-total:</i>	2 320	11 642	80 599	94 561 <i>(92.7)</i>
Owners Corporations	30	611	6 286	6 927 <i>(6.8)</i>
Supplementary Samples	19	79	387	485 <i>(0.5)</i>
Total <i>(%)*</i>	2 369 <i>(2.3)</i>	12 332 <i>(12.1)</i>	87 272 <i>(85.6)</i>	101 973 <i>(100)</i>

* As percentage of the total number of employees

Vacancies

3.13 There were 2 794 vacancies (2.7% of the total number of posts) at the time of survey, almost doubled the rate of 1.4% in 2005 (see **Figure 7**). Of the 2 794 vacancies, there were 2 458 vacant posts (representing 1.5% of the number of posts at the level) at the Security Guard level. 322 vacancies (or 1.0%) were at the Supervisory/Technician level and only 14 vacancies (or 0.6%) at the Managerial/Professional level. The number of vacancies by branch by job level is presented in **Table R**.

**Table R: Number of Vacancies
by Branch by Job Level**

<u>Branch</u>	<u>Job Level</u>			<u>Total</u> (%)*
	<u>Managerial/ Professional</u>	<u>Supervisory/ Technician</u>	<u>Security Guard</u>	
Security Guarding Services	-	137	1 893	2 030 (75.5)
Armoured Transportation Services	-	-	30	30
Security Systems Installation/ Maintenance/ Repair/ Design/ Others	1	140	10	151 (6.7)
Security Guarding Services and Armoured Transportation Services	2	2	108	112 (1.5)
Security Guarding Services and Security Systems Installation/ Maintenance/ Repair/ Design/ Others	11	36	234	281 (15.3)
Security Guarding Services, Armoured Transportation Services and Security Systems Installation/ Maintenance/ Repair/ Design/ Others	-	7	93	100 (1.0)
Owners Corporations	-	-	90	90
Supplementary Samples	-	-	-	-
Total (%)*	14 (0.5)	322 (11.5)	2 458 (88.0)	2 794 (100)
Number of Vacancies in 2005 (%)*	13 (0.9)	133 (9.6)	1 239 (89.5)	1 385 (100)

* As percentage of the total number of vacancies

Employers' Forecast of Manpower Growth for May 2008

3.14 Employers forecast that the total number of posts would be 107 249 by May 2008. When the actual growth rate (6.2%) is compared with the employers' forecast growth rate of 1.4% in 2005, the forecast growth rate of 2.4% appears to be again conservative.

Manpower Projection for 2008 to 2010

3.15 The Training Board has adopted the Labour Market Analysis (LMA) approach to project the manpower of the industry in the next three years. Tables S, T and U illustrate the manpower projection from 2008 to 2010 by job level. Details of the projection methodology are presented in **Appendix 16**.

Table S: Manpower Projection at the Managerial / Professional Level from 2008 to 2010

Year	Actual Manpower	Total Projected Manpower	Manpower Growth as compared with previous year
2005	2 201	-	
2006f	-	2 225 [^]	24 (1.1%)*
2007	2 383	2 247 [^]	
2008f		2 420	37 (1.6%)*
2009 f		2 447	27 (1.1%)**
2010 f		2 473	26 (1.1%)**

[^] Using the LMA model in the manpower survey in 2005

* As percentage increase / decrease of the actual manpower against 2007

** As percentage increase / decrease of the projected manpower against the year before, i.e. 2008 and 2009 respectively

Table T: Manpower Projection at the Supervisory / Technician Level from 2008 to 2010

Year	Actual Manpower	Total Projected Manpower	Manpower Growth as compared with previous year
2005	12 684	-	
2006f	-	12 823 [^]	139 (1.1%)*
2007	12 654	12 951 [^]	
2008f		12 852	198 (1.6%)*
2009 f		12 992	140 (1.1%)**
2010 f		13 132	140 (1.1%)**

[^] Using the LMA model in the manpower survey in 2005

* As percentage increase / decrease of the actual manpower against 2007

** As percentage increase / decrease of the projected manpower against the year before, i.e. 2008 and 2009 respectively

Table U: Manpower Projection at the Security Guard Level from 2008 to 2010

Year	Actual Manpower	Total Projected Manpower	Manpower Growth as compared with previous year
2005	84 541	-	
2006f	-	85 471 [^]	930 (1.1%)*
2007	89 730	86 326 [^]	
2008f		91 123	1 393 (1.6%)*
2009 f		92 114	991 (1.1%)**
2010 f		93 103	989 (1.1%)**

[^] Using the LMA model in the manpower survey in 2005

* As percentage increase / decrease of the actual manpower against 2007

** As percentage increase / decrease of the projected manpower against the year before, i.e. 2008 and 2009 respectively

3.16 The total manpower for the whole SSI is the aggregation of the manpower requirements of the projected manpower for the three job levels.

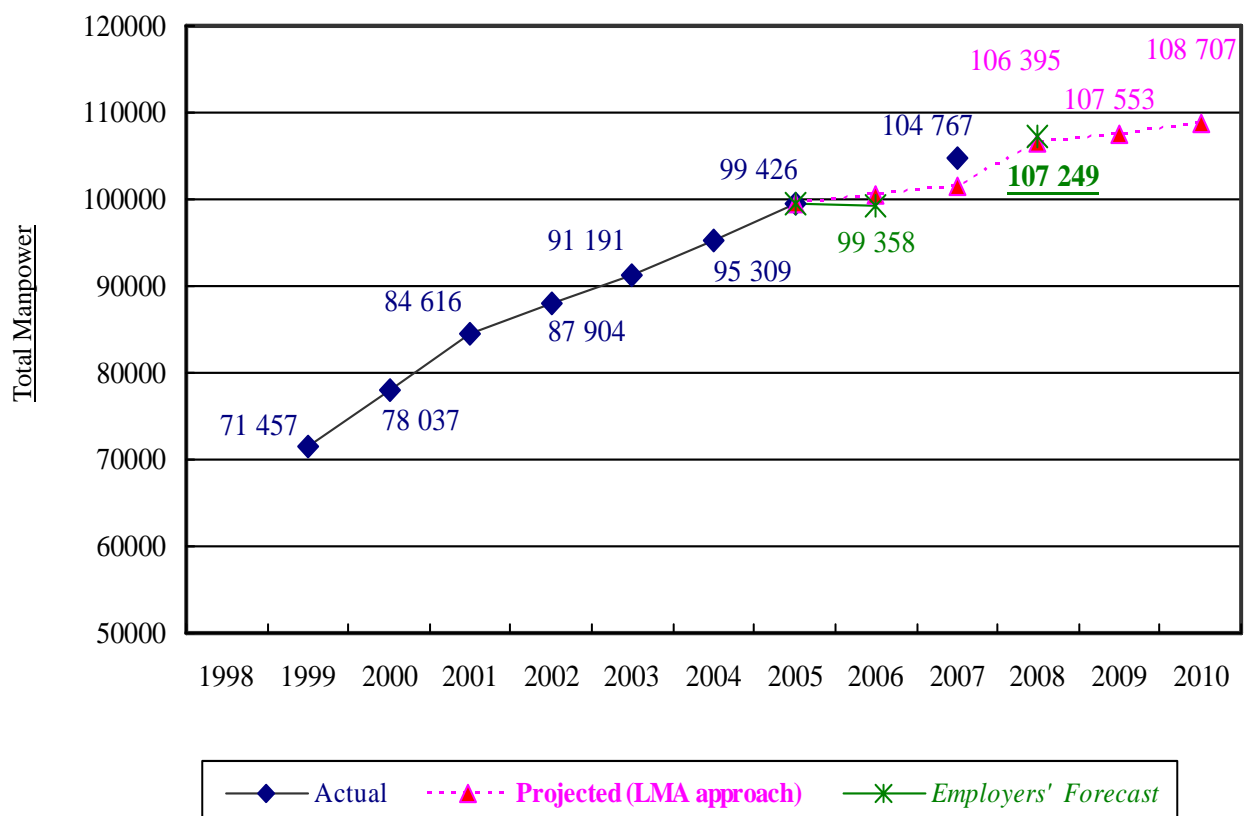
Year	Actual Manpower	Employers' Forecast (at the time of the survey)	Projected Manpower	Manpower Growth as compared with previous year
2005	99 426			
2006		99 358 [^]	100 519 [^]	1093 (1.1%)
2007	104 767		101 524 [^] (-3.10%)*	
2008 f		107 249 (2.4%)**	106 395 (1.6%)**	1 628 (1.6%)
2009 f			107 553 (1.1%)**	1 158 (1.1%)
2010 f			108 707 (1.1%)**	1 154 (1.1%)

[^] Using the LMA model in the manpower survey in 2005

* As percentage increase / decrease of the actual manpower against 2007

** As percentage increase / decrease of the projected manpower against the year before, i.e. 2008 and 2009 respectively

Figure 18: Actual and Projected Manpower for the SSI from 2008 and 2010



Promotion Pattern

3.17 The survey reveals that 899 posts (or 6.1% of the total number of employees) were filled by internal promotion, with 82 posts to Managerial/Professional level and 817 posts to Supervisory/Technician level. The Training Board observes that employers were more willing to promote their staff due to the blooming economy as compared with 2005. The Training Board encourages employers to provide more promotion opportunities and upgrading training to their employees for career development and progression.

Staff Turnover in the Past 12 Months

3.18 The Training Board observes that there is consistently a high turnover of security services personnel in the past few years, with 27 024 employees leaving in the past 12 months (see **Table I**). Of these employees, the Security Guard level has the highest turnover of 25 438 employees (or 24.3% of the number of posts) leaving and 20 089 joining with security services related experience. Same as in the 2005 survey, many respondents reported that the main reasons were unattractive salary, long working hours and lack of candidates with relevant experience and training (see **Table J**). The Training Board therefore urges employers to provide more in-house training or sponsor their employees for outside training.

Wastage

3.19 During the past 12 months, 27 024 security services personnel were reported to have either left the field, emigrated, retired, started their own business or with unknown reasons. Taking into account the 21 206 recruits with security services related experience, the annual wastage of 5 818 persons represents 5.5% of the total workforce was noted in 2007. The annual wastage by job level is shown as follows:

<u>Job Level</u>	<u>No. of Employees as at May 2007</u>	<u>No. of Employees leaving the industry</u>	<u>No. of Recruits with Security Services Related experience</u>	<u>Wastage Rate (%)*</u>
Managerial/Professional	2 383	126	96	30 (1.3)*
Supervisory/Technician	12 654	1 460	1 021	439 (3.5)*
Security Guard	89 730	25 438	20 089	5 349 (6.0)*
	<hr/>	<hr/>	<hr/>	<hr/>
	104 767	27 024	21 206	5 818 (5.5)**

* As percentage of the number of posts at the same job level

** As percentage of the number of posts in the industry

Employers' Preferred Educational Level of Employees

3.20 Similar to the findings in the 2005 survey, the Training Board notes that employers generally preferred their employees at the Managerial/Professional level to have professional qualification or degree (842 employees or 35.5%). For Supervisory/Technician level, most employers preferred their employees to have Secondary 4/5 (7 134 employees or 57.8%) and for Security Guard level, Secondary 3 or below standard of education (73 784 employees or 84.5%) (see **Figures 10-12, Table K and Appendix 10**).

Employers' Preferred Period of Experience of Employees

3.21 Most employers preferred their employees at both the Managerial/Professional level and the Supervisory/Technician level to possess 3 to 6 years of experience (1 059 employees or 44.7% and 6 519 employees or 52.8%) and their employees at the Security Guard level to have less than 1 year of experience (40 561 employees or 46.5%) (see **Figures 13-15, Table L and Appendix 11**). When compared with 2005, employers tend to accept their employees to have less experience at the Supervisory/Technician and the Security Guard levels (see **Figures 14 and 15**).

Employers' Preferred Vocational Qualifications of Employees

3.22 The Survey reveals that most employers preferred their employees at the Managerial/Professional level to be qualified members of major security associations/institutions. For supervisors and security guards, most employers preferred their employees to possess trade test certificates and to have received security training under the Recognition Scheme of Security Training Courses. For technicians, employers preferred them to have technical certificates (see **Table M and Appendix 12**). The Training Board encourages employers to continue to support their employees for relevant training. The Training Board also recommends employers to sponsor their employees to take these training courses.

Provision of Training

3.23 The Survey reveals that employers had provided only 2 075 in-house training places to their employees in the past 12 months. The Training Board considers that employers tend to be reluctant in sponsoring their employees to training outside their organizations in the next 12 months, and that employers tend to outsource their training (17 529 training places were sponsored by employers). For external training, employers would subsidize 11 225 employees in the next 12 months. Among the 11 225 external training places, 1 208 (or 10.8%) will be for specialist security knowledge and 8 498 (or 75.7%) will be for other types of training (see **Figure 17, Tables O, P and Appendices 13 to 15**).

Security Guard Training Courses

3.24 As there is no requirement for security guards employed by Owners Corporations to receive any basic security training, the Training Board considers that these security personnel also need proper training and therefore encourages Owners Corporations to

sponsor them to attend relevant training courses under the Recognition Scheme of Security Training Courses and Skills Upgrading Scheme under the Labour and Welfare Bureau. The Training Board also considers that the substantial training demand for new recruits will continue because of the high staff turnover of security guards.

3.25 The Survey reveals that although employers tend to outsource security training and plan to subsidize employees for different types of training in the next 12 months, there was a tremendous decline (or -45.3%) in the number of training places. Only 11 225 external training places (as compared with 20 519 in 2005), including 1 028 for specialist security knowledge and 8 498 for other types of training, would be provided.

3.26 Noting that the training demand for Other Skills (such as fire prevention, first aid, health and safety, etc.) is substantial, the Training Board recommends course providers to organize suitable training courses and encourages employers to sponsor their employees to undergo training under the government subsidized Skills Upgrading Scheme.

SECTION IV

RECOMMENDATIONS

Projected Additional Manpower Requirements for 2008

4.1 Based on the projected manpower growth and the annual wastage (paragraph 3.21), the Training Board recommends the additional manpower requirements of the security services industry for 2008 as follows:

<u>Job Level</u>	<u>Annual Wastage</u>	<u>Projected Manpower Growth for May 2008</u>	<u>Additional Manpower Requirement for May 2008</u>
Managerial/Professional	30	37	67
Supervisory/Technician	439	198	637
Security Guard	5 349	1 393	6 742
Total:	5 818	1 628	7 446

4.2 The Training Board estimates a total of 7 446 additional employees to enter the SSI in the next 12 months. As these 7 446 employees who are new to the industry, it is expected that there is substantial training demand for these new entrants (particularly at the Security Guard level) to attain relevant training before performing their duties. The Training Board also considers that courses under the Recognition Scheme of Security Training Courses administered by the VTC can satisfy the demand for basic security training while the Quality Assurance System introduced in 2004 can help ensure the standard and quality of training courses under the Scheme.

Skills Upgrading Training

4.3 The Training Board is of the view that the existing 101 973 in-service employees, including employees of Owners Corporations, would need upgrading to remain competitive and efficient to cope with the growing demand for better security services. Having regard to the situation that there is also an increasing need for training in crisis handling, crowd management (to facilitate the 2008 Olympic Games in Hong Kong) and other skills, the Training Board will continue to support the Skills Upgrading Scheme. Training institutions, trade associations, and employers with training facilities are recommended to offer more suitable courses to meet such training needs.

4.4 The Training Board also supports continuous development of security guard personnel, including the introduction of refresher training.

Trade Testing System

4.5 The Training Board will continue to organize trade tests for security guards and develop trade tests for other categories of the security services personnel.

Quality of Trainers

4.6 The Training Board will offer assistance for relevant bodies to develop criteria to help enhancing the standard and quality of trainers.

Qualifications Framework

4.7 The Training Board supports the development of a qualifications framework to ensure a uniform standard of competency for different levels of security services personnel.

Promotion of Security Services Training and Trade Test

4.8 The Training Board will promote courses and other training activities of the trade through Internet, seminars, talks, publications, direct mailing, advertisements and industrial visits.

Future Surveys

4.9 The Training Board recommends conducting the manpower survey once every two years to assess the manpower demand and supply in this industry.

職業訓練局

人力調查報告摘要

引言

1. 保安服務業訓練委員會（下稱「本會」）隸屬職業訓練局，於1998年由特區政府成立，負責確定保安服務業（下稱「本業」）的人力情況及訓練需求，並向職業訓練局（下稱「職訓局」）、僱主及其他相關機構提出建議措施，以應付業內對曾受適當訓練的人力需求。本會於2007年5月進行第五次人力調查，調查範圍包括保安護衛服務、持槍押運服務，以及保安系統安裝／保養／維修／設計等三個類別。

2. 本報告**第一章**簡介調查目的、範圍、方法、回應分析及人力評估過程。**第二章**載有調查結果摘要，**第三、第四章**則分別載有結論及建議。

經濟前景

3. 過去兩年香港經濟持續增長。股市暢旺，政府部門加薪、稅項寬減和低通脹等因素均為香港營造有利的經濟環境。2006年的本地經濟增長達6.8%，預計未來數年將持續增長。

4. 環球經濟強勁、內地經濟蓬勃，加上外地流入的投資資金，將繼續支持香港經濟發展，同時內需在本地經濟的地位亦日益重要。

5. 放寬境外投資管制有助促進本港經濟增長。本會留意到過去兩年許多投資者和置業人士來港購買物業，因此對房地產服務的需求不斷上升，連帶使保安服務業的需求亦增加。物業市場蓬勃發展，物業價格水漲船高，亦將吸引更多人加入本業。開放落馬州邊境將進一步刺激本港的物業租賃及銷售市場，特別是新界北部地區。港鐵南支線落實興建將進一步催化對保安服務業相關專業人士的需求。

6. 政府於2007年宣布進行十大基礎建設，連同市區重建計劃，將帶動保安服務業的人力需求。這些計劃包括與房地產服務業有關的主要項目，包括保存歷史建築、啓德、紅磡及新中環海傍的新市區發展等。

業務前景

7. 過去兩年經濟蓬勃，新建樓宇落成數目持續增加，整體就業環境顯著改善，2007年第二季的失業率更降至5.7%。本業的人力增長達16.7%，幅度驚人，當中尤以經理／專業人員級最為明顯。為吸引更多人士加入本業，僱主增加保安護衛員的薪酬。此外由於政府推動工資保障運動，過去兩年，保安服務從業員的福利亦有所改善。隨著經濟持續復甦，以及未來數年更多新建樓宇相繼落成，本會相信業內的人力需求將有明顯增長，並認為隨著其他行業的就業機會增多，更多保安護衛員轉職或離開本業，業內現職僱員或新入職僱員的訓練需求將持續殷切。

8. 現行法例規定，新入職者必須先取得保安人員許可證（SPP），保安護衛公司也須於新聘的保安服務從業員上工前，為他們提供16小時的相關訓練。保安護衛員的流動人數每年高達30 000人，由於許多許可證持有人，可能在牌照仍然有效的情況下離開本業，投身其他行業或退休，因此警務處長仍需發出新許可證。

9. 本會預期未來數年，隨著西九龍文化區的發展，以及如迪士尼樂園等旅遊景點的擴建工程陸續開展，將進一步刺激本業增長。

人力情況

10. 調查顯示，於2007年5月調查期間，業內共有101 973名技術／專業僱員受僱於本業內，佔全港357萬勞動人口中的2.9%。技術人力增長為4.0%。在101 973名技術／專業僱員當中，94 561人受僱於持牌保安公司，6 927人受僱於業主立案法團，485人受僱於增補樣本機構。各級人力情況、空缺數目及人力增長預測總括如下：

技能等級	2005年5月 僱員數目	2007年5月 僱員數目 (a) (%)#	2007年5月 空缺數目 (b)	僱主對人力 增長的預測 (c)	2008年5月 預測職位數目 (d)=(a)+(b)+(c)
經理／ 專業人員級	2 188	2 369 (8.3)	14	55	2 438
主任／ 技術員級	12 551	12 332 (-1.7)	322	192	12 846
保安 護衛員級	83 302	87 272 (4.8)	2 458	2 235	91 965
總數	98 041	101 973 (4.0)#	2 794	2 482	107 249

與 2005 年僱員人數比較的人力增減百分率

2008 至 2010 年人力預測

11. 本會採用人力市場分析法 (LMA)，推算未來三年本業的人力情況。推算方法的詳細分析載於附錄 16：

年份	實際僱員人數	僱主預測人數 (調查期間)	推算 僱員總數 (採用 LMA)
2005	99 426		
2006		99 358 [^]	100 519 ^l
2007	104 767		101 542 ^l (-3.10%)*
2008 f		107 249 (2.4%)**	106 395
2009 f			107 553
2010 f			108 707

[^] 2005 年人力調查採用人力市場分析法

* 與 2007 年實際僱員人數相比

** 與之前一年推算人數相比

過去 12 個月的僱員流動情況

12. 過去數年，保安從業員的流動率一直高企。過去 12 個月，本業共有 27 024 人離職，其中以保安護衛員級流動率最高，有 25 438 人，佔同級職位總數 24.3%，另有 20 089 名具備本業相關經驗人士入職。與 2005 年的調查一樣，許多回覆者填報招聘困難的原因主要是薪酬不吸引、工作時間長、求職者欠缺相關經驗及訓練等（見表 J）。因此本會促請僱主提供更多內部培訓或資助僱員接受外間訓練。

2008 年 5 月額外人力需求

13. 本會根據人力需求預測及每年人才流失率，預計保安服務業於 2008 年額外需要訓練 7 446 名僱員，詳情如下：

<u>技能等級</u>	<u>每年 流失率</u>	<u>2008 年 5 月時 增長人數預測</u>	<u>2008 年 5 月時 額外訓練人數</u>
經理／專業人員級	30	37	67
主任／技術員級	439	198	637
保安護衛員級	5 349	1 393	6 742
總數：	5 818	1 628	7 446

提供訓練

14. 調查顯示過去 12 個月，僱主僅提供了 2 075 個內部培訓名額。本會認為僱主在未來 12 個月傾向不資助僱員接受外間培訓，並計劃把培訓員工的工作外判（僱主將提供 17 529 個培訓名額）。至於外間培訓方面，僱主將於未來 12 個月資助 11 225 名僱員接受外間培訓，當中 1 208 個（或 10.8%）屬專業保安知識，8 498 個（或 75.7%）屬其他類型的訓練。

建議

15. 本會建議如下：

- (i) 繼續支持技能提升計劃，並鼓勵訓練機構、商會及擁有訓練設施的僱主提供更多合適的課程，以應付在職人士的訓練需求；
- (ii) 支持保安護衛員持續進修，包括開辦基礎及複修訓練課程；
- (iii) 繼續為保安護衛員舉辦技能測驗，並為其他類別的保安服務從業員發展技能測驗；
- (iv) 協助相關機構訂立準則，加強培訓人員的水平和質素；
- (v) 支持訂立資歷架構，以確保各級保安服務從業員有一致的能力標準；
- (vi) 透過互聯網、研討會、講座、刊物、郵遞單張、廣告及造訪活動，推廣與本業相關的課程及其他訓練活動；以及
- (vii) 每兩年進行一次人力調查，評估業內人力供求情況。

第一章

緒 論

保安服務業訓練委員會

1.1 保安服務業訓練委員會（下稱「本會」）隸屬職業訓練局，於1998年成立，負責確定保安服務業（下稱「本業」）的人力情況及訓練需求，並向職業訓練局（下稱「職訓局」）、僱主及其他相關機構提出建議措施，以應付業內對曾受適當訓練的人力需求。本會委員名單及職權範圍分別載於**附錄 1、2**。

調查目的

1.2 本會先後於1999年2月、2001年5月、2003年5月及2005年5月進行了四次人力調查，並於2007年5月進行第五次人力調查，目的如下：

- (i) 評估保安服務業主要職務的人力及訓練需求；
- (ii) 預測業內人力增長；
- (iii) 提出建議措施，以應付業內經理／專業人員級、主任／技術員級，以及保安護衛員級僱員的訓練及人力需求。

調查範圍

1.3 2007年人力調查(本調查)的範圍再次包括：保安護衛服務、持槍押運服務，以及保安系統安裝／保養／維修／設計等三個類別。此外，保安公司乃按其所持牌照分類如下：

<u>門類</u>	<u>牌照類別</u>	<u>保安服務類別</u>
1	I	保安護衛服務
2	II	持槍押運服務
3	III	保安系統安裝／保養／維修／設計／其他
4	I、II	保安護衛服務及持槍押運服務
5	I、III	保安護衛服務及保安系統安裝／保養／ 維修／設計／其他
6	I、II、III	保安護衛服務、持槍押運服務及保安系統 安裝／保養／維修／設計／其他
7	-	業主立案法團
8	-	增補樣本

1.4 現時在保安及護衛業管理委員會(SGSIA)註冊的持牌保安公司有 893 間，而在土地註冊處¹註冊的業主立案法團則有 7 203 個。調查採用分層隨機抽樣方法，選取了 255 間持牌保安公司及 237 個業主立案法團作為調查對象，其中 174 間保安公司有 50 名或以上僱員，其餘 81 間僱員數目少於 50 名。

1.5 除了保安公司及業主立案法團，調查還包括 10 個直接僱用保安人員的公共服務機構、主要銀行及酒店，作為增補樣本，合共選取了 502 間機構參與調查。

調查方法

1.6 本調查獲政府統計處(統計處)協助實地調查工作及提供技術支援，令調查工作得以於 2007 年 5 月順利展開。本調查旨在檢視

¹ 本調查所採用的資料由民政事務總署提供

本業現時人力及訓練情況。各選取的保安公司或業主立案法團均須填寫一份有關人力及訓練需求的調查表（**附錄 5**）。

1.7 調查要求僱主根據實際工作內容，而非按機構所採用的職稱，將僱員分類。調查進行前，本會特別為統計處調查員舉行簡介會，介紹不同工作的性質及問卷結構。

調查反應分析

1.8 在 502 間抽樣選取機構中，成功收取所需資料的機構有 256 間（**附錄 6**），包括 184 間保安公司、64 個業主立案法團及 8 個增補樣本。所得資料用統計方法倍大，以反映保安服務業的整體人力情況。其餘 246 間抽樣選取機構中，53 間保安公司已合併、暫停營業、搬遷、並非從事本業、並無聘用技術人員、尚未開業或無法按註冊地址聯絡；173 個業主立案法團並無聘用技術人員，另有兩個增補樣本無法聯絡。拒絕作答的保安公司只有 18 間。實際填覆率為 93.4%。

人力評估過程

1.9 整個評估過程的主要步驟如下：

- (i) 進行人力調查，收集業內各技能等級僱員的最新資料；
- (ii) 根據業內人士對人力及訓練需求的意見，分析所得資料；
- (iii) 評估業內人力供求情況。

調查結果

1.10 調查報告**第二章**載有調查結果摘要，**第三、第四章**分別載有結論及建議。

釋義

1.11 「僱員」泛指公司所有全職直接受薪人員，不論是否正在工作或因病假、產假、年假、事假或罷工而缺勤的從業員。

第二章

調查結果摘要

2.1 是次調查所得資料包括：

- (a) 僱員人數；
- (b) 現有空缺數目；
- (c) 預計 2008 年 5 月時的人力需求；
- (d) 僱員流動人數；
- (e) 僱員宜有教育程度；
- (f) 僱員宜有年資；
- (g) 僱員收入分布情況；

2.2 調查亦向僱主收集有關內部晉升人數、招聘困難、僱員宜有職業資格、過去 12 個月及預計未來 12 個月為僱員所提供訓練等資料。調查結果摘要載於下列各段。

僱員人數

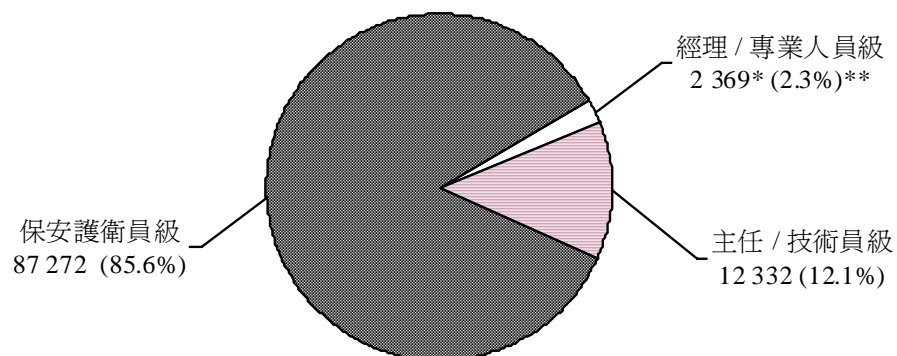
2.3 調查期間，業內僱員共有 136 388 人，包括 101 973 名技術／專業僱員¹及 34 415 名非技術僱員。101 973 名技術僱員之中，94 561 名受僱於保安公司，6 927 名受僱於業主立案法團，485 名來自增補樣本內的機構。2005 及 2007 年技術僱員人數的比較見表 A。各技能等級的僱員分布情況見圖 1。「技術僱員」（以下簡稱「僱員」）指調查期間從事保安服務業主要職務的僱員。一如以往的調查報告，本報告以下的分析不包括從事行政、會計、人事及輔助工作的非技術僱員。

¹技術僱員指調查期間從事保安服務業主要職務的僱員。

表A： 2005 及 2007 年技術僱員人數的比較

門類	技術僱員		總數	
	2005	2007	2005	2007
保安護衛服務	70 395	74 258	83 015	96 649
持槍押運服務	607	760	663	803
保安系統安裝／保養／ 維修／設計／其他	3 138	3 300	7 443	6 467
保安護衛服務及 持槍押運服務	402	714	421	829
保安護衛服務及 保安系統安裝／保養／ 維修／設計／其他	12 713	11 919	13 197	19 598
保安護衛服務、 持槍押運服務及 保安系統安裝／保養／ 維修／設計／其他	3 667	3 610	3 722	3 664
業主立案法團	6 606	6 927	7 871	7 890
增補樣本	513	485	538	488
總數： (%)	98 041	101 973 (4.0)	116 870	136 388 (16.7)

圖 1： 保安服務業各技能等級技術僱員[#]人數
總數： 101 973



* 僱員人數
 ** 佔業內僱員總數的百分率
 # 技術僱員指調查期間從事保安服務業主要職務的僱員

2.4 各技能等級及主要職務的僱員分布情況見表 B。

表 B： 各技能等級僱員人數

<u>技能等級</u>	<u>保安公司 僱員</u> (%)*	<u>業主立案 法團僱員</u> (%)*	<u>增補樣本 僱員</u> (%)*	<u>總數</u> (%)*
<u>經理／專業人員級</u>				
高級經理	387 (16.3)	-	3 (0.1)	390 (16.4)
保安經理／營運經理／ 保安中心主管	814 (34.4)	30 (1.3)	11 (0.5)	855 (36.2)
保安顧問	64 (2.7)	-	-	64 (2.7)
保安系統項目經理	263 (11.1)	-	1 (-)	264 (11.1)
保安系統設計／安裝／ 保養工程師	661 (27.9)	-	4 (0.2)	665 (28.1)
保安培訓經理	29 (1.2)	-	-	29 (1.2)
其他相關保安服務業經理	102 (4.3)	-	-	102 (4.3)
小計：	2 320 (97.9)	30 (1.3)	19 (0.8)	2 369 (100) [#]
<u>主任／技術員級</u>				
保安主任／營運主任／ 保安中心主任	8 673 (70.3)	580 (4.7)	79 (0.6)	9 332 (75.6)
保安系統安裝／保養技術員	1 870 (15.2)	-	-	1 870 (15.2)
技術輔助人員	537 (4.3)	-	-	537 (4.3)
保安培訓主任	44 (0.4)	-	-	44 (0.4)
要員保護／私人保鏢	12 (0.1)	-	-	12 (0.1)
其他相關保安服務業督導人士	506 (4.1)	31 (0.3)	-	537 (4.4)
小計：	11 642 (94.4)	611 (5.0)	79 (0.6)	12 332 (100) [#]

技能等級	保安公司 僱員 (%)*	業主立案 法團僱員 (%)*	增補樣本 僱員 (%)*	總數 (%)*
<u>保安護衛員級</u>				
保安護衛員	78 857 (90.4)	6 226 (7.1)	386 (0.4)	85 469 (97.9)
持槍護衛員	1 205 (1.4)	-	-	1 205 (1.4)
其他相關保安服務業人士	537 (0.6)	60 (0.1)	1 (-)	598 (0.7)
小計：	80 599 (92.4)	6 286 (7.2)	387 (0.4)	87 272 (100) [#]
總計：	94 561 (92.7)**	6 927 (6.8)**	485 (0.5)**	101 973 (100) [#]

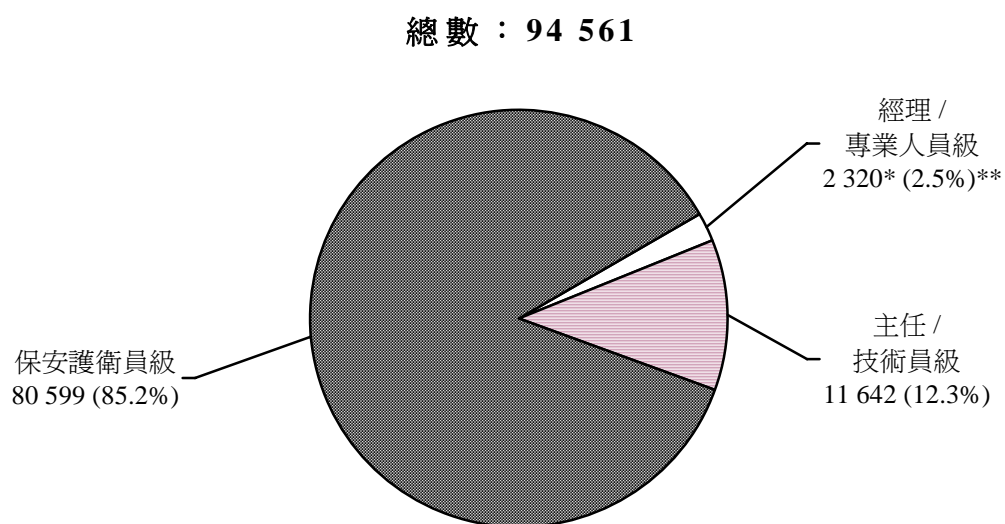
因四捨五入關係，總和未必等於 100%

* 佔同級僱員人數的百分率

** 佔業內僱員總數的百分率

2.5 按門類及技能等級劃分的人力分布情況見圖 2、3 及 4。按保安公司牌照種類劃分的僱員分布情況見附錄 7。

圖 2：保安公司各技能等級僱員人數

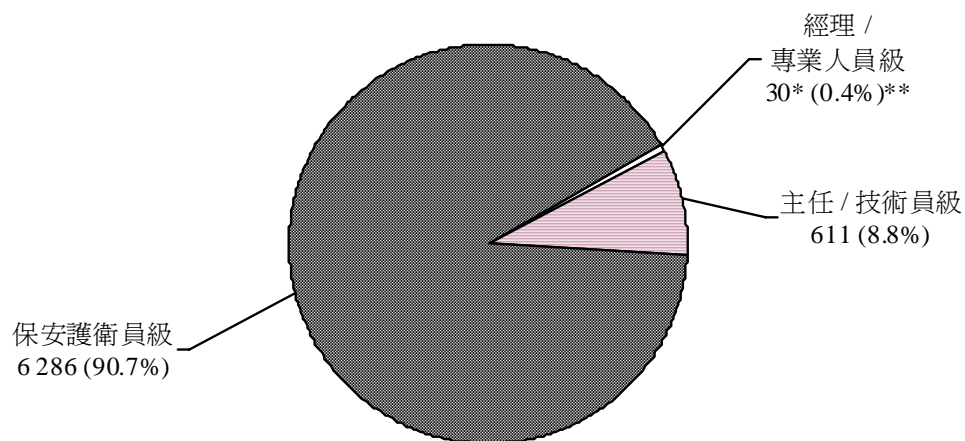


* 僱員人數

** 佔所屬門類僱員人數的百分率

圖 3：業主立案法團各技能等級僱員人數

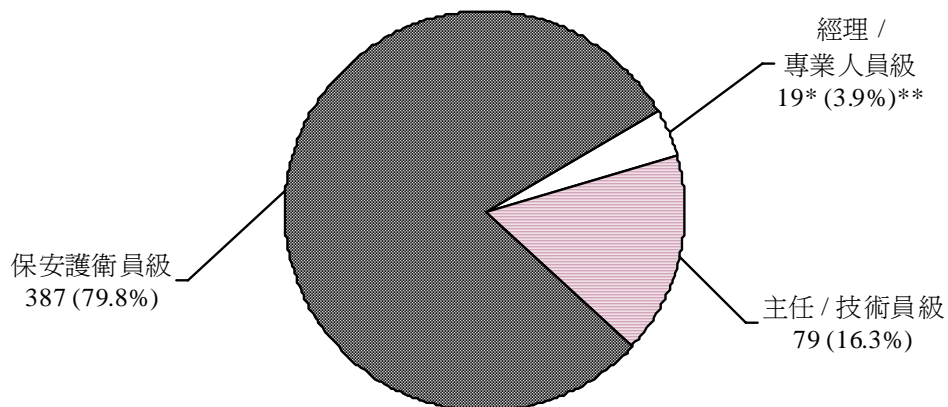
總數：6 927



* 僱員人數
** 佔所屬門類僱員人數的百分率

圖 4：增補樣本機構各技能等級僱員人數

總數：485



* 僱員人數
** 佔所屬門類僱員人數的百分率

2.6 2005 與 2007 年保安公司按技能等級及主要職務劃分的僱員人數比較見表 C。

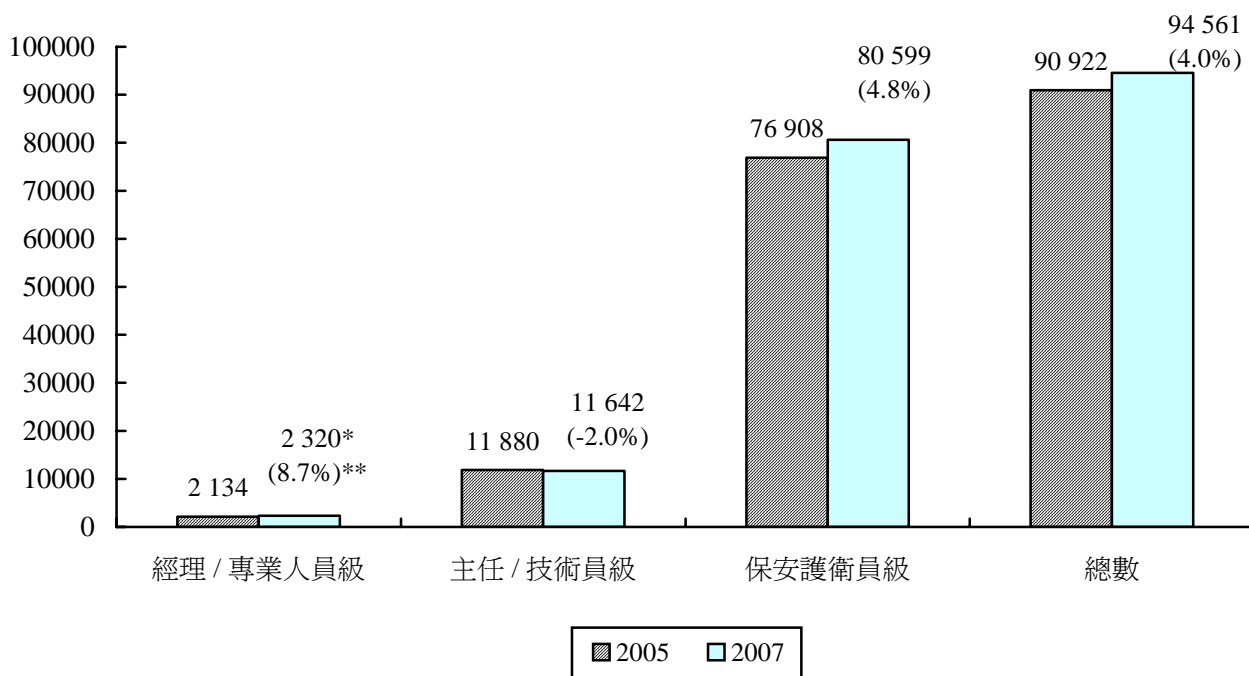
**表 C: 2005 與 2007 年保安公司
按技能等級及主要職務劃分的人力情況比較**

<u>技能等級</u>	<u>2005 年 僱員人數</u>	<u>2007 年 僱員人數</u>	<u>增減比率 (%)*</u>
<u>經理／專業人員級</u>			
高級經理	259	387	128
保安經理／營運經理／保安中心主管	936	814	-122
保安顧問	57	64	7
保安系統項目經理	214	263	49
保安系統設計／安裝／保養工程師	487	661	174
保安培訓經理	40	29	-11
其他相關保安服務業經理	141	102	-39
小計：	2 134	2 320	186 (8.7)
<u>主任／技術員級</u>			
保安主任／營運主任／保安中心主任	8 466	8 673	207
保安系統安裝／保養技術員	2 053	1 870	-183
技術輔助人員	492	537	45
保安培訓主任	50	44	-6
要員保護主任／私人保鏢	12	12	0
其他相關保安服務業督導人士	807	506	-301
小計：	11 880	11 642	-238 (-2.0)
<u>保安護衛員級</u>			
保安護衛員	75 582	78 857	3 275
武裝護衛員	822	1 205	383
其他相關保安服務業人士	504	537	33
小計：	76 908	80 599	3 691 (4.8)
總計：	90 922	94 561	3 639 (4.0)

* 佔保安公司僱員人數的增減百分率

2.7 2005 與 2007 年保安公司按技能等級劃分的人力情況比較見圖 5 及表 D。

圖 5: 2005 與 2007 年保安公司按技能等級劃分的人力情況比較



* 所屬技能等級僱員人數

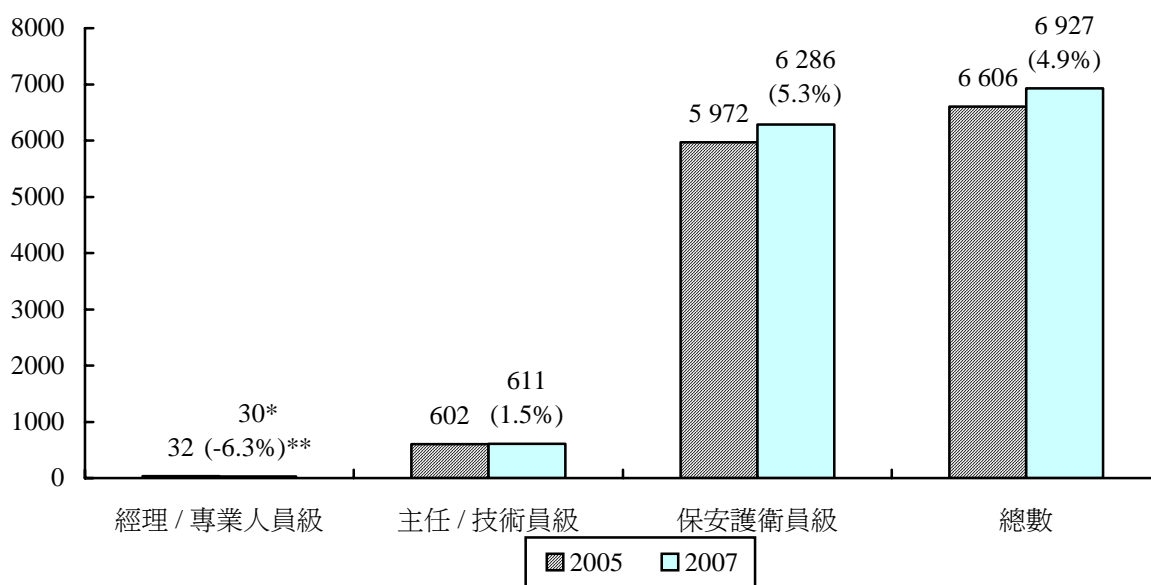
** 相對於 2005 年同級僱員人數的增減百分率

表 D: 2007 年保安公司各技能等級人力增長

技能等級	2005 年 5 月時僱員人數	2007 年 5 月時僱員人數	增減比率 (%)
經理 / 專業人員級	2 134	2 320	186 (8.7)
主任 / 技術員級	11 880	11 642	-238 (-2.0)
保安護衛員級	76 908	80 599	3 691 (4.8)
總數	90 922	94 561	3 639 (4.0)

2.8 2005 與 2007 年業主立案法團按技能等級劃分的人力情況比較
見圖 6 及表 E。

**圖 6: 2005 與 2007 年業主立案法團
按技能等級劃分的人力情況比較**



* 所屬技能等級僱員人數

** 相對於 2005 年同級僱員人數的增減百分率

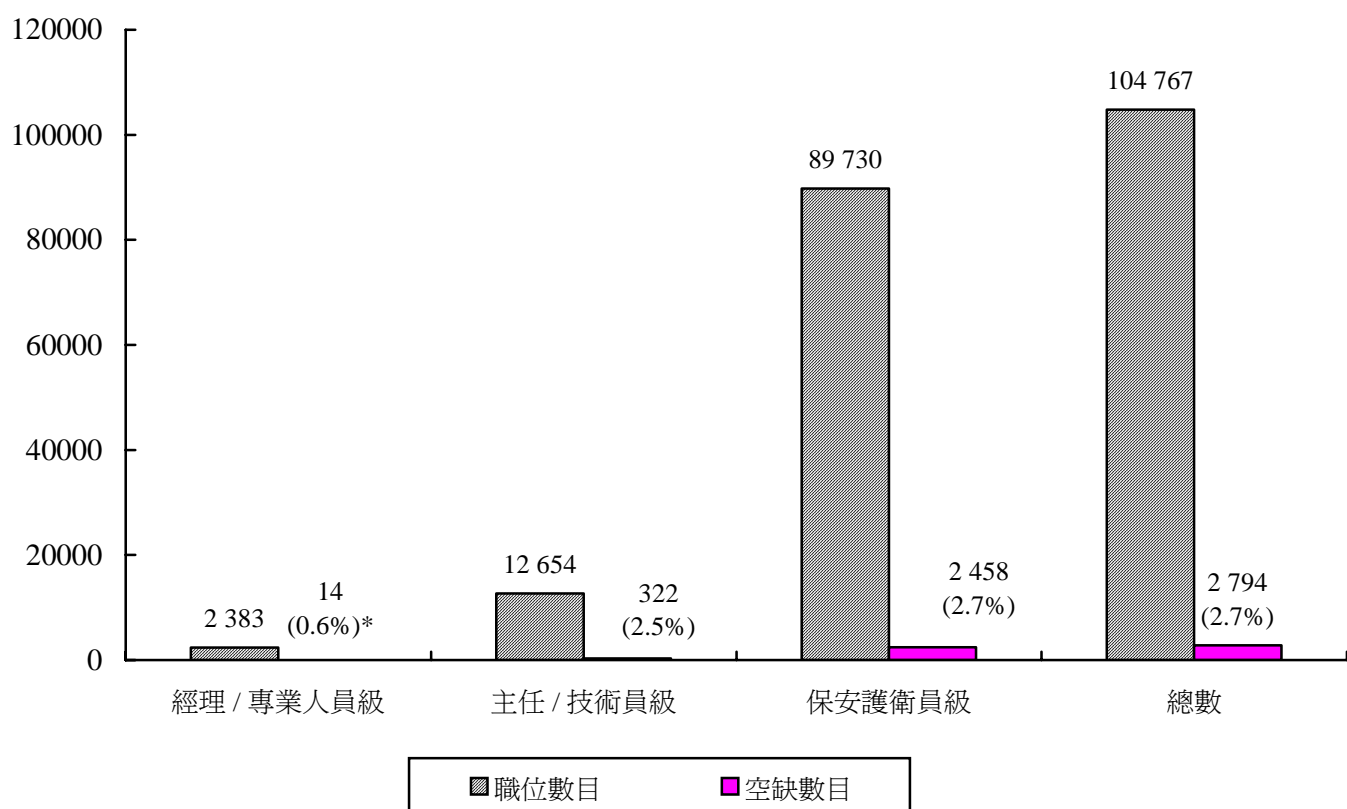
表 E: 2007 年業主立案法團各技能等級人力增減

<u>技能等級</u>	<u>2005 年 5 月時僱員人數</u>	<u>2007 年 5 月時僱員人數</u>	<u>增減比率 (%)</u>
經理 / 專業人員級	32	30	-2 (-6.3)
主任 / 技術員級	602	611	9 (1.5)
保安護衛員級	5 972	6 286	314 (5.3)
總數	6 606	6 927	321 (4.9)

空缺數目

2.9 調查期間，僱主報稱本業共有空缺 2 794 個，佔現有 104 767 個職位（2 794 個空缺 + 101 973 名僱員）的 2.7%，其中以保安護衛員級的空缺最多，共 2 458 個。各技能等級及各主要職務的空缺數目分別載於圖 7 及表 F。

圖 7：各技能等級的職位與空缺



* 佔同級職位數目的百分率

表 F： 各主要職務現有空缺數目

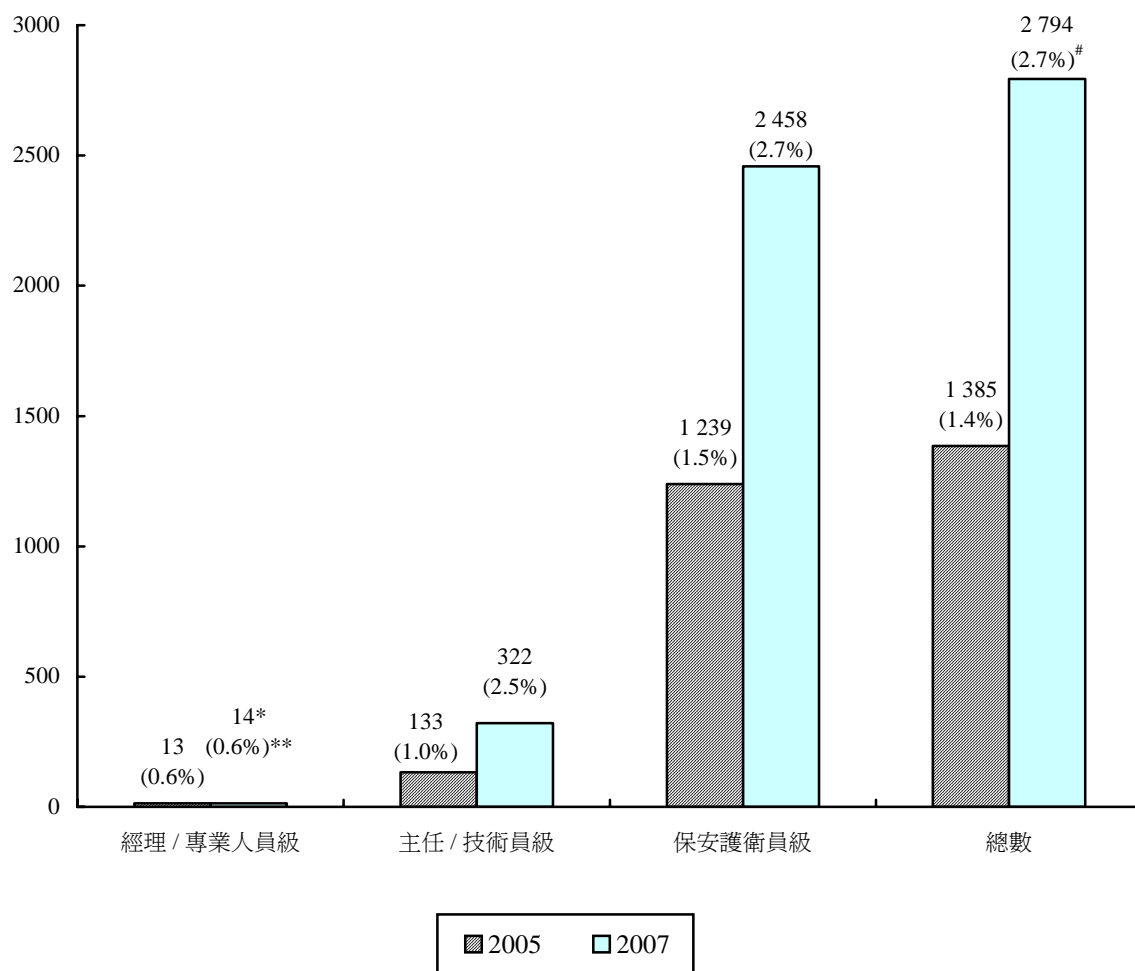
<u>技能等級</u>	<u>僱員人數</u>	<u>空缺數目</u>	<u>職位數目</u>	<u>(%)*</u>
<u>經理／專業人員級</u>				
高級經理	390	3	393	(0.8)
保安經理／營運經理／保安中心主管	855	2	857	(0.2)
保安顧問	64	-	64	-
保安系統項目經理	264	-	264	-
保安系統設計／安裝／保養工程師	665	8	673	(1.2)
保安培訓經理	29	-	29	-
其他相關保安服務業經理	102	1	103	(1.0)
小計	2 369	14	2 383	(0.6) - **
<u>主任／技術員級</u>				
保安主任／營運主任／保安中心主任	9 332	171	9 503	(1.8)
保安系統安裝／保養技術員	1 870	101	1 971	(5.1)
技術輔助人員	537	40	577	(6.9)
保安培訓主任	44	-	44	-
要員保護／私人保鏢	12	-	12	-
其他相關保安服務業督導人士	537	10	547	(1.8)
小計	12 332	322	12 654	(2.5) (0.3)**
<u>保安護衛員級</u>				
保安護衛員	85 469	2 408	87 877	(2.7)
持槍護衛員	1 205	37	1 242	(3.0)
其他相關保安服務業人士	598	13	611	(2.1)
小計	87 272	2 458	89 730	(2.7) (2.3)**
總計：	101 973	2 794	104 767	(2.7)**

* 空缺佔同級職位數目的百分率

** 空缺佔業內職位總數的百分率

2.10 2005 與 2007 年職位空缺數目比較見圖 8。

圖 8： 2005 與 2007 年職位空缺數目比較

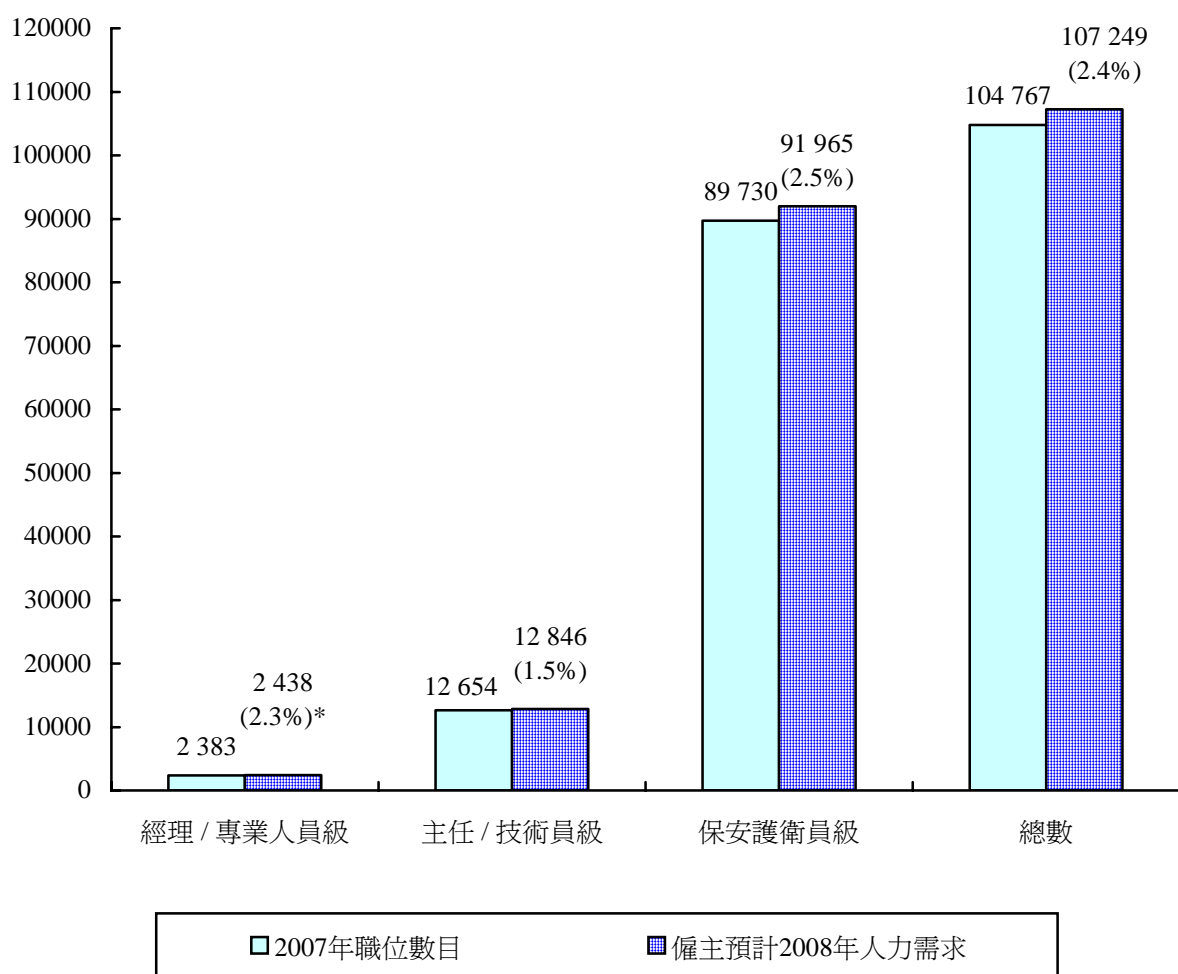


- * 各級空缺數目
- ** 佔各級職位數目的百分率
- # 佔業內職位總數的百分率

僱主預計 2008 年 5 月時的人力需求

2.11 僱主預測，2008 年 5 月時，業內職位共 107 249 個，較 2007 年 5 月時增加 2.4% (於 2005 年 5 月時則預測人力會減少 0.1%)。各職級新增職位共 2 482 個，其中經理／專業人員級職位增加 55 個，主任／技術員級職位增加 192 個，而保安護衛員級職位則增加 2 235 個，增幅分別為 2.3%、1.5% 及 2.5%。僱主預計 2008 年 5 月時各級職位人力需求載於圖 9，各主要職務的人力需求載於表 G。

圖 9： 僱主預計 2008 年各技能等級人力需求



* 佔同級職位數目的增減百分率

表 G： 僱主預計 2008 年各主要職務的人力增長

<u>技能等級</u>	<u>2007 年 職位數目</u>	<u>預計 2008 年時 僱員人數</u>	<u>(%)*</u>
<u>經理／專業人員級</u>			
高級經理	393	393	-
保安經理／營運經理／ 保安中心主管	857	871	(1.6)
保安顧問	64	84	(31.3)
保安系統項目經理	264	264	-
保安系統設計／安裝／ 保養工程師	673	693	(3.0)
保安培訓經理	29	29	-
其他相關保安服務業經理	103	104	(1.0)
小計：	2 383	2 438	(2.3)**
<u>主任／技術員級</u>			
保安主任／營運主任／保安中心主任	9 503	9 638	(1.4)
保安系統安裝／保養技術員	1 971	2 028	(2.9)
技術輔助人員	577	577	-
保安培訓主任	44	44	-
要員保護／私人保鏢	12	12	-
其他相關保安服務業督導人士	547	547	-
小計：	12 654	12 846	(1.5)**
<u>保安護衛員級</u>			
保安護衛員	87 877	90 089	(2.5)
持槍護衛員	1 242	1 265	(1.9)
其他相關保安服務業人士	611	611	-
小計：	89 730	91 965	(2.5)**
總計：	104 767	107 249	(2.4)@

* 佔同一主要職務數目的百分率

** 佔同級職位數目的百分率

@ 佔 2007 年業內職位總數的百分率

過去 12 個月內部晉升情況

2.12 過去 12 個月，業內有 899 名僱員獲內部晉升，佔僱員總數 6.1% (2005 年內部晉升人數為 904 名)；其中 817 人晉升至主任／技術員級，82 人晉升至經理／專業人員級。表 H 為按門類及技能等級劃分的內部晉升人數。

表 H： 按門類及技能等級劃分的內部晉升人數

門類	經理／專業人員級		主任／技術員級	
	僱員人數	內部晉升人數 [#]	僱員人數	內部晉升人數 [^]
保安護衛服務	858	18	7 554	564
持槍押運服務	12	-	49	4
保安系統安裝／保養／ 維修／設計／其他	1 126	43	2 063	21
保安護衛服務及 持槍押運服務	11	-	92	3
保安護衛服務及 保安系統安裝／保養／ 維修／設計／其他	307	21	1 364	123
保安護衛服務、 持槍押運服務及 保安系統安裝／保養／ 維修／設計／其他	6	-	520	-
業主立案法團	30	-	611	90
增補樣本	19	-	79	12
總計：	2 369	82	12 332	817

[#] 由主任／技術員級晉升至經理／專業人員級

[^] 由保安護衛員／操作級晉升至主任／技術員級

過去 12 個月僱員流動情況

2.13 過去 12 個月，保安公司、業主立案法團及增補樣本的員工流失率分別為 5.9 %、0.4% 及 4.7% (見表 I)。調查結果是假設離職僱員可能獲其他保安公司聘用。因此，實際流失率應為離職僱員人數與新聘具保安服務相關經驗人數之差(即流失率=離職僱員人數－新聘具保安服務相關經驗人數)，上述比率與 2005 年的 31.1% 差異頗大。其中，保安公司界別的保安護衛員級有 24 380 人離職，19 080 人入職，僱員流失率最高，佔同級職位數目的 6.4%。過去 12 個月各門類不同技能等級新聘僱員人數見附錄 9。

表 I: 過去 12 個月各技能等級的離職人數及原因

(i) 保安公司

技能等級	職位數目	離職人數	新聘具保安服務 相關經驗的僱員	流失率 (%)
經理／專業人員級	2 334	126	96	30 (1.3)*
主任／技術員級	11 964	1 454	1 019	435 (3.6)*
保安護衛員級	82 967	24 380	19 080	5 300 (6.4)*
總數: (%)	97 265	25 960	20 195	5 765 (5.9)**

(ii) 業主立案法團

技能等級	職位數目	離職人數	新聘具保安服務 相關經驗的僱員	流失率 (%)
經理／專業人員級	30	-	-	- (-)*
主任／技術員級	611	-	-	- (-)*
保安護衛員級	6 376	1 028	998	30 (0.5)*
總數: (%)	7 017	1 028	998	30 (0.4)**

(iii) 增補樣本

<u>技能等級</u>	<u>職位數目</u>	<u>離職人數</u>	<u>新聘具保安服務 相關經驗的僱員</u>	<u>流失率</u> (%)
經理／專業人員級	19	-	-	- (-)*
主任／技術員級	79	6	2	4 (5.1)*
保安護衛員級	387	30	11	19 (4.9)*
總數： (%)	485	36	13	23 (4.7)**

(iv) 總數

<u>技能等級</u>	<u>職位數目</u>	<u>離職人數</u>	<u>新聘具保安服務 相關經驗的僱員</u>	<u>流失率</u> (%)
經理／專業人員級	2 383	126	96	30 (1.3)
主任／技術員級	12 654	1 460	1 021	439 (3.5)
保安護衛員級	89 730	25 438	20 089	5 349 (6.0)
總數： (%)	485	36	13	23 (4.7)**

* 佔同級職位數目的百分率

** 佔業內職位數目的百分率

招聘困難

2.14 填覆調查表的 256 間機構中，只有 14.4% 報稱招聘僱員時遇到困難，特別是招聘保安護衛員。情況與 2005 年相若，主要原因包括薪金不吸引、工作時間長及普遍勞工短缺等。**表 J** 為各技能等級遇到招聘困難的原因。**附錄 8** 為過去 12 個月遇到招聘困難的原因。

**表 J: 2005 及 2007 年各技能等級
遇到招聘困難的原因比較**

<u>招聘困難的原因#</u>	<u>經理／ 專業人員級*</u>		<u>主任級*</u>		<u>技術員級*</u>		<u>保安 護衛員級*</u>	
	<u>2005</u>	<u>2007</u>	<u>2005</u>	<u>2007</u>	<u>2005</u>	<u>2007</u>	<u>2005</u>	<u>2007</u>
	普遍人力短缺	0.3	0.5	0.5	1.1	-	3.1	7.9
工作時間長	-	0.2	0.9	3.2	-	-	25.0	18.0
工作環境危險	-	-	-	-	0.6	-	0.8	2.5
薪金不吸引	0.6	0.3	1.5	3.6	1.4	2.1	34.0	20.5
地位低	-	-	-	-	0.2	1.1	7.4	1.8
求職者缺乏相關經驗及訓練	1.1	1.1	0.8	5.2	0.3	5.5	15.9	9.8
其他原因	-	0.1	0.3	2.2	1.5	1.0	9.0	3.3

填覆者可選擇多項原因

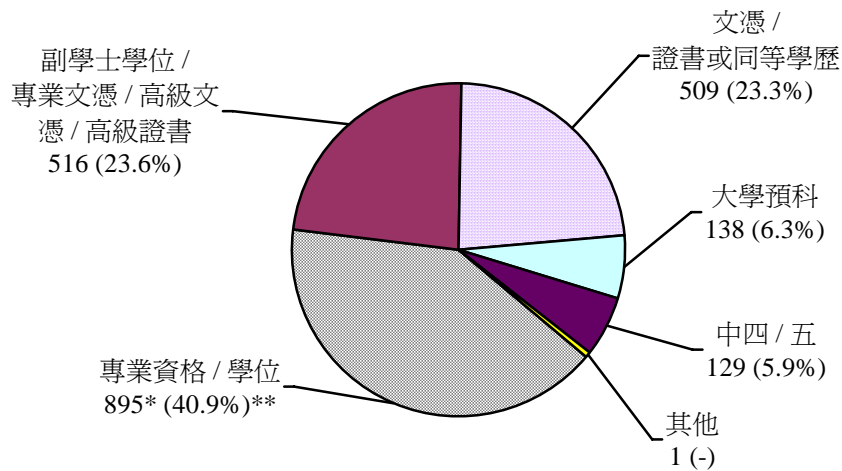
* 佔遇到招聘困難的填覆機構數目的百分率

僱員宜有教育程度

2.15 調查顯示，有 35.5% 的僱主屬意經理／專業人員級僱員宜有專業資格或學位，57.8% 的僱主屬意主任／技術員級宜有中四／中五程度，84.5% 的僱主屬意保安護衛員級宜有中三或以下程度。2005 與 2007 年各技能等級宜有教育程度比較見圖 10 至 12，僱主要求各主要職務宜有教育程度見表 K，而按門類、技能等級及主要職務劃分的僱員宜有教育程度見附錄 10。

**圖 10 (i): 2005 年僱主要求僱員宜有教育程度
(經理／專業人員級)**

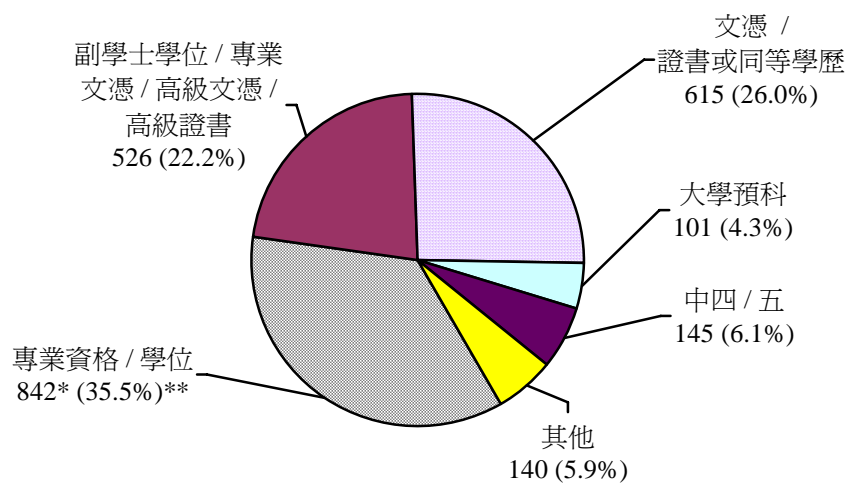
總數：2 188 人



* 僱員人數
** 佔同級僱員人數的百分率

**圖 10 (ii): 2007 年僱主要求僱員宜有教育程度
(經理／專業人員級)**

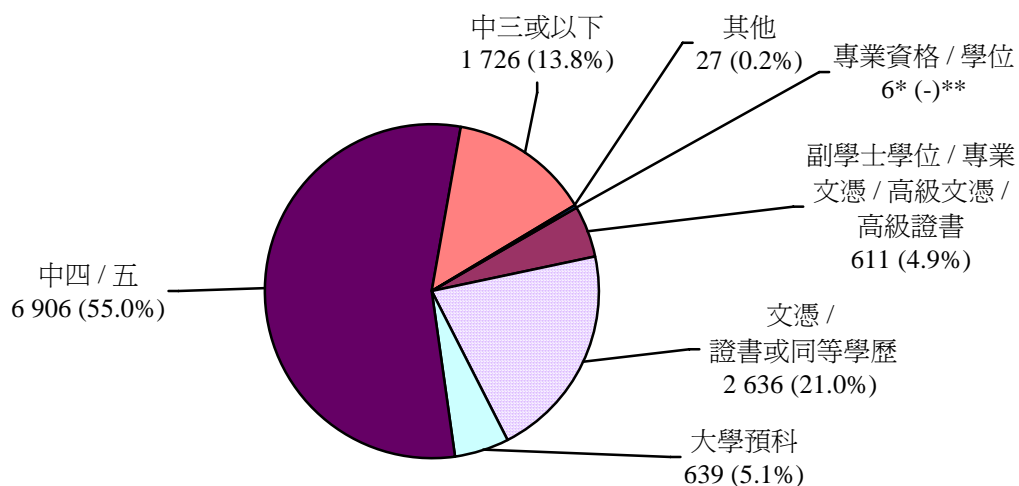
總數：2 369 人



* 僱員人數
** 佔同級僱員人數的百分率

圖 11 (i): 2005 年僱主要求僱員宜有教育程度
(主任／技術員級)

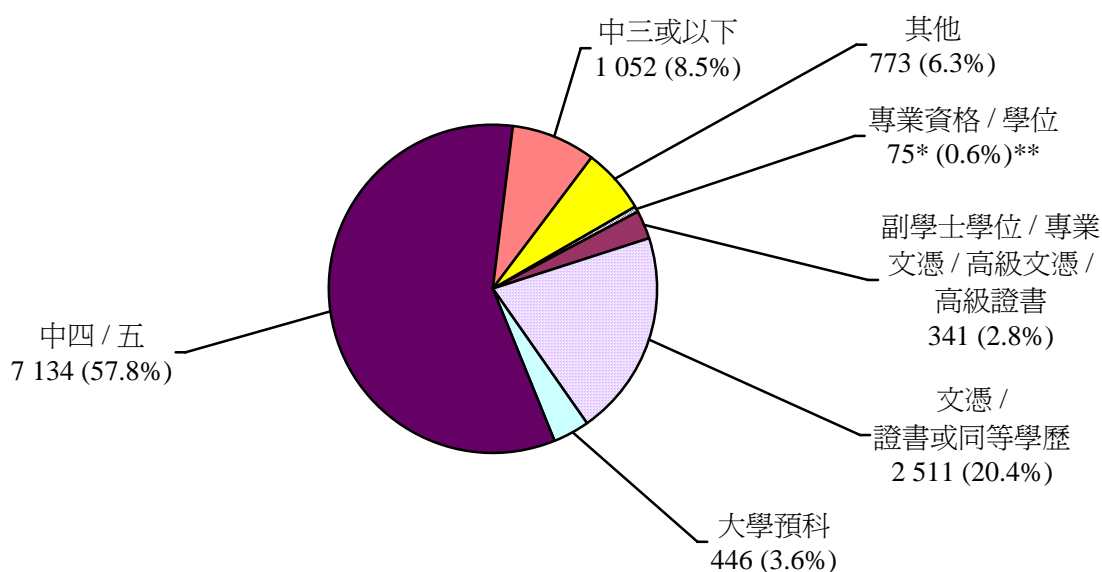
總數：12 551 人



* 僱員人數
** 佔同級僱員人數的百分率

圖 11 (ii): 2007 年僱主要求僱員宜有教育程度
(主任／技術員級)

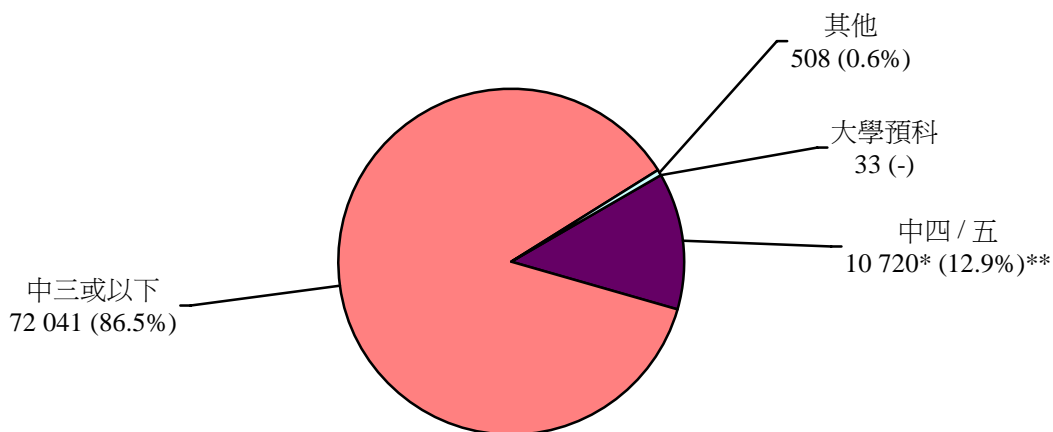
總數：12 332 人



* 僱員人數
** 佔同級僱員人數的百分率

圖 12(i): 2005 年僱主要求僱員宜有教育程度
(保安護衛員級)

總數： 83 302 人

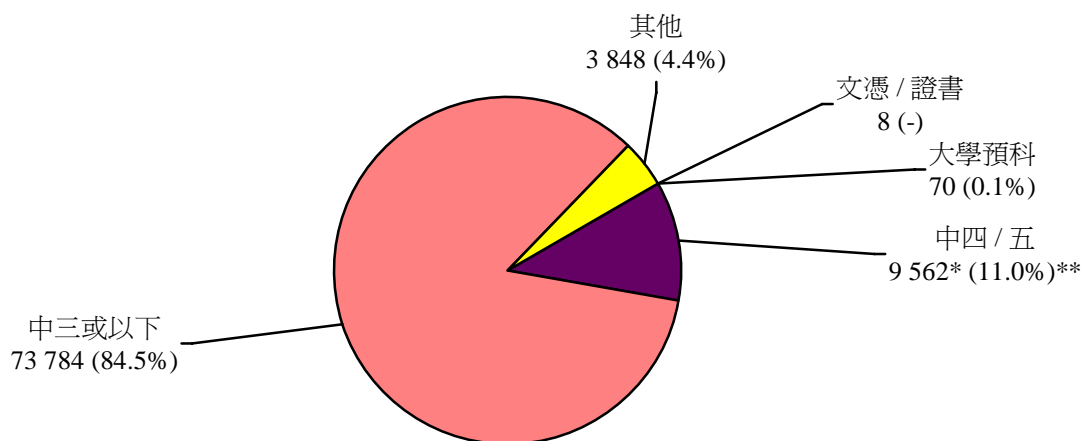


* 僱員人數

** 佔同級僱員人數的百分率

圖 12(ii): 2007 年僱主要求僱員宜有教育程度
(保安護衛員級)

總數： 87 272 人



* 僱員人數

** 佔同級僱員人數的百分率

表 K: 僱主要求僱員宜有教育程度 (按各技能等級主要職務)

技能等級	專業資格/ 學位	副學士學位/ 專業文憑/ 高級文憑/ 高級證書	文憑/ 證書或 同等學歷	預科	中四/五	中三 或以下	其他	總數
<u>經理/專業人員級</u>								
高級經理	241	45	81	11	3	-	9	390
保安經理/營運經理/保安中心主管	267	87	345	26	2	-	128	855
保安顧問	37	7	20	-	-	-	-	64
保安系統項目經理	68	53	3	-	140	-	-	264
保安系統設計/安裝/保養工程師	195	309	99	62	-	-	-	665
保安培訓經理	9	4	12	2	-	-	2	29
其他相關保安服務業經理	25	21	55	-	-	-	1	102
小計:	842	526	615	101	145	0	140	2 369
(%)*	(35.5)	(22.2)	(26.0)	(4.3)	(6.1)	(-)	(5.9)	(100)#
<u>主任/技術員級</u>								
保安主任/營運主任/保安中心主任	36	194	837	343	6 350	1 018	554	9 332
保安系統安裝/保養技術員	-	68	1 331	10	424	34	3	1 870
技術輔助人員	-	78	244	5	210	-	-	537
保安培訓主任	1	1	24	16	-	-	2	44
要員保護/私人保鏢	-	-	-	12	-	-	-	12
其他相關保安服務業督導人士	38	-	75	60	150	-	214	537
小計:	75	341	2 511	446	7 134	1 052	773	12 332
(%)*	(0.6)	(2.8)	(20.4)	(3.6)	(57.8)	(8.5)	(6.3)	(100)#

技能等級	專業資格／ 學位	副學士學位／ 專業文憑／ 高級文憑／ 高級證書	文憑／ 證書或 同等學歷	預科	中四／五	中三 或以下	其他	總數
<u>保安護衛員級</u>								
保安護衛員／管理員	-	-	-	-	9 027	72 594	3 848	85 469
持槍護衛員	-	-	-	-	231	974	-	1 205
其他相關保安服務業人士	-	-	8	70	304	216	-	598
小計：	0	0	8	70	9 562	73 784	3 848	87 272
(%)*	(-)	(-)	(-)	(0.1)	(11.0)	(84.5)	(4.4)	(100)#
總計：	917	867	3 134	617	16 841	74 836	4 761	101 973
(%)**	(0.9)	(0.8)	(3.1)	(0.6)	(16.5)	(73.4)	(4.7)	(100)#

* 佔同級僱員人數的百分率

** 佔業內僱員總數的百分率

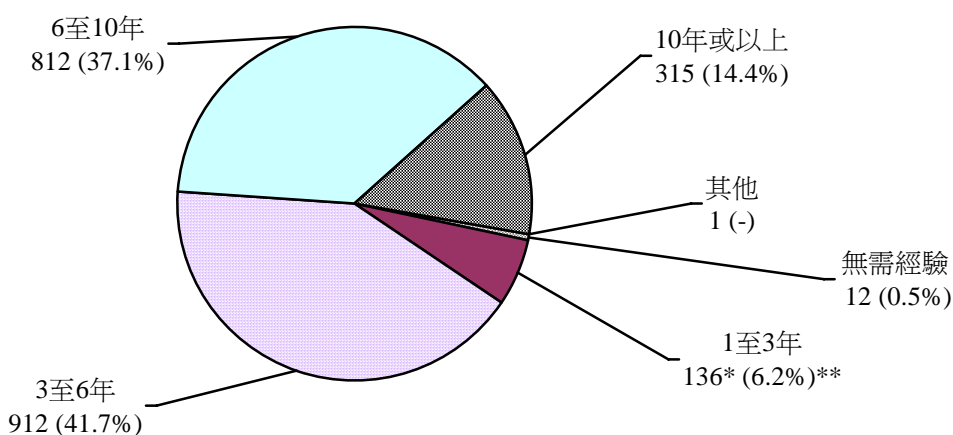
因四捨五入關係，總和未必等於 100%

僱員宜有年資

2.16 調查顯示，分別有 44.7% 及 52.8% 僱主認為經理／專業人員級僱員與主任／技術員級僱員宜有 3 至 6 年相關工作經驗；而 46.5% 僱主認為保安護衛員級僱員宜有工作經驗可少於 1 年。2005 與 2007 年各技能等級僱員宜有年資比較見圖 13 至 15，僱主要求各主要職務僱員宜有年資見表 L，而按門類及主要職務劃分的僱員宜有年資見附錄 11。

圖 13(i): 2005 年僱主要求僱員宜有年資
(經理／專業人員級)

總數： 2 188 人

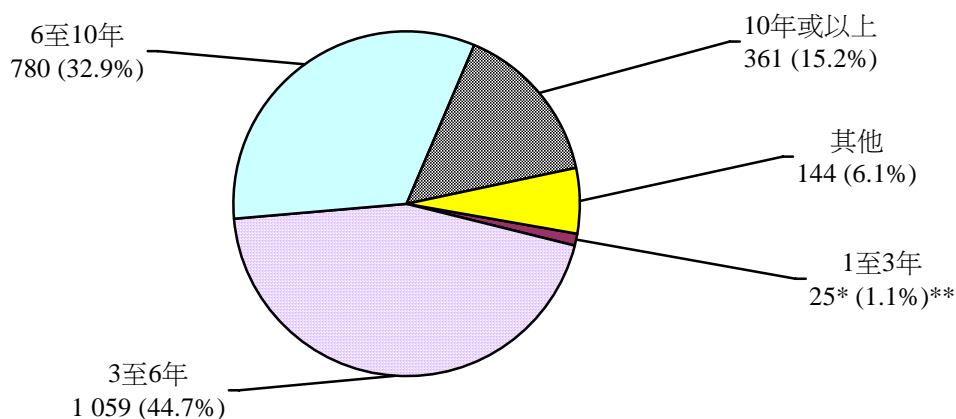


* 僱員人數

** 佔同級僱員人數的百分率

圖 13(ii): 2007 年僱主要求僱員宜有年資
(經理／專業人員級)

總數： 2 369 人

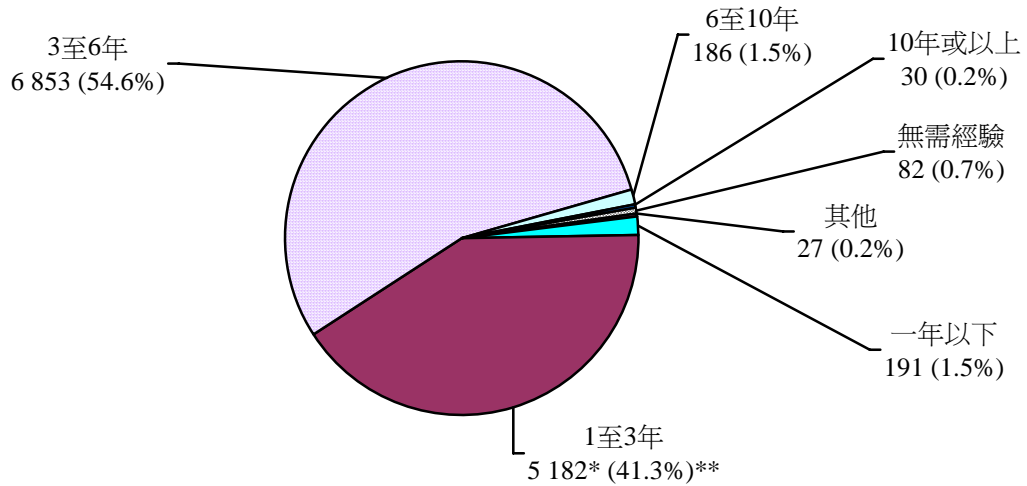


* 僱員人數

** 佔同級僱員人數的百分率

圖 14(i): 2005 年僱主要求僱員宜有年資
(主任/技術員級)

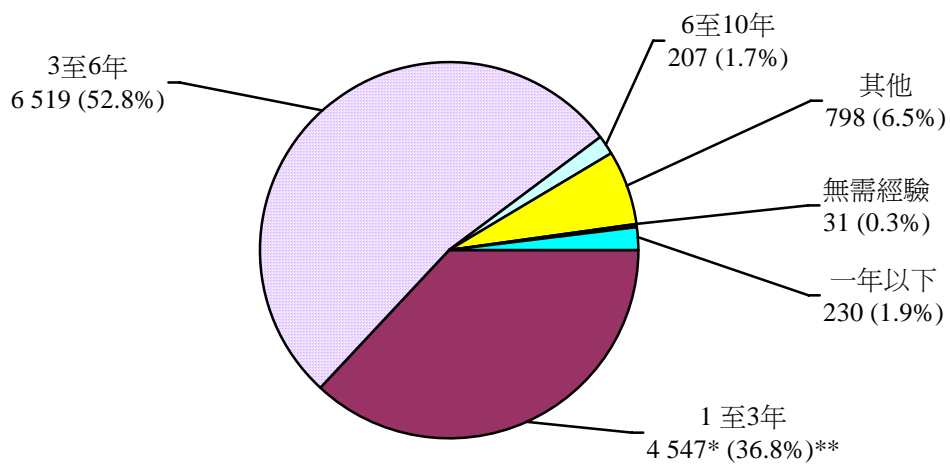
總數: 12 551 人



* 僱員人數
** 佔同級僱員人數的百分率

圖 14(ii): 2007 年僱主要求僱員宜有年資
(主任/技術員級)

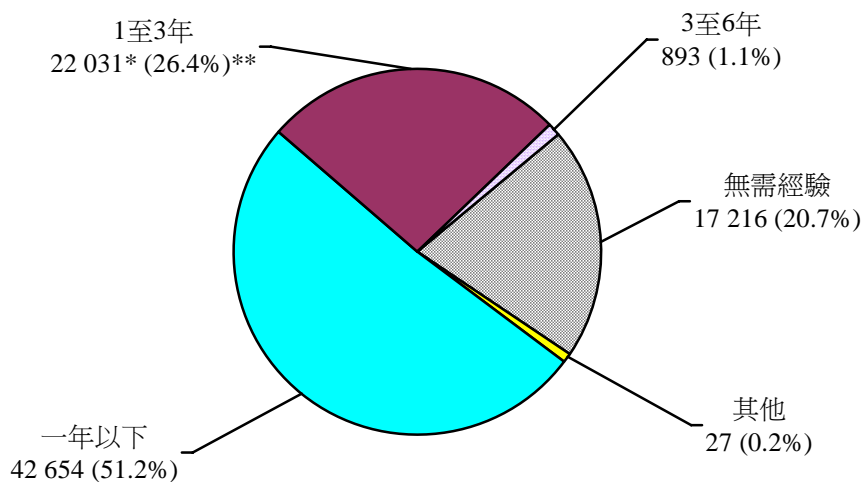
總數: 12 332 人



* 僱員人數
** 佔同級僱員人數的百分率

圖 15(i): 2005 年僱主要求僱員宜有年資
(保安護衛員級)

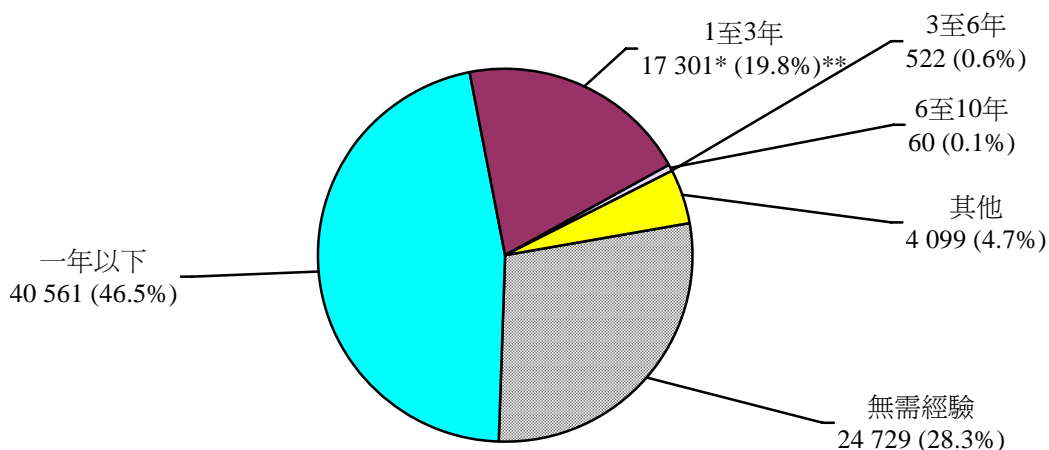
總數：83 302 人



* 僱員人數
** 佔同級僱員人數的百分率

圖 15(ii): 2007 年僱主要求僱員宜有年資
(保安護衛員級)

總數：87 272 人



* 僱員人數
** 佔同級僱員人數的百分率

表 L: 僱主要求各主要職務僱員宜有年資

技能等級	無需經驗	1年以下	1至3年	3至6年	6至10年	10年或以上	其他	總數
<u>經理／專業人員級</u>								
高級經理	-	-	1	119	86	174	10	390
保安經理／營運經理／保安中心主管	-	-	12	332	260	122	129	855
保安顧問	-	-	-	30	30	4	-	64
保安系統項目經理	-	-	2	196	54	12	-	264
保安系統設計／安裝／保養工程師	-	-	10	310	297	48	-	665
保安培訓經理	-	-	-	11	15	1	2	29
其他相關保安服務業經理	-	-	-	61	38	-	3	102
小計：	0	0	25	1 059	780	361	144	2 369
(%)*	(-)	(-)	(1.1)	(44.7)	(32.9)	(15.2)	(6.1)	(100)#
<u>主任／技術員級</u>								
保安主任／營運主任／保安中心主任	31	99	3 207	5 335	87	-	573	9 332
保安系統安裝／保養技術員	-	101	972	754	40	-	3	1 870
技術輔助人員	-	-	210	258	69	-	-	537
保安培訓主任	-	-	23	16	1	-	4	44
要員保護／私人保鏢	-	-	-	12	-	-	-	12
其他相關保安服務業督導人士	-	30	135	144	10	-	218	537
小計：	31	230	4 547	6 519	207	0	798	12 332
(%)*	(0.3)	(1.9)	(36.8)	(52.8)	(1.7)	(-)	(6.5)	(100)#

<u>技能等級</u>	<u>無需經驗</u>	<u>1 年以下</u>	<u>1 至 3 年</u>	<u>3 至 6 年</u>	<u>6 至 10 年</u>	<u>10 年或以上</u>	<u>其他</u>	<u>總數</u>
<u>保安護衛員級</u>								
保安護衛員	24 722	39 171	16 935	522	60	-	4 059	85 469
武裝護衛員	-	962	209	-	-	-	34	1 205
其他相關保安服務業人士	7	428	157	-	-	-	6	598
<hr/>								
小計：	24 729	40 561	17 301	522	60	0	4 099	87 272
(%)*	(28.3)	(46.5)	(19.8)	(0.6)	(0.1)	(-)	(4.7)	(100)#
總計：	24 760	40 791	21 873	8 100	1 047	361	5 041	101 973
(%)**	(24.3)	(40.1)	(21.4)	(7.9)	(1.0)	(0.4)	(4.9)	(100)#

* 佔同級僱員人數的百分率

** 佔業內僱員總數的百分率

因四捨五入關係，總和未必等於 100%

僱員宜有職業資格

2.17 大部分僱主認為經理／專業人員級僱員宜為主要保安協會會員；主任級和保安護衛級僱員宜持有技能測驗證書，並曾接受認可計劃下的保安訓練；技術員級僱員宜持有技術證書。各技能等級僱員宜有職業資格見表 M。各門類不同技能等級僱員宜有職業資格見附錄 12。

表 M： 僱主要求各技能等級僱員宜有職業資格

有作回應的保安公司／ 業主立案法團／ 增補樣本數目*	技能等級			
	經理／ 專業人員級	主任級	技術員級	保安護衛 員級
僱主認為僱員宜有職業資格				
主要保安協會合資格會員	247	124	12	43
保安業培訓導師證書	117	91	20	40
職業訓練局保安服務業訓練委員會 保安護衛員技能測驗證書	173	716	80	2 192
認可計劃下的保安培訓課程證書	88	202	50	718
內部培訓質素控制計劃下的保安培訓 課程及格	33	49	31	193
技術證書	112	37	183	10
技能提升計劃證書	25	52	23	57
其他	2	2	2	1

* 可選擇超過一項職業資格

收入分布

2.18 調查顯示，614 名(或 25.9%) 經理／專業人員級僱員收入介乎 15,001 至 20,000 元(2005 年: 26.2% 收入介乎 20,001 至 30,000 元); 4 241 名(或 34.4%) 主任／技術員級僱員收入介乎 10,001 至 15,000 元，2005 年的收入中位數介乎 7,501 至 9,000 元。50 626 名(或 49.6%) 保安護衛員級僱員收入介乎 6,001 至 7,500 元，數字大致與上次調查時相若。各主要職務收入分布情況見表 N 及圖 12。是次調查並非專門研究僱員的薪酬水平，故有關數據僅作複核資料之用。

表 N: 各主要職務僱員收入分布情況

技能等級	\$5000 或以下	\$5,001- \$6,000	\$6,001- \$7,500	\$7,501- \$9,000	\$9,001- \$10,000	\$10,001- \$15,000	\$15,001- \$20,000	\$20,001- \$30,000	\$30,001- \$40,000	\$40,000 以上	其他	總數
<u>經理／專業人員級</u>												
高級經理	-	-	-	-	-	10	47	103	107	59	64	390
保安經理／營運經理／ 保安中心主管	-	-	-	-	10	120	220	117	106	43	239	855
保安顧問	-	-	-	-	-	7	30	10	3	1	13	64
保安系統項目經理	-	-	-	-	-	24	180	29	17	7	7	264
保安系統設計／安裝／ 保養工程師	-	-	-	-	-	388	88	119	24	2	44	665
保安培訓經理	-	-	-	-	-	5	9	6	2	1	6	29
其他相關保安服務業經理	-	-	-	-	-	32	40	20	3	4	3	102
小計：	0	0	0	0	10	586	614	404	262	117	376	2 369
(%)*	(-)	(-)	(-)	(-)	(0.4)	(24.7)	(25.9)	(17.1)	(11.1)	(4.9)	(15.9)	(100)#
<u>主任／技術員級</u>												
保安主任／營運主任／ 保安中心主任	-	31	443	1 891	2 601	3 055	319	29	-	-	963	9 332
保安系統安裝／ 保養技術員	-	-	60	158	584	802	135	8	4	-	119	1 870
技術輔助人員	-	-	2	16	106	248	99	9	-	-	57	537
保安培訓主任	-	-	-	-	7	7	16	-	-	-	14	44
要員保護／私人保鏢	-	-	-	-	-	12	-	-	-	-	-	12
其他相關保安服務業督導人士	-	-	-	44	105	117	42	-	10	-	219	537
小計：	0	31	505	2 109	3 403	4 241	611	46	14	0	1 372	12 332
(%)*	(-)	(0.3)	(4.1)	(17.1)	(27.6)	(34.4)	(5.0)	(0.4)	(0.1)	(-)	(11.1)	(100)#

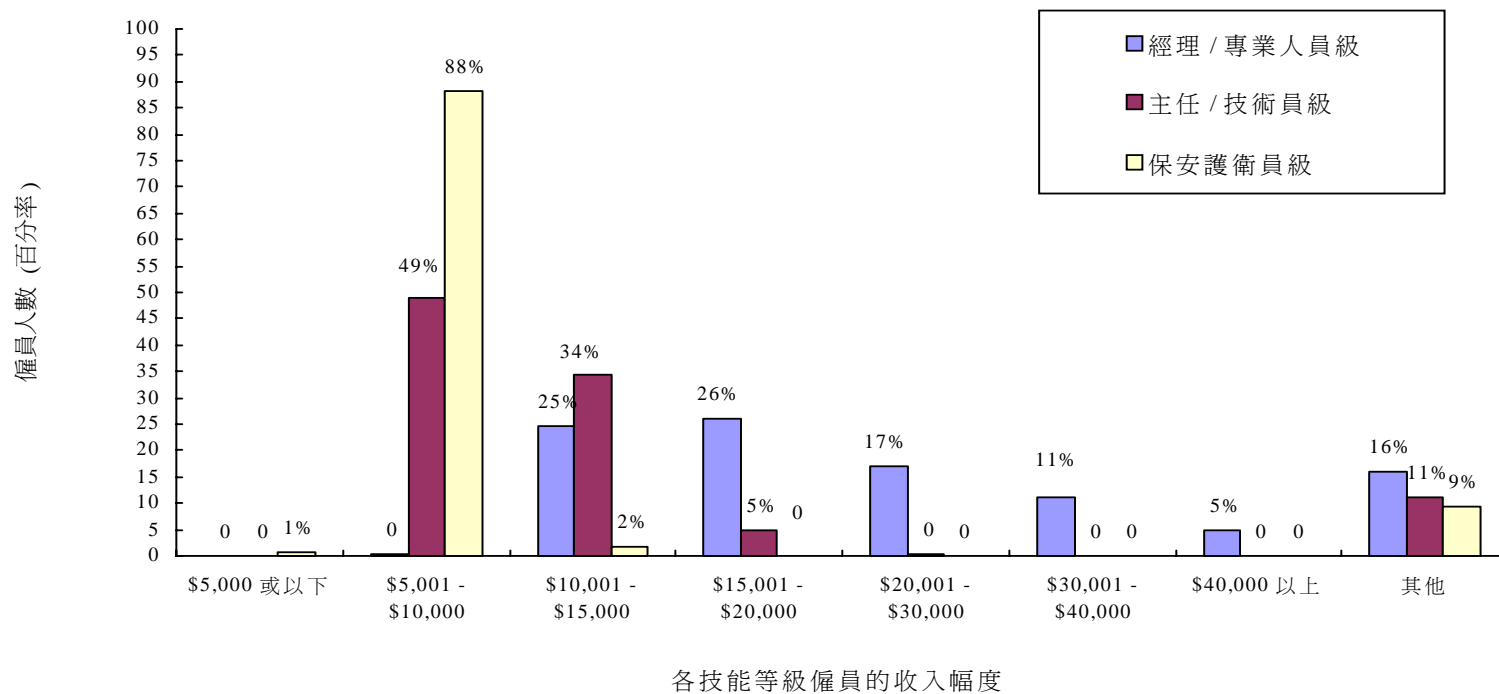
技能等級	<u>\$5000 或以下</u>	<u>\$5,001- \$6,000</u>	<u>\$6,001- \$7,500</u>	<u>\$7,501- \$9,000</u>	<u>\$9,001- \$10,000</u>	<u>\$10,001- \$15,000</u>	<u>\$15,001- \$20,000</u>	<u>\$20,001- \$30,000</u>	<u>\$30,001- \$40,000</u>	<u>\$40,000 以上</u>	其他	總數
<u>保安護衛員級</u>												
保安護衛員／管理員	701	13 717	49 799	11 136	1 526	440	17	-	-	-	8 133	85 469
武裝護衛員	-	-	28	244	54	879	-	-	-	-	-	1 205
其他相關保安服務業人士	-	-	294	224	35	18	20	-	-	-	7	598
小計：	701	13 717	50 121	11 604	1 615	1 337	37	0	0	0	8 140	87 272
(%)*	(0.8)	(15.7)	(57.4)	(13.3)	(1.9)	(1.6)	(-)	(-)	(-)	(-)	(9.3)	(100)#
總計：	701	13 748	50 626	13 713	5 028	6 164	1 262	450	276	117	9 888	101 973
(%)**	(0.7)	(13.5)	(49.6)	(13.4)	(4.9)	(6.1)	(1.3)	(0.4)	(0.3)	(0.1)	(9.7)	(100)#

* 佔同級僱員人數的百分率

** 佔業內僱員總數的百分率

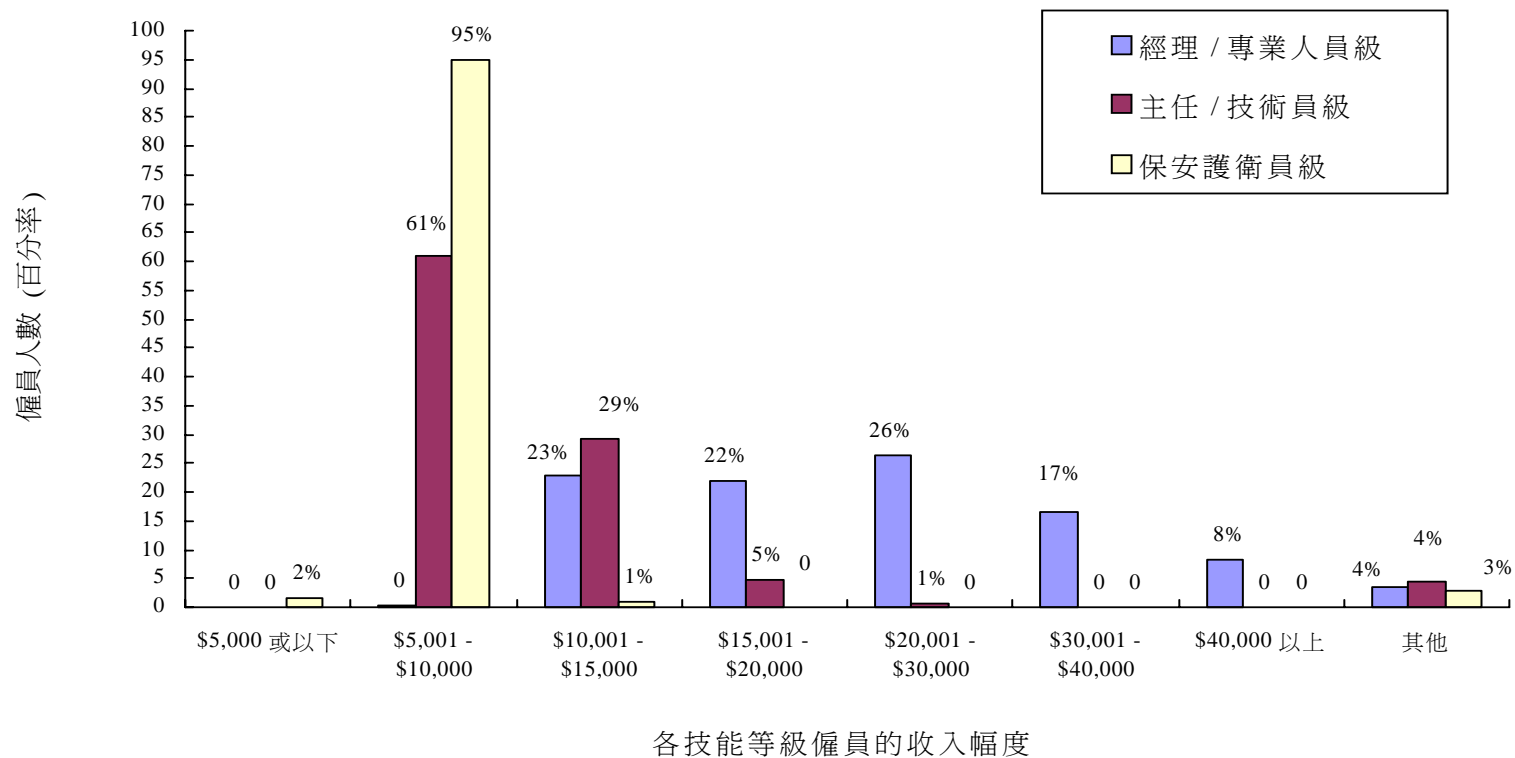
因四捨五入關係，總和未必等於 100%

圖 16(i): 2007 年各主要職務僱員收入分布情況(按收入幅度劃分)



* 各技能等級不同收入幅度的僱員人數

圖 16(ii): 2005 年各主要職務僱員收入分布情況(按收入幅度劃分)

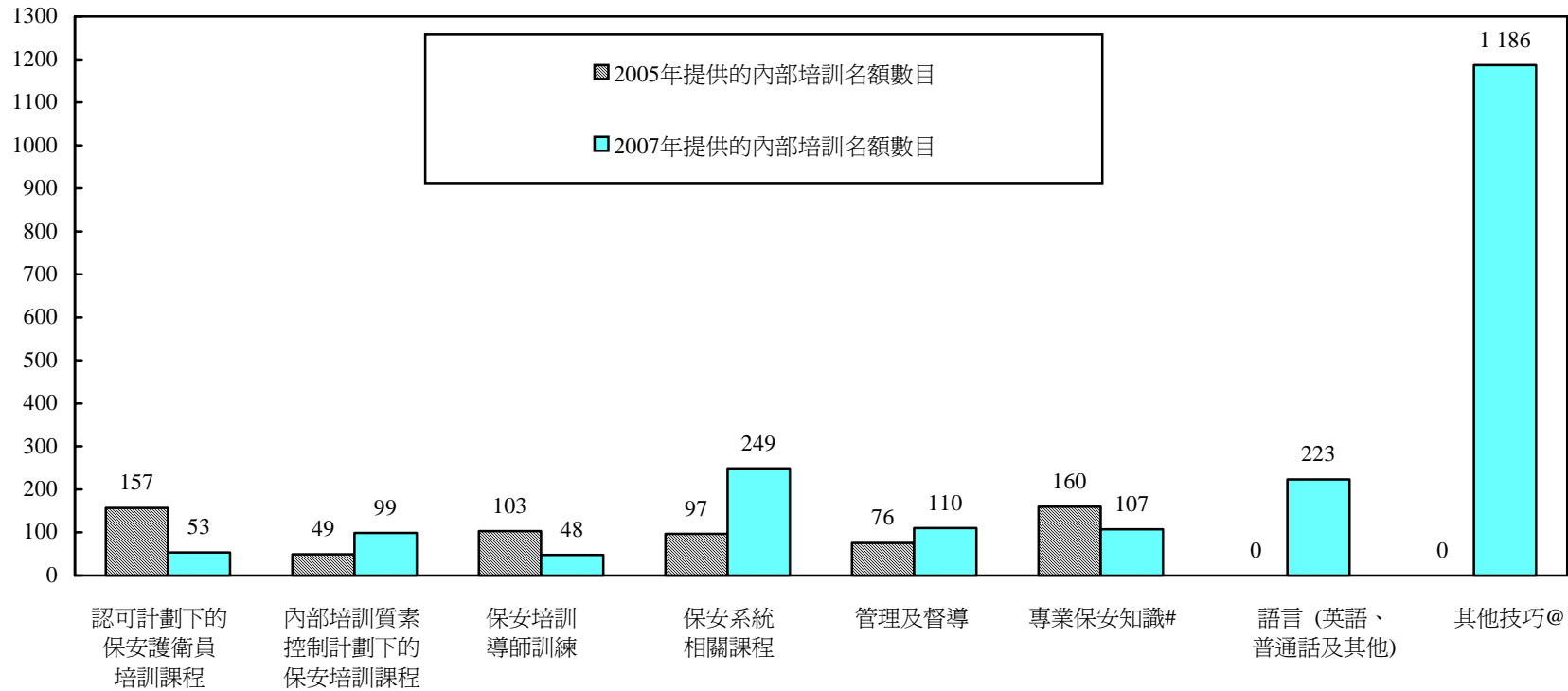


* 各技能等級不同收入幅度的僱員人數

過去 12 個月提供的公司內部及外間培訓名額

2.19 調查顯示過去 12 個月，僱主共為僱員提供了 19 604 個培訓名額，包括僱主資助名額 17 529 個及公司內部培訓名額 2 075 個。不論內部或外間培訓，顧客服務訓練課程都是最受歡迎；內部培訓其次受歡迎的是防火訓練，有 250 個名額，而外間培訓其次受歡迎的是技能提升課程，有 2 722 個名額。過去 12 個月不同種類課程的內部及外間培訓名額見圖 17(i)及(ii)。過去 12 個月，按課程種類及技能等級劃分的培訓名額見表 O。未來 12 個月，按課程種類劃分，不同門類僱主為各技能等級僱員提供的資助培訓名額見附錄 15。

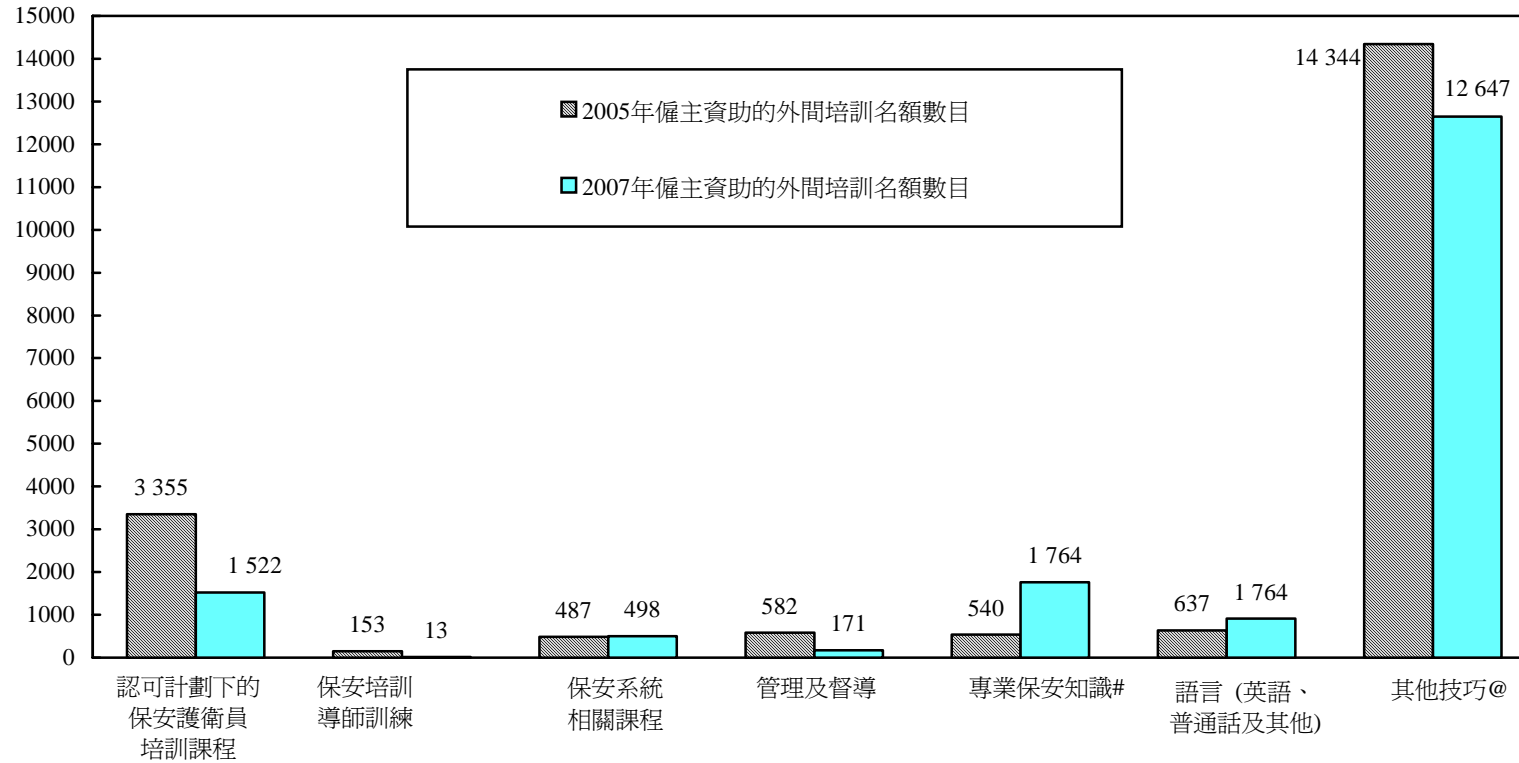
圖 17(i): 2005 與 2007 年過去 12 個月的內部培訓名額比較



包括槍械及武器使用、解款、要員保護、護衛犬管理員訓練、槍械訓練主任訓練、中央警報監察站及其他專業保安知識

@ 包括防火、急救、健康與安全、軟性技巧等訓練課程

圖 17(ii): 2005 與 2007 年過去 12 個月的外間培訓名額比較



包括槍械及武器使用、解款、要員保護、護衛犬管理員訓練、槍械訓練主任訓練、中央警報監察站及其他專業保安知識

@ 包括防火、急救、健康與安全、軟性技巧等訓練課程

表 O： 過去 12 個月按課程種類及技能等級劃分的培訓名額

技能等級 課程種類	經理／專業人員級		主任級		技術員級		保安護衛員級		總數	
	僱主資助	內部培訓	僱主資助	內部培訓	僱主資助	內部培訓	僱主資助	內部培訓	僱主資助	內部培訓
保安護衛員培訓課程										
(i) 屬保安培訓課程認可計劃	12	1	38	6	1	-	1 471	46	1 522	53
內部培訓質素控制計劃下的保安培訓課程	-	12	-	18	-	-	-	69	0	99
保安培訓導師訓練	1	2	10	5	2	1	-	40	13	48
保安系統相關課程	45	34	54	37	384	113	15	65	498	249
管理及督導	36	19	124	75	5	5	6	11	171	110
專業保安知識										
(i) 槍械及武器使用	-	1	35	2	-	-	218	7	253	10
(ii) 解款	-	1	-	2	-	-	19	7	19	10
(iii) 要員保護	-	-	-	2	-	-	-	12	0	14
(iv) 護衛犬管理員訓練	-	-	-	-	-	-	2	1	2	1
(v) 槍械訓練主任訓練	-	1	-	-	-	-	-	-	0	1
(vi) 中央警報監察站	-	1	-	1	-	1	-	2	0	5
(vii) 其他專業保安知識	28	7	200	19	10	11	1 252	29	1 490	66

課程種類 \ 技能等級	經理／專業人員級		主任級		技術員級		保安護衛員級		總數	
	僱主資助	內部培訓	僱主資助	內部培訓	僱主資助	內部培訓	僱主資助	內部培訓	僱主資助	內部培訓
<i>語言</i>										
(i) 英語	3	19	78	42	1	13	412	17	494	91
(ii) 普通話	9	21	78	43	2	13	331	15	420	92
(iii) 其他	-	3	-	2	-	-	-	35	0	40
<i>其他技巧</i>										
(i) 防火	95	24	145	42	247	13	1 154	171	1 641	250
(ii) 急救	32	11	111	32	67	8	559	61	769	112
(iii) 健康與安全	77	31	113	50	267	14	867	91	1 324	186
(iv) 顧客服務	59	33	635	87	302	7	3 363	196	4 359	323
(v) 軟性技巧	30	19	412	72	6	2	1 312	111	1 760	204
(vi) 相關技能提升課程	38	19	552	34	98	24	2 034	12	2 722	89
(vii) 其他	14	6	-	7	58	3	-	6	72	22
總數：	479	265	2 585	578	1 450	228	13 015	1 004	17 529	2 075

第三章

結論

調查結果

3.1 本會分析調查結果後，認為所得數據大致能反映調查期間保安服務業的技術人力及訓練情況。2007年5月，本業共有101 973名技術／專業僱員，佔本港357萬就業人口的2.9%，有4.0%的增長。本會認為過去兩年經濟蓬勃，新建樓宇數目增加，是保安服務業技術僱員人數錄得穩定增長的主要原因。

3.2 本會得悉在行內七個門類中，保安護衛服務、持槍押運服務、保安系統安裝／保養／維修／設計／其他、保安護衛服務及持槍押運服務，以及業主立案法團門類的技術人力分別有5.5%、25.2%、5.2%、77.6%及4.9%增長，其餘兩個門類則分別出現6.2%和1.6%的減幅。

3.3 本會亦觀察到保安服務業僱員的訓練需求殷切，他們需要透過接受內部或其他種類的訓練，進一步加強各方面的能力。

經濟前景

3.4 過去兩年香港經濟持續增長。股市暢旺，政府部門加薪、稅項寬減及低通脹等因素均為香港營造有利的經濟環境。2006年的本地經濟增長達6.8%，預計未來數年將持續增長。

3.5 環球經濟強勁、內地經濟蓬勃、加上外地流入的投資資金，將繼續支持香港經濟發展，同時內需在本地經濟的地位亦日益重要。

3.6 放寬境外投資管制有助促進本港經濟增長。本會留意到過去兩年許多投資者和置業人士來港購買物業，因此對房地產服務的需求持續上升，連帶使保安服務業的需求亦相繼增加。物業市場蓬勃發展，物業價格水漲船高，亦將吸引更多人士加入本業。開放落馬州邊境將進一步刺激本港的物業租賃及銷售市場，特別是新界北部地區。港鐵南支線落實興建將進一步催化對保安服務相關專業人士的需求。

3.7 政府於2007年宣布進行十大基礎建設，連同市區重建計劃，將帶動保安服務業的人力需求。這些計劃包括與房地產服務業有關的主要項目，包括保存歷史建築、啓德、紅磡及新中環海傍的新市區發展等。

業務前景

3.8 過去兩年經濟蓬勃，整體就業環境顯著改善，2007年第二季的失業率更降至5.7%。本業的人力增長達16.7%，幅度驚人，當中尤以經理／專業人員級最為明顯。為吸引更多人士加入本業，僱主相繼增加保安護衛員的薪酬。此外由於政府推動工資保障運動，過去兩年，保安服務從業員的福利亦有所改善。隨著經濟持續復甦，以及未來數年新樓宇落成，本會相信本業的人力將有明顯增長，並認為隨著其他行業的就業機會增多，更多保安護衛員將轉職或離開本業，業內現職僱員或新入職僱員的訓練需求將維持殷切。

3.9 現行法例規定，新入職者必須先取得保安人員許可證(SPP)，保安護衛公司也須於新聘保安員上工前為他們提供16小時訓練。保安員的流動人數每年高達30 000人，由於很多許可證持有人可能在牌照仍然有效的情况下離開本業，投身其他行業或退休，因此警務處長仍需發出新許可證。

3.10 本會預期未來數年，西九龍文化區的發展，以及如迪士尼樂園等旅遊景點的擴建工程陸續展開，將有助刺激本業增長。

保安服務業整體人力情況

3.11 調查期間，業內共有僱員101 973人，其中94 561人受僱於持牌保安公司，6 927人受僱於業主立案法團，485人受僱於增補樣本機構。各級人力情況、空缺數目及人力增長預測如下：

技能等級	2005年5月 僱員數目	2007年5月 僱員數目 (a) (%)#	2007年5月 空缺數目 (b)	僱主對人力 增長的預測 (c)	2008年5月 預測職位數目 (d)=(a)+(b)+(c)
經理／ 專業人員級	2 188	2 369 (8.3)	14	55	2 438
主任／ 技術員級	12 551	12 332 (-1.7)	322	192	12 846
保安 護衛員級	83 302	87 272 (4.8)	2 458	2 235	91 965
總數	98 041	101 973 (4.0)#	2 794	2 482	107 249

與2005年僱員人數比較的人力增減百分率

3.12 各門類不同技能等級的人力分布見表 Q。各門類主要職務僱員人數及預測人數見附錄 7。

表 Q: 各門類不同技能等級的人力分布情況

門類	技能等級			總數 (%)*
	經理/ 專業人員	主任/ 技術員	保安 護衛員	
保安護衛服務	858	7 554	65 846	74 258 (71.8)
持槍押運服務	12	49	699	760 (0.6)
保安系統安裝／保養／ 維修／設計／其他	1 126	2 063	111	3 300 (3.2)
保安護衛服務及 持槍押運服務	11	92	611	714 (0.4)
保安護衛服務及 保安系統安裝／保養／ 維修／設計／其他	307	1 364	10 248	11 919 (13.0)
保安護衛服務、 持槍押運服務及 保安系統安裝／保養／ 維修／設計／其他	6	520	3 084	3 610 (3.7)
小計：	2 320	11 642	80 599	94 561 (92.7)
業主立案法團	30	611	6 286	6 927 (6.8)
增補樣本	19	79	387	485 (0.5)
總數 (%)*	2 369 (2.3)	12 332 (12.1)	87 272 (85.6)	101 973 (100)

* 佔僱員總數百分率

空缺數目

3.13 調查期間，本業共有 2 794 個職位空缺，佔本業僱員總數 2.7%，幾乎是 2005 年時 1.4% 空缺率的兩倍（見圖 7）。當中保安護衛員級別空缺達 2 458 個，佔同級職位 1.5%；主任／技術員級有空缺 322 個，佔 1.0%；經理／專業人員級只有 14 個，佔 0.6%。按門類及技能等級劃分的空缺數目見表 R。

表 R： 按門類及技能等級劃分的空缺數目

門類	技能等級			總數 (%)*
	經理／ 專業人員	主任／ 技術員	保安 護衛員	
保安護衛服務	-	137	1 893	2 030 (75.5)
持槍押運服務	-	-	30	30
保安系統安裝／保養／ 維修／設計／其他	1	140	10	151 (6.7)
保安護衛服務及 持槍押運服務	2	2	108	112 (1.5)
保安護衛服務及 保安系統安裝／保養／ 維修／設計／其他	11	36	234	281 (15.3)
保安護衛服務、 持槍押運服務及 保安系統安裝／保養／ 維修／設計／其他	-	7	93	100 (1.0)
業主立案法團	-	-	90	90
增補樣本	-	-	-	-
總數 (%)*	14 (0.5)	322 (11.5)	2 458 (88.0)	2 794 (100)
2005 年空缺數目 (%)*	13 (0.9)	133 (9.6)	1 239 (89.5)	1 385 (100)

* 佔空缺總數百分率

預測 2008 年 5 月時人力增長

3.14 僱主預測，2008 年 5 月時，本業職位總數將有 107 249 個，僱主於 2005 年預期人力增長為 1.4%，但實際增長為 6.2%，故本會認為是次 2.4% 的預測增幅亦屬保守估計。

2008 至 2010 年人力預測

3.15 本會採用人力市場分析法（LMA），推算未來三年本業的人力情況。2008 至 2010 年各技能等級的人力推算情況見表 S、T 及 U，推算方法的詳細分析載於附錄 16。

表 S： 2008 至 2010 年
經理／專業人員級的人力推算

年份	實際僱員人數	推算 僱員總數	人力增長 與去年比較
2005	2 201	-	
2006f		2 225 [^]	24 (1.1%)*
2007	2 383	2 247 [^]	
2008f		2 420	37 (1.6%)*
2009 f		2 447	27 (1.1%)**
2010 f		2 473	26 (1.1%)**

[^] 2005 年人力調查採用人力市場分析法

* 與 2007 年實際僱員人數相比的增／減幅

** 與之前一年推算人數相比的增／減幅，即分別與 2008 及 2009 年相比

表 T: 2008 至 2010 年
主任／技術員級的人力推算

年份	實際僱員人數	推算 僱員總數	人力增長 與去年比較
2005	12 684	-	
2006		12 823 [^]	139 (1.1%)*
2007	12 654	12 951 [^]	
2008f		12 852	198 (1.6%)*
2009 f		12 992	140 (1.1%)**
2010 f		13 132	140 (1.1%)**

[^] 2005 年人力調查採用人力市場分析法

* 與 2007 年實際僱員人數相比的增／減幅

** 與之前一年推算人數相比的增／減幅，即分別與 2008 及 2009 年相比

表 U: 2008 至 2010 年
保安護衛員級的人力推算

年份	實際僱員人數	推算 僱員總數	人力增長 與去年比較
2005	84 541	-	
2006		85 471 [^]	930 (1.1%)*
2007	89 730	86 326 [^]	
2008f		91 123	1 393 (1.6%)*
2009 f		92 114	991 (1.1%)**
2010 f		93 103	989 (1.1%)**

[^] 2005 年人力調查採用人力市場分析法

* 與 2007 年實際僱員人數相比的增／減幅

** 與之前一年推算人數相比的增／減幅，即分別與 2008 及 2009 年相比

3.17 保安服務業的整體人力為三個技能等級推算人數的總和。

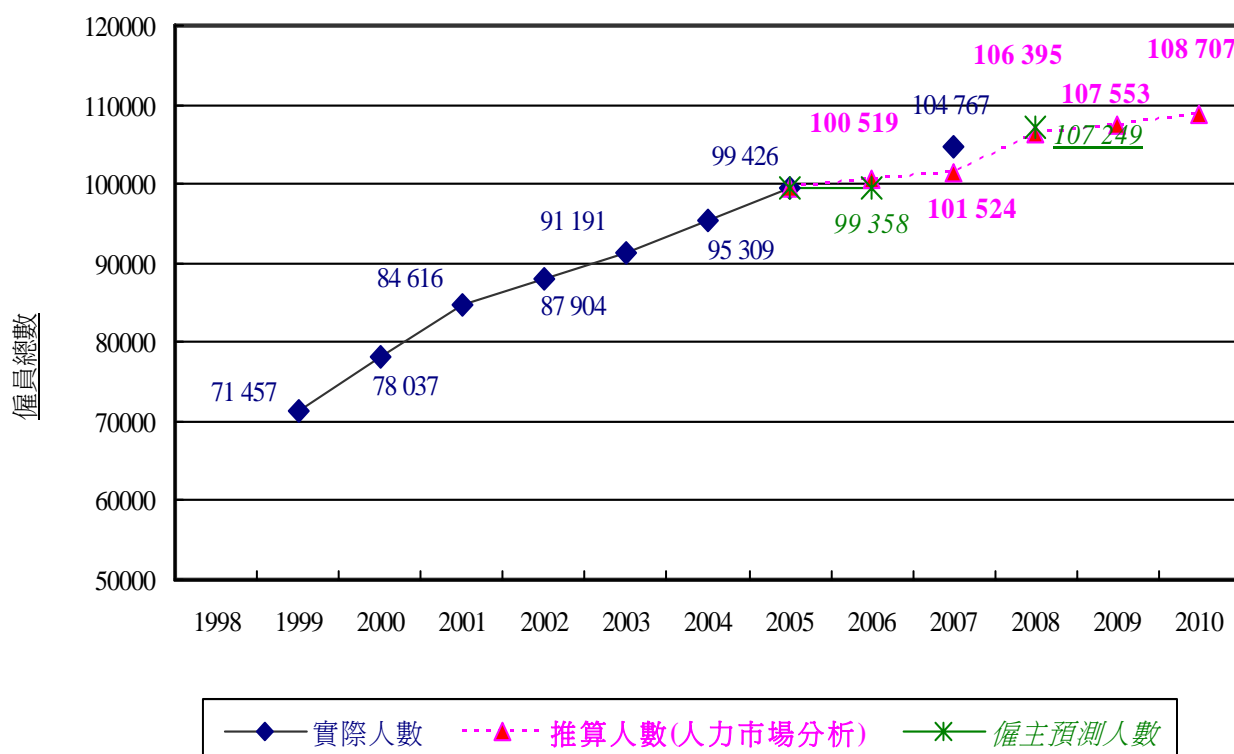
年份	實際僱員人數	僱主預測人數 (調查期間)	推算人數	人力增長 與去年比較
2005	99 426			
2006		99 358 [^]	100 519 [^]	1 093 (1.1%)
2007	104 767		101 524 [^] (-3.10%)*	
2008 f		107 249 (2.4%)**	106 395 (1.6%)**	1 628 (1.6%)
2009 f			107 553 (1.1%)**	1 158 (1.1%)
2010 f			108 707 (1.1%)**	1 154 (1.1%)

[^] 2005年人力調查採用人力市場分析法

* 與2007年實際僱員人數相比的增/減幅

** 與之前一年推算人數相比的增/減幅，即分別與2008及2009年相比

圖 18: 保安服務業 2008 至 2010 年
僱員實際人數及人力推算



晉升情況

3.17 調查顯示，業內共有 899 個職位（佔本業僱員人數 6.1%）透過內部晉升填補，其中 82 個擢升至經理／專業人員級，817 個擢升至主任／技術員級。本會觀察到由於經濟持續暢旺，僱主對提升僱員的態度較前積極。本會鼓勵僱主給予僱員更多內部晉升機會，並提供更多技能訓練，協助僱員發展事業。

過去 12 個月的僱員流動情況

3.18 過去數年，保安從業員的流動率一直高企。過去 12 個月，共有 27 024 人離職（見表 I），其中以保安護衛員級流動率最高，有 25 438 人，佔職位總數 24.3%，另有 20 089 名具本業經驗人士入職。與 2005 年的調查一樣，許多回覆者填報招聘困難的原因主要是薪酬不吸引、工作時間長、求職者欠缺相關經驗及訓練等（見表 J）。因此本會促請僱主提供更多內部培訓或資助僱員接受外間訓練。

流失率

3.19 過去 12 個月，共有 27 024 名保安服務從業員因轉行、移民、退休、自行創業或其他未明原因離職。扣除 21 206 名具保安服務業經驗的入職人士後，2007 年淨流失率為 5 818 人，佔整體人力 5.5%。各技能級別的年度流失情況如下：

技能等級	2007 年 5 月 僱員人數	離職人數	具保安服務業 相關經驗之 入職人數	流失率 (%)*
經理／專業人員級	2 383	126	96	30 (1.3)*
主任／技術員級	12 654	1 460	1 021	439 (3.5)*
保安護衛員級	89 730	25 438	20 089	5 349 (6.0)*
	104 767	27 024	21 206	5 818 (5.5)**

* 佔同級僱員人數的百分率

** 佔業內職位總數的百分率

僱員宜有教育程度

3.20 類似 2005 年的調查，大部分僱主認為經理／專業人員級僱員宜有專業資格或學位（842 名，佔 35.5%）；主任／技術員級僱員宜有中四／中五程度（7 134 名，佔 57.8%）；保安護衛員級僱員宜有中三或以下程度（73 784 名，佔 84.5%）（見圖 10 至 12、表 K 及附錄 10）。

僱員宜有年資

3.21 大部分僱主認為經理／專業人員級僱員和主任／技術員級僱員宜有 3 至 6 年經驗（1 059 名或 44.7%，以及 6 519 名或 52.8%），保安護衛級僱員則宜有 1 年或以下經驗（40 561 名僱員或 46.5%）（見圖 13 至 15、表 L 及附錄 11）。

僱員宜有職業資格

3.22 調查顯示，大部分僱主認為經理／專業人員級僱員宜為主要保安協會會員；主任／技術員級僱員宜持有技能測驗證書或曾接受認可計劃下的保安訓練；技術員則宜持有技術證書。（見表 M 及附錄 12）。本會鼓勵僱主繼續支持僱員接受相關訓練，並建議僱主資助僱員接受相關訓練。

提供訓練

3.23 調查顯示過去 12 個月，僱主僅提供了 2 075 個內部培訓名額。本會認為僱主在未來 12 個月傾向不願意資助僱員接受外間培訓，並把培訓員工的工作外判（僱主將提供 17 529 個培訓名額）。外間培訓方面，僱主將於未來 12 個月資助 11 225 名僱員接受此類培訓，當中 1 208 個（或 10.8%）屬專業保安知識，8 498 個（或 75.7%）屬其他類型的訓練（見圖 17、表 O、P 及附錄 13 至 15）。

保安護衛員培訓課程

3.24 由於現時並無要求業主立案法團所僱用的保安護衛員接受任何基本保安訓練，本會認為適當訓練實有需要，因此鼓勵業主立案法團保送僱員修讀認可計劃及技能提升計劃下的相關課程。由於保安護衛員流動率高企，新入行者對訓練需求將維持殷切。

3.25 調查顯示雖然僱主於未來 12 個月傾向將保安培訓外判，並保送僱員接受不同訓練，然而培訓名額仍大幅下降達 45.3%，即只提供 11 255 個外間培訓名額（2005 年：20 519 個），包括 1 028 個專業保安知識培訓名額和 8 498 個其他種類培訓名額。

3.26 本會認為業內從業員亦需接受其他技能訓練，建議培訓機構舉辦合適的訓練課程，並鼓勵僱主保送僱員參加政府資助的技能提升計劃課程。

第四章

建議

2008 年額外人力需求

4.1 本會根據人力需求預測及每年流失率（第 3.21 段），建議保安服務業 2008 年額外訓練人數如下：

<u>技能等級</u>	<u>每年 流失人數</u>	<u>2008 年 5 月時 增長人數預測</u>	<u>2008 年 5 月時 額外人力需求</u>
經理／專業人員級	30	37	67
主任／技術員級	439	198	637
保安護衛員級	5 349	1 393	6 742
總數：	5 818	1 628	7 446

4.2 本會預計未來 12 個月本業額外人力需求為 7 446 人。7 446 名預計額外的人手中，大部分屬保安護衛員級，加上保安護衛員流動率持續高企，本會預計新入行者的訓練需求甚殷，並認為由職訓局推行的認可計劃下所辦課程能滿足基本保安訓練的需求；此外本會於 2004 年引入質素保證制度，以確保計劃下的課程質素。

技能提升訓練

4.3 本會認為，現時 101 973 名保安服務從業員（包括業主立案法團僱員），將需要提升技能，務求保持競爭力和效率，以應付社會對高質素保安服務的需求。本會認為危機處理、人潮管理（以協助本港舉辦 2008 年奧運比賽項目）以及其他技能的訓練需求有上升趨勢，本會將繼續支持技能提升課程，並建議訓練機構、商會及擁有訓練設施的僱主提供更多合適課程，應付訓練需求。

4.4 本會亦支持保安護衛員持續進修，包括開辦複修訓練課程。

技能測驗制度

4.5 本會將繼續為保安護衛員舉辦技能測驗，並為其他類別的保安服務從業員發展技能測驗。

培訓人員質素

4.6 本會將協助有關機構訂立準則，以提升培訓人員的水平和質素。

資歷架構

4.7 本會支持訂立資歷架構，以確保各級保安服務從業員有一致的能力標準。

推廣訓練及技能測驗

4.8 本會將透過互聯網、研討會、講座、刊物、郵遞單張、廣告及造訪活動，推廣課程、技能測驗，以及本會的訓練工作。

未來人力調查

4.9 本會建議日後每兩年進行一次人力調查，評估業內人力供求情況。

Security Services Training Board
Membership List
(1 January 2007 to 31 December 2007)
保安服務業訓練委員會
委員名單
(2007年1月1日至2007年12月31日)

Chairman**主席**

Mr PONG Chong, Edward, BBS, JP (nominated by the Security and Guarding Services Industry Authority)
 (from 1 January 2007 to 31 March 2007) (保安及護衛業管理委員會提名)
 龐創先生, BBS, JP
 (由 2007 年 1 月 1 日至 3 月 31 日)

Mr CHAM Ka-hung, Daniel, MH, JP (nominated by the Security and Guarding Services Industry Authority)
 (from 1 April 2007 onwards) (保安及護衛業管理委員會提名)
 湛家雄先生, MH, JP
 (由 2007 年 4 月 1 日起)

Members**委員**

Dr CHAN Chi-kau, Johnnie (nominated by the Hong Kong Association of Property Management Companies Ltd.)
 (from 1 January 2007 to 31 March 2007) (香港物業管理公司協會有限公司提名)
 陳志球博士
 (由 2007 年 1 月 1 日至 3 月 31 日)

Mr Gary BUKOWICKI (nominated by the Hong Kong Security Association)
 (from 1 January 2007 to 31 March 2007) (香港保安業協會提名)
 加利先生
 (由 2007 年 1 月 1 日至 3 月 31 日)

Mr CHAN Yin-tim, Michael (nominated by the Hong Kong Security Association)
 (from 1 April 2007 onwards) (香港保安業協會提名)
 陳賢添先生
 (由 2007 年 4 月 1 日起)

Mrs CHENG CHUNG Yau-ling (nominated by the SPACE, the University of Hong Kong)
 鄭鍾幼齡女士 (香港大學專業進修學院提名)

Mr CHEUNG Hay-shing, Joseph (nominated by the Hong Kong Security Association)
 張喜成先生 (香港保安業協會提名)

Mr Lloyd HARDY (nominated by the American Society for Industrial Security International (Hong Kong Chapter))
 夏德禮先生 (American Society for Industrial Security International (Hong Kong Chapter)提名)

- Mr FOK Tak-ming, Philip
(from 1 January 2007 to 31 March 2007)
霍德明先生
(由 2007 年 1 月 1 日至 3 月 31 日)
- (nominated by the Asian Professional Security Association - Hong Kong Chapter)
(亞洲專業保安協會香港分會提名)
- Mr HO Dick-sang
(from 1 April 2007 onwards)
何迪生先生
(由 2007 年 4 月 1 日起)
- (nominated by the Asian Professional Security Association - Hong Kong Chapter)
(亞洲專業保安協會香港分會提名)
- Ir KWONG Ching-wai, Alkin
鄭正煒先生
- (nominated by the Hong Kong Association of Property Management Companies Ltd.)
(香港物業管理公司協會有限公司提名)
- Mr LAU Chi-wung
劉志宏先生
- (representing the Director of Housing)
(房屋署署長代表)
- Mr LEE Kwok-wing
(from 1 January 2007 to 31 March 2007)
李國榮先生
(由 2007 年 1 月 1 日至 3 月 31 日)
- (Ad personam)
(獨立人士)
- Mr LEE Yu-yim, Bruce
李裕炎先生
- (nominated by the International Professional Security Association (Hong Kong) Ltd.)
(國際專業保安協會(香港)有限公司提名)
- Mr LEUNG Chun-yuen, Kendrew
梁進源先生
- (nominated by the Hong Kong Association of Property Management Companies Ltd.)
(香港物業管理公司協會有限公司提名)
- Mr LEUNG Yam-shing
梁任城先生
- (representing the Executive Director of the Vocational Training Council)
(職業訓練局執行幹事代表)
- Miss LO Suet-ching, Sharon
盧雪貞小姐
- (representing the Commissioner for Labour)
(勞工處處長代表)
- Mr Douglas RENWICK
榮德傑先生
- (Ad personam)
(獨立人士)
- Mr Dave SLATER
(from 1 January 2007 to 1 October 2007)
(由 2007 年 1 月 1 日至 10 月 1 日)
- (representing the Commissioner of Police)
(香港警務處處長代表)
- Mr TANG Kwok-hoi
鄧國海先生
- (nominated by the Hong Kong Security Association)
(香港保安業協會提名)
- Ir WONG Ka-yu
黃家裕先生
- (nominated by the City University of Hong Kong)
(香港城市大學提名)

Mr WONG Tat-keung, Stanley
(from 2 October 2007 onwards)
黃達強先生
(由 2007 年 10 月 2 日起)

(representing the Commissioner of Police)
(香港警務處處長代表)

Mr WONG Wai-hung
(from 1 April 2007 onwards)
黃偉雄先生
(由 2007 年 4 月 1 日起)

(Ad personam)
(獨立人士)

Dr YUNG Pui-yip, Paul
翁培業博士

(Ad personam)
(獨立人士)

In Attendance
列席者

Dr CHAN Wan-ching, Lawrence
陳雲青博士

(The Institute of Professional Education And
Knowledge)
(高峰進修學院)

Mr Ted DEVEREUX
戴富華先生

(G4S Holdings (Hong Kong) Ltd.)

Dr LAU Wing-nin, Joe
劉永年博士

(The Hong Kong Institute of Vocational Education
(Morrison Hill))
(香港專業教育學院(摩理臣山分校))

Mr Glenn TRACEY
財事健先生

(G4S Holdings (Hong Kong) Ltd.)

Ms TSANG Hin-tak, Katherine
曾憲德女士

(Security and Guarding Services Industry Authority)
(保安及護衛管理委員會)

Secretary
秘書

Ms YIP Yuk-wah, Frances
(from 1 January 2007 to 31 March 2007)
葉玉華女士
(由 2007 年 1 月 1 日至 3 月 31 日)

(Vocational Training Council)
(職業訓練局)

Miss LO Hau-wan, Claudia
(from 1 April 2007 to 16 August 2007)
羅巧雲小姐
(由 2007 年 4 月 1 日至 8 月 16 日)

(Vocational Training Council)
(職業訓練局)

Ms TA Sau-lei, Sara
(from 2 October 2007 onwards)
謝秀莉女士
(由 2007 年 10 月 2 日起)

(Vocational Training Council)
(職業訓練局)

**Security Services Training Board
Terms of Reference**

保安服務業訓練委員會職權範圍

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.
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. To assess and review whether the manpower supply for the industry matches with the manpower demand.
評估及研究本業的人力供求是否平衡。
3. To recommend to the Vocational Training Council the development of vocational education and training facilities to meet the assessed manpower demand.
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. 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.
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. To advise on the course planning, curriculum development and quality assurance systems of the IVE and training & development centres.
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. To prescribe job specifications for the principal jobs in the industry defining the skills, knowledge and training required.
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. To advise on training programmes for the principal jobs in the industry specifying the time a trainee needs to spend on each skill elements.
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. 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.
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. 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.
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. 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.
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. To organize seminars/conferences/symposia on vocational education and training for the industry.
為本業舉辦有關專業教育及訓練的研討會與會議。
12. To advise on the publicity relating to the activities of the Training Board and relevant vocational education and training programmes of the VTC.
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. 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.
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. To undertake any other functions delegated by the Council in accordance with Section 7 of the Vocational Training Council Ordinance.
根據《職業訓練局條例》第7條，負責局方所委派的其他工作。

Security Services Training Board
Working Party on Manpower Survey
Membership List
(1 January 2007 to 31 December 2007)
保安服務業訓練委員會
2007 年人力調查工作小組成員名單
(2007 年 1 月 1 日至 12 月 31 日)

Convenor

召集人

Mr FOK Tak-ming, Philip (nominated by the Asian Professional Security Association - Hong Kong Chapter)
(from 1 January 2007 to 31 March 2007) (亞洲專業保安協會香港分會提名)
霍德明先生
(由 2007 年 1 月 1 日至 3 月 31 日)

Mr LEE Yu-yim, Bruce (nominated by the International Professional Security Association (Hong Kong) Ltd.)
(from 1 April 2007 onwards) (國際專業保安協會(香港)有限公司提名)
李裕炎先生
(由 2007 年 4 月 1 日起)

Members

委員

Mr PONG Chong, Edward, BBS, JP (nominated by the Security and Guarding Services Industry Authority)
(from 1 January 2007 to 31 March 2007) (保安及護衛業管理委員會提名)
龐創先生, BBS, JP
(由 2007 年 1 月 1 日至 3 月 31 日)

Mr CHAM Ka-hung, Daniel, MH, JP (nominated by the Security and Guarding Services Industry Authority)
(from 1 April 2007 onwards) (保安及護衛業管理委員會提名)
湛家雄先生, MH, JP
(由 2007 年 4 月 1 日起)

Dr CHENG Wai-kei, Anthony (Vocational Training Council)
鄭偉琪博士 (職業訓練局)

Mr CHEUNG Hay-shing, Joseph (nominated by the Hong Kong Security Association)
張喜成先生 (香港保安業協會提名)

Mr HO Dick-sang
(from 1 April 2007 onwards)
何迪生先生
(由 2007 年 4 月 1 日起)

(nominated by the Asian Professional Security
Association - Hong Kong Chapter)
(亞洲專業保安協會香港分會提名)

Mr LAU Chi-wung
劉志宏先生

(representing the Director of Housing)
(房屋署署長代表)

Dr LAU Wing-nin, Joe
劉永年博士

(The Hong Kong Institute of Vocational
Education (Morrison Hill))
(香港專業教育學院(摩理臣山分校))

Mr Glenn TRACEY
財事健先生

(G4S Holdings (Hong Kong) Ltd.)

In Attendance

列席者

Miss HO Chung-chi, Gigi
何仲之小姐

(Vocational Training Council)
(職業訓練局)

Secretary

秘書

Ms YIP Yuk-wah, Frances
(from 1 January 2007 to 31 March 2007)
葉玉華女士
(由 2007 年 1 月 1 日至 3 月 31 日)

(Vocational Training Council)
(職業訓練局)

Miss LO Hau-wan, Claudia
(from 1 April 2007 to 16 August 2007)
羅巧雲小姐
(由 2007 年 4 月 1 日至 8 月 16 日)

(Vocational Training Council)
(職業訓練局)

Ms TA Sau-lei, Sara
(from 2 October 2007 onwards)
謝秀莉女士
(由 2007 年 10 月 2 日起)

(Vocational Training Council)
(職業訓練局)

**Security Services Training Board
Working Party on Manpower Survey
Terms of Reference**

保安服務業訓練委員會
2007 年人力調查工作小組職權範圍

1. To report to the Security Services Training Board (SSTB).
向保安服務業訓練委員會負責。
2. To conduct manpower survey of the industry.
進行本業人力調查。
3. To determine the manpower demand of the industry, including the collection and analyses of relevant manpower and student/trainee statistics and information on socio-economic, technological and labour market developments.
確定本業的人力需求，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。
4. To assess and review whether the manpower supply for the industry matches with the manpower demand.
評估及檢討本業的人力供求是否平衡。
5. To advise the SSTB on manpower and training measures.
就人力及培訓措施向委員會提供建議。

電話 Telephone No:
(852)

傳真 Facsimile No:
(852) 2893 5879 / 2574 3759

本局檔號 Our Reference:

來函檔號 Your Reference:

Appendix 5
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

7th May 2007

Dear Sir/Madam,

The 2007 Manpower Survey of the
Security Services Industry

The Security Services Training Board of the Vocational Training Council is appointed by the Government of the Hong Kong Special Administrative Region (HKSAR) to be responsible for all matters pertaining to the planning and training of manpower in the security services industry.

With the assistance of the Census and Statistics Department, the Training Board will conduct the fifth manpower survey of the industry from 14th May to 15th June 2007 to collect the following information about each of the principal jobs in the industry:

- (a) the number of employees,
- (b) the number of existing vacancies,
- (c) a forecast of the total number of employees by April 2008,
- (d) the required education of and training provided to employees,
- (e) the preferred experience of employees,
- (f) the preferred vocational qualifications of employees; and
- (g) the turnover of employees in the past 12 months.

--- I am forwarding the following documents for your reference and completion.

- (a) an Appendix A;
- (b) a Part I questionnaire;
- (c) a Part II questionnaire;
- (d) an explanatory note on the questionnaire; and
- (e) a list of job descriptions for the principal jobs in the security services industry at the Annex.

During the period of the survey, an officer of the Census and Statistics Department will call at your office. The officer will assist in the completion of the questionnaire, if necessary, and collect the questionnaire for processing.

The information collected will be handled in strict confidence and will be published only in the form of manpower survey report without reference to any individual establishment.

I sincerely hope that you will co-operate in this survey to enable the Security Services Training Board to make training plans for the benefit of the industry. 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 8534.

Yours faithfully,



(CHAM Ka-hung, Daniel)
Chairman
Security Services Training Board

電話 Telephone No:
(852)

傳真 Facsimile No:
(852) 2893 5879 / 2574 3759

本局檔號 Our Reference:

來函檔號 Your Reference:

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

各位僱主：

保安服務業二〇〇七年人力調查

職業訓練局保安服務業訓練委員會由香港特別行政區政府委任，負責一切有關業內人力策劃及訓練事宜。

在政府統計處協助下，本訓練委員會將於二〇〇七年五月十四日至六月十五日期間，進行保安服務業第五次人力調查，蒐集本業各主要職務的資料，包括：

- (a) 僱員人數；
- (b) 現有空缺額；
- (c) 預計二〇〇八年四月時的僱員總數；
- (d) 僱員應有的教育及訓練；
- (e) 僱員宜有的經驗；
- (f) 僱員宜有的職業資格；
- (g) 過去十二個月的僱員流失人數。

…… 現附上以下文件，供貴機構參閱填寫：

- (a) 附錄 A；
- (b) 第一部份調查表；
- (c) 第二部份調查表；
- (d) 調查表附註；
- (e) 附件內的保安服務業主要職務工作說明。

調查期間，政府統計處職員會到訪貴機構，收取調查表作資料處理，並於需要時協助填寫。

調查所得資料絕對保密，只以人力調查報告發表，並不提及個別機構。

是次調查，懇請貴機構惠予合作，使本訓練委員會能為保安服務業定出人力訓練計劃。如對調查有任何查詢，請致電 2116 8534 與政府統計處人力統計組聯絡。

湛家雄

保安服務業訓練委員會主席
湛家雄

二〇〇七年五月七日

THE 2007 MANPOWER SURVEY OF THE SECURITY SERVICES INDUSTRY

保安服務業二〇〇七年人力調查

QUESTIONNAIRE

調查表

(Please read the explanatory notes before completing this questionnaire)

(請於填表前詳閱附註)

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	[3] [6] 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

NAME OF ESTABLISHMENT: _____
機構名稱

ADDRESS: _____
地址

TOTAL NUMBER OF PERSONS ENGAGED: _____
僱員總人數

NATURE OF BUSINESS:
(please tick appropriate boxes)
行業性質
(請剔適當欄)

Security Guarding Services
保安護衛服務

Armoured Transportation Services
武裝運送服務

Owners Corporations
業主立案法團

Security Systems Installation/Maintenance/Repair/Design/Others
保安系統安裝/保養/修理/設計/其他

In-house Security Services
內部保安服務

NAME OF PERSON TO CONTACT: _____
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 月薪 編號	(C) Number Employed 僱員人數	(D) No. of Vacancies at Date of Survey 調查期間 空缺額	(E) Forecast of No. Employed 12 Months from Now 預測十二個 月後僱員人數	(F) Required Level of Education 僱員應有 教育程度	(G) Preferred Years of Relevant Experience 僱員宜有 的相關 年資	(H)
Title 職稱	Rec. Type	No. 編號	8-10	11-12	13-16	17-19	20-23	24	25
1.	2								
2.	2								
3.	2								
4.	2								
5.	2								
6.	2								
7.	2								
8.	2								
9.	2								
10.	2								
11.	2								
12.	2								
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18.	2								
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20.	2								
21.	2								
22.	2								
23.	2								
24.	2								
25.	2								
26.	2								
27.	2								
28.	2								
29.	2								
30.	2								
31.	2								
32.	2								
33.	2								
34.	2								

(i) Enter in column (B) employee's monthly income range according to the following code for each type of employees. This should include basic wages (from 8 working hours per day for guards), regular overtime pay, cost of living allowance, meal allowance etc. **(less employee's contribution to MPF), if any.** If you have more than one worker doing the same job, please enter the average figure.
請在此欄內填入每類僱員的每月總收入編號，包括底薪（護衛員每天工作 8 小時起）、定期超時工作的工資、生活津貼、膳食津貼等（扣除僱員強制性公積金供款）在內。若有數名僱員從事同類工作，則請取其平均收入。

Code	Monthly Income Range
編號	每月總收入幅度
1.	Under \$5,001 以下
2.	\$5,001 - \$6,000
3.	\$6,001 - \$7,500
4.	\$7,501 - \$9,000
5.	\$9,001 - \$10,000
6.	\$10,001 - \$15,000
7.	\$15,001 - \$20,000
8.	\$20,001 - \$30,000
9.	\$30,001 - \$40,000
10.	Over \$40,000 以上

(ii) Enter in column (F) the education which an employee should have according to the following code:
請將僱員應有的教育按照下列類別 編號填入 (F) 欄內：

Code	Education
編號	教育
1.	Professional Qualification/Degree 專業資格／大學學位
2.	Associate Degree/Professional Diploma/ Higher Diploma/Higher Certificate 副學士學位／專業文憑／ 高級文憑／高級證書
3.	Diploma/Certificate 文憑／證書
4.	Matriculation 大學預科
5.	Secondary 4/5 中四／五
6.	Secondary 3 or below 中三或以下

(iii) Enter in column (G) the years of relevant experience which your organization requires an employee in a particular position to have according to the following code:
請貴機構將認為各職務宜有的相關年資按照下列編號填入 (G) 欄內：

Code	Period
編號	年數
1.	No Experience required 無需經驗
2.	Less than 1 year 一年以下
3.	1 year - less than 3 years 一年至三年以下
4.	3 years - less than 6 years 三年至六年以下
5.	6 years - less than 10 years 六年至十年以下
6.	10 years or more 十年或以上

THE 2007 MANPOWER SURVEY OF THE SECURITY SERVICES INDUSTRY

保安服務業二〇〇七年人力調查

PART II 第二部份

FOR OFFICIAL USE ONLY	
此欄毋須填寫	
Est. No.	_____
Er. No.	_____

Preferred Vocational Qualification of Employees

僱員宜有職業資格

1. Please tick the vocational qualification which your organization prefers an employee in a particular job level to have. (You may wish to tick more than 1 box for each job level.)

請選擇貴機構認為各職級類別宜有的相關職業資格（每職級可選一項或以上）。

<u>Vocational Qualification</u> 職業資格	<u>Manager</u> 經理	<u>Supervisor</u> 主任	<u>Technician</u> 技術員	<u>Guard</u> 保安護衛員
(a) Qualified member of major security institutions/associations 主要保安協會合資格會員 e.g. Certified Protection Professional (CPP) of ASIS International, Member of International Institute of Security (MII Sec.), International Professional Security Association (IPSA), Asian Professional Security Association (APSA), etc. 例如: ASIS International 合格保護人員 國際保安協會會員、 國際專業保安協會會員、 亞洲專業保安協會會員等。	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
(b) Certificate of Security Trainers Courses 保安業培訓導師證書 e.g. Train the Trainer Certificate of Security Industry Training Organisation (SITO) UK/Skills for Security/Hong Kong Security Association, Foundation Certificate for Trainers in Security Services; Certificate Course for Instructors in Security and Property Management; Train the Trainer Certificate of the International Professional Security Association; etc. 例如: 英國保安業訓練組織/Skills for Security/香港保安業協會 培訓導師證書、保安服務培訓導師基礎證書、 保安及物業管理與導師培訓證書、 國際專業保安協會保安培訓導師證書課程等。	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8

	<u>Manager</u> 經理	<u>Supervisor</u> 主任	<u>Technician</u> 技術員	<u>Guard</u> 保安護衛員
(c) Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC 職業訓練局保安服務業訓練委員會 保安護衛員技能測驗證書	<input type="checkbox"/> 9	<input type="checkbox"/> 10	<input type="checkbox"/> 11	<input type="checkbox"/> 12
(d) Certificate of Security Guard Training Course under Quality Assurance System for Recognition Scheme of Security Training Courses 保安培訓課程認可計劃質素保證系統	<input type="checkbox"/> 13	<input type="checkbox"/> 14	<input type="checkbox"/> 15	<input type="checkbox"/> 16
(e) A pass under the Scheme for Quality Assured In-House Training 內部培訓質素控制計劃下的 保安培訓課程合格	<input type="checkbox"/> 17	<input type="checkbox"/> 18	<input type="checkbox"/> 19	<input type="checkbox"/> 20
(f) Technical Certificate 技術證書	<input type="checkbox"/> 21	<input type="checkbox"/> 22	<input type="checkbox"/> 23	<input type="checkbox"/> 24
(g) Certificate of Skills Upgrading Scheme 技能提升課程證書	<input type="checkbox"/> 25	<input type="checkbox"/> 26	<input type="checkbox"/> 27	<input type="checkbox"/> 28
(h) Others (please specify) 其他（請列明）	<input type="checkbox"/> 29	<input type="checkbox"/> 30	<input type="checkbox"/> 31	<input type="checkbox"/> 32

Training 訓練

2. Did your company provide in-house training to your security employees in the past 12 months (1.5.2006-30.4.2007)?
在過去十二個月內（1.5.2006-30.4.2007），貴機構有沒有提供內部培訓給保安僱員？

- 33 Yes (Please go to Q.3)
有 (請答第3題)
- 34 No (Please go to Q.4)
沒有 (請答第4題)
- 35 Not now but plan to provide in-house training in the next 12 months (Please go to Q.4)
現在沒有，但預計未來十二個月會提供內部培訓（請答第4題）

3. Types of in-house training to the different levels of employees in the past 12 months (1.5.2006 - 30.4.2007)?

在過去十二個月內（1.5.2006 - 30.4.2007），貴機構曾提供下列那種內部培訓課程給僱員？

	<u>Manager</u> 經理	<u>Supervisor</u> 主任	<u>Technician</u> 技術員	<u>Guard</u> 保安護衛員
(a) Security Guard Training Course under Quality Assurance System for Recognition Scheme of Security Training Courses 保安培訓課程認可計劃質素保證系統	<input type="checkbox"/> 36	<input type="checkbox"/> 37	<input type="checkbox"/> 38	<input type="checkbox"/> 39
(b) Scheme for Quality Assured In-house Training 內部培訓質素控制計劃下的保安培訓課程	<input type="checkbox"/> 40	<input type="checkbox"/> 41	<input type="checkbox"/> 42	<input type="checkbox"/> 43
(c) Security Trainer Training 保安培訓導師的訓練	<input type="checkbox"/> 44	<input type="checkbox"/> 45	<input type="checkbox"/> 46	<input type="checkbox"/> 47
(d) Training Courses related to Security Systems 保安系統的有關課程	<input type="checkbox"/> 48	<input type="checkbox"/> 49	<input type="checkbox"/> 50	<input type="checkbox"/> 51
(e) Management and Supervision 管理及督導	<input type="checkbox"/> 52	<input type="checkbox"/> 53	<input type="checkbox"/> 54	<input type="checkbox"/> 55
(f) Specialist Security Knowledge 專門保安知識				
(i) Use of firearms and weapons 槍械及武器使用	<input type="checkbox"/> 56	<input type="checkbox"/> 57	<input type="checkbox"/> 58	<input type="checkbox"/> 59
(ii) Cash-in-transit 解款	<input type="checkbox"/> 60	<input type="checkbox"/> 61	<input type="checkbox"/> 62	<input type="checkbox"/> 63
(iii) VIP protection 要員保護	<input type="checkbox"/> 64	<input type="checkbox"/> 65	<input type="checkbox"/> 66	<input type="checkbox"/> 67
(iv) Guard dog handler training 護衛犬管理員訓練	<input type="checkbox"/> 68	<input type="checkbox"/> 69	<input type="checkbox"/> 70	<input type="checkbox"/> 71
(v) Armed instructor training 槍械訓練主任訓練	<input type="checkbox"/> 72	<input type="checkbox"/> 73	<input type="checkbox"/> 74	<input type="checkbox"/> 75
(vi) Central alarm monitoring station 中央警報監察站	<input type="checkbox"/> 76	<input type="checkbox"/> 77	<input type="checkbox"/> 78	<input type="checkbox"/> 79
(vii) Others (please specify) 其他（請註明） e.g. Risk Management, Business Contingency 例如：風險管理、業務緊急應變	<input type="checkbox"/> 80	<input type="checkbox"/> 81	<input type="checkbox"/> 82	<input type="checkbox"/> 83

	<u>Manager</u> 經理	<u>Supervisor</u> 主任	<u>Technician</u> 技術員	<u>Guard</u> 保安護衛員
(g) Language 語言				
(i) English language 英文	<input type="checkbox"/> 84	<input type="checkbox"/> 85	<input type="checkbox"/> 86	<input type="checkbox"/> 87
(ii) Putonghua 普通話	<input type="checkbox"/> 88	<input type="checkbox"/> 89	<input type="checkbox"/> 90	<input type="checkbox"/> 91
(iii) Others (Please specify) 其他 (請註明)	<input type="checkbox"/> 92	<input type="checkbox"/> 93	<input type="checkbox"/> 94	<input type="checkbox"/> 95
<hr/>				
(h) Other Skills 其他技巧				
(i) Fire prevention 防火	<input type="checkbox"/> 96	<input type="checkbox"/> 97	<input type="checkbox"/> 98	<input type="checkbox"/> 99
(ii) First Aid 急救	<input type="checkbox"/> 100	<input type="checkbox"/> 101	<input type="checkbox"/> 102	<input type="checkbox"/> 103
(iii) Health and Safety 健康及安全	<input type="checkbox"/> 104	<input type="checkbox"/> 105	<input type="checkbox"/> 106	<input type="checkbox"/> 107
(iv) Customer Service 顧客服務	<input type="checkbox"/> 108	<input type="checkbox"/> 109	<input type="checkbox"/> 110	<input type="checkbox"/> 111
(v) Soft Skills e.g. Communication Skills, etc. 軟性技巧 例如：溝通技巧等	<input type="checkbox"/> 112	<input type="checkbox"/> 113	<input type="checkbox"/> 114	<input type="checkbox"/> 115
(vi) Related Skills Upgrading Scheme Courses 相關技能提升計劃課程	<input type="checkbox"/> 116	<input type="checkbox"/> 117	<input type="checkbox"/> 118	<input type="checkbox"/> 119
(vii) Others (please specify) 其他 (請註明)	<input type="checkbox"/> 120	<input type="checkbox"/> 121	<input type="checkbox"/> 122	<input type="checkbox"/> 123
<hr/>				

4. How many employees have you sponsored to attend the following courses in the past 12 months (1.5.2006 - 30.4.2007)?
 在過去十二個月內（1.5.2006 - 30.4.2007），貴機構曾贊助多少名僱員修讀下列培訓課程？

	<u>Manager</u> 經理	<u>Supervisor</u> 主任	<u>Technician</u> 技術員	<u>Guard</u> 保安護衛員
(a) Security Guard Training Course under Quality Assurance System for Recognition Scheme of Security Training Courses 保安培訓課程認可計劃質素保證系統下的保安培訓課程	□□□□ 124	□□□□ 127	□□□□ 130	□□□□□ 133
(b) Security Trainer Training 保安培訓導師的訓練	□□□□ 137	□□□□ 140	□□□□ 143	□□□□□ 146
(c) Training Courses related to Security Systems 保安系統的有關課程	□□□□ 150	□□□□ 153	□□□□ 156	□□□□□ 159
(d) Management and Supervision 管理及督導	□□□□ 163	□□□□ 166	□□□□ 169	□□□□□ 172
(e) Specialist Security Knowledge 專門保安知識				
(i) Use of firearms and weapons 槍械及武器使用	□□□□ 176	□□□□ 179	□□□□ 182	□□□□□ 185
(ii) Cash-in-transit 解款	□□□□ 189	□□□□ 192	□□□□ 195	□□□□□ 198
(iii) VIP protection 要員保護	□□□□ 202	□□□□ 205	□□□□ 208	□□□□□ 211
(iv) Guard dog handler training 護衛犬管理員訓練	□□□□ 215	□□□□ 218	□□□□ 221	□□□□□ 224
(v) Armed instructor training 槍械訓練主任訓練	□□□□ 228	□□□□ 231	□□□□ 234	□□□□□ 237
(vi) Others (please specify) 其他（請註明） e.g. Risk Management, Business Contingency 例如：風險管理、業務緊急應變	□□□□ 241	□□□□ 244	□□□□ 247	□□□□□ 250

	<u>Manager</u> 經理	<u>Supervisor</u> 主任	<u>Technician</u> 技術員	<u>Guard</u> 保安護衛員
(f) Language 語言				
(i) English language 英文	<input type="text"/> 254	<input type="text"/> 257	<input type="text"/> 260	<input type="text"/> 263
(ii) Putonghua 普通話	<input type="text"/> 267	<input type="text"/> 270	<input type="text"/> 273	<input type="text"/> 276
(iii) Others (Please specify) 其他 (請註明)	<input type="text"/> 280	<input type="text"/> 283	<input type="text"/> 286	<input type="text"/> 289
<hr/>				
(g) Other Skills 其他技巧				
(i) Fire prevention 防火	<input type="text"/> 293	<input type="text"/> 296	<input type="text"/> 299	<input type="text"/> 302
(ii) First Aid 急救	<input type="text"/> 306	<input type="text"/> 309	<input type="text"/> 312	<input type="text"/> 315
(iii) Health and Safety 健康及安全	<input type="text"/> 319	<input type="text"/> 322	<input type="text"/> 325	<input type="text"/> 328
(iv) Customer Service 顧客服務	<input type="text"/> 332	<input type="text"/> 335	<input type="text"/> 338	<input type="text"/> 341
(v) Soft Skills e.g. Communication Skills 軟性技巧 例如：溝通技巧	<input type="text"/> 345	<input type="text"/> 348	<input type="text"/> 351	<input type="text"/> 354
(vi) Related Skills Upgrading Scheme Courses 相關技能提升計劃課程	<input type="text"/> 358	<input type="text"/> 361	<input type="text"/> 364	<input type="text"/> 367
(vii) Others (please specify) 其他 (請註明)	<input type="text"/> 371	<input type="text"/> 374	<input type="text"/> 377	<input type="text"/> 380
<hr/>				

5. How many of your employees will you sponsor to attend the following courses in the next 12 months (1.5.2007 - 30.4.2008)?

在未來十二個月內（1.5.2007 - 30.4.2008），貴機構將會贊助多少名僱員修讀下列培訓課程？

	<u>Manager</u> 經理	<u>Supervisor</u> 主任	<u>Technician</u> 技術員	<u>Guard</u> 保安護衛員
(a) Security Guard Training Course under Quality Assurance System for Recognition Scheme of Security Training Courses 保安培訓課程認可計劃質素保證系統下的保安培訓課程	□□□□ 384	□□□□ 387	□□□□ 390	□□□□□ 393
(b) Security Trainer Training 保安培訓導師的訓練	□□□□ 397	□□□□ 400	□□□□ 403	□□□□□ 406
(c) Training Courses related to Security Systems 保安系統的有關課程	□□□□ 410	□□□□ 413	□□□□ 416	□□□□□ 419
(d) Management and Supervision 管理及督導	□□□□ 423	□□□□ 426	□□□□ 429	□□□□□ 432
(e) Specialist Security Knowledge 專門保安知識				
(i) Use of firearms and weapons 槍械及武器使用	□□□□ 436	□□□□ 439	□□□□ 442	□□□□□ 445
(ii) Cash-in-transit 解款	□□□□ 449	□□□□ 452	□□□□ 455	□□□□□ 458
(iii) VIP protection 要員保護	□□□□ 462	□□□□ 465	□□□□ 468	□□□□□ 471
(iv) Guard dog handler training 護衛犬管理員訓練	□□□□ 475	□□□□ 478	□□□□ 481	□□□□□ 484
(v) Armed instructor training 槍械訓練主任訓練	□□□□ 488	□□□□ 491	□□□□ 494	□□□□□ 497
(vi) Others (please specify) 其他（請註明） e.g. Risk Management, Business Contingency 例如：風險管理、業務緊急應變	□□□□ 501	□□□□ 504	□□□□ 507	□□□□□ 510

	<u>Manager</u> 經理	<u>Supervisor</u> 主任	<u>Technician</u> 技術員	<u>Guard</u> 保安護衛員
(f) Language 語言				
(i) English language 英文	<input type="text"/> 514	<input type="text"/> 517	<input type="text"/> 520	<input type="text"/> 523
(ii) Putonghua 普通話	<input type="text"/> 527	<input type="text"/> 530	<input type="text"/> 533	<input type="text"/> 536
(iii) Others (Please specify) 其他 (請註明)	<input type="text"/> 540	<input type="text"/> 543	<input type="text"/> 546	<input type="text"/> 549
<hr/>				
(g) Other Skills 其他技巧				
(i) Fire prevention 防火	<input type="text"/> 553	<input type="text"/> 556	<input type="text"/> 559	<input type="text"/> 562
(ii) First Aid 急救	<input type="text"/> 566	<input type="text"/> 569	<input type="text"/> 572	<input type="text"/> 575
(iii) Health and Safety 健康及安全	<input type="text"/> 579	<input type="text"/> 582	<input type="text"/> 585	<input type="text"/> 588
(iv) Customer Service 顧客服務	<input type="text"/> 592	<input type="text"/> 595	<input type="text"/> 598	<input type="text"/> 601
(v) Soft Skills e.g. Communication Skills 軟性技巧 例如：溝通技巧	<input type="text"/> 605	<input type="text"/> 608	<input type="text"/> 611	<input type="text"/> 614
(vi) Related Skills Upgrading Scheme Courses 相關技能提升計劃課程	<input type="text"/> 618	<input type="text"/> 621	<input type="text"/> 624	<input type="text"/> 627
(vii) Others (please specify) 其他 (請註明)	<input type="text"/> 631	<input type="text"/> 634	<input type="text"/> 637	<input type="text"/> 640
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Internal Promotion

內部晉升

6. Please state the number of internal promotion in the past 12 months (1.5.2006 - 30.4.2007).

請列出貴機構在過去十二個月（1.5.2006 - 30.4.2007）由內部晉升的僱員人數。

No. of Internal Promotion

由內部晉升人數

(a) From Supervisory/Technician to Managerial/Professional Level

由主任／技術員晉升為經理／專業人員級

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644

(b) From Guard/Operational to Supervisory/Technician Level

由護衛員／操作員晉升為主任／技術員級

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647

Employees Left

離職人數

7. No. of Employees Left in the past 12 months (1.5.2006 - 30.4.2007)

過去12個月內（1.5.2006 - 30.4.2007）離職的僱員人數。

Manager

經理

--	--	--	--

650

Supervisor

主任

--	--	--	--

653

Technician

技術員

--	--	--	--

656

Guard

保安護衛員

--	--	--	--	--

659

Recruitment

招聘

8. Please state the number of recruits of your company in the past 12 months (1.5.2006 - 30.4.2007)

請列出貴機構在過去十二個月內（1.5.2006 - 30.4.2007）招聘的僱員。

Manager

經理

--	--	--	--

663

Supervisor

主任

--	--	--	--

666

Technician

技術員

--	--	--	--

669

Guard

保安護衛員

--	--	--	--	--

672

(a) Total number of recruits

總招聘人數

(b) Number of recruits who have performed security services related duties in their last jobs from item 8(a) above

上列(a)項中，在剛離職的工作崗位上曾執行保安服務業相關職務的人數

9. Did your company encounter any difficulties in recruitment of security personnel at various job levels in the past 12 months (1.5.2006 - 30.4.2007)?

貴機構在過去12個月內(1.5.2006 - 30.4.2007)在招聘保安從業員方面有沒有困難?

 689

Yes (Please go to Q.10)
有(請答第10題)

 690

No (End of Questionnaire)
沒有(問卷完)

 691

No recruitment nor
tried to recruit
(End of Questionnaire)
未有/未有嘗試招聘
(問卷完)

10. Which of the following reasons you think may account for the recruitment difficulties of your company?

(You may tick more than 1 box for each job level.)

你認為以下那些原因會導致貴機構招聘困難(每職級可選一項或以上)。

	<u>Manager</u> 經理	<u>Supervisor</u> 主任	<u>Technician</u> 技術員	<u>Guard</u> 保安護衛員
(a) General labour shortage 普遍勞工短缺	<input type="checkbox"/> 692	<input type="checkbox"/> 693	<input type="checkbox"/> 694	<input type="checkbox"/> 695
(b) Long working hour 工作時間長	<input type="checkbox"/> 696	<input type="checkbox"/> 697	<input type="checkbox"/> 698	<input type="checkbox"/> 699
(c) Dangerous working environment 工作環境危險	<input type="checkbox"/> 700	<input type="checkbox"/> 701	<input type="checkbox"/> 702	<input type="checkbox"/> 703
(d) Unattractive salary 薪金不吸引	<input type="checkbox"/> 704	<input type="checkbox"/> 705	<input type="checkbox"/> 706	<input type="checkbox"/> 707
(e) Low status 地位低微	<input type="checkbox"/> 708	<input type="checkbox"/> 709	<input type="checkbox"/> 710	<input type="checkbox"/> 711
(f) Lack of candidates with relevant experience and training 職位申請人缺乏相關經驗及訓練	<input type="checkbox"/> 712	<input type="checkbox"/> 713	<input type="checkbox"/> 714	<input type="checkbox"/> 715
(g) Others (please specify) 其他(請說明)	<input type="checkbox"/> 716	<input type="checkbox"/> 717	<input type="checkbox"/> 718	<input type="checkbox"/> 719

End of Questionnaire

問卷完

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此欄毋需填寫

 720

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The 2007 Manpower Survey of the Security Services Industry
保安服務業二〇〇七年人力調查

Explanatory Notes
附註

1. Please complete all columns ('A' to 'G') of the Part I questionnaire which are applicable to your business sector and insert a zero (0) in any column which is not.
請填寫調查表內第一部份 (A) 至 (G) 欄。如不適用，請填 (0) 符號。

2. Column 'A' - Job Titles and Brief Job Descriptions of Principal Jobs in the Security Services Industry (please see Annex)
(A) 欄 — 保安服務業主要職務名稱及工作說明(請參閱附件)
 - (a) Please note that some of the job titles may not be the same as those used in your firm, but if the jobs have similar or related functions, please treat them as the same and supply the required information in the questionnaire.
表內部分職稱可能有別於貴公司所採用者。不過，若員工職責與表內某職務的職責相近，請視作相同職務，並提供所需資料。
 - (b) Please classify an employee according to his major duty irrespective of any additional secondary duties he may be required to perform.
請根據僱員的主要職務分類，勿以其兼任的其他職務分類。

3. Column 'B' - Total Monthly Income Range of Employees
(B) 欄 — 僱員每月總收入幅度

Please select the appropriate code number showing the average monthly income range for the employee(s) when entering this column. If you have more than one employee doing the same job, please calculate the average figure for the month of April and select the appropriate code number.

(Please refer to the codes at column (H)(i) of the questionnaire.)

請填寫僱員平均每月收入幅度的編號。如從事同類工作的僱員多於一名，則請取其四月份的平均收入。

(請參閱調查表(H)(i)欄的類別編號。)

4. Column 'C' - Number of Employees

(C) 欄 — 僱員人數

'Employees' refer to those working full-time (i.e. at least 4 consecutive weeks, and not less than 18 hours in each week) and receiving regular pay from your firm. These include proprietors and partners working full-time for company but exclude those working part-time (i.e. work less than the above defined full-time working hours). This definition also applies to 'employees' appearing in other parts of the questionnaire.

「僱員」指在貴公司內全職工作（即最少連續工作四週、每週不少於十八小時），正常支薪的人員，其中包括在公司內全職工作的東主及合夥人，但不包括兼職人員（即工作少於上述全職工作的工時）。調查表他處出現的「僱員」一詞，定義亦同。

5. Column 'D' - Number of Vacancies at Date of Survey

(D) 欄 — 調查期間空缺額

Please fill in the number of existing vacancies you may have. 'Existing Vacancies' refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel at date of survey.

請填寫貴公司現有的空缺額，「現有空缺額」指該職位仍懸空，須立刻填補而現正積極招聘人員填補。

6. Column 'E' - Forecast of Number Employed 12 Months from Now

(E) 欄 — 預計十二個月後僱員人數

The forecast of number employed means the number of employees you will be employing 12 months from now. The number given could be more/less than that in column 'C' if an expansion/a contraction is expected.

「預計僱員人數」指貴公司在十二個月後的僱員人數。如估計業務屆時可能擴展／收縮，此欄所填的數字應多於／少於 (C) 欄。

7. Column 'F' - Required Level of Education

(F) 欄 — 僱員應有教育程度

Please enter in this column the appropriate code number showing required education which an employee should have.

(Please refer to the codes at column (H)(ii) of the questionnaire.)

請按類別編號，將貴公司認為僱員應有的教育程度填入 (F) 欄內。

(請參閱調查表(H)(ii)欄的類別編號。)

8. Column 'G' - Preferred Years of Relevant Experience

(G) 欄 — 僱員宜有的相關年資

Please enter in this column the appropriate code number showing the years of relevant experience which your organization requires an employee in a particular position to have. (Please refer to the codes at column (H)(iii) of the questionnaire.)

請按類別編號，將貴機構認為各職務宜有的相關年資，填入 (G) 欄內。

(請參閱調查表(H)(iii)欄的類別編號。)

Note: The information received will be treated in strict confidence and will be released only in aggregated level by publishing in the form of survey report without disclosing any information of individual organization.

註：調查所得資料絕對保密，只以整體調查報告方式發表，並不會透露個別機構資料。

Job Description for Principal Jobs
in the Security Services Industry
保安服務業
主要職務工作說明

Code No. 編號	Job Title 職稱	Job Description 工作說明
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級		
101	Senior Manager 高級經理	Assumes management responsibility of the company with other managers/engineers. Implements company policies and deals with planning, administration and co-ordination of all types of work. Represents the company in dealing with the government, business concerns and public. 負責公司的管理工作，管轄各部門經理／工程師。執行公司政策，策劃、管理及統籌各項工作。代表公司與政府、商業團體及公眾聯絡。
102	Security Manager/ Operations Manager/ Security Centre Controller 保安經理／營運經理／ 保安中心主管	Supervises the security management and maintenance of buildings/premises. Oversees a team of security supervisors and security guards/armed guards and allocates their job duties. Promotes security services and maintains good relationship with owners/tenants/customers. 監督樓宇的保安管理及保養工作。督導保安主任及保安護衛員／武裝護衛員隊伍，並分派工作。推廣保安服務，並與業主／住客／客戶保持良好關係。
103	Security Consultant 保安顧問	Appraises the security services/systems. Initiates and directs studies to compile cost-benefit analysis and advises client on the security measures/system required. 評估保安服務／系統。帶領進行成本收益分析，並向客戶提供保安措施／系統意見。

Code No. 編號	Job Title 職稱	Job Description 工作說明
MANAGERIAL/PROFESSIONAL LEVEL (Con't) 經理／專業人員級（續）		
104	Security System Project Manager 保安系統項目經理	Plans, organises and manages security system projects. Co-ordinates with architects, engineers, surveyors, security managers and contractors on the installation and maintenance of security systems. Assist in estimation and control of the costing of the system. 策劃、組織及管理保安系統項目。就保安系統的安裝及保養事宜，與建築師、工程師、測量師、保安經理及承建商聯絡。協助預算及控制系統的成本。
105	Security System Design/ Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	Designs and advises on security equipment and systems; plans and supervises their development, design, installation, operation, maintenance and repair. 設計保安設備及系統，並提供意見。策劃及督導有關的發展、設計、安裝、操作、保養及維修工作。
106	Security Training Manager 保安培訓經理	Assessment of training needs, preparing annual training plan, training course design, delivery of in-house training or organizing outside training courses. 評估訓練需求、預備每年培訓計劃、設計培訓課程、提供內部培訓或安排外間培訓課程等。
107	Other Security Services Related Manager 其他相關保安服務業經理	Engages in the management duties relating to security services such as sales, investigative and security information service support. 參與和保安服務有關之管理工作，如銷售、調查及保安資訊支援服務等。

Code No. 編號	Job Title 職稱	Job Description 工作說明
SUPERVISORY/TECHNICIAN LEVEL 主任／技術員級		
201	Security Supervisor/ Operations Supervisor/ Security Centre Supervisor 保安主任／ 營運主任／ 保安中心主任	Supervises a team of armed guards/ guards and arranges duty rosters and tele-protection schedule. Inspects the buildings in respect of security and maintenance of facilities/equipment. Responsible for collection of cash/valuables. Liaises with owners/tenants/clients to upkeep the quality of security services. 監督武裝護衛員／護衛員隊伍，編排值勤表及報更表。視察樓宇的保安情況，檢查是否有設施／裝備需要維修。負責保管現金／貴重物品。與業主／住客／客戶聯絡，維持保安服務質素。
202	Security System Installation/ Maintenance Technician 保安系統安裝／ 保養技術員	Under the supervision of an engineer, assists in the installation, servicing and repair of security systems and related requirement in buildings and premises. 在工程師督導下，安裝及維修保養樓宇內的保安系統及有關設備。
203	Technical Support Staff 技術輔助人員	Performs work on CAD drafting. Maintains and controls the operation of the computerized security system unit. Upkeeps and improves existing computer systems, applications and services to meet requirements of the establishment. 執行繪圖工作。維持及控制電腦保安系統部門的操作。保持及改良現有的電腦系統、應用及服務，以符合機構的需要。
204	Security Training Officer 保安培訓主任	Conducts training and assists the Security Training Manager in performing training related functions. 提供培訓及協助保安培訓經理執行與訓練相關的工作。
205	VIP Protection Officer/ Private Body Guard 要員保護主任／私人保鏢	Performs security protection and escorting duties to important persons. 執行要員保護及護送工作。

Code No. 編號	Job Title 職稱	Job Description 工作說明
SUPERVISORY/TECHNICIAN LEVEL (Con't) 主任／技術員級（續）		
206	Other Security Services Related Supervising Personnel 其他相關保安服務業督導 人士	Assists in the duties relating to security services such as special guarding service, duty control, sales, investigative, security information service support, etc. 協助有關保安服務之工作，如特別護衛服 務、值勤主管、調查、保安資訊服務支援服 務等。
SECURITY GUARD/OPERATIVE LEVEL 保安護衛員／操作人員級		
301	Security Guard 保安護衛員／管理員	Carries out duties relating to security guarding of commercial or residential premises and property management related functions. 執行商業或住宅類別處所保安護衛及物業管 理有關的工作。
302	Armed Guard 武裝護衛員	Carries out duties with arms on security work in factories, offices, banks, hotels and shops or transit of cash/valuables. 佩備武裝，執行工廠、辦公室、銀行、酒店 或商舖的保安工作，並協助運送現金／貴重 物品。
303	Other Security Services Related Personnel 其他相關保安服務業人士	Performs duties relating to security services functions such as customer service. 執行與保安服務工作有關之職務如顧客服 務。

Analysis of Result of Enumeration

調查反應分析

Results 結果	Branch 門類	Security Guarding Services 保安 護衛服務	Armoured Transportation Services 持槍 押運服務	Security Systems Installation/ Maintenance/ Repair/Design/ Others 保安系統安裝/ 保養/維修/ 設計/其他	Security Guarding/ Services and Armoured Transportation Services 保安護衛服務及 持槍押運服務	Security Guarding Services and Security Systems Installation/ Maintenance/Repair/ Design/Others 保安護衛服務及 保安系統安裝/ 保養/維修/設計/其他	Security Guarding Services, Armoured Transportation Services and Security Systems Installation/Maintenance/Repair/ Design/Others 保安護衛服務、 持槍押運服務及 保安系統安裝/保養/維修/ 設計/其他	Owners Corporations 業主 立法法團	Supplementary Samples 增補樣本	Total 總數
Merged 合併		2	-	-	-	-	-	-	-	2
Moved, address cannot be located/untraceable 搬遷，地址未明		1	-	-	-	-	-	-	-	1
Non-contact 無法取得聯絡		15	-	2	-	2	1	-	2	22
Not engaged in specific trade 行業不詳		-	-	1	-	-	-	54	-	55
No technical manpower 並無技術僱員		4	-	14	1	1	-	119	-	139
Not yet start operation 尚未開業		1	-	-	-	1	-	-	-	2
Partially responded 部分作答		11	1	3	2	2	-	-	-	19
Refusal 拒絕作答		12	-	3	-	2	1	-	-	18
Registered office/ Corresponding address 登記辦事處/郵寄地址		-	1	1	-	-	-	-	-	2
Responded 填覆數目		75	2	50	3	34	1	64	8	237
Temporary ceased operations 暫停營業		2	-	1	-	2	-	-	-	5
Total 總數		123	4	75	6	44	3	237	10	502

Number of Employees and Forecast by Branch by Principal Job
各門類不同主要職務僱員人數及預測人數

Branch : Security Guarding Services
門類：保安護衛服務

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>MANAGERIAL/PROFESSIONAL LEVEL</u> 經理／專業人員級					
Senior Manager 高級經理	179	-	179	179	-
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	656	-	656	670	14
Security System Project Manager 保安系統項目經理	-	-	-	-	-
Security Training Manager 保安培訓經理	19	-	19	19	-
Other Security Services Related Manager 其他相關保安服務業經理	4	-	4	4	-
Sub-total: 小計	858	0	858	872	14

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>SUPERVISORY/TECHNICIAN LEVEL</u>					
主任／技術員級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	7 225	137	7 362	7 497	135
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	-	-	-	-	-
Technical Support Staff 技術輔助人員	-	-	-	-	-
Security Training Officer 保安培訓主任	37	-	37	37	-
VIP Protection Officer/Private Body Guard 要員保護主任／私人保鏢	12	-	12	12	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	280	-	280	280	-
Sub-total: 小計	7 554	137	7 691	7 826	135
<u>SECURITY GUARD LEVEL</u>					
保安護衛員級					
Security Guard 保安護衛員	65 644	1 893	67 537	69 518	1 981
Other Security Services Related Personnel 其他相關保安服務業人士	202	-	202	202	-
Sub-total: 小計	65 846	1 893	67 739	69 720	1 981
Total: 總數 (%)*	74 258	2 030	76 288	78 418	2 130 (2.8%)

* As percentage of the total number of posts in the same branch
佔所屬門類職位總數的百分率

Number of Employees and Forecast by Branch by Principal Job
各門類不同主要職務僱員人數及預測人數

Branch: Armoured Transportation Services
門類：持槍押運服務

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>MANAGERIAL/PROFESSIONAL LEVEL</u> 經理／專業人員級					
Senior Manager 高級經理	2	-	2	2	-
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	6	-	6	6	-
Security System Project Manager 保安系統項目經理	-	-	-	-	-
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	-	-	-	-
Security Training Manager 保安培訓經理	-	-	-	-	-
Other Security Services Related Manager 其他相關保安服務業經理	4	-	4	4	-
Sub-total: 小計	12	0	12	12	0

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>SUPERVISORY/TECHNICIAN LEVEL</u>					
主任／技術員級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	44	-	44	44	-
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	-	-	-	-	-
Other Security Services Relating Supervising Personnel 其他相關保安服務業督導人士	5	-	5	5	-
Sub-total: 小計	49	0	49	49	0
<u>SECURITY GUARD LEVEL</u>					
保安護衛員級					
Security Guard 保安護衛員	1	-	1	1	-
Armed Guard 武裝護衛員	695	30	725	748	23
Other Security Services Related Personnel 其他相關保安服務業人士	3	-	3	3	-
Sub-total: 小計	699	30	729	752	23
Total: 總數 (%)*	760	30	790	813	23 (2.9%)

* As percentage of the total number of posts in the same branch
佔所屬門類職位總數的百分率

Number of Employees and Forecast by Branch by Principal Job
各門類不同主要職務僱員人數及預測人數

Branch : Security Systems Installation/Maintenance/Repair/Design/Others

門類 : 保安系統安裝/保養/維修/設計/其他

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>					
經理/專業人員級					
Senior Manager 高級經理	159	-	159	159	-
Security Manager/Operations Manager/Security Centre Controller 保安經理/營運經理/保安中心主管	30	-	30	30	-
Security Consultant 保安顧問	32	-	32	52	20
Security System Project Manager 保安系統項目經理	243	-	243	243	-
Security System Design/Installation/Maintenance Engineer 保安系統設計/安裝/保養工程師	595	1	596	616	20
Security Training Manager 保安培訓經理	-	-	-	-	-
Other Security Services Related Manager 其他相關保安服務業經理	67	-	67	67	-
Sub-total: 小計	1 126	1	1 127	1 167	40

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>SUPERVISORY/TECHNICIAN LEVEL</u>					
主任／技術員級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	90	-	90	90	-
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	1 426	90	1 516	1 573	57
Technical Support Staff 技術輔助人員	457	40	497	497	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	90	10	100	100	-
Sub-total: 小計	2 063	140	2 203	2 260	57
<u>SECURITY GUARD LEVEL</u>					
保安護衛員級					
Security Guard 保安護衛員	-	-	-	-	-
Other Security Services Related Personnel 其他相關保安服務業人士	111	10	121	121	-
Sub-total: 小計	111	10	121	121	0
Total: 總數 (%)*	3 300	151	3 451	3 548	97 (2.8%)

* As percentage of the total number of posts in the same branch
佔所屬門類職位總數的百分率

Number of Employees and Forecast by Branch by Principal Job
各門類不同主要職務僱員人數及預測人數

Branch : Security Guarding Services and Armoured Transportation Services

門類 : 保安護衛服務及持槍押運服務

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>					
經理／專業人員級					
Senior Manager 高級經理	5	2	7	7	-
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	3	-	3	3	-
Security Training Manager 保安培訓經理	1	-	1	1	-
Other Security Services Related Manager 其他相關保安服務業經理	2	-	2	2	-
Sub-total: 小計	11	2	13	13	0
<u>SUPERVISORY/TECHNICIAN LEVEL</u>					
主任／技術員級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	34	2	36	36	-
Technical Support Staff 技術輔助人員	50	-	50	50	-
Security Training Officer 保安培訓主任	4	-	4	4	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	4	-	4	4	-
Sub-total:	92	2	94	94	0

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
小計					
<u>SECURITY GUARD LEVEL</u>					
保安護衛員級					
Security Guard 保安護衛員	366	100	466	466	-
Armed Guard 武裝護衛員	237	7	244	244	-
Other Security Services Related Personnel 其他相關保安服務業人士	8	1	9	9	-
Sub-total: 小計	611	108	719	719	0
Total: 總數	714	112	826	826	0

Number of Employees and Forecast by Branch by Principal Job
各門類不同主要職務僱員人數及預測人數

Branch : Security Guarding Services and Security Systems Installation/Maintenance/Repair/Design/Others

門類 : 保安護衛服務及保安系統安裝/保養/維修/設計/其他

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>					
經理/專業人員級					
Senior Manager 高級經理	42	1	43	43	-
Security Manager/Operations Manager/Security Centre Controller 保安經理/營運經理/保安中心主管	116	2	118	118	-
Security Consultant 保安顧問	32	-	32	32	-
Security System Project Manager 保安系統項目經理	19	-	19	19	-
Security System Design/Installation/Maintenance Engineer 保安系統設計/安裝/保養工程師	64	7	71	71	-
Security Training Manager 保安培訓經理	9	-	9	9	-
Other Security Services Related Manager 其他相關保安服務業經理	25	1	26	27	1
Sub-total: 小計	307	11	318	319	1

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>SUPERVISORY/TECHNICIAN LEVEL</u>					
主任／技術員級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	886	25	911	911	-
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	423	11	434	434	-
Technical Support Staff 技術輔助人員	30	-	30	30	-
Security Training Officer 保安培訓主任	3	-	3	3	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	22	-	22	22	-
Sub-total: 小計	1 364	36	1 400	1 400	0
<u>SECURITY GUARD LEVEL</u>					
保安護衛員級					
Security Guard 保安護衛員	10 191	232	10 423	10 664	241
Other Security Services Related Personnel 其他相關保安服務業人士	57	2	59	59	-
Sub-total: 小計	10 248	234	10 482	10 723	241
Total: 總數 (%)*	11 919	281	12 200	12 442	242 (2.0%)

* As percentage of the total number of posts in the same branch
佔所屬門類職位總數的百分率

Number of Employees and Forecast by Branch by Principal Job
各門類不同主要職務僱員人數及預測人數

Branch : Security Guarding Services, Armoured Transportation Services and Security Systems Installation/Maintenance/Repair/Design/Others
門類：保安護衛服務、持槍押運服務及保安系統安裝／保養／維修／設計／其他

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>					
經理／專業人員級					
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	3	-	3	3	-
Security System Project Manager 保安系統項目經理	1	-	1	1	-
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	2	-	2	2	-
Sub-total: 小計	6	0	6	6	0
<u>SUPERVISORY/TECHNICIAN LEVEL</u>					
主任／技術員級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	394	7	401	401	-
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	21	-	21	21	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	105	-	105	105	-
Sub-total: 小計	520	7	527	527	0

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>SECURITY GUARD LEVEL</u>					
保安護衛員級					
Security Guard 保安護衛員	2 655	93	2 748	2 748	-
Armed Guard 武裝護衛員	273	-	273	273	-
Other Security Services Related Personnel 其他相關保安服務業人士	156	-	156	156	-
Sub-total: 小計	3 084	93	3 177	3 177	0
Total: 總數	3 610	100	3 710	3 710	0

Number of Employees and Forecast by Branch by Principal Job
各門類不同主要職務僱員人數及預測人數

Branch : Owners Corporations
門類 : 業主立案法團

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007 年 5 月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來 12 個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>					
經理／專業人員級					
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	30	-	30	30	-
Sub-total: 小計	30	0	30	30	0
<u>SUPERVISORY/TECHNICIAN LEVEL</u>					
主任／技術員級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	580	-	580	580	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	31	-	31	31	-
Sub-total: 小計	611	0	611	611	0

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>SECURITY GUARD LEVEL</u> 保安護衛員級					
Security Guard 保安護衛員	6 226	90	6 316	6 316	-
Other Security Services Related Personnel 其他相關保安服務業人士	60	-	60	60	-
Sub-total: 小計	6 286	90	6 376	6 376	0
Total: 總數	6 927	90	7 017	7 017	0

Number of Employees and Forecast by Branch by Principal Job
各門類不同主要職務僱員人數及預測人數

Branch : Supplementary Samples
門類 : 增補樣本

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>					
經理／專業人員級					
Senior Manager 高級經理	3	-	3	3	-
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	11	-	11	11	-
Security System Project Manager 保安系統項目經理	1	-	1	1	-
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	4	-	4	4	-
Other Security Services Related Manager 其他相關保安服務業經理	-	-	-	-	-
Sub-total: 小計	19	0	19	19	0
<u>SUPERVISORY/TECHNICIAN LEVEL</u>					
主任／技術員級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	79	-	79	79	-
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	-	-	-	-	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	-	-	-
Sub-total: 小計	79	0	79	79	0

<u>Job Level</u> 技能等級	<u>Number of Employees</u> 僱員人數	<u>Vacancies at Date of Survey</u> 調查期間 空缺數目	<u>Number of Post at May 2007</u> 2007年5月 職位數目	<u>Forecast Number of Employees in the Next 12 Months</u> 預測未來12個月 僱員人數	<u>Forecast Manpower Growth</u> 預測人力增長
<u>SECURITY GUARD LEVEL</u>					
保安護衛員級					
Security Guard 保安護衛員	386	-	386	376	-10
Other Security Services Related Personnel 其他相關保安服務業人士	1	-	1	1	-
Sub-total: 小計	387	0	387	377	-10
Total: 總數 (%)*	485	0	485	475	-10 (-2.1%)
Grand Total: 總計 (%)**	101 973	2 794	104 767	107 249	2 723 (2.6%)

* As percentage of the total number of posts in the same branch
佔所屬門類職位總數的百分率

** As percentage of the total number of posts in the industry
佔所屬行業職位總數的百分率

**Reasons for recruitment difficulties
in the Past 12 Months by Reason by Branch by Job Level**
過去 12 個月各門類不同技能等級招聘困難的原因

Branch : Security Guarding Services

門類：保安護衛服務

	General labour shortage 普遍勞工短缺	Long working hours 工作時間長	Dangerous working environment 工作環境危險	Unattractive salary 薪金不吸引	Low status 地位低微	Lack of candidates with relevant experience & training 職位申請人缺乏相關經驗及訓練	Others 其他	Total 總數
Manager 經理	-	2	-	-	-	2	-	4
Supervisor/Technician 主任／技術員	7	21	-	13	-	18	2	61
Guard 保安護衛員	98	172	24	166	17	61	32	570
Total 總數	105	195	24	179	17	81	34	635

**Reasons for recruitment difficulties
in the Past 12 Months by Reason by Branch by Job Level**
過去 12 個月各門類不同技能等級招聘困難的原因

Branch : Armoured Transportation Services

門類：持槍押運服務

	General labour shortage 普遍勞工短缺	Long working hours 工作時間長	Dangerous working environment 工作環境危險	Unattractive salary 薪金不吸引	Low status 地位低微	Lack of candidates with relevant experience & training 職位申請人缺乏相關經驗及訓練	Others 其他	Total 總數
Manager 經理	-	-	-	-	-	-	-	0
Supervisor/Technician 主任／技術員	-	-	-	-	-	-	-	0
Guard 保安護衛員	1	1	1	1	-	1	-	5
Total 總數	1	1	1	1	0	1	0	5

**Reasons for recruitment difficulties
in the Past 12 Months by Reason by Branch by Job Level**
過去 12 個月各門類不同技能等級招聘困難的原因

Branch : Security Systems Installation/Maintenance/Repair/Design/Others

門類：保安系統安裝／保養／維修／設計／其他

	General labour shortage 普遍勞工短缺	Long working hours 工作時間長	Dangerous working environment 工作環境危險	Unattractive salary 薪金不吸引	Low status 地位低微	Lack of candidates with relevant experience & training 職位申請人缺乏相關經驗及訓練	Others 其他	Total 總數
Manager 經理	3	-	-	2	-	4	1	10
Supervisor/Technician 主任／技術員	30	10	-	40	10	81	30	201
Guard 保安護衛員	-	-	-	-	-	-	-	0
Total 總數	33	10	0	42	10	85	31	211

Reasons for recruitment difficulties
in the Past 12 Months by Reason by Branch by Job Level
 過去 12 個月各門類不同技能等級招聘困難的原因

Branch : Security Guarding Services and Armoured Transportation Services

門類：保安護衛服務及持槍押運服務

	General labour shortage 普遍勞工短缺	Long working hours 工作時間長	Dangerous working environment 工作環境危險	Unattractive salary 薪金不吸引	Low status 地位低微	Lack of candidates with relevant experience & training 職位申請人缺乏相關經驗及訓練	Others 其他	Total 總數
Manager 經理	-	-	-	-	-	-	-	0
Supervisor/Technician 主任／技術員	-	-	-	-	-	-	-	0
Guard 保安護衛員	1	-	-	-	-	1	-	2
Total 總數	1	0	0	0	0	1	0	2

Reasons for recruitment difficulties
in the Past 12 Months by Reason by Branch by Job Level
 過去 12 個月各門類不同技能等級招聘困難的原因

Branch : Security Guarding Services and Security Systems Installation/Maintenance/Repair/Design/Others

門類：保安護衛服務及保安系統安裝／保養／維修／設計／其他

	General labour shortage 普遍勞工短缺	Long working hours 工作時間長	Dangerous working environment 工作環境危險	Unattractive salary 薪金不吸引	Low status 地位低微	Lack of candidates with relevant experience & training 職位申請人缺乏相關經驗及訓練	Others 其他	Total 總數
Manager 經理	2	-	-	1	-	5	-	8
Supervisor/Technician 主任／技術員	5	1	-	4	1	6	-	17
Guard 保安護衛員	8	6	-	8	1	3	1	27
Total 總數	15	7	0	13	2	14	1	52

**Reasons for recruitment difficulties
in the Past 12 Months by Reason by Branch by Job Level**
過去 12 個月各門類不同技能等級招聘困難的原因

Branch : Owners Corporations

門類：業主立案法團

	General labour shortage 普遍勞工短缺	Long working hours 工作時間長	Dangerous working environment 工作環境危險	Unattractive salary 薪金不吸引	Low status 地位低微	Lack of candidates with relevant experience & training 職位申請人缺乏相關經驗及訓練	Others 其他	Total 總數
Manager 經理	-	-	-	-	-	-	-	0
Supervisor/Technician 主任／技術員	-	-	-	-	-	-	-	0
Guard 保安護衛員	30	-	-	30	-	30	-	90
Total 總數	30	0	0	30	0	30	0	90

Reasons for recruitment difficulties
in the Past 12 Months by Reason by Branch by Job Level
 過去 12 個月各門類不同技能等級招聘困難的原因

Branch : Supplementary Samples

門類：增補樣本

	General labour shortage 普遍勞工短缺	Long working hours 工作時間長	Dangerous working environment 工作環境危險	Unattractive salary 薪金不吸引	Low status 地位低微	Lack of candidates with relevant experience & training 職位申請人缺乏相關經驗及訓練	Others 其他	Total 總數
Manager 經理	-	-	-	-	-	-	-	0
Supervisor/Technician 主任／技術員	-	-	-	-	-	2	-	2
Guard 保安護衛員	-	1	-	-	-	2	-	3
Total 總數	0	1	0	0	0	4	0	5

Number of Recruits in the Past 12 Months by Branch by Job Level

過去 12 個月各門類不同技能等級入職人數

Branch 門類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
Security Guarding Services 保安護衛服務		50	682	-	19 917	20 649
Armoured Transportation Services 持槍押運服務		-	1	-	9	10
Security Systems Installation/ Maintenance/ Repair/ Design/ Others 保安系統安裝／保養／ 維修／設計／其他		20	94	342	-	456
Security Guarding Services and Armoured Transportation Services 保安護衛服務及 持槍押運服務		1	2	-	72	75
Security Guarding Services and Security Systems Installation/ Maintenance Repair/ Design/ Others 保安護衛服務及 保安系統安裝／保養／ 維修／設計／其他		35	70	31	4 540	4 676
Security Guarding Services, Armoured Transportation Services and Security Systems Installation/ Maintenance Repair/ Design/ Others 保安護衛服務、 持槍押運服務及 保安系統安裝／保養／ 維修／設計／其他		2	68	-	714	784
Owners Corporation 業主立案法團		-	-	-	1 028	1 028
Supplementary Samples 增補樣本		-	2	-	16	18
Total: 總數		108	919	373	26 296	27 696

Employers' Preferred Education of Employees by Branch by Level by Principal Job
僱主要求僱員宜有教育程度（各門類不同技能等級主要職務）

Branch : Security Guarding Services
門類：保安護衛服務

<u>Job Level</u> 技能等級	<u>Professional Qualification/ Degree</u> 專業資格/ 學位	<u>Associate Degree/ Professional Dip/ Higher Dip/ Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/ Cert/ Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u> 經理/專業人員級								
Senior Manager 高級經理	88	20	53	10	-	-	8	179
Security Manager/Operations Manager/Security Centre Controller 保安經理/營運經理/保安中心主管	227	35	257	14	-	-	123	656
Security System Project Manager 保安系統項目經理	-	-	-	-	-	-	-	0
Security Training Manager 保安培訓經理	8	4	6	-	-	-	1	19
Other Security Services Related Manager 其他相關保安服務業經理	3	-	1	-	-	-	-	4
Sub-total: 小計	326	59	317	24	0	0	132	858

<u>Job Level</u> 技能等級	<u>Professional Qualification/Degree</u> 專業資格/ 學位	<u>Associate Degree/Professional Dip/Higher Dip/Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/Cert/Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任/技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任/營運主任/保安中心主任	36	114	583	227	5 059	752	454	7 225
Security System Installation/Maintenance Technician 保安系統安裝/保養技術員	-	-	-	-	-	-	-	0
Technical Support Staff 技術輔助人員	-	-	-	-	-	-	-	0
Security Training Officer 保安培訓主任	-	1	20	15	-	-	1	37
VIP Protection Officer/Private Body Guard 要員保護主任/私人保鏢	-	-	-	12	-	-	-	12
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	3	-	10	47	7	-	213	280
Sub-total: 小計	39	115	613	301	5 066	752	668	7 554
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	-	-	-	7 825	54 779	3 040	65 644
Other Security Services Related Personnel 其他相關保安服務業人士	-	-	-	-	202	-	-	202
Sub-total: 小計	0	0	0	0	8 027	54 779	3 040	65 846
Total: 總數	365	174	930	325	13 093	55 531	3 840	74 258
(%)*	(0.5)	(0.2)	(1.3)	(0.4)	(17.6)	(74.8)	(5.2)	(100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Education of Employees by Branch by Level by Principal Job
僱主要求僱員宜有教育程度（各門類不同技能等級主要職務）

Branch : Armoured Transportation Services
門類：持槍押運服務

<u>Job Level</u> 技能等級	<u>Professional Qualification/ Degree</u> 專業資格/ 學位	<u>Associate Degree/ Professional Dip/ Higher Dip/ Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/ Cert/ Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理/專業人員級								
Senior Manager 高級經理	1	-	1	-	-	-	-	2
Security Manager/Operations Manager/Security Centre Controller 保安經理/營運經理/保安中心主管	3	1	2	-	-	-	-	6
Security System Project Manager 保安系統項目經理	-	-	-	-	-	-	-	0
Security System Design/Installation/Maintenance Engineer 保安系統設計/安裝/保養工程師	-	-	-	-	-	-	-	0
Security Training Manager 保安培訓經理	-	-	-	-	-	-	-	0
Other Security Services Related Manager 其他相關保安服務業經理	1	-	3	-	-	-	-	4
Sub-total: 小計	5	1	6	0	0	0	0	12

<u>Job Level</u> 技能等級	<u>Professional Qualification/Degree</u> 專業資格/ 學位	<u>Associate Degree/Professional Dip/Higher Dip/Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/Cert/Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任/技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任/營運主任/保安中心主任	-	-	-	-	44	-	-	44
Security System Installation/Maintenance Technician 保安系統安裝/保養技術員	-	-	-	-	-	-	-	0
Other Security Services Relating Supervising Personnel 其他相關保安服務業督導人士	3	-	-	2	-	-	-	5
Sub-total: 小計	3	0	0	2	44	0	0	49
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	-	-	-	1	-	-	1
Armed Guard 武裝護衛員	-	-	-	-	8	687	-	695
Other Security Services Related Personnel 其他相關保安服務業人士	-	-	-	3	-	-	-	3
Sub-total: 小計	0	0	0	3	9	687	0	699
Total: 總數 (%)*	8 (1.1)	1 (0.1)	6 (0.8)	5 (0.7)	53 (7.0)	687 (90.3)	0 (-)	760 (100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Education of Employees by Branch by Level by Principal Job
僱主要求僱員宜有教育程度（各門類不同技能等級主要職務）

Branch : Security Systems Installation/Maintenance/Repair/Design/Others
門類：保安系統安裝／保養／維修／設計／其他

<u>Job Level</u> 技能等級	<u>Professional Qualification/ Degree</u> 專業資格／學位	<u>Associate Degree/ Professional Dip/ Higher Dip/ Higher Cert</u> 副學士學位／專業文憑／高級文憑／高級證書	<u>Diploma/ Cert/ Equivalent</u> 文憑／證書／或同等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四／五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理／專業人員級								
170 Senior Manager 高級經理	127	22	10	-	-	-	-	159
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	20	10	-	-	-	-	-	30
Security Consultant 保安顧問	10	2	20	-	-	-	-	32
Security System Project Manager 保安系統項目經理	57	46	-	-	140	-	-	243
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	163	283	91	58	-	-	-	595
Security Training Manager 保安培訓經理	-	-	-	-	-	-	-	0
Other Security Services Related Manager 其他相關保安服務業經理	1	20	46	-	-	-	-	67
Sub-total: 小計	378	383	167	58	140	0	0	1 126

<u>Job Level</u> 技能等級	<u>Professional Qualification/Degree</u> 專業資格/ 學位	<u>Associate Degree/Professional Dip/Higher Dip/Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/Cert/Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任/技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任/營運主任/保安中心主任	-	50	30	-	10	-	-	90
Security System Installation/Maintenance Technician 保安系統安裝/保養技術員	-	28	969	10	392	24	3	1 426
Technical Support Staff 技術輔助人員	-	78	218	1	160	-	-	457
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	30	-	20	10	30	-	-	90
Sub-total: 小計	30	156	1 237	21	592	24	3	2 063
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	-	-	-	-	-	-	0
Other Security Services Related Personnel 其他相關保安服務業人士	-	-	-	60	51	-	-	111
Sub-total: 小計	0	0	0	60	51	0	0	111
Total: 總數 (%)*	408 (12.5)	539 (16.3)	1 404 (42.5)	139 (4.2)	783 (23.7)	24 (0.7)	3 (0.1)	3 300 (100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Education of Employees by Branch by Level by Principal Job
僱主要求僱員宜有教育程度（各門類不同技能等級主要職務）

Branch : Security Guarding Services and Armoured Transportation Services
門類：保安護衛服務及持槍押運服務

<u>Job Level</u> 技能等級	<u>Professional Qualification/ Degree</u> 專業資格/ 學位	<u>Associate Degree/ Professional Dip/ Higher Dip/ Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/ Cert/ Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u> 經理/專業人員級								-
172 Senior Manager 高級經理	1	-	-	1	3	-	-	5
Security Manager/Operations Manager/Security Centre Controller 保安經理/營運經理/保安中心主管	3	-	-	-	-	-	-	3
Security Training Manager 保安培訓經理	1	-	-	-	-	-	-	1
Other Security Services Related Manager 其他相關保安服務業經理	2	-	-	-	-	-	-	2
Sub-total: 小計	7	0	0	1	3	0	0	11

<u>Job Level</u> 技能等級	<u>Professional Qualification/Degree</u> 專業資格/ 學位	<u>Associate Degree/Professional Dip/Higher Dip/Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/Cert/Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任/技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任/營運主任/保安中心主任	-	-	25	-	9	-	-	34
Technical Support Staff 技術輔助人員	-	-	-	-	50	-	-	50
Security Training Officer 保安培訓主任	-	-	4	-	-	-	-	4
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	4	-	-	-	-	4
Sub-total: 小計	0	0	33	0	59	0	0	92
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	-	-	-	216	150	-	366
Armed Guard 武裝護衛員	-	-	-	-	194	43	-	237
Other Security Services Related Personnel 其他相關保安服務業人士	-	-	-	-	8	-	-	8
Sub-total: 小計	0	0	0	0	418	193	0	611
Total: 總數 (%)*	7 (1.0)	0 (-)	33 (4.6)	1 (0.1)	480 (67.2)	193 (27.1)	0 (-)	714 (100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Education of Employees by Branch by Level by Principal Job
僱主要求僱員宜有教育程度（各門類不同技能等級主要職務）

Branch : Security Guarding Services and Security Systems Installation/Maintenance/Repair/Design/Others
門類：保安護衛服務及保安系統安裝／保養／維修／設計／其他

<u>Job Level</u> 技能等級	<u>Professional Qualification/ Degree</u> 專業資格／學位	<u>Associate Degree/ Professional Dip/ Higher Dip/ Higher Cert</u> 副學士學位／專業文憑／高級文憑／高級證書	<u>Diploma/ Cert/ Equivalent</u> 文憑／證書／或同等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四／五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理／專業人員級								
174 Senior Manager 高級經理	21	3	17	-	-	-	1	42
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	4	39	54	12	2	-	5	116
Security Consultant 保安顧問	27	5	-	-	-	-	-	32
Security System Project Manager 保安系統項目經理	9	7	3	-	-	-	-	19
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	26	26	8	4	-	-	-	64
Security Training Manager 保安培訓經理	-	-	6	2	-	-	1	9
Other Security Services Related Manager 其他相關保安服務業經理	18	1	5	-	-	-	1	25
Sub-total: 小計	105	81	93	18	2	0	8	307

<u>Job Level</u> 技能等級	<u>Professional Qualification/Degree</u> 專業資格/ 學位	<u>Associate Degree/Professional Dip/Higher Dip/Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/Cert/Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任/技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任/營運主任/保安中心主任	-	-	21	76	669	20	100	886
Security System Installation/Maintenance Technician 保安系統安裝/保養技術員	-	40	345	-	28	10	-	423
Technical Support Staff 技術輔助人員	-	-	26	4	-	-	-	30
Security Training Officer 保安培訓主任	1	-	-	1	-	-	1	3
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	2	-	10	1	8	-	1	22
Sub-total: 小計	3	40	402	82	705	30	102	1 364
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	-	-	-	90	9 293	808	10 191
Other Security Services Related Personnel 其他相關保安服務業人士	-	-	8	7	42	-	-	57
Sub-total: 小計	0	0	8	7	132	9 293	808	10 248
Total: 總數 (%)*	108 (0.9)	121 (1.0)	503 (4.2)	107 (0.9)	839 (7.1)	9 323 (78.2)	918 (7.7)	11 919 (100)

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* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Education of Employees by Branch by Level by Principal Job
僱主要求僱員宜有教育程度（各門類不同技能等級主要職務）

Branch : Security Guarding Services, Armoured Transportation Services and Security Systems Installation/Maintenance/Repair/Design/Others
門類：保安護衛服務、持槍押運服務及保安系統安裝／保養／維修／設計／其他

<u>Job Level</u> 技能等級	<u>Professional Qualification/ Degree</u> 專業資格／學位	<u>Associate Degree/ Professional Dip/ Higher Dip/ Higher Cert</u> 副學士學位／專業文憑／高級文憑／高級證書	<u>Diploma/ Cert/ Equivalent</u> 文憑／證書／或同等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四／五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u> 經理／專業人員級								
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	3	-	-	-	-	-	-	3
Security System Project Manager 保安系統項目經理	1	-	-	-	-	-	-	1
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	2	-	-	-	-	-	-	2
Sub-total: 小計	6	0	0	0	0	0	0	6

<u>Job Level</u> 技能等級	<u>Professional Qualification/Degree</u> 專業資格/ 學位	<u>Associate Degree/Professional Dip/Higher Dip/Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/Cert/Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任/技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任/營運主任/保安中心主任	-	-	-	-	394	-	-	394
Security System Installation/Maintenance Technician 保安系統安裝/保養技術員	-	-	17	-	4	-	-	21
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	-	-	105	-	-	105
Sub-total: 小計	0	0	17	0	503	0	0	520
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	-	-	-	226	2 429	-	2 655
Armed Guard 武裝護衛員	-	-	-	-	29	244	-	273
Other Security Services Related Personnel 其他相關保安服務業人士	-	-	-	-	-	156	-	156
Sub-total: 小計	0	0	0	0	255	2 829	0	3 084
Total: 總數 (%)*	6 (0.2)	0 (-)	17 (0.5)	0 (-)	758 (21.0)	2 829 (78.3)	0 (-)	3 610 (100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Education of Employees by Branch by Level by Principal Job
僱主要求僱員宜有教育程度（各門類不同技能等級主要職務）

Branch : Owners Corporations
門類：業主立案法團

<u>Job Level</u> 技能等級	<u>Professional Qualification/ Degree</u> 專業資格/ 學位	<u>Associate Degree/ Professional Dip/ Higher Dip/ Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/ Cert/ Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理/專業人員級								
Security Manager/Operations Manager/Security Centre Controller 保安經理/營運經理/保安中心主管	-	-	30	-	-	-	-	30
Sub-total: 小計	0	0	30	0	0	0	0	30
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任/技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任/營運主任/保安中心主任	-	30	153	30	121	246	-	580
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	31	-	-	-	-	31
Sub-total: 小計	0	30	184	30	121	246	0	611

<u>Job Level</u> 技能等級	<u>Professional Qualification/Degree</u> 專業資格/ 學位	<u>Associate Degree/Professional Dip/Higher Dip/Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/Cert/Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	-	-	-	300	5 926	-	6 226
Other Security Services Related Personnel 其他相關保安服務業人士	-	-	-	-	-	60	-	60
Sub-total: 小計	0	0	0	0	300	5 986	0	6 286
Total: 總數	0	30	214	30	421	6 232	0	6 927
(%)*	(-)	(0.4)	(3.1)	(0.4)	(6.1)	(90.0)	(-)	(100)

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* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Education of Employees by Branch by Level by Principal Job
僱主要求僱員宜有教育程度（各門類不同技能等級主要職務）

Branch : Supplementary Samples
門類：增補樣本

<u>Job Level</u> 技能等級	<u>Professional Qualification/ Degree</u> 專業資格/ 學位	<u>Associate Degree/ Professional Dip/ Higher Dip/ Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/ Cert/ Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理/專業人員級								
Senior Manager 高級經理	3	-	-	-	-	-	-	3
Security Manager/Operations Manager/Security Centre Controller 保安經理/營運經理/保安中心主管	7	2	2	-	-	-	-	11
Security System Project Manager 保安系統項目經理	1	-	-	-	-	-	-	1
Security System Design/Installation/Maintenance Engineer 保安系統設計/安裝/保養工程師	4	-	-	-	-	-	-	4
Other Security Services Related Manager 其他相關保安服務業經理	-	-	-	-	-	-	-	0
Sub-total: 小計	15	2	2	0	0	0	0	19

<u>Job Level</u> 技能等級	<u>Professional Qualification/Degree</u> 專業資格/ 學位	<u>Associate Degree/Professional Dip/Higher Dip/Higher Cert</u> 副學士學位/ 專業文憑/高級 文憑/高級證書	<u>Diploma/Cert/Equivalent</u> 文憑/證 書/或同 等學歷	<u>Matriculation</u> 大學預科	<u>Secondary 4/5</u> 中四/五	<u>Secondary 3 or below</u> 中三或以下	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任/技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任/營運主任/保安中心主任	-	-	25	10	44	-	-	79
Security System Installation/Maintenance Technician 保安系統安裝/保養技術員	-	-	-	-	-	-	-	0
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	-	-	-	-	-	0
Sub-total: 小計	0	0	25	10	44	0	0	79
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	-	-	-	369	17	-	386
Other Security Services Related Personnel 其他相關保安服務業人士	-	-	-	-	1	-	-	1
Sub-total: 小計	0	0	0	0	370	17	0	387
Total: 總數 (%)*	15 (3.1)	2 (0.4)	27 (5.6)	10 (2.1)	414 (85.4)	17 (3.4)	0 (-)	485 (100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Period of Experience of Employees by Branch by Level by Principal Job
僱主要求僱員宜有年資（各門類不同技能等級主要職務）

Branch : Security Guarding Services
門類：保安護衛服務

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理／專業人員級								
Senior Manager 高級經理	-	-	-	57	59	55	8	179
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	-	-	1	241	217	74	123	656
Security System Project Manager 保安系統項目經理	-	-	-	-	-	-	-	0
Security Training Manager 保安培訓經理	-	-	-	7	10	1	1	19
Other Security Services Related Manager 其他相關保安服務業經理	-	-	-	-	4	-	-	4
Sub-total: 小計	0	0	1	305	290	130	132	858

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任／技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	-	99	2 563	4 063	46	-	454	7 225
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	-	-	-	-	-	-	-	0
Technical Support Staff 技術輔助人員	-	-	-	-	-	-	-	0
Security Training Officer 保安培訓主任	-	-	20	16	-	-	1	37
VIP Protection Officer/Private Body Guard 要員保護主任／私人保鏢	-	-	-	12	-	-	-	12
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	50	17	-	-	213	280
Sub-total: 小計	0	99	2 633	4 108	46	0	668	7 554
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	20 381	32 857	9 114	252	-	-	3 040	65 644
Other Security Services Related Personnel 其他相關保安服務業人士	-	200	2	-	-	-	-	202
Sub-total: 小計	20 381	33057	9 116	252	0	0	3 040	65 846
Total: 總數	20 381	33 156	11 750	4 665	336	130	3 840	74 258
(%)*	(27.4)	(44.6)	(15.8)	(6.3)	(0.5)	(0.2)	(5.2)	(100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Period of Experience of Employees by Branch by Level by Principal Job
僱主要求僱員宜有年資（各門類不同技能等級主要職務）

Branch : Armoured Transportation Services
門類：持槍押運服務

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理／專業人員級								
Senior Manager 高級經理	-	-	-	1	-	1	-	2
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	-	-	2	1	3	-	-	6
Security System Project Manager 保安系統項目經理	-	-	-	-	-	-	-	0
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	-	-	-	-	-	-	0
Security Training Manager 保安培訓經理	-	-	-	-	-	-	-	0
Other Security Services Related Manager 其他相關保安服務業經理	-	-	-	3	1	-	-	4
Sub-total: 小計	0	0	2	5	4	1	0	12

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任／技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	-	-	4	40	-	-	-	44
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	-	-	-	-	-	-	-	0
Other Security Services Relating Supervising Personnel 其他相關保安服務業督導人士	-	-	5	-	-	-	-	5
Sub-total: 小計	0	0	9	40	0	0	0	49
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	-	1	-	-	-	-	1
Armed Guard 武裝護衛員	-	675	20	-	-	-	-	695
Other Security Services Related Personnel 其他相關保安服務業人士	-	-	3	-	-	-	-	3
Sub-total: 小計	0	675	24	0	0	0	0	699
Total: 總數	0	675	35	45	4	1	0	760
(%)*	(-)	(88.9)	(4.6)	(5.9)	(0.5)	(0.1)	(-)	(100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Period of Experience of Employees by Branch by Level by Principal Job
僱主要求僱員宜有年資（各門類不同技能等級主要職務）

Branch : Security Systems Installation/Maintenance/Repair/Design/Others
門類：保安系統安裝／保養／維修／設計／其他

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理／專業人員級								
Senior Manager 高級經理	-	-	-	49	16	94	-	159
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	-	-	-	20	-	10	-	30
Security Consultant 保安顧問	-	-	-	30	1	1	-	32
Security System Project Manager 保安系統項目經理	-	-	2	191	41	9	-	243
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	-	10	292	248	45	-	595
Security Training Manager 保安培訓經理	-	-	-	-	-	-	-	0
Other Security Services Related Manager 其他相關保安服務業經理	-	-	-	50	17	-	-	67
Sub-total: 小計	0	0	12	632	323	159	0	1 126

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任／技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	-	-	10	80	-	-	-	90
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	-	100	686	637	-	-	3	1 426
Technical Support Staff 技術輔助人員	-	-	139	249	69	-	-	457
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	30	30	20	10	-	-	90
Sub-total: 小計	0	130	865	986	79	0	3	2 063
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	-	-	-	-	-	-	0
Other Security Services Related Personnel 其他相關保安服務業人士	-	40	71	-	-	-	-	111
Sub-total: 小計	0	40	71	0	0	0	0	111
Total: 總數	0	170	948	1 618	402	159	3	3 300
(%)*	(-)	(5.2)	(28.7)	(49.0)	(12.2)	(4.8)	(0.1)	(100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Period of Experience of Employees by Branch by Level by Principal Job
僱主要求僱員宜有年資（各門類不同技能等級主要職務）

Branch : Security Guarding Services and Armoured Transportation Services
門類：保安護衛服務及持槍押運服務

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理／專業人員級								
Senior Manager 高級經理	-	-	-	4	-	-	1	5
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	-	-	-	1	1	-	1	3
Security Training Manager 保安培訓經理	-	-	-	1	-	-	-	1
Other Security Services Related Manager 其他相關保安服務業經理	-	-	-	-	-	-	2	2
Sub-total: 小計	0	0	0	6	1	0	4	11

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1年以下	<u>1 to 3 Years</u> 1至3年	<u>3 to 6 Years</u> 3至6年	<u>6 to 10 Years</u> 6至10年	<u>10 Years or above</u> 10年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任／技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	-	-	15	-	-	-	19	34
Technical Support Staff 技術輔助人員	-	-	50	-	-	-	-	50
Security Training Officer 保安培訓主任	-	-	2	-	-	-	2	4
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	-	-	-	-	4	4
Sub-total: 小計	0	0	67	0	0	0	25	92
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	150	-	5	-	-	-	211	366
Armed Guard 武裝護衛員	-	43	160	-	-	-	34	237
Other Security Services Related Personnel 其他相關保安服務業人士	2	-	-	-	-	-	6	8
Sub-total: 小計	152	43	165	0	0	0	251	611
Total: 總數	152	43	232	6	1	0	280	714
(%)*	(21.4)	(6.0)	(32.5)	(0.8)	(0.1)	(-)	(39.2)	(100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Period of Experience of Employees by Branch by Level by Principal Job
僱主要求僱員宜有年資（各門類不同技能等級主要職務）

Branch : Security Guarding Services and Security Systems Installation/Maintenance/Repair/Design/Others
門類：保安護衛服務及保安系統安裝／保養／維修／設計／其他

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理／專業人員級								
Senior Manager 高級經理	-	-	1	8	10	22	1	42
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	-	-	9	36	35	31	5	116
Security Consultant 保安顧問	-	-	-	-	29	3	-	32
Security System Project Manager 保安系統項目經理	-	-	-	5	12	2	-	19
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	-	-	18	43	3	-	64
Security Training Manager 保安培訓經理	-	-	-	3	5	-	1	9
Other Security Services Related Manager 其他相關保安服務業經理	-	-	-	8	16	-	1	25
Sub-total: 小計	0	0	10	78	150	61	8	307

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任／技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	-	-	387	395	4	-	100	886
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	-	1	286	96	40	-	-	423
Technical Support Staff 技術輔助人員	-	-	21	9	-	-	-	30
Security Training Officer 保安培訓主任	-	-	1	-	1	-	1	3
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	19	2	-	-	1	22
Sub-total: 小計	0	1	714	502	45	0	102	1 364
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	3 441	1 682	4 260	-	-	-	808	10 191
Other Security Services Related Personnel 其他相關保安服務業人士	5	31	21	-	-	-	-	57
Sub-total: 小計	3 446	1 713	4 281	0	0	0	808	10 248
Total: 總數	3 446	1 714	5 005	580	195	61	918	11 919
(%)*	(28.9)	(14.4)	(42.0)	(4.9)	(1.6)	(0.5)	(7.7)	(100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Period of Experience of Employees by Branch by Level by Principal Job
僱主要求僱員宜有年資（各門類不同技能等級主要職務）

Branch : Security Guarding Services, Armoured Transportation Services and Security Systems Installation/Maintenance/Repair/Design/Others
門類：保安護衛服務、持槍押運服務及保安系統安裝／保養／維修／設計／其他

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理／專業人員級								
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	-	-	-	-	-	3	-	3
Security System Project Manager 保安系統項目經理	-	-	-	-	1	-	-	1
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	-	-	-	2	-	-	2
Sub-total: 小計	0	0	0	0	3	3	0	6
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任／技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	-	-	-	394	-	-	-	394
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	-	-	-	21	-	-	-	21
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	-	105	-	-	-	105
Sub-total: 小計	0	0	0	520	0	0	0	520

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	2 429	226	-	-	-	-	2 655
Armed Guard 武裝護衛員	-	244	29	-	-	-	-	273
Other Security Services Related Personnel 其他相關保安服務業人士	-	156	-	-	-	-	-	156
Sub-total: 小計	0	2 829	255	0	0	0	0	3 084
Total: 總數	0	2 829	255	520	3	3	0	3 610
(%)*	(-)	(78.3)	(7.1)	(14.4)	(0.1)	(0.1)	(-)	(100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Period of Experience of Employees by Branch by Level by Principal Job
僱主要求僱員宜有年資（各門類不同技能等級主要職務）

Branch : Owners Corporations
門類：業主立案法團

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u>								
經理／專業人員級								
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	-	-	-	30	-	-	-	30
Sub-total: 小計	0	0	0	30	0	0	0	30
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任／技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	31	-	215	304	30	-	-	580
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	31	-	-	-	-	31
Sub-total: 小計	31	0	246	304	30	0	0	611

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	750	2 155	2 991	270	60	-	-	6 226
Other Security Services Related Personnel 其他相關保安服務業人士	-	-	60	-	-	-	-	60
Sub-total: 小計	750	2 155	3 051	270	60	0	0	6 286
Total: 總數	781	2 155	3 297	604	90	0	0	6 927
(%)*	(11.3)	(31.1)	(47.6)	(8.7)	(1.3)	(-)	(-)	(100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Period of Experience of Employees by Branch by Level by Principal Job
僱主要求僱員宜有年資（各門類不同技能等級主要職務）

Branch : Supplementary Samples
門類：增補樣本

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1年以下	<u>1 to 3 Years</u> 1至3年	<u>3 to 6 Years</u> 3至6年	<u>6 to 10 Years</u> 6至10年	<u>10 Years or above</u> 10年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>MANAGERIAL/PROFESSIONAL LEVEL</u> 經理／專業人員級								
Senior Manager 高級經理	-	-	-	-	1	2	-	3
Security Manager/Operations Manager/Security Centre Controller 保安經理／營運經理／保安中心主管	-	-	-	3	4	4	-	11
Security System Project Manager 保安系統項目經理	-	-	-	-	-	1	-	1
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	-	-	-	4	-	-	4
Other Security Services Related Manager 其他相關保安服務業經理	-	-	-	-	-	-	-	0
Sub-total: 小計	0	0	0	3	9	7	0	19

<u>Job Level</u> 技能等級	<u>No Experience Required</u> 無需經驗	<u>Less than 1 Year</u> 1 年以下	<u>1 to 3 Years</u> 1 至 3 年	<u>3 to 6 Years</u> 3 至 6 年	<u>6 to 10 Years</u> 6 至 10 年	<u>10 Years or above</u> 10 年或以上	<u>Others</u> 其他	<u>Total</u> 總數
<u>SUPERVISORY/TECHNICIAN LEVEL</u>								
主任／技術員級								
Security Supervisor/Operations Supervisor/Security Centre Supervisor 保安主任／營運主任／保安中心主任	-	-	13	59	7	-	-	79
Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	-	-	-	-	-	-	-	0
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	-	-	-	-	-	0
Sub-total: 小計	0	0	13	59	7	0	0	79
<u>SECURITY GUARD LEVEL</u>								
保安護衛員級								
Security Guard 保安護衛員	-	48	338	-	-	-	-	386
Other Security Services Related Personnel 其他相關保安服務業人士	-	1	-	-	-	-	-	1
Sub-total: 小計	0	49	338	0	0	0	0	387
Total: 總數	0	49	351	62	16	7	0	485
(%)*	(-)	(10.1)	(72.4)	(12.8)	(3.3)	(1.4)	(-)	(100)

* As percentage of the total number of employees in the branch
佔所屬門類僱員總數的百分率

Employers' Preferred Vocational Qualifications by Branch by Job Level

僱主要求僱員宜有職業資格（各門類不同技能等級）

Branch : Security Guarding Services

門類：保安護衛服務

Employers' Preferred Vocational Qualifications 宜有職業資格	Job Level 技能等級	Managerial/ Professional 經理/ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衛員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員		157	88	-	11	256
Certificate of Security Trainers Courses 保安業培訓導師證書		71	29	-	10	110
Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC 職業訓練局保安服務業訓練委員會 保安護衛員技能測驗證書		97	248	-	375	720
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書		45	98	-	147	290
A pass under Scheme for Quality Assured In-House Training 內部培訓質素控制計劃下的 保安培訓課程合格		25	29	-	22	76
Technical Certificate 技術證書		-	-	-	7	7
Certificate of Skills Upgrading Scheme 技能提升計劃證書		22	38	-	50	110
Others 其他		-	1	-	1	2
Total: 總數		417	531	0	623	1 571

Employers' Preferred Vocational Qualifications by Branch by Job Level

僱主要求僱員宜有職業資格（各門類不同技能等級）

Branch : Armoured Transportation Services

門類：持槍押運服務

Employers' Preferred Vocational Qualifications 宜有職業資格	Job Level 技能等級	Managerial/ Professional 經理/ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衛員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員		2	2	-	1	5
Certificate of Security Trainers Courses 保安業培訓導師證書		1	2	-	-	3
Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC 職業訓練局保安服務業訓練委員會 保安護衛員技能測驗證書		-	-	-	2	2
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書		-	-	-	-	0
A pass under Scheme for Quality Assured In-House Training 內部培訓質素控制計劃下的 保安培訓課程合格		-	1	-	1	2
Technical Certificate 技術證書		-	-	-	1	1
Certificate of Skills Upgrading Scheme 技能提升計劃證書		-	-	-	-	0
Others 其他		-	-	-	-	0
Total: 總數		3	5	0	5	13

Employers' Preferred Vocational Qualifications by Branch by Job Level

僱主要求僱員宜有職業資格（各門類不同技能等級）

Branch : Security Systems Installation/Maintenance/Repair/Design/Others

門類：保安系統安裝／保養／維修／設計／其他

Employers' Preferred Vocational Qualifications 宜有職業資格	Job Level 技能等級	Managerial/ Professional 經理/ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衛員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員		66	-	11	-	77
Certificate of Security Trainers Courses 保安業培訓導師證書		32	20	20	-	72
Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC 職業訓練局保安服務業訓練委員會 保安護衛員技能測驗證書		30	40	71	-	141
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書		34	-	43	10	87
A pass under Scheme for Quality Assured In-House Training 內部培訓質素控制計劃下的 保安培訓課程合格		1	10	31	10	52
Technical Certificate 技術證書		102	30	167	-	299
Certificate of Skills Upgrading Scheme 技能提升計劃證書		1	10	22	-	33
Others 其他		2	1	2	-	5
Total: 總數		268	111	367	20	766

Employers' Preferred Vocational Qualifications by Branch by Job Level

僱主要求僱員宜有職業資格（各門類不同技能等級）

Branch : Security Guarding Services and Armoured Transportation Services

門類：保安護衛服務及持槍押運服務

Employers' Preferred Vocational Qualifications 宜有職業資格	Job Level 技能等級	Managerial/ Professional 經理/ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衛員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員		2	-	-	-	2
Certificate of Security Trainers Courses 保安業培訓導師證書		2	1	-	-	3
Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC 職業訓練局保安服務業訓練委員會 保安護衛員技能測驗證書		2	3	1	3	9
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書		1	1	-	2	4
A pass under Scheme for Quality Assured In-House Training 內部培訓質素控制計劃下的 保安培訓課程合格		3	3	-	2	8
Technical Certificate 技術證書		-	-	-	-	0
Certificate of Skills Upgrading Scheme 技能提升計劃證書		-	-	-	-	0
Others 其他		-	-	-	-	0
Total: 總數		10	8	1	7	26

Employers' Preferred Vocational Qualifications by Branch by Job Level

僱主要求僱員宜有職業資格（各門類不同技能等級）

Branch : Security Guarding Services and
Security Systems Installation/Maintenance/Repair/Design/Others

門類 : 保安護衛服務及保安系統安裝/保養/維修/設計/其他

Employers' Preferred Vocational Qualifications 宜有職業資格	Job Level 技能等級	Managerial/ Professional 經理/ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衛員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員		16	2	1	-	19
Certificate of Security Trainers Courses 保安業培訓導師證書		9	6	-	-	15
Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC 職業訓練局保安服務業訓練委員會 保安護衛員技能測驗證書		12	16	7	22	57
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書		7	9	7	12	35
A pass under Scheme for Quality Assured In-House Training 內部培訓質素控制計劃下的 保安培訓課程合格		3	5	-	6	14
Technical Certificate 技術證書		9	4	14	1	28
Certificate of Skills Upgrading Scheme 技能提升計劃證書		1	1	1	5	8
Others 其他		-	-	-	-	0
Total: 總數		57	43	30	46	176

Employers' Preferred Vocational Qualifications by Branch by Job Level

僱主要求僱員宜有職業資格（各門類不同技能等級）

Branch : Security Guarding Services, Armoured Transportation Services
and Security Systems Installation/Maintenance/Repair/Design/Others

門類：保安護衛服務、持槍押運服務及保安系統安裝／保養／維修／設計／其他

Employers' Preferred Vocational Qualifications 宜有職業資格	Job Level 技能等級	Managerial/ Professional 經理/ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衛員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員		-	-	-	-	0
Certificate of Security Trainers Courses 保安業培訓導師證書		-	-	-	-	0
Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC 職業訓練局保安服務業訓練委員會 保安護衛員技能測驗證書		-	2	1	3	6
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書		1	1	-	2	4
A pass under Scheme for Quality Assured In-House Training 內部培訓質素控制計劃下的 保安培訓課程合格		-	-	-	-	0
Technical Certificate 技術證書		-	2	2	-	4
Certificate of Skills Upgrading Scheme 技能提升計劃證書		-	-	-	-	0
Others 其他		-	-	-	-	0
Total: 總數		1	5	3	5	14

Employers' Preferred Vocational Qualifications by Branch by Job Level

僱主要求僱員宜有職業資格（各門類不同技能等級）

Branch : Owners Corporations

門類：業主立案法團

Employers' Preferred Vocational Qualifications 宜有職業資格	Job Level 技能等級	Managerial/ Professional 經理/ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衛員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員	-	30	-	30	60	
Certificate of Security Trainers Courses 保安業培訓導師證書	-	30	-	30	60	
Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC 職業訓練局保安服務業訓練委員會 保安護衛員技能測驗證書	30	400	-	1 780	2 210	
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書	-	90	-	540	630	
A pass under Scheme for Quality Assured In-House Training 內部培訓質素控制計劃下的 保安培訓課程合格	-	-	-	150	150	
Technical Certificate 技術證書	-	-	-	-	0	
Certificate of Skills Upgrading Scheme 技能提升計劃證書	-	-	-	-	0	
Others 其他	-	-	-	-	0	
Total: 總數	30	550	0	2 530	3 110	

Employers' Preferred Vocational Qualifications by Branch by Job Level

僱主要求僱員宜有職業資格（各門類不同技能等級）

Branch : Supplementary Samples

門類：增補樣本

Employers' Preferred Vocational Qualifications 宜有職業資格	Job Level 技能等級	Managerial/ Professional 經理/ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衛員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員		4	2	-	1	7
Certificate of Security Trainers Courses 保安業培訓導師證書		2	3	-	-	5
Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC 職業訓練局保安服務業訓練委員會 保安護衛員技能測驗證書		2	7	-	7	16
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書		-	3	-	5	8
A pass under Scheme for Quality Assured In-House Training 內部培訓質素控制計劃下的 保安培訓課程合格		1	1	-	2	4
Technical Certificate 技術證書		1	1	-	1	3
Certificate of Skills Upgrading Scheme 技能提升計劃證書		1	3	-	2	6
Others 其他		-	-	-	-	0
Total: 總數		11	20	0	18	49

Number of In-house Training Places
Provided in the Past 12 Months by Branch by Job Level
過去 12 個月內部訓練名額（各門類不同技能等級）

Branch : Security Guarding Services

門類：保安護衛服務

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> <i>保安護衛員培訓課程</i>						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	4	-	40	44
<i>Scheme for Quality Assured In-house Training</i> <i>內部培訓質素控制計劃下的保安培訓課程</i>						
		9	12	-	56	77
<i>Security Trainer Training</i> <i>保安培訓導師訓練</i>						
		-	2	-	10	12
<i>Training Courses Related to Security Systems</i> <i>保安系統相關課程</i>						
		-	1	2	32	35
<i>Management and Supervision</i> <i>管理及督導</i>						
		8	34	-	11	53
<i>Specialist Security Knowledge</i> <i>專業保安知識</i>						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	1	-	11	12
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Central alarm monitoring station 中央警報監察站		-	1	-	1	2
(vii) Others 其他		1	5	-	27	33
<i>Language 語言</i>						
(i) English 英語		10	25	-	12	47
(ii) Putonghua 普通話		11	25	-	9	45
(iii) Others 其他		2	-	-	2	4
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		3	27	-	92	122
(ii) First Aid 急救		2	19	-	47	68
(iii) Health & Safety 健康及安全		15	33	2	76	126
(iv) Customer Service 顧客服務		23	42	2	90	157
(v) Soft Skills 軟性技巧		14	31	-	42	87
(vi) Related Skills Upgrading 相關技能提升課程		4	18	-	6	28
(vii) Others 其他		4	6	-	6	16
Total: 總數		106	286	6	570	968

Number of In-house Training Places
Provided in the Past 12 Months by Branch by Job Level
過去 12 個月內部訓練名額（各門類不同技能等級）

Branch : Armoured Transportation Services

門類：持槍押運服務

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> <i>保安護衛員培訓課程</i>						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	1	-	1	2
<i>Scheme for Quality Assured In-house Training</i> <i>內部培訓質素控制計劃下的保安培訓課程</i>						
		-	1	-	2	3
<i>Security Trainer Training</i> <i>保安培訓導師訓練</i>						
		1	-	-	-	1
<i>Training Courses Related to Security Systems</i> <i>保安系統相關課程</i>						
		-	-	-	-	0
<i>Management and Supervision</i> <i>管理及督導</i>						
		1	1	-	-	2
<i>Specialist Security Knowledge</i> <i>專業保安知識</i>						
(i) Use of firearms and weapons 槍械及武器使用		1	1	-	2	4
(ii) Cash-in-transit 解款		1	1	-	2	4
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		1	-	-	-	1
(vi) Central alarm monitoring station 中央警報監察站		-	-	-	-	0
(vii) Others 其他		1	-	-	-	1
<i>Language 語言</i>						
(i) English 英語		1	-	-	-	1
(ii) Putonghua 普通話		1	1	-	-	2
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		1	1	-	2	4
(ii) First Aid 急救		1	1	-	2	4
(iii) Health & Safety 健康及安全		1	1	-	2	4
(iv) Customer Service 顧客服務		1	1	-	1	3
(v) Soft Skills 軟性技巧		1	1	-	1	3
(vi) Related Skills Upgrading 相關技能提升課程		1	1	-	1	3
(vii) Others 其他		-	-	-	-	0
Total: 總數		14	12	0	16	42

Number of In-house Training Places
Provided in the Past 12 Months by Branch by Job Level
過去 12 個月內部訓練名額（各門類不同技能等級）

Branch : Security Systems Installation/Maintenance/Repair/Design/Others

門類：保安系統安裝／保養／維修／設計／其他

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	-	0
<i>Scheme for Quality Assured In-house Training</i> 內部培訓質素控制計劃下的保安培訓課程						
		-	-	-	-	0
<i>Security Trainer Training</i> 保安培訓導師訓練						
		-	-	-	-	0
<i>Training Courses Related to Security Systems</i> 保安系統相關課程						
		31	30	105	-	166
<i>Management and Supervision</i> 管理及督導						
		5	1	4	-	10
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Central alarm monitoring station 中央警報監察站		-	-	-	-	0
(vii) Others 其他		-	10	10	-	20
<i>Language 語言</i>						
(i) English 英語		1	10	11	-	22
(ii) Putonghua 普通話		2	10	11	-	23
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		12	-	11	-	23
(ii) First Aid 急救		2	-	3	-	5
(iii) Health & Safety 健康及安全		6	1	6	-	13
(iv) Customer Service 顧客服務		2	-	4	-	6
(v) Soft Skills 軟性技巧		1	-	1	-	2
(vi) Related Skills Upgrading 相關技能提升課程		11	10	23	-	44
(vii) Others 其他		1	-	2	-	3
Total: 總數		74	72	191	0	337

Number of In-house Training Places
Provided in the Past 12 Months by Branch by Job Level
過去 12 個月內部訓練名額（各門類不同技能等級）

Branch : Security Guarding Services and Armoured Transportation Services

門類：保安護衛服務及持槍押運服務

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> <i>保安護衛員培訓課程</i>						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	-	0
<i>Scheme for Quality Assured In-house Training</i> <i>內部培訓質素控制計劃下的保安培訓課程</i>		1	1	-	1	3
<i>Security Trainer Training</i> <i>保安培訓導師訓練</i>		-	-	-	-	0
<i>Training Courses Related to Security Systems</i> <i>保安系統相關課程</i>		-	-	-	-	0
<i>Management and Supervision</i> <i>管理及督導</i>		-	-	-	-	0
<i>Specialist Security Knowledge</i> <i>專業保安知識</i>						
(iv) Use of firearms and weapons 槍械及武器使用		-	1	-	3	4
(ii) Cash-in-transit 解款		-	1	-	3	4
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Central alarm monitoring station 中央警報監察站		-	-	-	-	0
(vii) Others 其他		1	1	-	1	3
<i>Language 語言</i>						
(i) English 英語		-	-	-	-	0
(ii) Putonghua 普通話		-	-	-	-	0
(iii) Others 其他		-	-	-	1	1
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		1	2	-	2	5
(ii) First Aid 急救		-	1	-	1	2
(iii) Health & Safety 健康及安全		-	1	-	1	2
(iv) Customer Service 顧客服務		-	1	-	1	2
(v) Soft Skills 軟性技巧		-	1	-	1	2
(vi) Related Skills Upgrading 相關技能提升課程		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
Total: 總數		3	10	0	15	28

Number of In-house Training Places
Provided in the Past 12 Months by Branch by Job Level
過去 12 個月內部訓練名額（各門類不同技能等級）

Branch: Security Guarding Services and
Security Systems Installation/Maintenance/Repair/Design/Others

門類：保安護衛服務及保安系統安裝／保養／維修／設計／其他

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		1	1	-	3	5
<i>Scheme for Quality Assured In-house Training</i> 內部培訓質素控制計劃下的保安培訓課程						
		1	3	-	8	12
<i>Security Trainer Training</i> 保安培訓導師訓練						
		1	2	1	-	4
<i>Training Courses Related to Security Systems</i> 保安系統相關課程						
		1	2	4	1	8
<i>Management and Supervision</i> 管理及督導						
		3	4	1	-	8
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	1	1
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Central alarm monitoring station 中央警報監察站		1	-	1	1	3
(vii) Others 其他		2	1	1	-	4
<i>Language 語言</i>						
(i) English 英語		4	2	2	-	8
(ii) Putonghua 普通話		4	3	2	3	12
(iii) Others 其他		1	1	-	1	3
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		4	6	2	8	20
(ii) First Aid 急救		4	7	5	6	22
(iii) Health & Safety 健康及安全		6	8	6	6	26
(iv) Customer Service 顧客服務		4	5	1	5	15
(v) Soft Skills 軟性技巧		2	6	1	3	12
(vi) Related Skills Upgrading 相關技能提升課程		2	4	1	4	11
(vii) Others 其他		1	1	1	-	3
Total: 總數		42	56	29	50	177

**Number of In-house Training Places
Provided in the Past 12 Months by Branch by Job Level**
過去 12 個月內部訓練名額（各門類不同技能等級）

*Branch : Security Guarding Services, Armoured Transportation Services and
Security Systems Installation/Maintenance/Repair/Design/Others*

門類：保安護衛服務、持槍押運服務及保安系統安裝／保養／維修／設計／其他

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> <i>保安護衛員培訓課程</i>						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	2	2
<i>Scheme for Quality Assured In-house Training</i> <i>內部培訓質素控制計劃下的保安培訓課程</i>						
		-	-	-	-	0
<i>Security Trainer Training</i> <i>保安培訓導師訓練</i>						
		-	-	-	-	0
<i>Training Courses Related to Security Systems</i> <i>保安系統相關課程</i>						
		-	2	2	-	4
<i>Management and Supervision</i> <i>管理及督導</i>						
		-	2	-	-	2
<i>Specialist Security Knowledge</i> <i>專業保安知識</i>						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	2	2
(ii) Cash-in-transit 解款		-	-	-	2	2
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Central alarm monitoring station 中央警報監察站		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
<i>Language 語言</i>						
(i) English 英語		-	-	-	-	0
(ii) Putonghua 普通話		-	-	-	-	0
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		-	2	-	2	4
(ii) First Aid 急救		-	-	-	2	2
(iii) Health & Safety 健康及安全		-	2	-	2	4
(iv) Customer Service 顧客服務		-	2	-	2	4
(v) Soft Skills 軟性技巧		-	-	-	-	0
(vi) Related Skills Upgrading 相關技能提升課程		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
Total: 總數		0	10	2	14	26

Number of In-house Training Places
Provided in the Past 12 Months by Branch by Job Level
過去 12 個月內部訓練名額（各門類不同技能等級）

Branch : Owners Corporations

門類 : 業主立案法團

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	-	0
<i>Scheme for Quality Assured In-house Training</i> 內部培訓質素控制計劃下的保安培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	-	0
<i>Security Trainer Training</i> 保安培訓導師訓練						
		-	-	-	30	30
<i>Training Courses Related to Security Systems</i> 保安系統相關課程						
		-	-	-	30	30
<i>Management and Supervision</i> 管理及督導						
		-	30	-	-	30
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Central alarm monitoring station 中央警報監察站		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
<i>Language 語言</i>						
(i) English 英語		-	-	-	-	0
(ii) Putonghua 普通話		-	-	-	-	0
(iii) Others 其他		-	-	-	30	30
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		-	-	-	60	60
(ii) First Aid 急救		-	-	-	-	0
(iii) Health & Safety 健康及安全		-	-	-	-	0
(iv) Customer Service 顧客服務		-	30	-	90	120
(v) Soft Skills 軟性技巧		-	30	-	60	90
(vi) Related Skills Upgrading 相關技能提升課程		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
Total: 總數		0	90	0	300	390

Number of In-house Training Places
Provided in the Past 12 Months by Branch by Job Level
過去 12 個月內部訓練名額（各門類不同技能等級）

Branch : Supplementary Samples

門類 : 增補樣本

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	-	0
<i>Scheme for Quality Assured In-house Training</i> 內部培訓質素控制計劃下的保安培訓課程						
<i>Security Trainer Training</i> 保安培訓導師訓練		-	1	-	-	1
<i>Training Courses Related to Security Systems</i> 保安系統相關課程						
<i>Management and Supervision</i> 管理及督導		2	2	-	2	6
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	1	0	1	2
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Central alarm monitoring station 中央警報監察站		-	-	-	-	0
(vii) Others 其他		2	2	-	1	5
<i>Language 語言</i>						
(i) English 英語		3	5	-	5	13
(ii) Putonghua 普通話		3	4	-	3	10
(iii) Others 其他		-	1	-	1	2
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		3	4	-	5	12
(ii) First Aid 急救		2	4	-	3	9
(iii) Health & Safety 健康及安全		3	4	-	4	11
(iv) Customer Service 顧客服務		3	6	-	7	16
(v) Soft Skills 軟性技巧		1	3	-	4	8
(vi) Related Skills Upgrading 相關技能提升課程		1	1	-	1	3
(vii) Others 其他		-	-	-	-	0
Total: 總數		26	42	0	39	107

Number of Training Places
Sponsored in the Past 12 Months by Branch by Job Level
過去 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Security Guarding Services

門類：保安護衛服務

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		2	16	-	1 112	1 130
<i>Security Trainer Training</i> 保安培訓導師訓練						
		-	3	-	-	3
<i>Training Courses Related to Security Systems</i> 保安系統相關課程						
		-	2	-	4	6
<i>Management and Supervision</i> 管理及督導						
		17	61	-	6	84
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		14	157	-	1 245	1 416
<i>Language 語言</i>						
(i) English 英語		-	58	-	4	62
(ii) Putonghua 普通話		2	66	-	4	72
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		28	71	-	614	713
(ii) First Aid 急救		14	30	-	369	413
(iii) Health & Safety 健康及安全		20	76	-	719	815
(iv) Customer Service 顧客服務		55	544	-	3 015	3 614
(v) Soft Skills 軟性技巧		28	376	-	1 260	1 664
(vi) Related Skills Upgrading 相關技能提升課程		28	539	-	2 033	2 600
(vii) Others 其他		-	-	-	-	0
Total: 總數		208	1 999	0	10 385	12 592

Number of Training Places
Sponsored in the Past 12 Months by Branch by Job Level
過去 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Armoured Transportation Services

門類：持槍押運服務

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		1	-	-	-	1
<i>Security Trainer Training</i> 保安培訓導師訓練						
		1	-	-	-	1
<i>Training Courses Related to Security Systems</i> 保安系統相關課程						
		-	-	-	-	0
<i>Management and Supervision</i> 管理及督導						
		-	1	-	-	1
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	1	-	12	13
(ii) Cash-in-transit 解款		-	-	-	9	9
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		-	-	-	-	0
<i>Language 語言</i>						
(i) English 英語		-	-	-	-	0
(ii) Putonghua 普通話		-	-	-	-	0
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		-	-	-	9	9
(ii) First Aid 急救		-	-	-	9	9
(iii) Health & Safety 健康及安全		-	-	-	9	9
(iv) Customer Service 顧客服務		-	-	-	9	9
(v) Soft Skills 軟性技巧		-	-	-	9	9
(vi) Related Skills Upgrading 相關技能提升課程		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
Total: 總數		2	2	0	66	70

Number of Training Places
Sponsored in the Past 12 Months by Branch by Job Level
過去 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Security Systems Installation/Maintenance/Repair/Design/Others

門類：保安系統安裝／保養／維修／設計／其他

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> <i>保安護衛員培訓課程</i>						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		5	-	-	-	5
<i>Security Trainer Training</i> <i>保安培訓導師訓練</i>						
		-	-	-	-	0
<i>Training Courses Related to Security Systems</i> <i>保安系統相關課程</i>						
		36	40	345	-	421
<i>Management and Supervision</i> <i>管理及督導</i>						
		2	30	-	-	32
<i>Specialist Security Knowledge</i> <i>專業保安知識</i>						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		-	20	-	-	20
<i>Language 語言</i>						
(i) English 英語		-	-	-	-	0
(ii) Putonghua 普通話		-	-	2	-	2
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		32	-	35	-	67
(ii) First Aid 急救		12	-	26	-	38
(iii) Health & Safety 健康及安全		22	-	55	-	77
(iv) Customer Service 顧客服務		-	70	290	-	360
(v) Soft Skills 軟性技巧		-	-	-	-	0
(vi) Related Skills Upgrading 相關技能提升課程		8	-	88	-	96
(vii) Others 其他		14	-	58	-	72
Total: 總數		131	160	899	0	1 190

Number of Training Places
Sponsored in the Past 12 Months by Branch by Job Level
過去 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Security Guarding Services and Armoured Transportation Services

門類：保安護衛服務及持槍押運服務

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	-	0
<i>Security Trainer Training</i> 保安培訓導師訓練		-	2	-	-	2
<i>Training Courses Related to Security Systems</i> 保安系統相關課程		-	4	-	-	4
<i>Management and Supervision</i> 管理及督導		-	-	-	-	0
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	3	3
(ii) Cash-in-transit 解款		-	-	-	10	10
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		1	2	-	-	3
<i>Language 語言</i>						
(i) English 英語		-	-	-	-	0
(ii) Putonghua 普通話		-	-	-	-	0
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		-	-	-	-	0
(ii) First Aid 急救		-	-	-	-	0
(iii) Health & Safety 健康及安全		-	-	-	-	0
(iv) Customer Service 顧客服務		-	-	-	-	0
(v) Soft Skills 軟性技巧		-	-	-	-	0
(vi) Related Skills Upgrading 相關技能提升課程		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
Total: 總數		1	8	0	13	22

Number of Training Places
Sponsored in the Past 12 Months by Branch by Job Level
過去 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Security Guarding Services and
Security Systems Installation/Maintenance/Repair/Design/Others

門類：保安護衛服務及保安系統安裝／保養／維修／設計／其他

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> <i>保安護衛員培訓課程</i>						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		4	5	1	105	115
<i>Security Trainer Training</i> <i>保安培訓導師訓練</i>						
		-	4	2	-	6
<i>Training Courses Related to Security Systems</i> <i>保安系統相關課程</i>						
		8	2	39	-	49
<i>Management and Supervision</i> <i>管理及督導</i>						
		14	19	5	-	38
<i>Specialist Security Knowledge</i> <i>專業保安知識</i>						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	2	2
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		6	11	10	-	27
<i>Language 語言</i>						
(i) English 英語		1	14	1	369	385
(ii) Putonghua 普通話		6	10	-	321	337
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		33	35	212	43	323
(ii) First Aid 急救		2	46	41	55	144
(iii) Health & Safety 健康及安全		31	1	212	11	255
(iv) Customer Service 顧客服務		2	16	12	1	31
(v) Soft Skills 軟性技巧		2	19	6	11	38
(vi) Related Skills Upgrading 相關技能提升課程		2	7	10	1	20
(vii) Others 其他		-	-	-	-	0
Total: 總數		111	189	551	919	1 770

Number of Training Places
Sponsored in the Past 12 Months by Branch by Job Level
過去 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Security Guarding Services, Armoured Transportation Services and
Security Systems Installation/Maintenance/Repair/Design/Others

門類：保安護衛服務、持槍押運服務及保安系統安裝／保養／維修／設計／其他

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	17	-	254	271
<i>Security Trainer Training</i> 保安培訓導師訓練						
		-	-	-	-	0
<i>Training Courses Related to Security Systems</i> 保安系統相關課程						
		-	-	-	-	0
<i>Management and Supervision</i> 管理及督導						
		-	-	-	-	0
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	34	-	203	237
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		-	-	-	-	0
<i>Language 語言</i>						
(i) English 英語		-	-	-	-	0
(ii) Putonghua 普通話		-	-	-	-	0
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		-	34	-	170	204
(ii) First Aid 急救		-	17	-	85	102
(iii) Health & Safety 健康及安全		-	17	-	85	102
(iv) Customer Service 顧客服務		-	-	-	-	0
(v) Soft Skills 軟性技巧		-	-	-	-	0
(vi) Related Skills Upgrading 相關技能提升課程		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
Total: 總數		0	119	0	797	916

Number of Training Places
Sponsored in the Past 12 Months by Branch by Job Level
過去 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Owners Corporations

門類：業主立案法團

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	-	0
<i>Security Trainer Training</i> 保安培訓導師訓練						
		-	-	-	-	0
<i>Training Courses Related to Security Systems</i> 保安系統相關課程						
		-	-	-	-	0
<i>Management and Supervision</i> 管理及督導						
		-	-	-	-	0
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		-	-	-	-	0
<i>Language 語言</i>						
(i) English 英語		-	-	-	-	0
(ii) Putonghua 普通話		-	-	-	-	0
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		-	-	-	300	300
(ii) First Aid 急救		-	-	-	-	0
(iii) Health & Safety 健康及安全		-	-	-	-	0
(iv) Customer Service 顧客服務		-	-	-	300	300
(v) Soft Skills 軟性技巧		-	-	-	-	0
(vi) Related Skills Upgrading 相關技能提升課程		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
Total: 總數		0	0	0	600	600

Number of Training Places
Sponsored in the Past 12 Months by Branch by Job Level
過去 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Supplementary Samples

門類：增補樣本

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> <i>保安護衛員培訓課程</i>						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	-	0
<i>Security Trainer Training</i> <i>保安培訓導師訓練</i>		-	1	-	-	1
<i>Training Courses Related to Security Systems</i> <i>保安系統相關課程</i>		1	6	-	11	18
<i>Management and Supervision</i> <i>管理及督導</i>		3	13	-	-	16
<i>Specialist Security Knowledge</i> <i>專業保安知識</i>						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		7	10	-	7	24
<i>Language 語言</i>						
(i) English 英語		2	6	-	39	47
(ii) Putonghua 普通話		1	2	-	6	9
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		2	5	-	18	25
(ii) First Aid 急救		4	18	-	41	63
(iii) Health & Safety 健康及安全		4	19	-	43	66
(iv) Customer Service 顧客服務		2	5	-	38	45
(v) Soft Skills 軟性技巧		-	17	-	32	49
(vi) Related Skills Upgrading 相關技能提升課程		-	6	-	-	6
(vii) Others 其他		-	-	-	-	0
Total: 總數		26	108	0	235	369

Number of Training Places
to be Sponsored in the Next 12 Months by Branch by Job Level
未來 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Security Guarding Services

門類：保安護衛服務

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> <i>保安護衛員培訓課程</i>						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	127	127
<i>Security Trainer Training</i> <i>保安培訓導師訓練</i>						
		-	-	-	-	0
<i>Training Courses Related to Security Systems</i> <i>保安系統相關課程</i>						
		-	-	-	-	0
<i>Management and Supervision</i> <i>管理及督導</i>						
		36	55	-	17	108
<i>Specialist Security Knowledge</i> <i>專業保安知識</i>						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	7	-	37	44
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		2	140	-	987	1 129
<i>Language 語言</i>						
(i) English 英語		-	32	-	188	220
(ii) Putonghua 普通話		2	27	-	158	187
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		-	29	-	636	665
(ii) First Aid 急救		1	29	-	654	684
(iii) Health & Safety 健康及安全		10	100	-	1 163	1 273
(iv) Customer Service 顧客服務		6	168	-	1 610	1 784
(v) Soft Skills 軟性技巧		2	41	-	266	309
(vi) Related Skills Upgrading 相關技能提升課程		-	214	-	1 622	1 836
(vii) Others 其他		5	78	-	637	720
Total: 總數		64	920	0	8 102	9 086

**Number of Training Places
to be Sponsored in the Next 12 Months by Branch by Job Level**
未來 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Armoured Transportation Services
門類：持槍押運服務

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		1	2	-	6	9
<i>Security Trainer Training</i> 保安培訓導師訓練						
		-	-	-	-	0
<i>Training Courses Related to Security Systems</i> 保安系統相關課程						
		-	-	-	-	0
<i>Management and Supervision</i> 管理及督導						
		-	-	-	-	0
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	5	5
(ii) Cash-in-transit 解款		-	-	-	5	5
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		-	-	-	-	0
<i>Language 語言</i>						
(i) English 英語		-	-	-	-	0
(ii) Putonghua 普通話		-	-	-	-	0
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		-	-	-	2	2
(ii) First Aid 急救		-	-	-	2	2
(iii) Health & Safety 健康及安全		-	-	-	2	2
(iv) Customer Service 顧客服務		-	-	-	2	2
(v) Soft Skills 軟性技巧		-	-	-	-	0
(vi) Related Skills Upgrading 相關技能提升課程		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
Total: 總數		1	2	0	24	27

Number of Training Places
to be Sponsored in the Next 12 Months by Branch by Job Level
未來 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Security Systems Installation/Maintenance/Repair/Design/Others

門類：保安系統安裝／保養／維修／設計／其他

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		5	-	-	-	5
<i>Security Trainer Training</i> 保安培訓導師訓練						
		-	-	-	-	0
<i>Training Courses Related to Security Systems</i> 保安系統相關課程						
		38	-	207	-	245
<i>Management and Supervision</i> 管理及督導						
		1	-	2	-	3
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		-	-	-	-	0
<i>Language 語言</i>						
(i) English 英語		-	-	1	-	1
(ii) Putonghua 普通話		-	-	-	-	0
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		-	-	-	-	0
(ii) First Aid 急救		-	-	-	-	0
(iii) Health & Safety 健康及安全		-	-	20	-	20
(iv) Customer Service 顧客服務		-	-	6	-	6
(v) Soft Skills 軟性技巧		-	-	-	-	0
(vi) Related Skills Upgrading 相關技能提升課程		-	-	92	-	92
(vii) Others 其他		-	-	18	-	18
Total: 總數		44	0	346	0	390

Number of Training Places
to be Sponsored in the Next 12 Months by Branch by Job Level
未來 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Security Guarding Services and Armoured Transportation Services

門類：保安護衛服務及持槍押運服務

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	-	-	-	0
<i>Security Trainer Training</i> 保安培訓導師訓練		-	1	-	-	1
<i>Training Courses Related to Security Systems</i> 保安系統相關課程		-	-	-	-	0
<i>Management and Supervision</i> 管理及督導		-	-	-	-	0
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	4	4
(ii) Cash-in-transit 解款		-	-	-	14	14
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		1	1	-	-	2
<i>Language 語言</i>						
(i) English 英語		-	-	-	-	0
(ii) Putonghua 普通話		-	-	-	-	0
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		-	-	-	-	0
(ii) First Aid 急救		-	-	-	-	0
(iii) Health & Safety 健康及安全		-	-	-	-	0
(iv) Customer Service 顧客服務		-	-	-	-	0
(v) Soft Skills 軟性技巧		-	-	-	-	0
(vi) Related Skills Upgrading 相關技能提升課程		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
Total: 總數		1	2	0	18	21

**Number of Training Places
to be Sponsored in the Next 12 Months by Branch by Job Level**
未來 12 個月僱主資助訓練名額（各門類不同技能等級）

*Branch: Security Guarding Services and
Security Systems Installation/Maintenance/Repair/Design/Others*
門類：保安護衛服務及保安系統安裝／保養／維修／設計／其他

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		8	15	5	125	153
<i>Security Trainer Training</i> 保安培訓導師訓練		1	6	3	-	10
<i>Training Courses Related to Security Systems</i> 保安系統相關課程		4	4	13	-	21
<i>Management and Supervision</i> 管理及督導		25	28	2	-	55
<i>Specialist Security Knowledge</i> 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	2	2
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		1	-	-	-	1
<i>Language 語言</i>						
(i) English 英語		1	16	28	140	185
(ii) Putonghua 普通話		17	17	16	90	140
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		9	37	16	309	371
(ii) First Aid 急救		9	35	18	319	381
(iii) Health & Safety 健康及安全		9	4	28	10	51
(iv) Customer Service 顧客服務		8	16	28	-	52
(v) Soft Skills 軟性技巧		9	21	22	-	52
(vi) Related Skills Upgrading 相關技能提升課程		-	10	4	-	14
(vii) Others 其他		-	-	-	-	0
Total: 總數		101	209	183	995	1 488

**Number of Training Places
to be Sponsored in the Next 12 Months by Branch by Job Level**
未來 12 個月僱主資助訓練名額（各門類不同技能等級）

Branch : Supplementary Samples

門類：增補樣本

Type of Courses 課程種類	Job Level 技能等級	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衛員級	Total 總數
<i>Security Guard Training Courses</i> <i>保安護衛員培訓課程</i>						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		-	1	-	1	2
<i>Security Trainer Training</i> <i>保安培訓導師訓練</i>		-	1	-	1	2
<i>Training Courses Related to Security Systems</i> <i>保安系統相關課程</i>		-	-	-	3	3
<i>Management and Supervision</i> <i>管理及督導</i>		-	7	-	1	8
<i>Specialist Security Knowledge</i> <i>專業保安知識</i>						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	0
(ii) Cash-in-transit 解款		-	-	-	-	0
(iii) VIP protection 要員保護		-	-	-	-	0
(iv) Guard dog handler training 護衛犬管理員訓練		-	-	-	-	0
(v) Armed instructor training 槍械訓練主任訓練		-	-	-	-	0
(vi) Others 其他		2	-	-	-	2
<i>Language 語言</i>						
(i) English 英語		4	6	-	10	20
(ii) Putonghua 普通話		1	1	-	6	8
(iii) Others 其他		-	-	-	-	0
<i>Other Skills 其他技巧</i>						
(i) Fire Prevention 防火		1	4	-	18	23
(ii) First Aid 急救		1	5	-	14	20
(iii) Health & Safety 健康及安全		4	20	-	62	86
(iv) Customer Service 顧客服務		1	4	-	18	23
(v) Soft Skills 軟性技巧		1	3	-	12	16
(vi) Related Skills Upgrading 相關技能提升課程		-	-	-	-	0
(vii) Others 其他		-	-	-	-	0
Total: 總數		15	52	0	146	213

Manpower Projection for the Security Services Industry Using the Labor Market Analysis (LMA) Approach

Input–Output Model

1. The input-output I/O model has been successfully applied to project manpower requirements of the Security Services Industry in 2003 and 2005. In the I/O model, an industry is assumed to have fixed production coefficients (i.e. constant return to scale) over the short time span under consideration (say six months to under three years). To generate the employment effect, it is necessary to estimate a set of labor input requirements by determining the ratio of the production (or final demand) to the number of employees. The ratio, called employment coefficient, will represent the number of employees needed to produce a single unit of production.

2. The manpower projection for the Security Services Industry is formulated based on the I/O Model (labor multiplier approach) by deriving the relationship between the production of buildings in the group and the number of workers needed.

3. The stocks of private¹ & public² residential flats and non-residential flats³ are taken to be the production. The forecast production of residential and non-residential flats in 2007 and 2008 is provided by the Rating and Valuation Department. The forecast production in 2009 and 2010 is projected by the Adaptive Filtering Method. To generate the employment effect, it is assumed that 62.92% and 37.08% of the total manpower are working for residential flats and non-residential flats respectively. (This assumption is based on the distribution of the completion of

¹ The stocks of residential flats in the private sector are measured by the number of flats. (Source: Rating & Valuation Department)

² The stocks of public residential flats are measured by the number of flats. The stocks comprise:

- (a) Interim housing flats provided by the Housing Authority,
- (b) Public rental flats provided by the Housing Authority and the Housing Society,
- (c) Subsidized sale flats sold under the Tenants Purchase Scheme (TPS),
- (d) Subsidized sale flats under the Home Ownership Scheme (HOS), the Private Sector Participation Scheme (PSPS), the Middle Income Housing Scheme (MIHS), the Buy-or-Rent Option Scheme (BRO), and the Mortgage Subsidy Scheme (MSS) provided by Housing Authority. From Q12002 onwards, parts of the subsidized flats under HOS, PSPS, MIHS can be traded in open market are classified as private residential flats.
- (e) Subsidized flats under the Flat-for Sales Scheme (FFSS) and the Sandwich Class Housing Scheme (SCHS) provided by the Housing Society. From Q12002 onwards, parts of the subsidized flats under FFSS and SCHS can be traded in open market are classified as private residential flats.

(Sources: Hong Kong Housing Authority)

³ Non-residential flats include private offices, commercial, industrial / offices, flatted factories, specialized factories and storages. Its measure is square m. (Source: Rating & Valuation Department)

the types of building in the period from 2001 to 2006). The manpower projections by type of flats and by job level are presented below.

A. Manpower Projection at the Managerial / Professional Level

Year	Actual Manpower		Projected Manpower		Total Projected Manpower
	62.92% of manpower for private and public residential flats	37.08% of manpower for non-residential flats	62.92% of manpower for private and public residential flats	37.08% of manpower for non-residential flats	
2005	1 486	715			
2006			1 502 [^]	723 [^]	2 225 [^]
2007	1 499	884	1 517 [^]	730 [^]	2 247 [^]
2008f			1 526 (1.8%)*	895 (1.2%)*	2 420 (1.6%)*
2009 f			1 543 (1.1%)**	904 (1%)**	2 447 (1.1%)**
2010 f			1 561 (1.1%)**	912 (0.9%)**	2 473 (1.1%)**
[^]	Using the LMA model in the manpower survey in 2005				
*	As percentage increase / decrease of the actual manpower against 2007				
**	As percentage increase / decrease of the projected manpower against the year before, i.e. 2008 and 2009 respectively				

B. Manpower Projection at the Supervisory Level

Year	Actual Manpower		Projected Manpower		Total Projected Manpower
	62.92% of manpower for private and public residential flats	37.08% of manpower for non-residential flats	62.92% of manpower for private and public residential flats	37.08% of manpower for non-residential flats	
2005	8 562	4 122			
2006			8 656 [^]	4 167 [^]	12 823 [^]

2007	7 962	4 692	8 742 [^]	4 209 [^]	12 951 [^]
2008 f			8 102 (1.8%)**	4 750 (1.2%)**	12 852 (1.6%)*
2009 f			8 193 (1.1%)**	4 799 (1%)**	12 992 (1.1%)**
2010 f			8 289 (1.2%)**	4 843 (0.9%)**	13 132 (1.1%)**
[^]	Using the LMA model in the 2005 manpower survey				
*	As percentage increase / decrease of the actual manpower against 2007				
**	As percentage increase / decrease of the projected manpower against the year before, i.e. 2008 and 2009 respectively				

C. Manpower Projection at the Security Guard Level

Year	Actual Manpower		Projected Manpower		Total Projected Manpower
	62.92% of manpower for private and public residential flats	37.08% of manpower for non-residential flats	62.92% of manpower for private and public residential flats	37.08% of manpower for non-residential flats	
2005	57 065	27 476			
2006			57 693 [^]	27 778 [^]	85 471 [^]
2007	56 458	33 272	58 270 [^]	28 056 [^]	86 326 [^]
2008 f			57 437 (1.7%)*	33 685 (1.2%)*	91 123 (1.6%)*
2009 f			58 085 (1.1%)**	34 028 (1%)**	92 114 (1.1%)**
2010 f			58 762 (1.1%)**	34 340 (0.9%)**	93 103 (1.1%)**
[^]	Using the LMA model in the manpower survey in 2005				
*	As percentage increase / decrease of the actual manpower against 2007				
**	As percentage increase / decrease of the projected manpower against the year before, i.e. 2008 and 2009 respectively				

5. The total manpower for the whole Security Services Industry is the aggregation of the manpower requirements of the projected manpower for the three job levels.

Year	Actual Manpower	Projected Manpower	Employers' Forecast (at the time of the survey)
2005	99 426		
2006		<i>100 519[^]</i>	<i>99 358[^]</i>
2007	104 767	<i>101 524[^]</i> <i>(-3.10%)*</i>	
2008 f		106 395 <i>(1.6%)**</i>	107 249 <i>(2.4%)**</i>
2009 f		107 553 <i>(1.1%)**</i>	
2010 f		108 707 <i>(1.1%)**</i>	
[^] * **	Using the LMA model in the 2005 manpower survey As percentage increase / decrease of the actual manpower against 2007 As percentage increase / decrease of the projected manpower against the year before, i.e. 2008 and 2009 respectively		

The forecast productions of private residential and non-residential flats for 2007 and 2008 are provided by the Rating & Valuation Department. (Source: Hong Kong Property Review 2007)

A. The forecast of private residential flats (Private Domestic)

Year	Completion (no. of flats)	Total stock (no. of flats)
2006		1 068 898
2007f	12 737	1 081 635
2008f	16 010	1 097 645
2009 f [#]	N/A	1 111 600
2010 f [#]	N/A	1 123 460

[#] The forecast production for 2009 and 2010 is projected using the Adaptive Filtering Method.

B. The forecast of private non-residential flats (including offices, commercial, industrial / offices, flatted factories, specialized factories, and storages)

Year	Completion (square m)	Total stock (square m)
2006		44 784 000
2007 f	369 900	45 153 900
2008 f	560 500	45 714 400
2009 f [#]	N/A	46 179 940
2010 f [#]	N/A	46 603 170

[#] The forecast production for 2009 and 2010 is projected using the Adaptive Filtering Method. The forecast productions of public residential housing are provided by the Hong Kong Housing Authority (HA) and the Hong Kong Housing Society (HS). (Sources: HA and HS)

C. The forecast of public residential flats (including (i) public rental flats provided by the HA & the HS, and (ii) flats under Urban Renewal Development).

Year	Completion (no. of flats)	Total stock (no. of flats)
2006		1 114 000
2007 f	17 050	1 131 050
2008 f	22 850	1 153 900
2009 f [#]	11 450	1 165 350
2010 f [#]	14 675	1 180 025

[#] The forecast production for 2009 and 2010 is projected using the Adaptive Filtering Method

採用人力市場分析法 推算保安服務業人力情況

投入／產出統計模型

1. 本會自 2003 及 2005 年開始成功採用「投入／產出統計模型」，推算保安服務業的人力需求。根據該統計模型進行人力推算時，需假設行業在研究時段內（六個月至三年以下的短時間內）有固定的生產系數（即規模收益不變），並確定產量（或最終需求）對僱員人數的比率，以預測須投入的人力。這個比率稱為「就業系數」，代表每個生產單位（或最終需求）所需的僱員人數。

2. 我們根據投入／產出統計模型，找出統計組別內的建屋量與所需人手的關係，然後推算出保安服務業的人力需求。

3. 在是次統計中，建屋量指私人¹與公營²住宅及非住宅³數量。2007 及 2008 年的住宅及非住宅建屋預測數據由差餉物業估價署提供。2009 及 2010 年的人力推算以「調節過濾法」得出。進行人力推算時，假設住宅及非住宅所佔人力分別為 62.92% 及 37.08%（按 2001 至 2006 年已建成樓宇的種類分布計算）。按住宅種類及技能等級的人力預測如下：

¹私人住宅量以住宅數目計算。（資料來源：差餉物業估價署）

² 公營住宅量以住宅數目計算，包括：

- (a) 香港房屋委員會提供的中轉房屋單位；
 - (b) 香港房屋委員會及香港房屋協會提供的出租公屋單位；
 - (c) 租者置其屋計劃（租置計劃）下的資助單位；
 - (d) 香港房屋委員會「居者有其屋計劃」（HOS）、「私人機構參建居屋計劃」（PSPS）、「中等入息家庭房屋計劃」（MIHS）、「可租可買計劃」（BRO）、「重建置業計劃」（MSS）等計劃下的資助單位。由2002年第一季起，HOS、PSPS、MIHS下部分單位可於公開市場買賣，並歸類為私人住宅；
 - (e) 香港房屋協會「住宅發售計劃」（FFSS）、「夾心階層住屋計劃」（SCHS）等計劃下的資助單位。由2002年第一季起，FFSS、SCHS下部分單位可於公開市場買賣，並歸類為私人住宅。
- （資料來源：香港房屋委員會）

³ 非住宅包括私人寫字樓、商業／工業機構寫字樓、分層工廠大廈、專業廠房及倉庫，以平方米為量度單位。（資料來源：差餉物業估價署）

A. 經理／專業人員級人力推算

年份	實際僱員人數		推算僱員人數		推算僱員總數
	公營及私營住宅(佔僱員人數 62.92%)	非住宅單位(佔僱員人數 37.08%)	公營及私營住宅(佔僱員人數 62.92%)	非住宅單位(佔僱員人數 37.08%)	
2005	1 486	715			
2006			1 502 [^]	723 [^]	2 225 [^]
2007	1 499	884	1 517 [^]	730 [^]	2 247 [^]
2008f			1 526 (1.8%)*	895 (1.2%)*	2 420 (1.6%)*
2009 f			1 543 (1.1%)**	904 (1%)**	2 447 (1.1%)**
2010 f			1 561 (1.1%)**	912 (0.9%)**	2 473 (1.1%)**
[^] * **	2005 年人力調查採用人力市場分析法 與 2007 年實際僱員人數相比的增／減幅 與之前一年推算人數相比的增／減幅，即分別與 2008 及 2009 年相比				

B. 主任／技術員級人力推算

年份	實際僱員人數		推算僱員人數		推算僱員總數
	公營及私營住宅(佔僱員人數 62.92%)	非住宅單位(佔僱員人數 37.08%)	公營及私營住宅(佔僱員人數 62.92%)	非住宅單位(佔僱員人數 37.08%)	
2005	8 562	4 122			
2006			8 656 [^]	4 167 [^]	12 823 [^]
2007	7 962	4 692	8 742 [^]	4 209 [^]	12 951 [^]

2008 f			8,102 (1.8%)**	4,750 (1.2%)**	12,852 (1.6%)*
2009 f			8,193 (1.1%)**	4,799 (1%)**	12,992 (1.1%)**
2010 f			8,289 (1.2%)**	4,843 (0.9%)**	13,132 (1.1%)**
^ * **	2005 年人力調查採用人力市場分析法 與 2007 年實際僱員人數相比的增／減幅 與之前一年推算人數相比的增／減幅，即分別與 2008 及 2009 年 相比				

C. 保安護衛員級人力推算

年份	實際僱員人數		推算僱員人數		推算僱員 總數
	公營及私 營住宅(佔 僱員人數 62.92%)	非住宅單 位(佔僱員 人數 37.08%)	公營及私營 住宅(佔僱 員人數 62.92%)	非住宅單 位(佔僱員 人數 37.08%)	
2005	57 065	27 476			
2006			57 693 [^]	27 778 [^]	85 471 [^]
2007	56 458	33 272	58 270 [^]	28 056 [^]	86 326 [^]
2008 f			57 437 (1.7%)*	33 685 (1.2%)*	91 123 (1.6%)*
2009 f			58 085 (1.1%)**	34 028 (1%)**	92 114 (1.1%)**
2010 f			58 762 (1.1%)**	34 340 (0.9%)**	93 103 (1.1%)**
^ * **	2005 年人力調查採用人力市場分析法 與 2007 年實際僱員人數相比的增／減幅 與之前一年推算人數相比的增／減幅，即分別與 2008 及 2009 年 相比				

5. 保安服務業的整體人力為三個技能等級推算人力的總和。

年份	實際僱員人數	推算僱員人數	僱主預測人數 (調查期間)
2005	99 426		
2006		100 519 [^]	99 358 [^]
2007	104 767	101 524 [^] (-3.10%)*	
2008 f		106 395 (1.6%)**	107 249 (2.4%)**
2009 f		107 553 (1.1%)**	
2010 f		108 707 (1.1%)**	
[^] * **	2005 年人力調查採用人力市場分析法 與 2007 年實際僱員人數相比的增／減幅 與之前一年推算人數相比的增／減幅，即分別與 2008 及 2009 年 相比		

2007 及 2008 年的預測私營住宅及非住宅建屋量，由差餉物業估價署提供。
(資料來源：香港物業報告 2007)

A. 私營住宅建屋量預測 (私人家用住宅)

年份	落成 (單位數目)	存貨 (單位數目)
2006		1 068 898
2007f	12 737	1 081 635
2008f	16 010	1 097 645
2009 f [#]	不適用	1 111 600
2010 f [#]	不適用	1 123 460

[#] 2009 及 2010 年的預測建屋量採用調節過濾法推算。

B. 私營非住宅建屋量預測 (包括寫字樓、商業／工業機構寫字樓、分層工廠大廈、專業廠房及倉庫)

年份	落成 (平方米)	存貨 (平方米)
2006		44 784 000
2007 f	369 900	45 153 900
2008 f	560,500	45 714 400
2009 f [#]	不適用	46 179 940
2010 f [#]	不適用	46 603 170

[#] 2009 及 2010 年的預測建屋量採用調節過濾法推算。

C. 公營住宅建屋量預測 (包括 (i) 香港房屋委員會及香港房屋協會提供的出租公屋單位 及(ii)市區重建計劃下的單位)。

年份	落成 (單位數目)	存貨 (單位數目)
2006		1 114 000
2007 f*	17 050	1 131 050
2008 f*	22 850	1 153 900
2009 f*	11 450	1 165 350
2010 f*	14 675	1 180 025

* 公營住宅預測建屋量由香港房屋委員會及香港房屋協會提供。
(資料來源：香港房屋委員會及香港房屋協會)