2011 MANPOWER SURVEY REPORT
OF THE SECURITY SERVICES INDUSTRY

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 7th manpower survey in May 2011 covering the 3 branches of the security services industry, namely, the Security Guarding Services, the Armoured Transportation Services and the Security Systems Installation / Maintenance / Repair / Design / Others.

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 and Industry Outlook

3.   The manpower of the SSI has a steady growth with number of employees 107 652 in 2011 and 102 970 in 2009 contributing an increase of 4.5%.   The number of vacancies was surveyed as 1 971, which was a substantial increase when comparing to the number of 1 635 in 2009.   The figures revealed that the industry still has a conservative attitude towards the business growth of the industry, especially at the time of financial crisis of the eurozone in the global economy. Companies might take a straddle attitude towards the economic development of the coming years as a result of modest growth of the manpower.

4.   At the time of the survey, the Government was introducing the statutory minimum wage ordinance.   The impact on its implementation could not be immediately reflected in the survey.   The ordinance would definitely affect the labour costs and manpower demand of the industry, therefore, companies were prone to conservative in formulating the manpower strategies. Hence Employers' forecasted there was only an increase of 0.15% manpower in 2012.

5.   The introduction of the statutory minimum wage might have a positive impact on the manpower demand as some employers adopted a combination of working shift systems after its implementation.   This in turn would increase manpower demand to a certain extent.

6.   Driven by abundant liquidity and low interest rates, the property market continued to prosper with increased transaction volumes.   The residential market remained buoyant and developers were upbeat over prices in launching domestic units on the market. To ensure the healthy and stable development of the residential market, the Government

rolled out a string of measures to rein in speculative activities and increased the supply of small and medium-sized units. Since the local property market will have a significant impact on the manpower demand of the security services, it is expected that the business outlook of the industry relied on the effectiveness of the Government's measures in property market.

7.	In the Financial Secretary's 2011-12 Budget Speech, the Government planned to increase office supply to sustain Hong Kong's Economic Growth with a view to maintain a steady and adequate supply of Grade A offices, and strive to develop new high-grade office clusters through land use planning, urban design, area improvement and the provision of better transport networks. It undoubtedly will generate the needs of additional manpower and this will also pave the way for the increasing demand of the training courses.

8.	In the years ahead, the Hong Kong Government Policy initiatives to incentive revitalization and redevelopment of industrial buildings, increase the land supply and kick-starting the development of East Kowloon should help stimulate the growth of the SSI.

Manpower Situation

9.	The survey reveals that during the survey period in May 2011, there were 107 652 employees engaged in the SSI, representing 3.1% of the 3.42 million working population in Hong Kong. There was a 4.5% increase in general guarding compared to the figures of 2009. Out of the 107 652 employees, 99 805 employees employed by licensed Security Companies, 7 096 by the Owners Corporations and 751 by the Supplementary Samples. The data on the manpower, vacancies and forecast growth by job level are summarized as follows:

Job Level	No. of Employees in May 2009	No. of Employees in May 2011 (a) (%)[#]	No. of Vacancies in May 2011 (b)	Employers' Forecast of Manpower Growth (c)	Forecast No. of Posts in May 2012 (d) = (a)+(b)+(c)
Managerial/ Professional	2 144	2 732 (27.4)	31	4	2 767
Supervisory	10 223	11 247 (10)	148	5	11 400
Security Guard/ Technician	90 603	93 673 (3.4)	1 792	150	95 615
Total	**102 970**	**107 652** (4.5)[#]	**1 971**	**159**	**109 782**

\#	As percentage of increase in the number of employees as against 2009

Manpower Projection for 2012 to 2014

10.   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:

Year	Actual Manpower	Employers' Forecast (at the time of the survey)	Projected Manpower	Manpower Growth as compared with previous year
2011	**109 623**			
2012f		109 782 (0.15%)*	110 793	*1 170 (1.1%)**
2013f			111 715	*922 (0.8%)***
2014f			112 570	*855 (0.8%)***

*   As percentage increase of the actual manpower against 2011

**   As percentage increase of the projected manpower against the year before, i.e. 2011 and 2012 respectively

Turnover in the Past 12 Months

11.   The Training Board observes that there is consistently a high turnover of security services personnel in the past few years, with 16 487 employees leaving in the past 12 months.   Of these employees, security guard / technician level has the highest turnover of 15 647 employees (or 16.7% of the number of posts) leaving and 12 339 joining with security services related experience.   Similar to the survey in 2009, many respondents reported that the high turnover rate was reasoned by the unattractive salary and long working hours; however, as the minimum wage has been implemented, the significance of these reasons for the high turnover rate may be changed in the future.

Additional Manpower Requirements in May 2012

12.   Based on the manpower growth projected by using the LMA approach and the annual wastage, the Training Board anticipates an additional manpower requirement of 4 675 employees in 2012 for the SSI as follows:

Job Level	Annual Wastage	Projected Manpower Growth for May 2012	Additional Manpower Requirement for May 2012
Managerial/Professional	8	29	37
Supervisory	189	122	311
Security Guard/Technician	3 308	1 019	4 327
Total:	**3 505**	**1 170**	**4 675**

Provision of Training

13.   Similar to the survey in 2009, the Survey reveals that employers had provided only 1 243 in-house training places to their employees in the past 12 months, while 10 390 training places were sponsored by employers.   It is shown that employers tend to outsource their training to external providers. The estimated number of external training places sponsored by employers in the next 12 months has dropped 74.5% to 6 699.   The significant dropped of training places was the result of the manpower shortage and accelerating operation costs of the industry.   Among the 6 699 external training places, 2 704 (or 40.4%) will be for courses under the Recognition Scheme and 744 (or 11.1%) will be for First Aids training.

Recommendations

14.   The Training Board estimates a total of 4 675 additional employees joining the SSI in the next 12 months.   As they are new to the industry, it is expected that there is substantial training needs for these new entrants (particularly at the Security Guard level). 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.

15.   Recognition Scheme training would be considered as the most popular training in the next 12 months from the employers' perspective. It indicated that the Employers' shared the same view of the Training Board in providing standard training for the new entrants.

16.   The training providers are recommended to offer more related training courses to meet the needs of the industry as revealed from the survey findings.

17.   Continuing Professional Development (CPD) Scheme is proposed with an aim to enhance the professional competence and updated industry knowledge of the practitioners of the security services and quality services would be delivered.   The Training Board will keep exploring and assisting in the development of Continuing Professional Development (CPD) Scheme.

18.   The Training Board recognizes the future need of the development of a qualifications framework to ensure a uniform standard of competency for different levels of security services personnel.

19.   The Training Board will organize Best Training Awards to encourage employers to provide more training to their employees.   In addition, the Board will also continue to organize trade tests for security guards and develop trade tests for other categories of the security services personnel.

20.   The Training Board will recommend new training courses to the Employees Retraining Board (ERB) that suit the needs of the industry.

21.   It is recommended to conducting the manpower survey once every two years to assess the manpower demand and supply in this industry.   In future, weighted average has to

be applied in the survey as the figures collected from owners' incorporation have dominated some of the results. It was found in the survey that the response rate of the Owners' Incorporations was high but the overall employment figures from them was low, which may distort the correlation of the statistics.

INTRODUCTION

The Security Services Training Board

1.1   The Security Services Training Board of the Vocational Training Council (VTC) was set up in 1998 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 6 manpower surveys in February 1999, May 2001, May 2003, May 2005, May 2007 and May 2009 respectively, and its 7th survey in June 2011 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 and the security guard/technician levels.

Scope of the Survey

1.3   Similar to 2009, the 2011 Manpower Survey (the Survey) again covers the 3 branches of the SSI, namely, the Security Guarding Services, the Armoured Transportation Services and the Security Systems Installation/ Maintenance/ Repair/ Design/ Others. Security Companies will be classified by the types of licence they hold, as follows:

Branch Category	Type of licence	Branch of security services work
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 As at May 2011, there were 903 Security Services Companies listed with the Security and Guarding Services Industry Authority (SGSIA) and 9 316 Owners Corporations registered with the Land Registry[1]. The Survey was conducted by adopting the stratified random sampling method, in which 265 licensed Security Services Companies and 247 Owners Corporations were selected. 175 out of the 265 Security Services Companies were with an employment size of 50 or above and the remaining 90 Security Services Companies were with the size below 50.

1.5 In addition to Security Companies and Owners Corporations, 12 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 524 questionnaires were dispatched.

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 June 2011. 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.

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[1] Information being used in this Survey was provided by the Home Affairs Department.

1.7   Employers were requested to classify their employees according to the job specifications based on the duties of 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 524 samples, 247 respondents were successfully enumerated with the required information collected (**Appendix 6**).   These included 178 Security Companies, 59 Owners Corporations and 10 Supplementary Samples.   The survey data obtained were statistically grossed up to yield a full-size manpower situation of the SSI.   Of the remaining 277 samples, 55 Security Companies had either temporarily ceased operations, moved, duplicated, not employed any technical manpower, or not been contactable through their registered addresses; while 188 Owners Corporations and 1 Supplementary Sample had temporarily ceased operations, not engaged in the specific trade, not employed any technical manpower or could not be contacted.   Only 32 Security Services Companies and 1 Supplementary Samples had declined to respond.   The effective response rate is 88.2%.

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 are remarked 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, namely, sick leave, maternity leave, annual leave, casual leave or on strike.

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 2012,

   (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, types of training provided to employees in the past 12 months and planned for the next 12 months. A number of new questions on the 16 hours of training prior to obtaining Security Personnel Permit, comments on refresher courses for renewal of Security Personnel Permit and transformation of shift working systems within organization were added in this survey.   The findings are summarized in the ensuing paragraphs.

Number of Employees

2.3   The Survey reveals that during the survey period, there were 107 652 technical employees[2] (hereinafter called "employees"). Out of these 107 652 technical employees, 99 805 were employed by the Security Companies, 7 096 by the Owners Corporations and 751 by the Supplementary Samples.   A comparison of the number of employees in 2009 and 2011 is given in **Table A**.   The distribution by job level is shown in **Figure 1**.

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[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 Employees For 2009 and 2011

Branch	Employees	
	2009	**2011**
Security Guarding Services	76 192	79 525
Armoured Transportation Services	795	783
Security Systems Installation/ Maintenance/Repair/ Design/Others	2 794	3 240
Security Guarding Services and Armoured Transportation Services	812	717
Security Guarding Services and Security Systems Installation/Maintenance/ Repair/Design/Others	12 002	13 242
Security Guarding Services, Armoured Transportation Services and Security Systems Installation/Maintenance/ Repair/Design/Others	3 601	2 298
Owners Corporations	5 986	7 096
Supplementary Samples	788	751
Total *(%)*	**102 970**	**107 652** *(4.5)*

Figure 1: Distribution of Employees by Job Level

Total: 107 652

Managerial/
Professional
Level
2 732* (2.5%)**

Supervisory
Level
11 247 (10.5%)

Security Guard/
Technician Level
93 673 (87.0%)
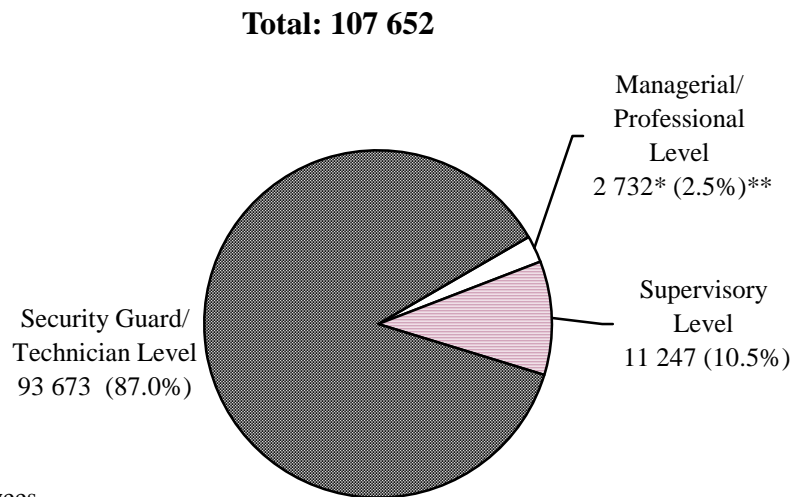
*   Number of employees
**   As percentage of the number of employees in the industry

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

Table B: Number of Employees by branch by Principal Job Level

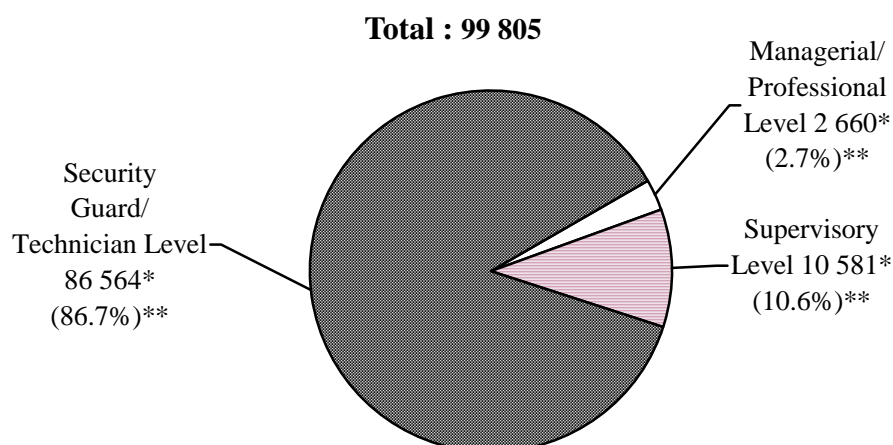| Job Level	Employees of Security Companies (%)*	Employees of Owners Corporations (%)*	Employees of Supplementary Samples (%)*	Total (%)*
MANAGERIAL/PROFESSIONAL LEVEL				
Senior Management Staff	384	-	3	**387**
	14.1%		*0.1%*	***14.2%***
Security Manager/Operations Manager/Security Centre Controller	973 *35.6%*	38 *1.4%*	28 *1.0%*	**1039** ***38%***
Security Consultant	165	-	-	**165**
	6.0%			***6%***
Security System Project Manager	205	-	-	**205**
	7.5%			***7.5%***
Security System Design/Installation/ Maintenance Engineer	685 *25.1%*	-	1 -	**686** ***25.1%***
Security Training Manager	55	-	-	**55**
	2.0%			***2%***
Other Security Services Related Manager	193	-	2	**195**
	7.1%		*0.1%*	***7.2%***
Sub-total:	**2 660**	**38**	**34**	**2 732**
	97.4%	*1.4%*	*1.2%*	***100%#***
SUPERVISORY LEVEL				
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor	9 695 *86.2%*	528 *4.7%*	107 *1.0%*	**10 330** ***91.9%***
Technical Support Staff	405	-	2	**407**
	3.6%		-	***3.6%***
Security Training Officer	63	-	2	**65**
	0.6%			***0.6%***
Other Security Services Related Supervising Personnel	418 *3.7%*	-	27 *0.2%*	**445** ***3.9%***
Sub-total:	**10 581**	**528**	**138**	**11 247**
	94.1%	***4.7%***	***1.2%***	***100%#***

Job Level	Employees of Security Companies (%)*	Employees of Owners Corporations (%)*	Employees of Supplementary Samples (%)*	Total (%)*
SECURITY GUARD/TECHNICIAN LEVEL				
Security Guard (on 3-shift system)	34 960	1 704	574	**37 238**
	37.3%	*1.8%*	*0.6%*	***39.8%***
Security Guard (on 2-shift system)	45 852	3 994	-	**49 846**
	48.9%	*4.3%*		***53.2%***
Security Guard (without shift system)	693	832	-	**1 525**
	0.7%	*0.9%*		***1.6%***
Armed Guard	689	-	3	**692**
	0.7%			***0.7%***
Security System Design Technician	275		-	**275**
	0.3%			***0.3%***
Security Device Installation, Maintenance and /or Repairing Technician	2 592 *2.8%*		2	**2 594** ***2.8%***
Other Security Services Personnel	1 503		-	**1 503**
	1.6%			***1.6%***
Sub-total:	**86 564**	**6 530**	**579**	93 673
	92.4%	*7%*	*0.6%*	*100%*
GRAND TOTAL:	**99 805**	**7 096**	**751**	107 652
	*92.7%***	*6.6%***	*0.7%***	*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

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

Total : 99 805

Managerial/ Professional Level 2 660* (2.7%)**

Supervisory Level 10 581* (10.6%)**

Security Guard/ Technician Level 86 564* (86.7%)**

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

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

Total: 7 096

Managerial/
Professional Level
38* (0.54%)**

Security
Guard/ Technician
Level
6 530* (92.02%)**

Supervisory Level
528* (7.44%)**
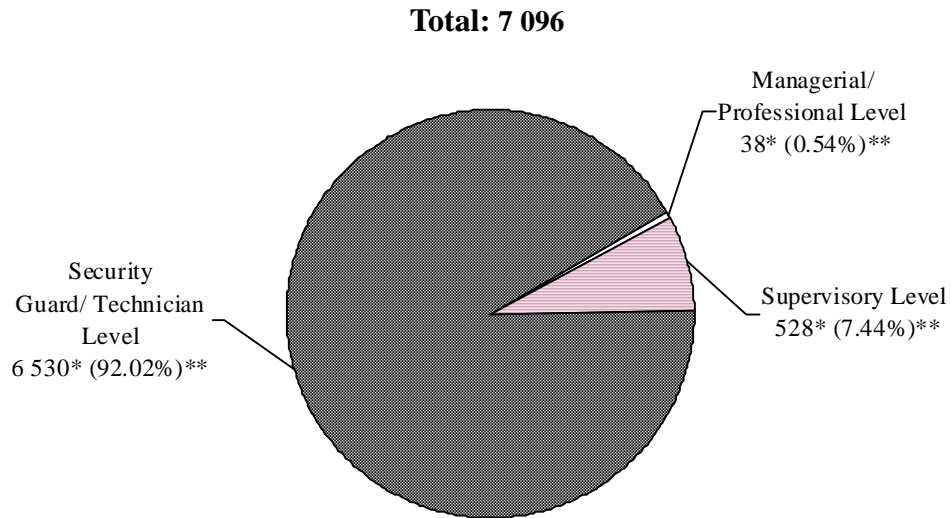
*   Number of employees
**   As percentage of the number of employees in this branch

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

Total: 751

Managerial/
Professional
Level 34*
(4.5%)**

Security Guard/
Technician Level
579* (77.1%)**

Supervisory
Level 138*
(18.4%)**
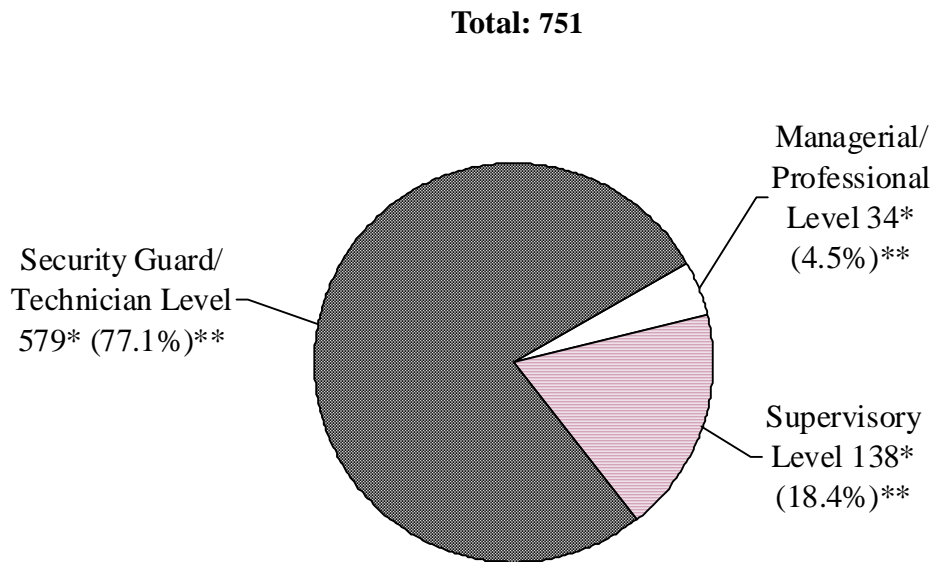
*   Number of employees
**   As percentage of the number of employees in this branch

2.6   A comparison of the number of employees of Security Companies between 2009 and 2011 by principal job is shown in **Table C**.

Table C: Comparison of Manpower of Security Companies between 2009 and 2011 by Job Level by Principal Job

Job Level	Manpower in 2009	Manpower in 2011	Growth in Manpower *(%)**
MANAGERIAL/PROFESSIONAL LEVEL			
Senior Management Staff	354	384	30
Security Manager/Operations Manager/Security Centre Controller	858	973	115
Security Consultant	56	165	109
Security System Project Manager	221	205	-16
Security System Design/Installation/Maintenance Engineer	499	685	186
Security Training Manager	23	55	32
Other Security Services Related Manager	66	193	127
Sub-total:	**2 077**	**2 660**	**583** *(28)*
SUPERVISORY LEVEL			
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor	8 942	9 695	753
Technical Support Staff	283	405	122
Security Training Officer	71	63	-8
Other Security Services Related Supervising Personnel	198	418	220
Sub-total:	**9 494**	**10 581**	**1 087** *(11.5)*
SECURITY GUARD/TECHNICIAN LEVEL#			
Security Guard	80 776	81 505	729
Armed Guard	1 162	689	-473
Security System Design Technician	132	275	143
Security System Installation/Maintenance Technician	1 976	2 592	616
Other Security Services Related Personnel	579	1 503	924
Sub-total:	**84 625**	**86 564**	**1 939** *(2.3)*
GRAND TOTAL	**96 196**	**99 805**	**3 609** *(3.8)*

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

\#   The principal jobs of "Technicians" were grouped together with the security guard level instead of the supervisory level.

2.7   The comparison of manpower of Security Companies by job level between 2009 and 2011 is illustrated in **Figure 5** and **Table D**.

Figure 5:   Comparison of Manpower of Security Companies between 2009 and 2011 by Job Level
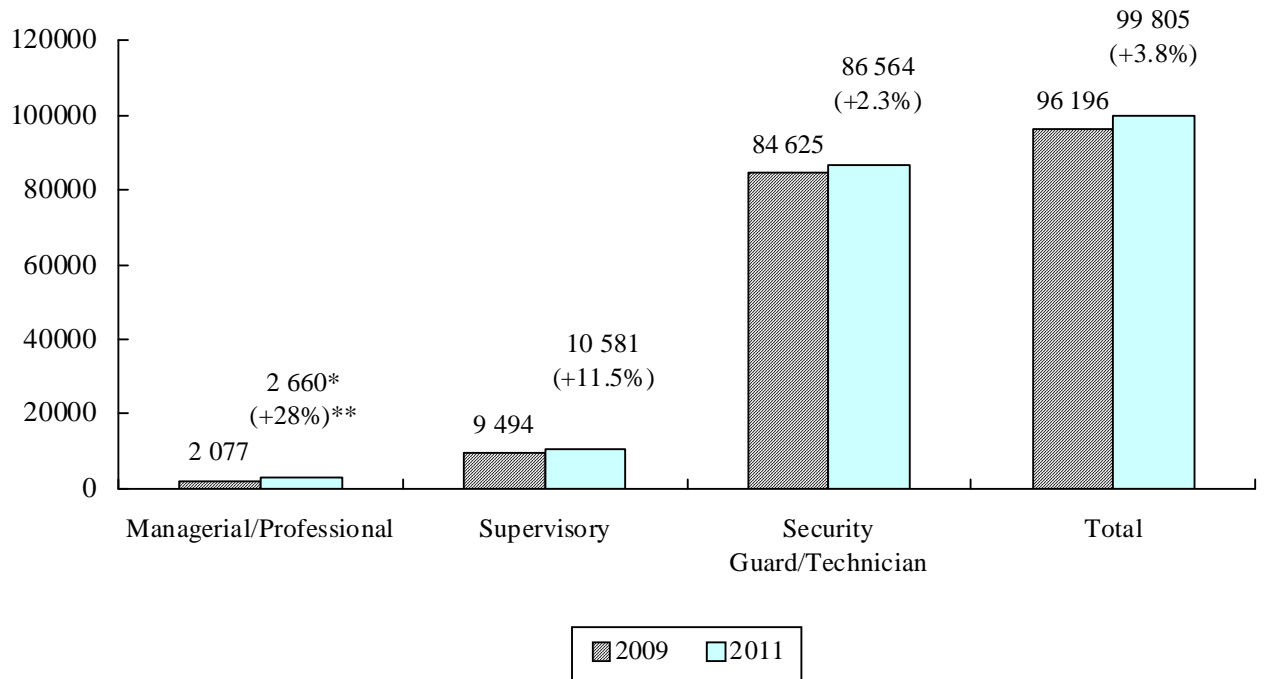
*   Number of employees at the job level
**   As percentage increase/decrease of the number of employees at the job level in 2009

Table D: Manpower Growth of Security Companies in 2011 by Job Level

Job Level	No. of Employees in May 2009	No. of Employees in May 2011	Growth (%)
Managerial/Professional	2 077	2 660	+583 (+28)
Supervisory	9 494	10 581	1087 (+11.5)
Security Guard/Technician	84 625	86 564	1 939 (+2.3)
Total	**96 196**	**99 805**	**3 609** (+3.8)

2.8   The comparison of manpower of Owners Corporations by job level between 2009 and 2011 is illustrated in **Figure 6** and **Table E**.

Figure 6: Comparison of Manpower of Owners Corporations between 2009 and 2011 by Job Level
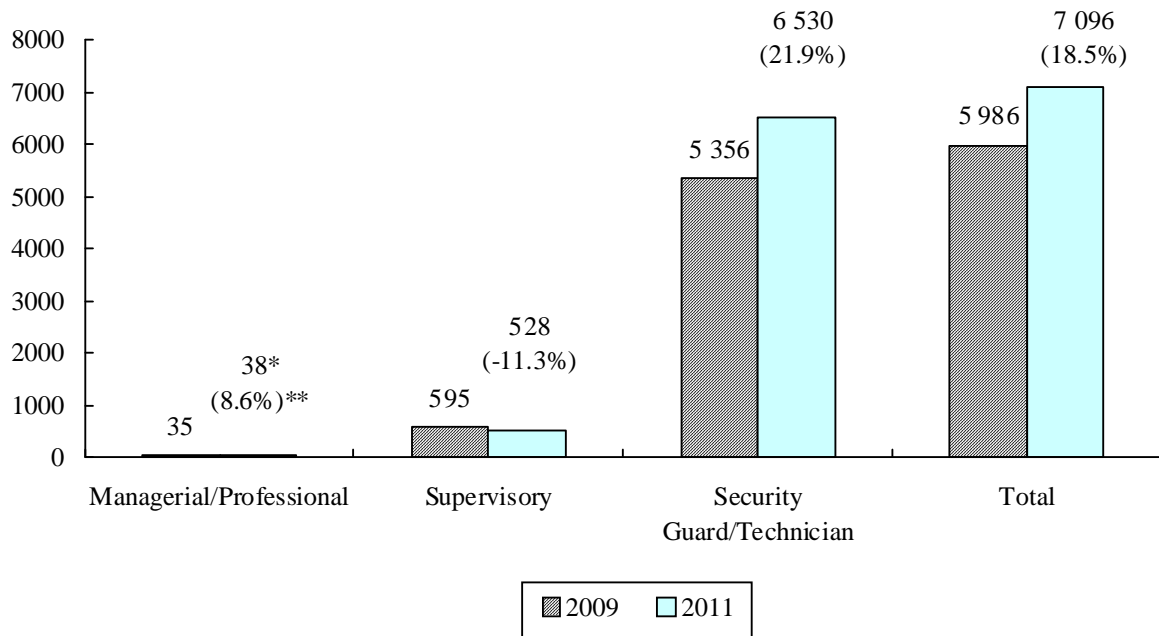

* Number of employees at the job level
** As percentage increase/decrease of the number of employees at the job level in 2009

Table E: Manpower Growth of Owners Corporations in 2011 by Job Level

Job Level	No. of Employees in May 2009	No. of Employees in May 2011	Growth *(%)*
Managerial/Professional	35	38	3 *(8.6)*
Supervisory	595	528	-67 *(-11.3)*
Security Guard/Technician	5 356	6 530	1 174 *(21.9)*
Total	**5 986**	**7 096**	**1 110** *(18.5)*

<u>Number of Vacancies</u>

2.9   At the time of survey, employers reported 1 971 vacancies, or 1.8% of the existing 109 623 posts (posts = 1 971 vacancies + 107 652 employees).   By job level, the security guard level has the highest number of vacancies of 1 792.   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
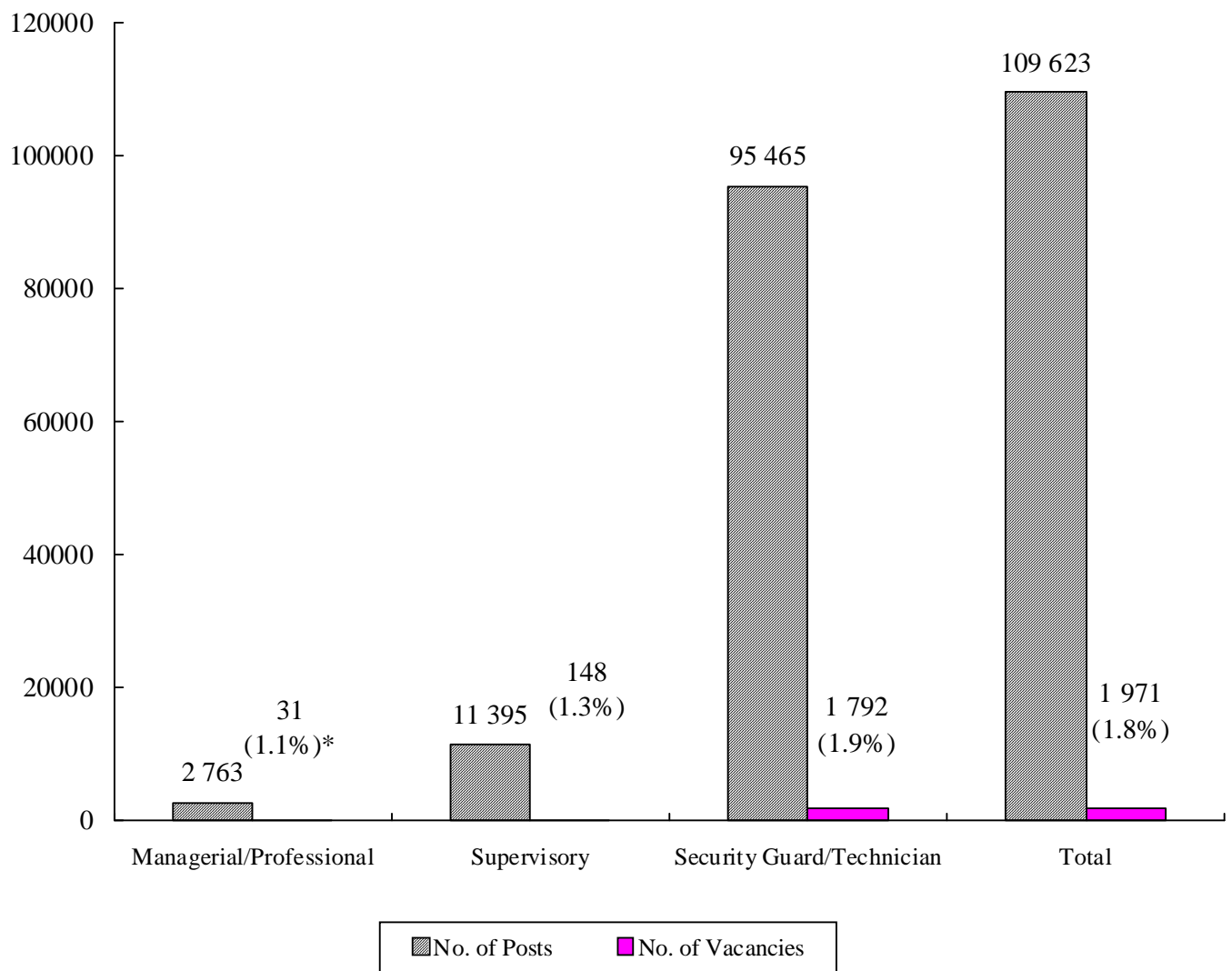
* As percentage of the number of posts by job level

Table F: Number of Existing Vacancies by Principal Job

Job Level	Number of Employees	Number of Vacancies	Number of Posts	(%)*
MANAGERIAL/PROFESSIONAL LEVEL				
Senior Management Staff	387	-	387	-
Security Manager/Operations Manager/Security Centre Controller	1 039	7	1 046	(0.7)
Security Consultant	165	-	165	-
Security System Project Manager	205	2	207	(1)
Security System Design/Installation/ Maintenance Engineer	686	22	708	(3.2)
Security Training Manager	55	-	55	-
Other Security Services Related Manager	195	-	195	-
Sub-total:	**2 732**	**31**	**2 763**	**(1.1)**
				(0.03)**
SUPERVISORY LEVEL				
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor	10 330	136	10 466	1.3
Technical Support Staff	407	10	417	2.5
Security Training Officer	65	-	65	-
Other Security Services Related Supervising Personnel	445	2	447	0.4
Sub-total:	**11 247**	**148**	**11 395**	**(1.3)**
				(0.1)**
SECURITY GUARD/TECHNICIAN LEVEL				
Security Guard (on 3-shift system)	37 238	612	37 850	1.6
Security Guard (on 2-shift system)	49 846	1 005	50 851	2
Security Guard (without shift system)	1 525	38	1 563	2.5
Armed Guard	692	13	705	1.9
Security System Design Technician	275	-	275	-
Security Device Installation, Maintenance and /or Repairing Technician	2 594	56	2 650	2.2
Other Security Services Personnel	1 503	68	1 571	4.5
Sub-total:	**93 673**	**1 792**	**95 465**	**(1.9)**
				-1.6**
GRAND TOTAL:	**107 652**	**1 971**	**109 623**	**(1.8)** **

*   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 2009 and 2011 is shown in
Figure 8.

Figure 8: Comparison of Vacancies between 2009 and 2011

*   Number of vacancies by job level
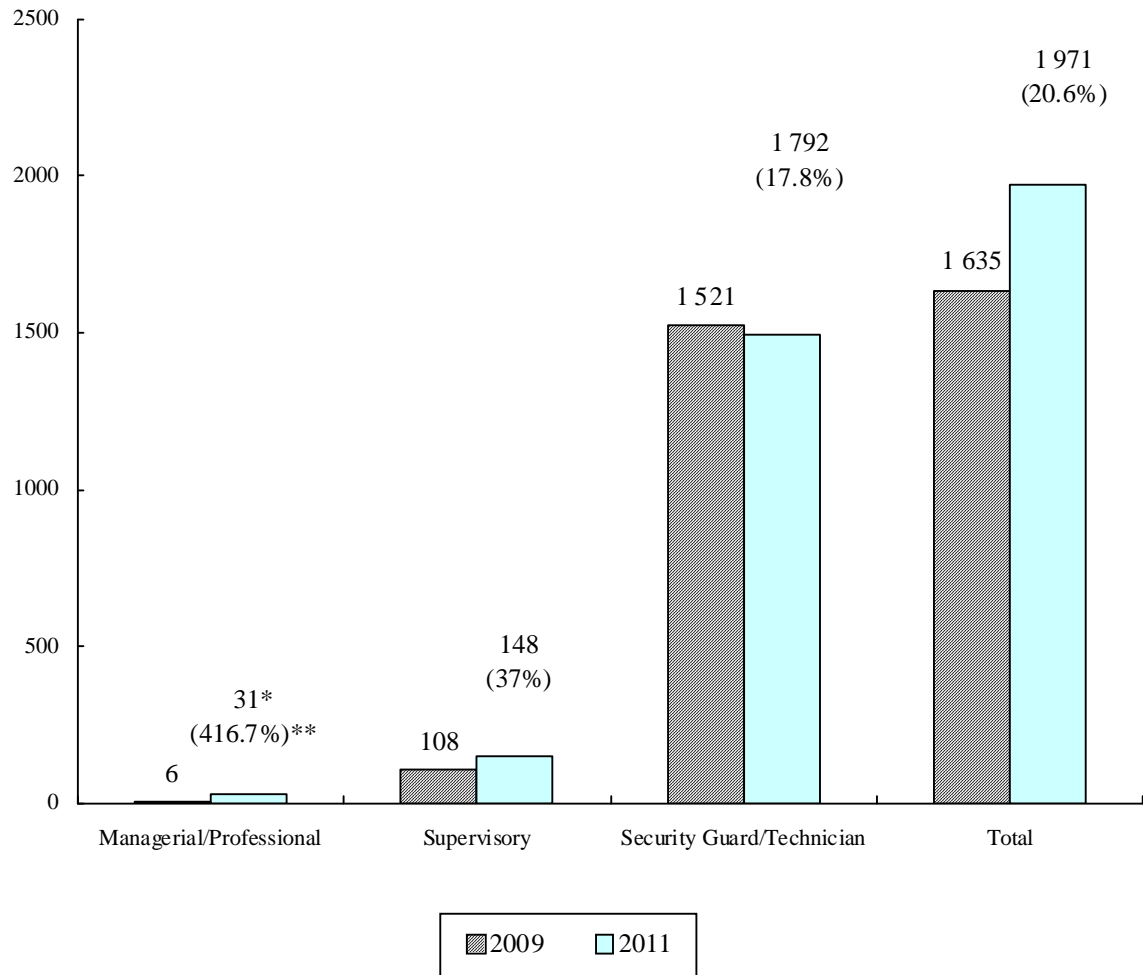**   As percentage increase of the number of vacancies at the job level in 2009

Employers' Forecast Manpower Demand by May 2011

2.11   Employers forecast that there would be 109 782 posts by May 2012, an increase of 0.15% over the number of posts in May 2011   (as compared with -0.4% in May 2009). There are total increases of 159 posts.   Broken down into the three technical job levels, the respective increase were: the managerial level (4 posts, 0.1%), the supervisory level (5 posts, 0.04%), and the Security Guard/Technician level (150 posts, 0.16%). Employers' forecast manpower growth by May 2012 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 2012 by Job Level**
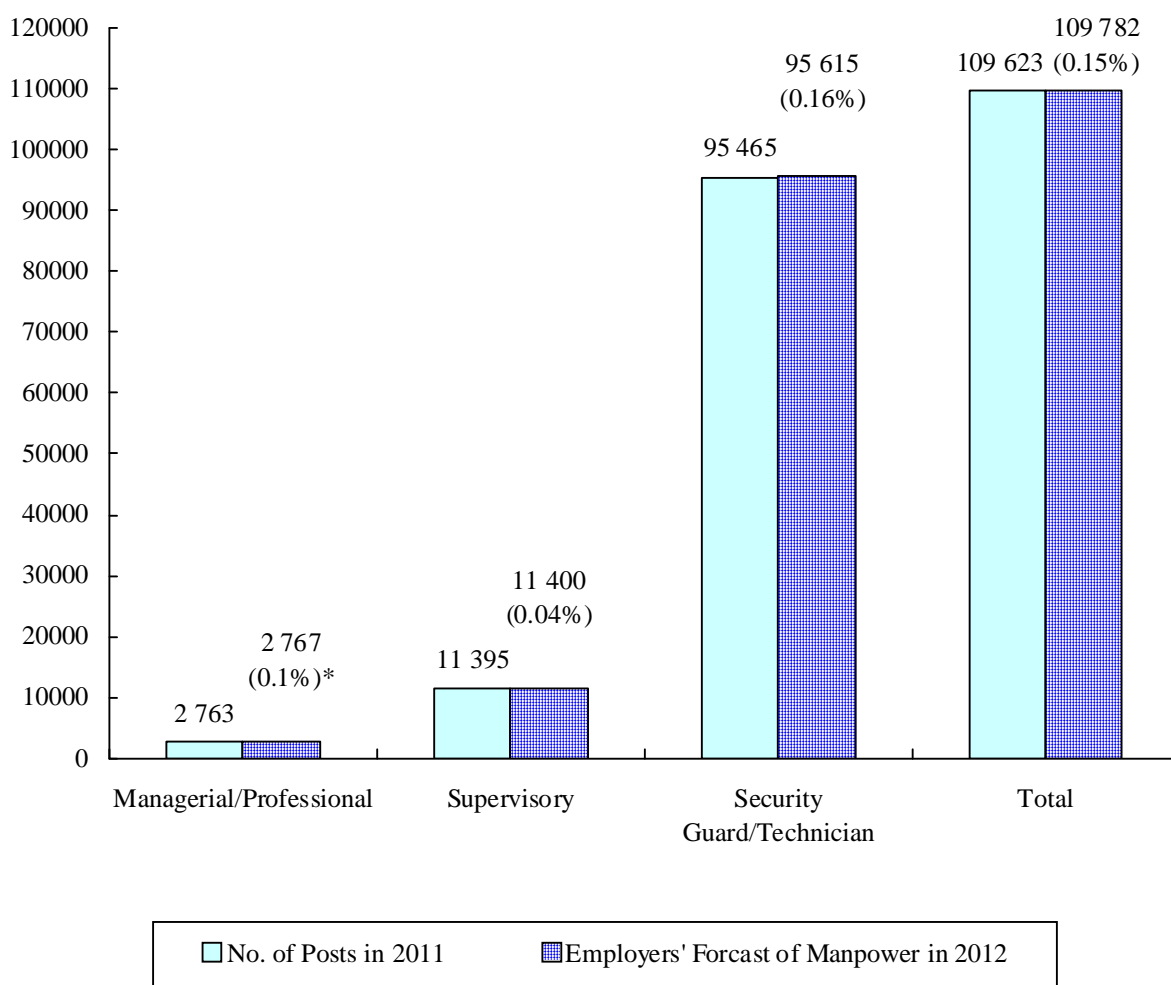
* As percentage increase in number of posts at the same job level

Table G: Employers' Forecast of Manpower Growth by Principal Job in 2012

Job Level	Number of Posts in 2011	Forecast of Manpower in 2012	Change (%)*
MANAGERIAL/PROFESSIONAL LEVEL			
Senior Management Staff	387	388	0.3
Security Manager/Operations Manager/Security Centre Controller	1 046	1 047	0.1
Security Consultant	165	165	-
Security System Project Manager	207	208	0.5
Security System Design/Installation/ Maintenance Engineer	708	709	0.1
Security Training Manager	55	55	-
Other Security Services Related Manager	195	195	-
Sub-total:	**2763**	**2 767**	**0.1****
SUPERVISORY LEVEL			
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor	10 466	10 472	0.1
Technical Support Staff	417	417	-
Security Training Officer	65	65	-
Other Security Services Related Supervising Personnel	447	446	-0.2
Sub-total:	**11 395**	**11 400**	**0.04****
SECURITY GUARD/TECHNICIAN LEVEL			
Security Guard (on 3-shift system)	37 850	37 912	0.16
Security Guard (on 2-shift system)	50 851	50 896	0.1
Security Guard (without shift system)	1 563	1 533	-1.9
Armed Guard	705	709	0.6
Security System Design Technician	275	275	-
Security Device Installation, Maintenance and /or Repairing Technician	2 650	2 691	1.5
Other Security Services Personnel	1 571	1 599	1.8
Sub-total:	**95 465**	**95 615**	**0.16****
GRAND TOTAL:	**109 623**	**109 782**	**0.15#**

*   As percentage increase/decrease of the number of posts at the same principal job level
**   As percentage increase of the number of posts at the same job level
\#   As percentage increase of the total number of posts in the industry in 2011

Internal Promotion in the Past 12 Months

2.12   The survey reveals that 4.1% employees were promoted from within the surveyed sample establishments (as compared with 5.5% employees being promoted in year 2009). Significant internal promotion could be found at supervisory level in the Armoured Transportation Services.   91.3% employees from Guard/Technician level were promoted to Supervisory level.   The main reason for the higher internal promotion rate in this branch was to retain employees in the industry.   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 Level
	% of Internal Promotion[#]	**% of Internal Promotion[^]**
Security Guarding Services	0.7	2.1
Armoured Transportation Services	-	91.3
Security Systems Installation/ Maintenance/ Repair/ Design/ Others	2.6	9.5
Security Guarding/ Armoured Transportation Services	-	1.9
Security Guarding/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	4.7	14.1
Security Guarding/ Armoured Transportation Services/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	7.4	0.4
Owners Corporations	-	14.4
Supplementary Samples	2.9	5.1
Total:	**2.1**	**4.5**

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

Turnover in the Past 12 Months

2.13   **Table I** shows that the staff wastage rate in the past 12 months for Security Companies was 3.5% while no staff wastage was found in Owners Corporations and Supplementary Samples.   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).   By job level, the security guard/technician level faced the highest wastage, with 12 339 employees leaving and 15 647 employees joining the industry, representing a 3.5% 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

Job Level	No. of Posts	No. of Leavers	No. of Recruits with Security Services Related experience	Wastage (%)
Managerial/Professional	2 660	108	101	7 *(0.3)**
Supervisory	10 581	714	529	185 *(1.7)**
Security Guard/Technician	86 564	14 640	11 313	3 327 *(3.8)**
Total: *(%)*	**99 805**	**15 462**	**11 943**	**3 519** *(3.5)***

(ii)   Owners Corporations

Job Level	No. of Posts	No. of Leavers	No. of Recruits with Security Services Related experience	Wastage (%)
Managerial/Professional	38	-	-	-
Supervisory	528	-	-	- *-**
Security Guard/Technician	6 530	942	943	-1 *(-0.02)**
Total: **(%)**	**7 096**	**942**	**943**	**-1** *(-0.01)***

*   As percentage of the number of posts at the same job level
**   As percentage of the number of posts in the same sector/industry

(iii) Supplementary Samples

Job Level	No. of Posts	No. of Leavers	No. of Recruits with Security Services Related experience	Wastage (%)
Managerial/Professional	34	4	3	1 (2.9)*
Supervisory	138	14	10	4 (2.9)*
Security Guard/Technician	579	65	83	-18 (-3.1)*
Total: (%)	**751**	**83**	**96**	**-13** (-1.7)**

(iv) Total

Job Level	No. of Posts	No. of Leavers	No. of Recruits with Security Services Related experience	Wastage (%)
Managerial/Professional	2 732	112	104	8 (0.3)*
Supervisory	11 247	728	539	189 (1.7)*
Security Guard/Technician	93 673	15 647	12 339	3 308 (3.5)*
Total: (%)	**107 652**	**16 487**	**12 982**	**3 505** (3.3)**

*   As percentage of the number of posts at the same job level
**   As percentage of the number of posts in the same sector/industry

Recruitment Difficulties

2.14   483 respondents (or 16%) reported that they had come across difficulty in the recruitment of staff, particularly security guards. Same as in 2009, the main reasons for the recruitment difficulty at this job level were unattractive salary and long working hours. However, it was found in the survey that the percentage recorded moderate decrease in unattractive salary (from 37.6% in 2009 to 28.7% in 2011) and long working hours (from 24.6% in 2009 to 15.3% in 2011).   The declining trend indicated that the working condition in terms of monetary rewards and working hours had continuously improved. On the other hand, the percentage indicated for reason of general labour shortage has dramatically increased from 2.6% in 2009 to 9.9% in 2011.   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

Reasons for Recruitment Difficulty#	Managerial/ Professional*		Supervisory *		Technician*		Security Guard*		Total	
	2009	2011	2009	2011	2009	2011	2009	2011	2009	2011
General Labour Shortage	-	0.2	0.2	0.9	-	4.8	2.4	4.0	**2.6**	**9.9**
Long Working Hours	-	-	1.4	1.5	1.3	3.2	21.9	10.6	**24.6**	**15.3**
Tough Working Environment	-	-	0.1	0.9	-	-	4.6	4.3	**4.7**	**5.3**
Dangerous Working Nature^	-	-	-	-	-	-	-	-	-	-
Unattractive Salary	0.7	2	1.5	1.9	2.4	2	33.0	22.8	**37.6**	**28.7**
Low Status	-	-	0.2	0.2	1.3	0.2	4.0	1.3	**5.5**	**1.6**
Lack of Candidates with Relevant Experience and Training	0.2	1.5	0.7	1.8	1.5	6	8.1	3.9	**10.5**	**13.1**
Others	-	0.2	0.5	0.2	-	4.6	2.8	2.7	**3.3**	**7.6**
Unspecified/ Refusal	3.3	3.5	4.0	4.6	0.9	1.5	3.4	8.8	**11.7**	**18.5**

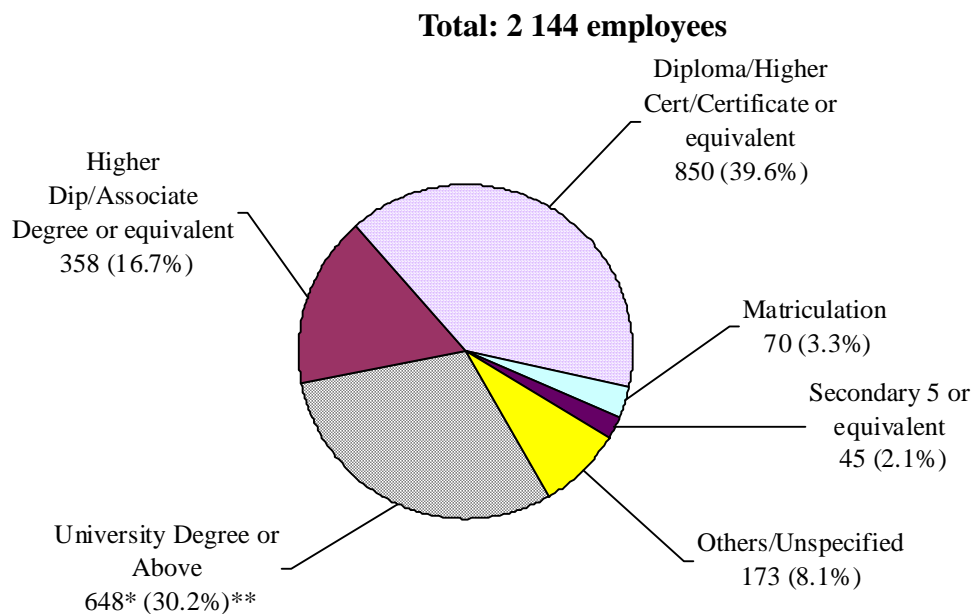\#   Respondents may choose more than one reason
*   As percentage of the number of respondents with recruitment difficulty
^   New option in 2011 manpower survey

Employers' Required Educational Level of Employees

2.15   The Survey shows that 34% employees at the Managerial/Professional level were required to have University degree or above level of education. Meanwhile, 35.9% at the Supervisory level were required to possess Secondary 5 or equivalent level of education, whereas 55.7% at the Security Guard/Technician level to have Secondary education or equivalent level.   Comparisons of the required education between 2009 and 2011 Surveys by level are shown in **Figures 10 to 12**.   A summary of the required education of employees by principal job is presented in **Table K**.   Details of the employers' required 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 2009

Total: 2 144 employees

Diploma/Higher Cert/Certificate or equivalent 850 (39.6%)

Higher Dip/Associate Degree or equivalent 358 (16.7%)

Matriculation 70 (3.3%)

Secondary 5 or equivalent 45 (2.1%)

University Degree or Above 648* (30.2%)**

Others/Unspecified 173 (8.1%)

*   No. of employees
**   As percentage of the number of employees at the job level

Figure 10 (ii): Employers' Required Education Level of Employees at the Managerial/Professional Level in 2011

Total: 2 732 employees

Higher Dip/Associate Degree or equivalent
845 (30.9%)

Dip/Higher Certificate/Cert or Equivalent
555 (20.3%)

Matriculation
6 (0.2%)

Secondary 5/5 or equivalent
150 (5.5%)

Secondary education or equivalent
38 (1.4%)

University Degreee or above
928* (34%)**

Others/Unspecified,
210 (7.7%)

*   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 Level in 2009

Total: 10 223 employees

Below Secondary 5
1 614 (15.8%)

Others/Unspecified
568 (5.6%)

University Degree or above
22* (0.2%)**

Secondary 5 or equivalent
3 923 (38.4%)

Higher Dip/Associate Degree or equivalent
391 (3.8%)

Diploma/Higher Cert/Certificate or equivalent
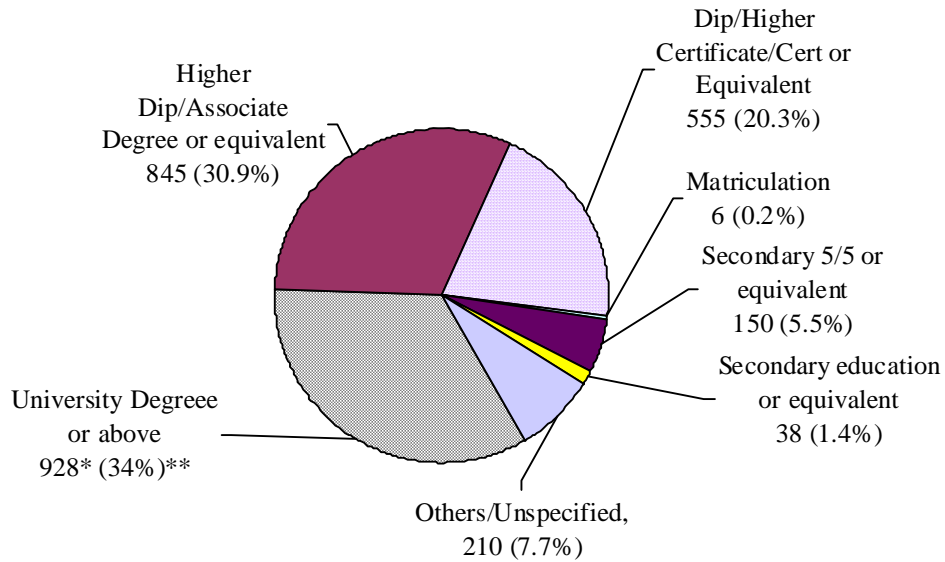2 361 (23.1%)

Matriculation
1 344 (13.1%)

*   No. of employees
**   As percentage of the number of employees at the job level

**Figure 11 (ii): Employers' Required Education Level of Employees
at the Supervisory Level in 2011**

Total: 11 247 employees

Secondary education
or equivalent
2 426 (21.57%)

Others/Unspecified
447 (4%)

University Degree or
above
5* (0.04%)**

Higher
Dip/Associate
Degree or equivalent
500 (4.45%)

Dip/Higher Cert/Cert
or Equivalent
2 511 (22.3%)

Matriculation
1 316 (11.7%)

Secondary 5 or
equivalent
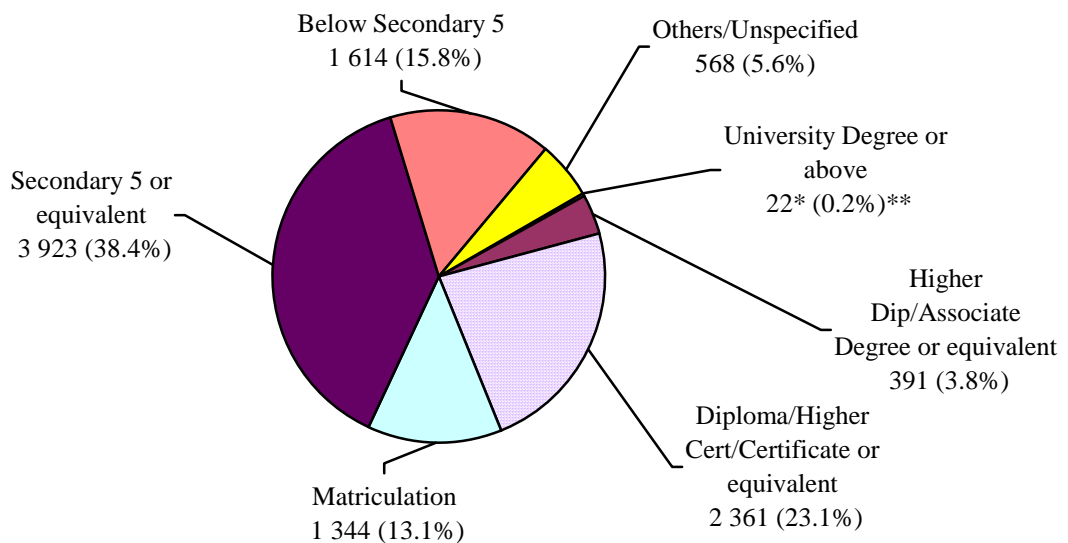4 042 (35.94%)

*   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/Technician Level in 2009**

Total: 90 603 employees

Others/Unspecified
8 434 (9.3%)

Diploma/Higher
Cert/Certificate or
equivalent
401 (0.4%)

University Degree or
above
6 (-)

Matriculation
398 (0.4%)

Higher
Dip/Associate
Degree or equivalent
20 (-)

Below Secondary 5
59 453 (65.6%)

Secondary 5 or
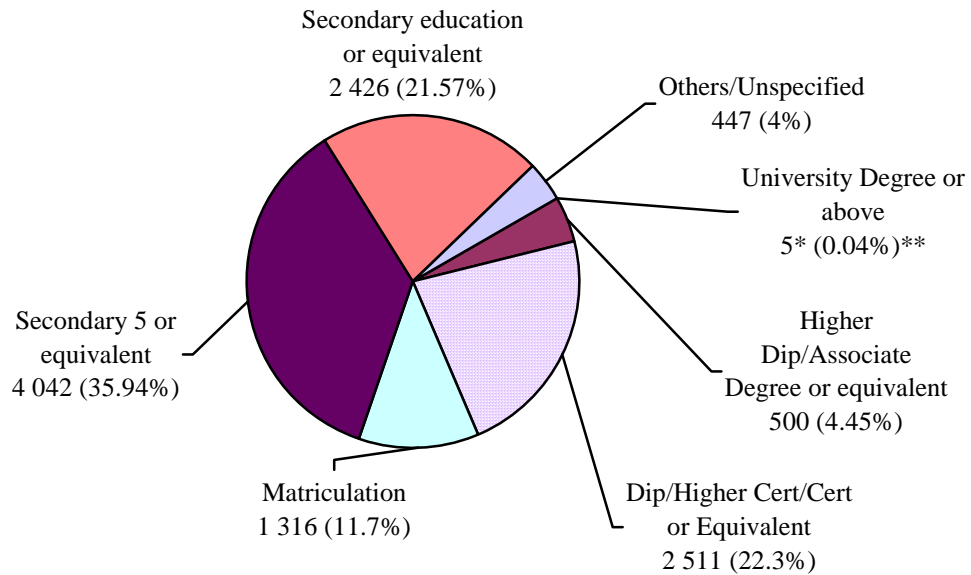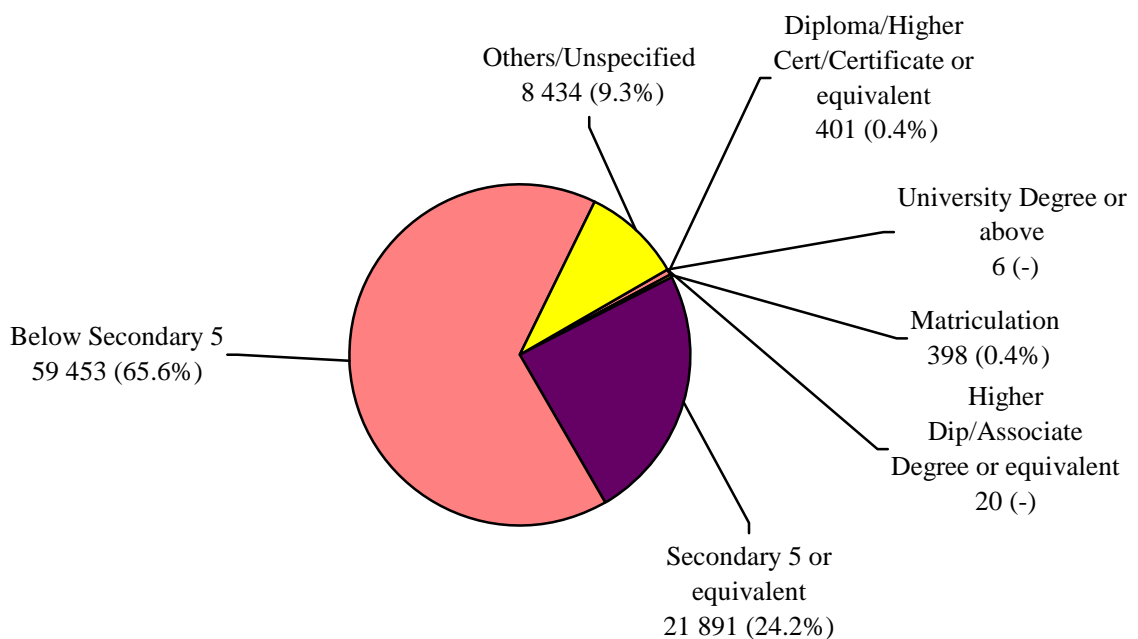equivalent
21 891 (24.2%)

*   No. of employees
**   As percentage of the number of employees at the job level

**Figure 12(ii): Employers' Required Education Level of Employees
at the Security Guard/Technician Level in 2011**

Total: 93 673 employees

Dip/Higher Cert/Cert
or equivalent
740 (0.8%)

Others/Unspecified
3 923 (4.2%)

Primary education or
below
24 496 (26.2%)

University Degree or
above, 1 (0%)

HD/Associate
Degree or
equivalent, 43
(0.05%)

Secondary 5 or
equivalent
12 290 (13.1%)

Secondary education
or equivalent
52 180* (55.7%)**
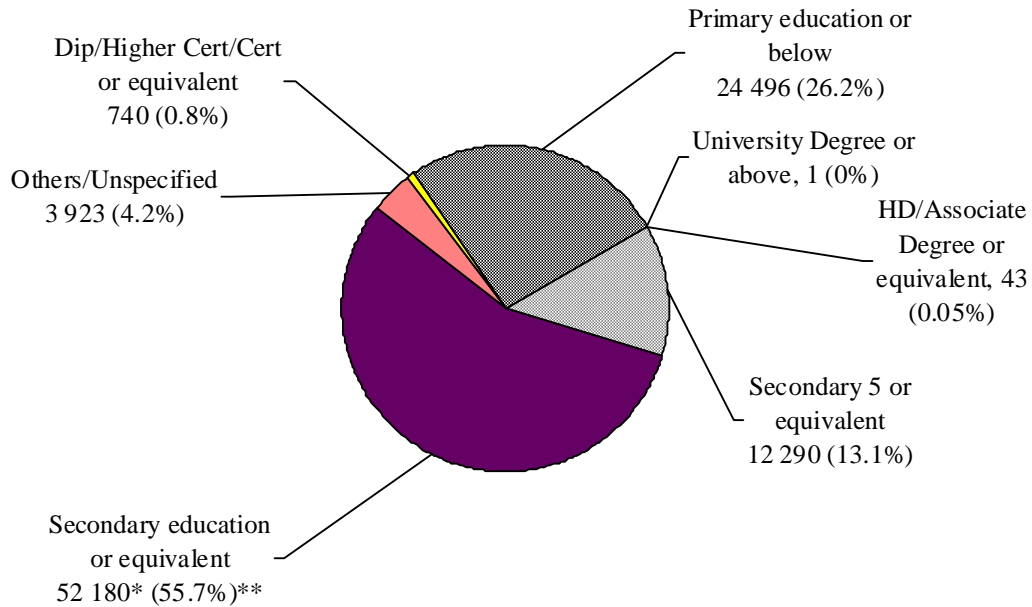
*   No. of employees
**   As percentage of the number of employees at the job level and may not add up to 100 due to rounding

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

Job Level	University Degree or above	Higher Diploma/ Associate Degree or equivalent	Diploma/Higher Cert/Certificate or equivalent	Matriculation	Secondary 5 or equivalent	Secondary education or equivalent	Primary education or below	Others/ Unspecified	Total
MANAGERIAL/PROFESSIONAL LEVEL									
Senior Management Staff	162	87	78	1	5	-	-	54	387
Security Manager/Operations Manager/Security Centre Controller	262	387	178	2	126	38	-	46	1 039
Security Consultant	35	13	91	2	11	-	-	13	165
Security System Project Manager	84	88	32	1	-	-	-	-	205
Security System Design/Installation/ Maintenance Engineer	239	197	171	-	2	-	-	77	686
Security Training Manager	3	43	2	-	4	-	-	3	55
Other Security Services Related Manager	143	30	3	-	2	-	-	17	195
Sub-total:	*928*	*845*	*555*	*6*	*150*	*38*	*-*	*210*	*2 732*
*(%)**	*(34)*	*(30.9)*	*(20.3)*	*(0.2)*	*(5.5)*	*(1.4)*	*-*	*(7.7)*	*(100)#*
SUPERVISORY LEVEL									
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor	1	475	1 879	1 269	3 926	2 394	-	386	10 330
Technical Support Staff	2	1	263	-	65	32	-	44	407
Security Training Officer	2	15	38	-	3	-	-	7	65
Other Security Services Related Supervising Personnel	0	9	331	47	48	-	-	10	445
Sub-total:	*5*	*500*	*2 511*	*1 316*	*4 042*	*2 426*	*-*	*447*	*11 247*
*(%)**	*(0)*	*(4.5)*	*(22.3)*	*(11.7)*	*(35.9)*	*(21.6)*	*-*	*(4)*	*(100)#*
SECURITY GUARD/TECHNICIAN LEVEL									
Security Guard (on 3-shift system)	-	-	-	-	5 545	22 541	7 880	1 272	37 238
Security Guard (on 2-shift system)	-	-	-	-	4 929	26 997	16 076	1 844	49 846
Security Guard (without shift system)	-	-	-	-	68	9.7	540	-	1 525
Armed Guard	-	-	-	-	48	463	-	181	692
Security System Design Technician	1	10	16	-	210	-	-	38	275
Security Device Installation, Maintenance and /or Repairing Technician	-	33	714	-	1 162	493	-	192	2 594
Other Security Services related Personnel with valid Security Personnel Permit	-	-	10	-	328	769	-	396	1 503
Sub-total:	*1*	*43*	*740*	*-*	*12 290*	*52 180*	*24 496*	*3 923*	*93 673*
*(%)**	*(-)*	*(-)*	*(0.8)*	*(-)*	*(13.1)*	*(55.7)*	*(26.2)*	*(4.2)*	*(100)#*
GRAND Total	**934**	**1 388**	**3 806**	**1 322**	**16 482**	**54 644**	**24 496**	**4 580**	**107 652**
(%)*	**(0.9)**	**(1.3)**	**(3.5)**	**(1.2)**	**(15.3)**	**(50.8)**	**(22.8)**	**(4.3)**	**(100)#**

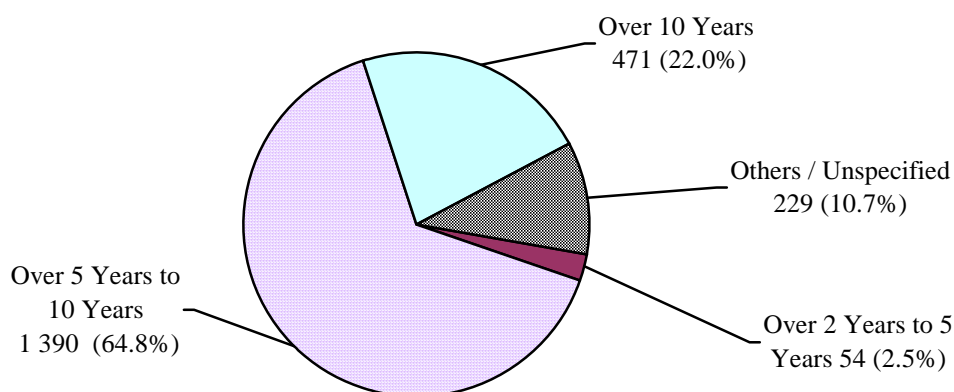* As percentage of the number of employees at the same job level   **As percentage of the total number of employees in the industry   # The percentage may not add up to 100 due to rounding

Employers' Preferred Period of Experience of Employees

2.16   The survey reveals that 68.9% of the employees at the Managerial/Professional level were preferred to have over 5 years - 10 years of experience.   83% of the employees at the Supervisory level were preferred to have over 2 years - 5 years of experience and 63.9% of the employees at the Security Guard/Technician level were preferred to have less than 1 year of experience.   Comparisons of the employers' preferred period of experience of employees between 2009 and 2011 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 2009

Total: 2 144 employees

Over 10 Years
471 (22.0%)

Others / Unspecified
229 (10.7%)

Over 5 Years to
10 Years
1 390 (64.8%)

Over 2 Years to 5
Years 54 (2.5%)

*   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 2011

Total: 2 732 employees

Over 10 Years
154 (5.6%)

Others/Unspecified
210 (7.7%)

Over 5 years to 10
years
1 882 (68.9%)

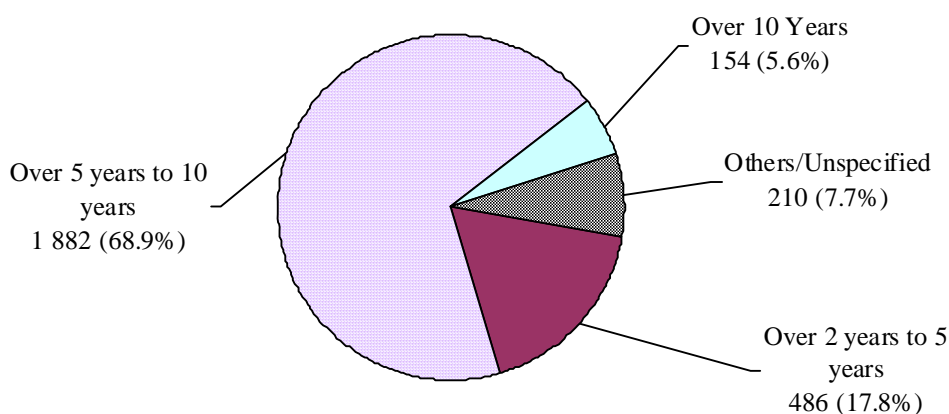Over 2 years to 5
years
486 (17.8%)

*   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 Level in 2009

Total: 10 223 employees

Over 5 Years
to 10 Years
149 (1.5%)

Others/ Unspecified
1 625 (15.9%)

Over 2 Years to 5
Years
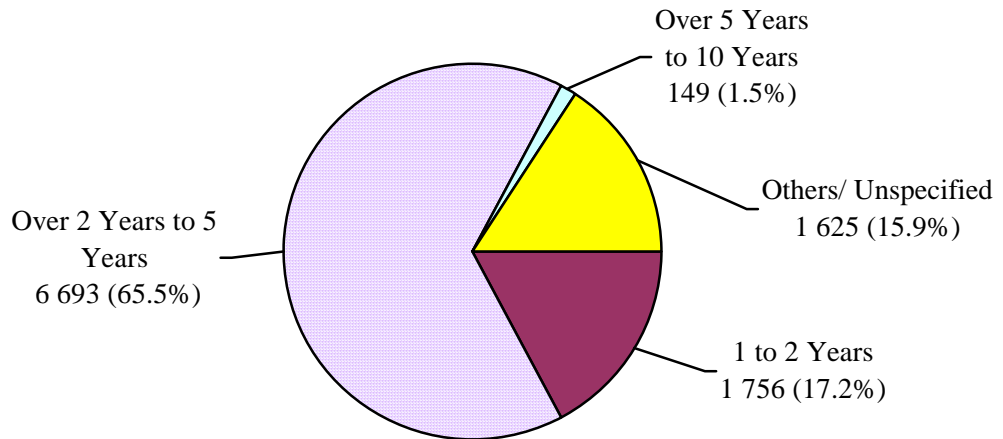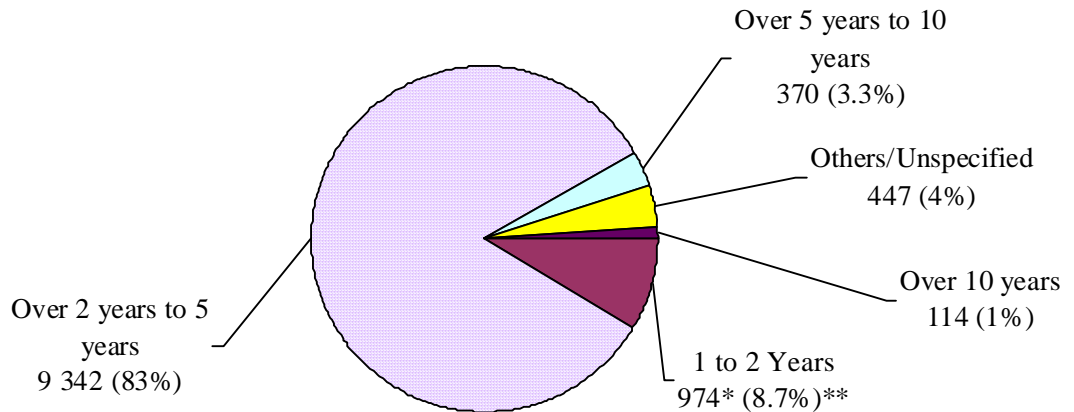6 693 (65.5%)

1 to 2 Years
1 756 (17.2%)

* 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 Level in 2011

Total: 11 247 employees

Over 5 years to 10
years
370 (3.3%)

Others/Unspecified
447 (4%)

Over 2 years to 5
years
9 342 (83%)

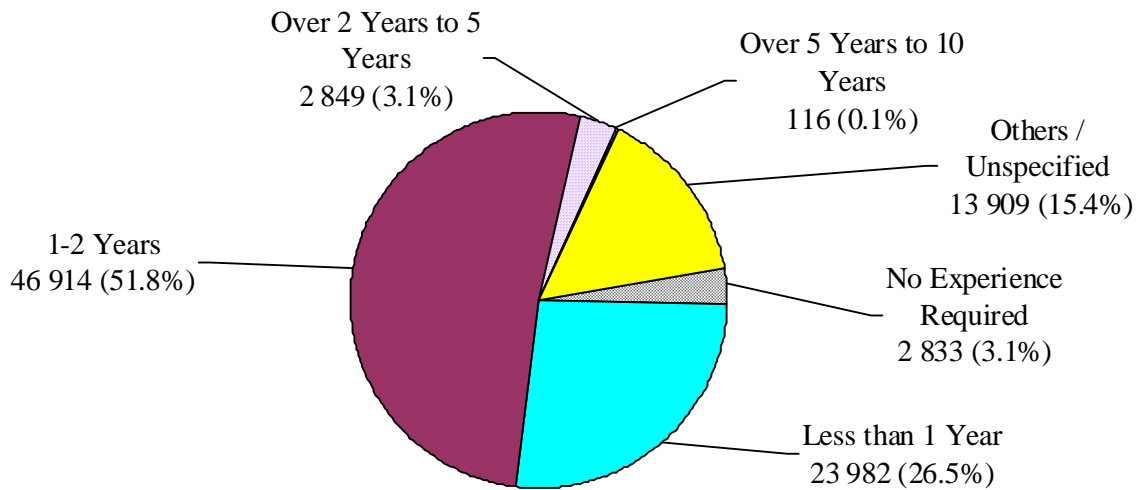Over 10 years
114 (1%)

1 to 2 Years
974* (8.7%)**

* No. of employees
** As percentage of the number of employees at the job level and the percentage may not add up to 100 due
to rounding

Figure 15(i):   Employers' Preferred Period of Experience of Employees at the Security Guard Level in 2009

Total: 90 603 employees

Over 2 Years to 5 Years
2 849 (3.1%)

Over 5 Years to 10 Years
116 (0.1%)

Others / Unspecified
13 909 (15.4%)

1-2 Years
46 914 (51.8%)

No Experience Required
2 833 (3.1%)

Less than 1 Year
23 982 (26.5%)

*   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/Technician Level in 2011

Total: 93 673 employees

1 to 2 Years
26 989 (28.8%)

Over 2 Years to 5 Years
2 866 (3.1%)

Others/Unspecified
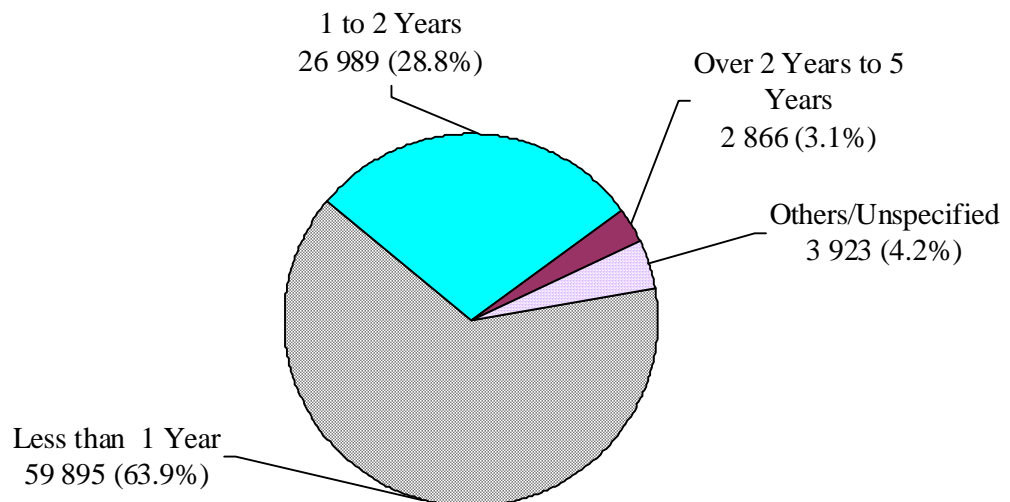3 923 (4.2%)

Less than 1 Year
59 895 (63.9%)

*   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

Job Level	Less than 1 year	1-2 years	Over 2 years - 5 years	Over 5 years - 10 years	Over 10 years	Others/ Unspecified	Total
MANAGERIAL/PROFESSIONAL LEVEL							
Senior Management Staff	-	-	47	203	83	54	**387**
Security Manager/Operations Manager/Security Centre Controller	-	-	89	875	29	46	**1 039**
Security Consultant	-	-	73	79	-	13	**165**
Security System Project Manager	-	-	61	132	12	-	**205**
Security System Design/Installation/ Maintenance Engineer	-	-	172	417	20	77	**686**
Security Training Manager	-	-	31	21	-	3	**55**
Other Security Services Related Manager	-	-	13	155	10	17	**195**
Sub-total:			486	1 882	154	210	**2 732**
*(%)**	**-**	**-**	*(17.8)*	*(68.9)*	*(5.6)*	*(7.7)*	*(100)#*
SUPERVISORY LEVEL							
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor	-	863	8 638	331	112	386	**10 330**
Technical Support Staff	-	107	256	-	-	44	**407**
Security Training Officer	-	2	51	3	2	7	**65**
Other Security Services Related Supervising Personnel	-	2	397	36	-	10	**445**
Sub-total:	*-*	*974*	*9342*	*370*	*114*	*447*	*11 247*
*(%)**	**-**	*(8.7)*	*(83.0)*	*(3.3)*	*(1.0)*	*(4.0)*	*(100)#*
SECURITY GUARD/TECHNICIAN LEVEL							
Security Guard(on 3-shift system)	23 902	11 331	733	-	-	1 272	**37 238**
Security Guard(on 2-shift system)	34 176	13 583	243	-	-	1 844	**49 846**
Security Guard(without shift system)	560	965	-	-	-	-	**1 525**
Armed Guard	383	99	29	-	-	181	**692**
Security System Design Technician	-	39	198	-	-	38	**275**
Security Device Installation, Maintenance and /or Repairing Technician	299	548	1 555	-	-	192	**2 594**
Other Security Services related Personnel with valid Security Personnel Permit	575	424	108	-	-	396	**1 503**
Sub-total:	*59 895*	*26 989*	*2866*	*-*	*-*	*3 923*	*93 673*
*(%)**	*(63.9)*	*(28.8)*	*(3.1)*	*-*	*-*	*(4.2)*	*(100)#*
GRAND Total	**59 895**	**27 963**	**12 694**	**2 252**	**268**	**4 580**	**107 652**
(%)*	**(55.6)**	**(26.0)**	**(11.8)**	**(2.1)**	**(0.2)**	**(4.3)**	**(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 due to rounding

Employers' Preferred Vocational Qualifications of Employees

2.17   Same as 2009, 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 have received security training under the Recognition Scheme and to possess trade test certificates.   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	260	113	-	-
Certificate of Security Trainers Courses	100	39	20	-
Certificate of Trade Tests for Security Guards of the Security Services Training Board, VTC	223	542	93	2 082
Certificate of Security Guard Training Course under the Recognition Scheme	249	600	86	1 519
A Pass under the Scheme for Quality Assured In-House Training	8	23	1	12
Technical Certificate	185	58	340	13
Certificate of Skills Upgrading Scheme	25	3	5	4
Others	1	1	-	-

*   May choose more than 1 vocational qualification

Income Distribution

2.18   The Survey shows that 1 895 employees (or 69.4%) at the Managerial/Professional level were in the income range of $10,001 - $30,000 (as compared with 59.8% in the income range of $10,001 to $30,000 in 2009).   For Supervisory level, 9 550 employees (or 84.9%) were in the income range of $10,001 to $20,000 in 2011 which is a significant increase as compared with 52.4% of the same income range in 2009.   For Security Guard/Technician level, 51 116 employees (or 54.6%) received income in the range of $8,001 to $10,000, a slightly upward trend was recorded as compared with 2009 survey in which the majority of the income felt into the range of $6,001 to $8,000.   Moreover, attention should be drawn when analysing the data in view of the percentage of others/unspecified responses (8.6%).   **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.

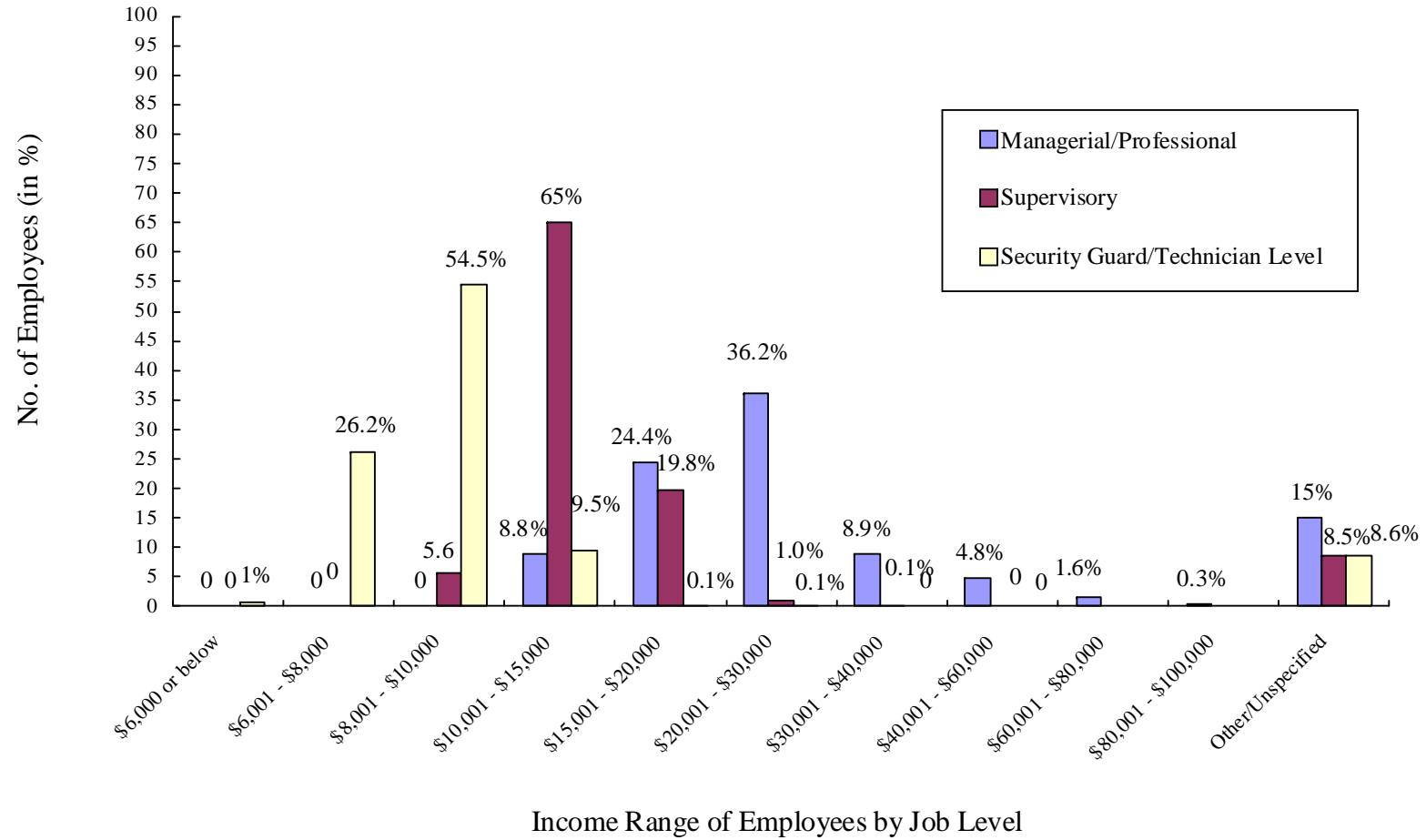# Table N: Income Distribution of Employees by Principal Job

Job Level	$6,000 or below	$6,001 - $8,000	$8,001 - $10,000	$10,001 - $15,000	$15,001 - $20,000	$20,001 - $30,000	$30,001 - $40,000	$40,001 - $60,000	$60,001 - $80,000	$80,001 - $100,000	Others / Unspecified	Total
MANAGERIAL/PROFESSIONAL LEVEL												
Senior Management Staff	-	-	-	24	73	64	28	71	35	7	85	387
Security Manager/Operations Manager/Security Centre Controller	-	-	-	118	270	334	104	25	8	-	180	1 039
Security Consultant	-	-	-	40	31	53	17	-	-	-	24	165
Security System Project Manager	-	-	-	10	76	46	59	12	-	-	2	205
Security System Design/Installation/ Maintenance Engineer	-	-	-	47	183	330	20	11	1	-	94	686
Security Training Manager	-	-	-	-	26	18	3	-	-	-	8	55
Other Security Services Related Manager	-	-	1	1	7	144	12	12	-	-	18	195
Sub-total:	*-*	*-*	*1*	*240*	*666*	*989*	*243*	*131*	*44*	*7*	*411*	*2 732*
(%)*	*-*	*-*	*-*	*(8.8)*	*(24.4)*	*(36.2)*	*(8.9)*	*(4.8)*	*(1.6)*	*(0.3)*	*(15.0)*	*(100)#*
SUPERVISORY LEVEL												
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor	-	-	624	6 892	1 841	76	8	-	-	-	889	10 330
Technical Support Staff	-	-	-	128	220	6	2	-	-	-	51	407
Security Training Officer	-	-	2	24	33	3	-	-	-	-	3	65
Other Security Services Related Supervising Personnel	-	-	-	274	138	23	-	-	-	-	10	445
Sub-total:	*-*	*-*	*626*	*7 318*	*2 232*	*108*	*10*	*-*	*-*	*-*	*953*	*11 247*
(%)*	*-*	*-*	*(5.6)*	*(65.0)*	*(19.8)*	*(1.0)*	*(0.1)*	*-*	*-*	*-*	*(8.5)*	*(100)#*
SECURITY GUARD/TECHNICIAN LEVEL												
Security Guard (on 3-shift system)	794	18 394	10 974	3 310	-	-	-	-	-	-	3 766	37 238
Security Guard (on 2-shift system)	74	5 519	37 419	3 440	-	-	-	-	-	-	3 394	49 846
Security Guard (without shift system)	37	627	861	-	-	-	-	-	-	-	-	1 525
Armed Guard	-	-	32	508	3	-	-	-	-	-	149	692
Security System Design Technician	-	-	10	195	11	16	-	-	-	-	43	275
Security Device Installation, Maintenance and /or Repairing Technician	-	3	894	1 283	47	35	-	-	-	-	332	2 594
Other Security Services related Personnel with valid Security Personnel Permit	-	30	926	151	-	-	-	-	-	-	396	1 503
Sub-total:	*905*	*24 573*	*51 116*	*8 887*	*61*	*51*	*-*	*-*	*-*	*-*	*8 080*	*93 673*
(%)*	*(1)*	*(26.2)*	*(54.5)*	*(9.5)*	*(0.1)*	*(0.1)*	*-*	*-*	*-*	*-*	*(8.6)*	*(100)#*
GRAND Total	905	24 573	51 743	16 445	2 959	1 148	253	131	44	7	9 444	107 652
(%)**	(0.8)	(22.8)	(48.1)	(15.3)	(2.7)	(1.1)	(0.2)	(0.2)	(0.0)	(0.0)	(8.8)	(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 100 due to rounding

Figure 16(i): **Income Distribution of Employees by Principal Job By Income Range in 2011**

No. of Employees (in %)

Income Range of Employees by Job Level

- Managerial/Professional
- Supervisory
- Security Guard/Technician Level

$6,000 or below: 0, 0, 1%
$6,001 - $8,000: 0, 0, 26.2%
$8,001 - $10,000: 0, 5.6, 54.5%
$10,001 - $15,000: 8.8%, 65%, 9.5%
$15,001 - $20,000: 24.4%, 19.8%, 0.1%
$20,001 - $30,000: 36.2%, 1.0%, 0.1%
$30,001 - $40,000: 8.9%, 0.1%, 0
$40,001 - $60,000: 4.8%, 0, 0
$60,001 - $80,000: 1.6%, 0, 0
$80,001 - $100,000: 0.3%
Other/Unspecified: 15%, 8.5%, 8.6%

*   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 2009**
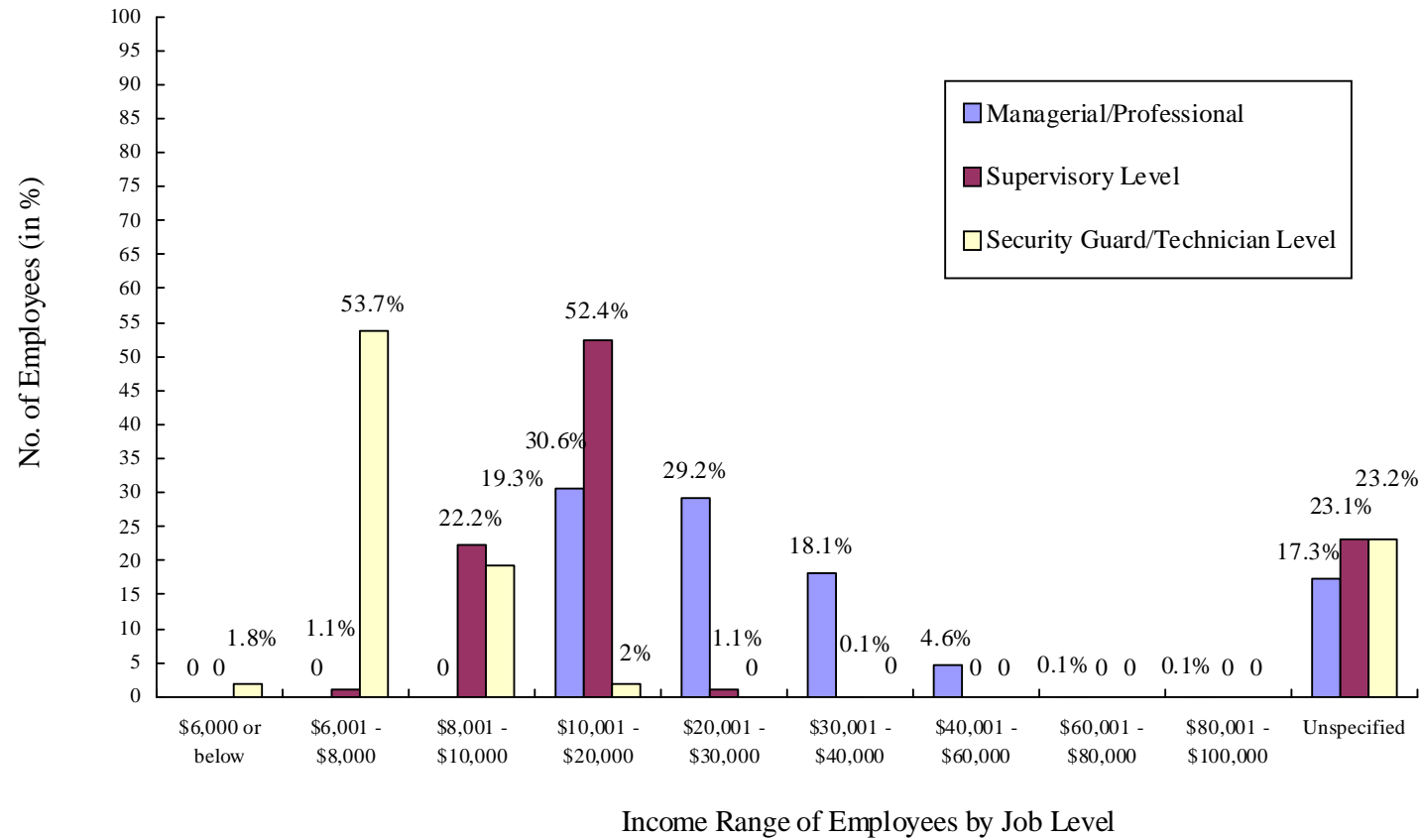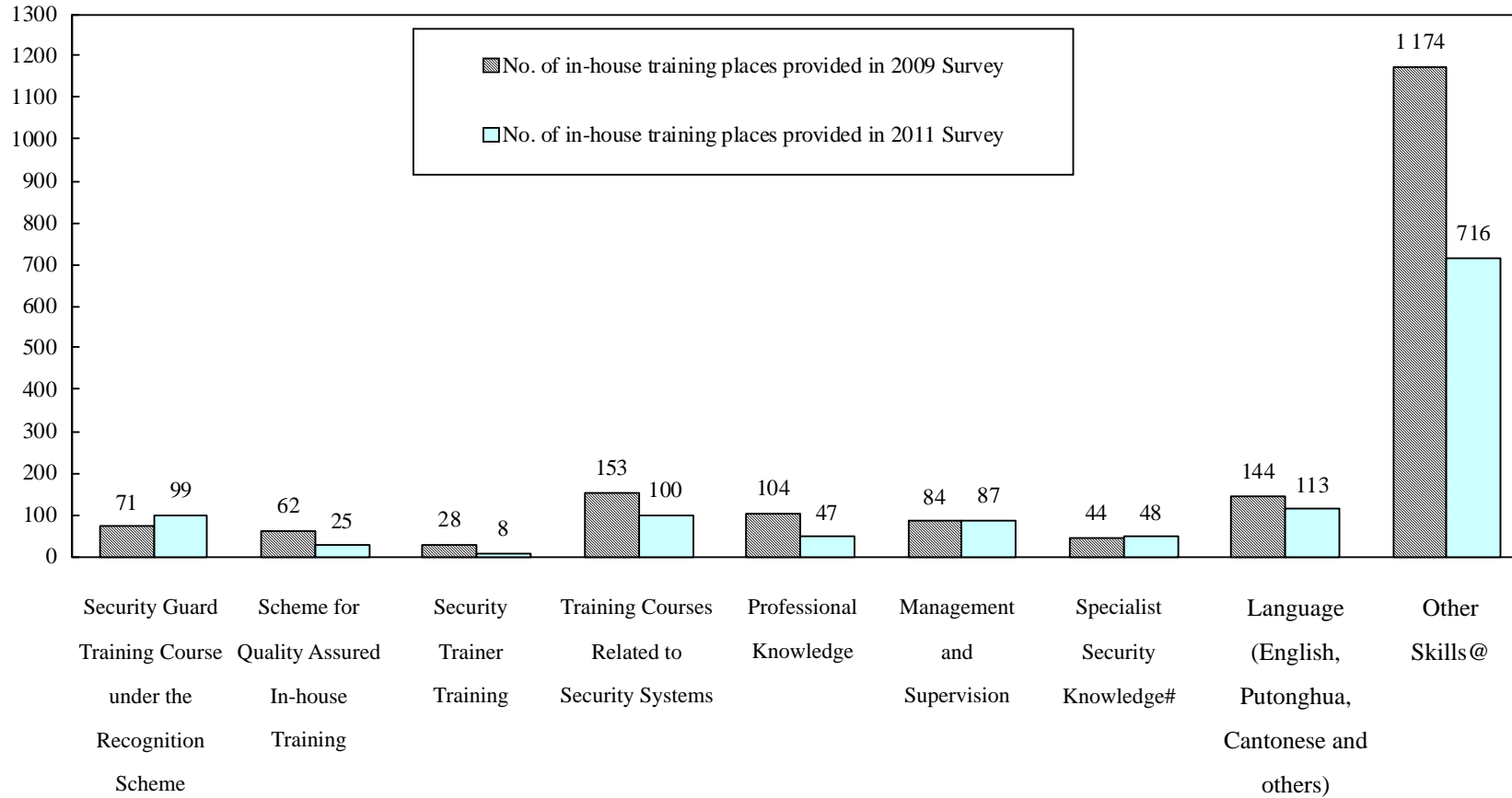

* Number of employees in a particular income range by job level

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 11 633 training places (29 848 places in 2009) to their employees, including 10 390 places (27 984 places in 2009) sponsored by employers and 1 243 in-house training places (1 864 places in 2009).   A notable decrease (-18 215 training places) in the provision of training (both in-house training and training sponsored by employers) was found in the past 12 months from this survey.   In order of popularity, Security Guard training ranked under the Recognition Scheme (2 777 places) was the top of list, followed by Health and Safety (2 275 places) and Customer Services (2 118 places).   **Figures 17(i) and (ii)** show the comparison on the number of in-house and external training places provided in the past 12 months between 2009 and 2011 Surveys, while **Figure 17(iii)** shows the external training places by type sponsored by employers in the past 12 months and to be sponsored in the next 12 months.   The number of training places provided in the past 12 months by type by job level is illustrated in **Table O.** The types of course to be attended by employees in the next 12 months is shown in Table P and that to be sponsored by employers in the next 12 months is presented in **Table Q**. Details of analysis by type by branch by job level are shown in **Appendix 13 - 16**.
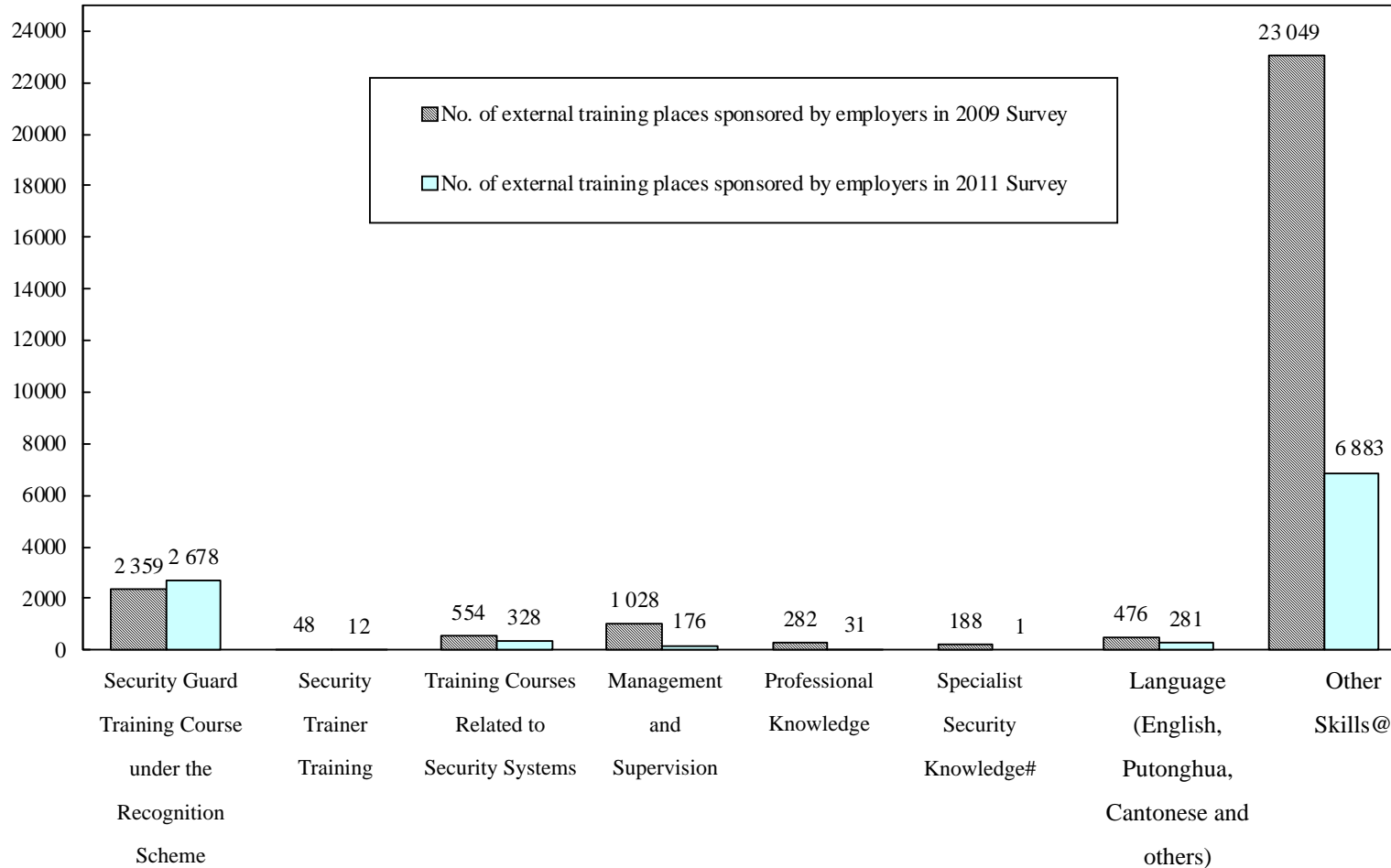
Figure 17(i): Comparison on the Number of In-house Training Places Provided in the Past 12 Months between 2009 and 2011 Surveys

	No. of in-house training places provided in 2009 Survey	No. of in-house training places provided in 2011 Survey
Security Guard Training Course under the Recognition Scheme	71	99
Scheme for Quality Assured In-house Training	62	25
Security Trainer Training	28	8
Training Courses Related to Security Systems	153	100
Professional Knowledge	104	47
Management and Supervision	84	87
Specialist Security Knowledge#	44	48
Language (English, Putonghua, Cantonese and others)	144	113
Other Skills@	1 174	716

\#   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, Customer Services, Soft Skills and Other Skills, etc.
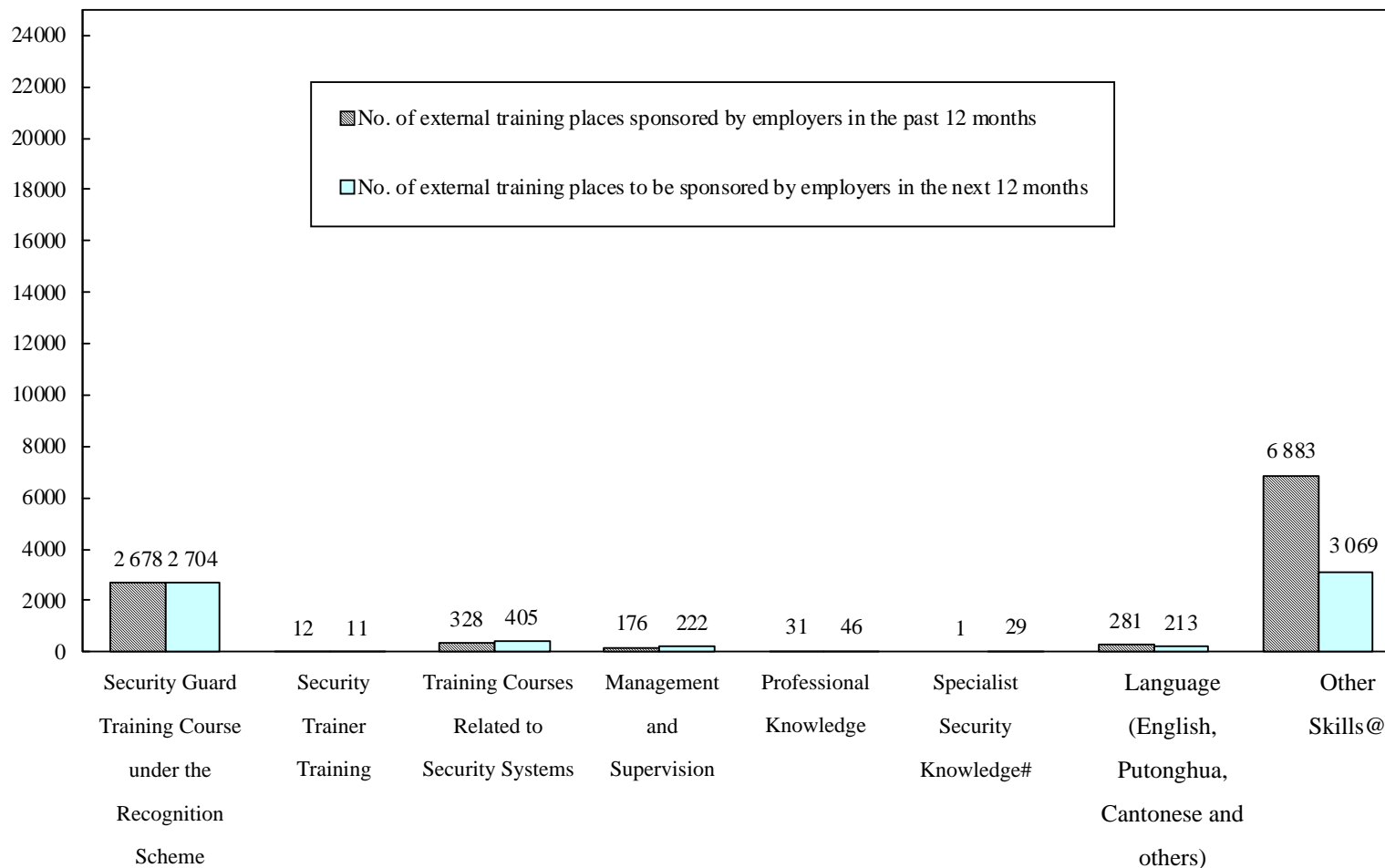
Figure 17(ii): **Comparison of the Number of External Training Places Sponsored by Employers in the Past 12 Months between 2009 and 2011 Surveys**

Legend:
- ▨ No. of external training places sponsored by employers in 2009 Survey
- ☐ No. of external training places sponsored by employers in 2011 Survey

Category	2009	2011
Security Guard Training Course under the Recognition Scheme	2 359	2 678
Security Trainer Training	48	12
Training Courses Related to Security Systems	554	328
Management and Supervision	1 028	176
Professional Knowledge	282	31
Specialist Security Knowledge#	188	1
Language (English, Putonghua, Cantonese and others)	476	281
Other Skills@	23 049	6 883

\#   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, Customer Services, Soft Skills and Other Skills, etc.

Figure 17(iii): Comparison of the Number of External Training Places Sponsored by Employers in the Past 12 Months and to be Sponsored in the Next 12 Months

Legend:
- No. of external training places sponsored by employers in the past 12 months
- No. of external training places to be sponsored by employers in the next 12 months

Category	Past 12 months	Next 12 months
Security Guard Training Course under the Recognition Scheme	2 678	2 704
Security Trainer Training	12	11
Training Courses Related to Security Systems	328	405
Management and Supervision	176	222
Professional Knowledge	31	46
Specialist Security Knowledge#	1	29
Language (English, Putonghua, Cantonese and others)	281	213
Other Skills@	6 883	3 069

\#   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, Customer Services, 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	
	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	Sponsored by Employers
Security Guard Training Courses under the Recognition Scheme	30	6	32	26	-	-	37	2 646	99	2 678
Scheme for Quality Assured In-house Training	4	-	9	-	-	-	12	-	25	-
Security Trainer Training	2	7	6	5	-	-	-	-	8	12
Training Courses Related to Security Systems	22	56	18	47	52	126	8	99	100	328
Professional Knowledge	9	10	17	15	-	-	21	6	47	31
Management and Supervision	36	20	46	156	1	-	4	-	87	176
Specialist Security Knowledge									-	-
(i) Use of Firearms and weapons	-	-	-	-	-	-	7	-	7	-
(ii) Cash-in-transit	-	-	-	-	-	-	5	-	5	-
(iii) VIP Protection	1	-	2	1	-	-	3	-	6	1
(iv) Guard dog handler training	-	-	-	-	-	-	-	-	-	-
(v) Armed instructor training	-	-	-	-	-	-	-	-	-	-
(vi) Central alarm monitoring station	-	-	4	-	-	-	3	-	7	-
(vii) Other Special Security Knowledge	5	-	6	-	1	-	11	-	23	-

Type of Courses \ Job Level	Managerial/Professional		Supervisory		Technician		Security Guard		Total	
	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	Sponsored by Employers
Language										
(i) English	3	6	16	6	12	2	21	27	52	41
(ii) Putonghua	-	2	7	5	11	2	9	201	27	210
(iii) Cantonese	2	-	15	-	-	-	14	30	31	30
(iv) Others	1	-	1	-	-	-	1	-	3	-
Other Skills										
(i) Fire Prevention	19	9	25	271	14	22	56	1 270	114	1 572
(ii) First Aid	17	13	24	130	2	0	46	488	89	631
(iii) Health & Safety	35	15	47	330	20	100	76	1 652	178	2 097
(iv) Customer Service	13	13	59	272	16	25	100	1 620	188	1 930
(v) Soft Skills	7	4	50	10	13	18	57	260	127	292
(vi) Related Skills Upgrading	-	-	12	-	2	-	3	60	17	60
(vii) Others	1	7	1	23	-	101	1	170	3	301
Total:	**207**	**168**	**397**	**1 297**	**144**	**396**	**495**	**8 529**	**1 243**	**10 390**

Table P: Types of courses to be attended by employees in the next 12 months by Type by Job level

Type of Courses / Job Level	Managerial/ Professional	Supervisory	Technician	Security Guard	Total
Security Guard Training Courses under the Recognition Scheme	27	16	1	21	**65**
Scheme for Quality Assured In-house Training	2	4	0	7	**13**
Security Trainer Training	9	12	-	1	**22**
Training Courses Related to Security Systems	146	40	175	10	**371**
Management and Supervision	41	50	-	5	**96**
Professional Knowledge	8	16	-	22	**46**
Specialist Security Knowledge					
(i) Use of Firearms and weapons	-	1	-	5	**6**
(ii) Cash-in-transit	-	-	-	5	**5**
(iii) VIP Protection	1	2	-	2	**5**
(iv) Guard dog handler training	-	2	-	1	**3**
(v) Armed instructor training	1	-	-	-	**1**
(vi) Central alarm monitoring station	1	3	1	5	**10**
(vii) Other Special Security Knowledge	-	1	-	9	**10**

Type of Courses / Job Level	Managerial/ Professional	Supervisory	Technician	Security Guard	Total
Language					
(i) English	3	12	11	14	**40**
(ii) Putonghua	15	11	33	16	**75**
(iii) Cantonese	1	1	-	4	**6**
(iv) Others	1	2	-	2	**5**
Other Skills					
(i) Fire Prevention	7	10	14	49	**80**
(ii) First Aid	20	28	23	52	**123**
(iii) Health & Safety	45	43	51	77	**216**
(iv) Customer Service	41	49	46	137	**273**
(v) Soft Skills	23	45	27	98	**193**
(vi) Related Skills Upgrading	3	4	3	9	**19**
(vii) Others	-	-	20	38	**58**
Total:	**395**	**352**	**405**	**589**	**1 741**

Table Q: Number of External Training Places to be Sponsored by Employers in the Next 12 Months By Type by Job Level

Type of Courses \ Job Level	Managerial/ Professional	Supervisory	Technician	Security Guard	Total
Security Guard Training Courses under the Recognition Scheme	11	41	-	2 652	**2 704**
Security Trainer Training	7	4	-	-	**11**
Training Courses Related to Security Systems	111	27	231	36	**405**
Management and Supervision	42	170	-	10	**222**
Professional Knowledge	8	8	-	30	**46**
Specialist Security Knowledge					
(i) Use of Firearms and weapons	-	-	-	-	**-**
(ii) Cash-in-transit	-	-	-	-	**-**
(iii) VIP Protection	-	1	-	10	**11**
(iv) Guard dog handler training	-	-	-	-	**-**
(v) Armed instructor training	-	-	-	-	**-**
(vi) Central alarm monitoring station	-	1	-	6	**7**
(vii) Other Special Security Knowledge	-	1	-	10	**11**

Type of Courses	Job Level Managerial/ Professional	Supervisory	Technician	Security Guard	Total
Language					
(i) English	-	3	2	40	**45**
(ii) Putonghua	6	25	2	135	**168**
(iii) Cantonese	-	-	-	-	**-**
(iv) Others	-	-	-	-	**-**
Other Skills					
(i) Fire Prevention	8	103	15	277	**403**
(ii) First Aid	51	172	55	466	**744**
(iii) Health & Safety	82	153	110	389	**734**
(iv) Customer Service	68	101	29	399	**597**
(v) Soft Skills	22	23	69	140	**254**
(vi) Related Skills Upgrading	-	15	55	167	**237**
(vii) Others	-	-	100	-	**100**
Total:	**416**	**848**	**668**	**4 767**	**6 699**

<u>16 hours of training prior to obtaining Security Personnel Permit</u>

2.20   The survey reveals that 68.5% employers considered that employees received the 16 hours of training prior to obtaining Security Personnel Permit was enough while 200 (6.6%) respondents expressed that the 16 hours of training was not enough.   However, it was   worthy to note that among those who indicated the 16 hours of training was enough, 1 659 (80.4%) respondents were from Owners Corporations which only accounted for 6.6% of the total number of employees involved.   Among those employers who felt the 16 hours of training was not sufficient, 122 (61%) respondents indicated the preferred number of training hours was 32 hours, at the same time, 28 (14%) respondents preferred that the number of training hours could be increased to 24 hours. **Table R** shows the employers' views on the 16 hours of training prior to obtaining Security Personnel Permit and **Table S** gives an account of the preferred number of training hours if they considered their training was not enough.

Table R: Employers' Views on the 16 hours of Training prior to obtaining Security Personnel Permit by Branch

	Enough **(%)***	**Not Enough** **(%)***	**No Comment (%)***	**Others/ Unspecified (%)***
Security Guarding Services	204 (6.8)	44 (1.5)	71 (2.4)	47 (1.6)
Armoured Transportation Services	2 (0.1)	-	-	-
Security Systems Installation/ Maintenance/ Repair/ Design/ Others	160 (5.3)	34 (1.1)	119 (3.9)	2 (0.1)
Security Guarding/ Armoured Transportation Services	3 (0.1)	-	3 (0.1)	-
Security Guarding/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	29 (1.0)	8 (0.3)	6 (0.2)	4 (0.1)
Security Guarding/ Armoured Transportation Services/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	-	-	2 (0.1)	1 (0.1)
Owners Corporations	1 659 (55.1)	112 (3.7)	416 (13.8)	75 (2.5)
Supplementary Samples	6 (0.2)	2 (0.1)	2 (0.1)	2 (0.1)
Total:	**2 063 (68.5)**	**200 (6.6)**	**619 (20.5)**	**131 (4.4)**

*As percentage of the total number of respondents

Table S: Employers' Preferences on the Number of Training Hours by Branch

	24 hours (%)*	32 hours (%)*	Others (%)*	Unspecified/ Refusal (%)*
Security Guarding Services	24 (7.3)	2 (0.6)	18 (5.4)	47 (14.2)
Armoured Transportation Services	-	-	-	-
Security Systems Installation/ Maintenance/ Repair/ Design/ Others	-	3 (0.9)	31 (9.4)	2 (0.6)
Security Guarding/ Armoured Transportation Services	-	-	-	-
Security Guarding/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	3 (0.9)	4 (1.2)	1 (0.3)	4 (1.2)
Security Guarding/ Armoured Transportation Services/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	-	-	-	1 (0.3)
Owners Corporations	-	112 (33.8)	-	75 (22.7)
Supplementary Samples	1 (0.3)	1 (0.3)	-	2 (0.6)
Total:	**28 (8.5)**	**122 (36.8)**	**50 (15.1)**	**131 (39.6)**

*As percentage of the total number of respondents

Refresher courses before renew Security Personnel Permit

2.21   At the time of survey, 52.8% respondents expressed that refresher courses were not necessary when their staff had to renew their Security Personnel Permit.   Same as the responses found in section 2.20, a large proportion of respondents (1 320 employers, 83%) were employers of Owners Corporations.   In this regard, the overall views might be distorted by the distribution.   Only 2.8% respondents considered that employees must attend refresher courses and 26.7% respondents preferred their employees to attend refresher courses upon the Security Personnel Permit renewal.   **Table T** shows the employers' views on the refresher courses.

Table T: Employers' Views on the Refresher Courses before Renew the Security Personnel Permit by Branch

	Pre-requisite (%)*	Preferred (%)*	Not Necessary (%)*	No Comment (%)*	Unspecified/ Refusal (%)*
Security Guarding Services	13 (0.4)	151 (5.0)	114 (3.8)	41 (1.4)	47 (1.6)
Armoured Transportation Services	0 (0)	1 (0.1)	1 (0.1)	0 (0)	0 (0)
Security Systems Installation/ Maintenance/ Repair/ Design/ Others	31 (1.0)	65 (2.2)	130 (4.3)	87 (2.9)	2 (0.1)
Security Guarding/ Armoured Transportation Services	0 (0)	2 (0.1)	2 (0.1)	2 (0.1)	0 (0)
Security Guarding/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	1 (0.1)	14 (0.5)	20 (0.6)	8 (0.3)	4 (0.1)
Security Guarding/ Armoured Transportation Services/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	0 (0)	1 (0.1)	0 (0)	1 (0.1)	1 (0.1)
Owners Corporations	38 (1.3)	565 (18.8)	1 320 (43.8)	302 (10.0)	37 (1.2)
Supplementary Samples	1 (0.1)	5 (0.2)	3 (0.1)	1 (0.1)	2 (0.1)
Total:	**84 (2.8)**	**804 (26.7)**	**1 590 (52.8)**	**442 (14.6)**	**93 (3.1)**

*As percentage of the total number of respondents

Transformation

2.22   The survey revealed that no employers would change their working shift systems from 2-shift system to 3-shift system in the next 12 months.   On the other hand, only 48 security guards would change their working shift systems from 3-shift system to 2-shift system in the next 12 months. The number of security guards that will change their working shift systems in the next 12 months is given in **Table U.**

Table U: The Number of Security Guards that Will Change Working Shift Systems in the Next 12 Months by Branch

	From 2-shift system to 3-shift system	From 3-shift system to 2-shift system
Security Guarding Services	-	48
Armoured Transportation Services	-	-
Security Systems Installation/ Maintenance/ Repair/ Design/ Others	-	-
Security Guarding/ Armoured Transportation Services	-	-
Security Guarding/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	-	-
Security Guarding/ Armoured Transportation Services/ Security Systems Installation/ Maintenance/ Repair/ Design/ Others	-	-
Owners Corporations	-	-
Supplementary Samples	-	-
Total:	**-**	**48**

CONCLUSIONS

The Survey Findings

3.1   The survey findings were scrutinized by the Training Board. After its deliberation, the Training Board agreed that it was the fact-finding survey reflecting in general the situation of the SSI at the time of survey. In May 2011, 107 652 technical/professional employees were engaged in the SSI, representing 3.1% of the 3.42 million working population in Hong Kong. There was a 4.5% increase in general guarding. The Training Board observes that the increase was mainly due to the increased number of new buildings in the past 2 years, which caused a steady growth in technical security services employees. The government's initiative in the investment in the infrastructure contribute to the demand of general guarding on top of the thriving completion of the new residential buildings.

3.2   The Training Board notes that among the eight sectors of the industry, namely, i) Security Guarding Services, ii) Security Systems Installation / Maintenance /Repair /Design / Others, iii) Security Guarding Services and Security Systems Installation / Maintenance / Repair / Design / Others, iv) Owners Corporations had experienced 4.4%, 16%, 10.3% and 18.5% increases in general guarding respectively, while the v) Armoured Transportation Services, vi) Security Guarding Services and Armoured Transportation Services, vii) Security Guarding services, Armoured Transportation Services and Security Systems Installation / Maintenance / Repair / Design / Others and, viii) Supplementary Samples had experienced manpower decreases of 1.5%, 11.7%, 36.2% and 4.7% respectively.

Economic and Industry Outlook

3.3   The manpower of the SSI has a steady growth with number of employees 107 652 in 2011 and 102 970 in 2009 contributing an increase of 4.5%. The number of vacancies was surveyed as 1 971, which was a substantial increase when comparing to the number of 1 635 in 2009. The figures revealed that the industry still has a conservative attitude towards the business growth of the industry, especially at the time of financial crisis of the eurozone in the global economy. Companies might take a straddle attitude towards the economic development of the coming years as a result of modest growth of the manpower.

3.4   At the time of the survey, the Government was introducing the statutory minimum wage ordinance. The impact on its implementation could not be immediately reflected and its subsequent effect on the manpower supply was unforeseeable in the coming few months. As the ordinance would affect the labour costs of the industry, companies were prone to conservative in formulating the manpower strategies. Hence Employers' forecasted there was only an increase of 0.15% manpower in 2012.

3.5.   The introduction of the statutory minimum wage might have a positive impact on the manpower demand as some employers adopted a combination of working shift systems after its implementation. This in turn would increase manpower demand to a certain extent.

3.6   Driven by abundant liquidity and low interest rates, the property market continued to prosper with increased transaction volumes.   The residential market remained buoyant and developers were upbeat over prices in launching domestic units on the market.   To ensure the healthy and stable development of the residential market, the Government rolled out a string of measures to rein in speculative activities and increased the supply of small and medium-sized units. Since the local property market will have a significant impact on the manpower demand of the security services, it is expected that the business outlook of the industry relied on the effectiveness of the Government's measures in property market.

3.7   In the Financial Secretary's 2011-12 Budget Speech, the Government planned to increase office supply to sustain Hong Kong's Economic Growth with a view to maintain a steady and adequate supply of Grade A offices, and strive to develop new high-grade office clusters through land use planning, urban design, area improvement and the provision of better transport networks. It undoubtedly will generate the needs of additional manpower and this will also pave the way for the increasing demand of the training courses.

3.8   In the years ahead, the Hong Kong Government Policy initiatives to incentive revitalization and redevelopment of industrial buildings, increase the land supply and kick-starting the development of East Kowloon should help stimulate the growth of the SSI.

Overall Manpower Structure in the SSI

3.9   The survey reveals that during the survey period, there were 107 652 employees in the SSI, including 99 805 employees employed by licensed Security Companies,   7 096 by the Owners Corporations and 751 by the Supplementary Samples.   The data on the manpower, vacancies and forecast growth by job level are summarized as follows:

Job Level	No. of Employees in May 2009	No. of Employees in May 2011 (a) (%)[#]	No. of Vacancies in May 2011 (b)	Employers' Forecast of Manpower Growth (c)	Forecast No. of Posts in May 2012 (d) = (a)+(b)+(c)
Managerial/ Professional	2 144	2 732 (27.4)	31	4	2 767
Supervisory	10 223	11 247 (10)	148	5	11 400
Security Guard/ Technician	90 603	93 673 (3.4)	1 792	150	95 615
Total	**102 970**	**107 652** (4.5)[#]	**1 971**	**159**	**109 782**

As percentage of increase in the number of employees as against 2009

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

Table V: Distribution of Manpower by Branch by Job Level

Branch	Job Level			
	Managerial/ Professional	Supervisory	Security Guard/ Technician	Total (%)*
Security Guarding Services	1 270	8 513	69 742	**79 525** (73.9)
Armoured Transportation Services	5	23	755	**783** (0.7)
Security Systems Installations/ Maintenance/Repair/Design/Others	849	430	1 961	**3 240** (3.0)
Security Guarding Services and Armoured Transportation Services	21	52	644	**717** (0.7)
Security Guarding Services and Security Systems Installations/ Maintenance/ Repair/Design/Others	488	1 301	11 453	**13 242** (12.3)
Security Guarding Services, Armoured Transportation Services and Security Systems Installations/ Maintenance/Repair/Design/Others	27	262	2 009	**2 298** (2.1)
Sub-total:	*2 660*	*10 581*	*86 564*	*99 805* (92.7)#
Owners Corporations	38	528	6 530	**7 096** (6.6)
Supplementary Samples	34	138	579	**751** (0.7)
Total (%)*	**2 732** (2.5)	**11 247** (10.5)	**93 673** (87.0)	**107 652** (100)#

* As percentage of the total number of employees
# The percentage may not add up to 100 due to rounding

<u>Vacancies</u>

3.11　　There were 1 971 vacancies (1.8% of the total number of posts) at the time of survey, similar to the rate of 1.6% in 2009 (see Figure 7).　Of the 1 971 vacancies, there were 1 792 vacant posts (representing 1.9% of the number of posts at the level) at the Security Guard/ Technician level.　148 vacancies (or 1.3%) were at the Supervisory level and only 31 vacancies (or 1.1%) at the Managerial / Professional level.　The number of vacancies by branch by job level is presented in **Table W**.

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

	Job Level			
Branch	**Managerial/ Professional**	**Supervisory**	**Security Guard/ Technician**	**Total** *(%)**
Security Guarding Services	7	84	1 312	**1 403** *(71.2)*
Armoured Transportation Services	-	1	50	**51** *(2.6)*
Security Systems Installation/ Maintenance/ Repair/ Design/ Others	10	11	81	**102** *(5.2)*
Security Guarding Services and Armoured Transportation Services	-	-	-	-
Security Guarding Services and Security Systems Installation/ Maintenance/ Repair/ Design/ Others	14	50	253	**317** *(16.1)*
Security Guarding Services, Armoured Transportation Services and Security Systems Installation/ Maintenance/ Repair/ Design/ Others	-	-	6	**6** *(0.3)*
Owners Corporations	-	-	76	**76** *(3.9)*
Supplementary Samples	-	2	14	**16** *(0.8)*
Total *(%)**	**31** *(1.6)*	**148** *(7.5)*	**1 792** *(90.9)*	**1 971** *(100)#*
Number of Vacancies in 2009 *(%)**	**6** *(0.4)*	**108** *(6.6)*	**1 521** *(93.0)*	**1 635** *(100) #*

*　As percentage of the total number of vacancies
The percentage may not add up to 100 due to rounding

Employers' Forecast of Manpower Growth for May 2012

3.12   Employers forecasted that the total manpower demand would be 109 782 at a very slight variance of +0.15% by May 2012 and considered as maintaining a steady development in the security services industry.   The view of the employers gathered in the survey was shared by the Training Board since the employers still has a conservative attitude towards the business industry, especially at the time of financial crisis of the eurozone in the global economy. Companies might take a straddle attitude towards the economic development of the coming years as a result of modest growth of the manpower.

Manpower Projection for 2012 to 2014

3.13   The Training Board has adopted the Labour Market Analysis (LMA) approach to project the manpower of the industry in the next three years. Tables **X**, **Y** and **Z** illustrate the manpower projection from 2012 to 2014 by job level.   Details of the projection methodology are presented in **Appendix 17**.

Table X: Manpower Projection at the Managerial / Professional Level from 2012 to 2014

Year	Actual Manpower	Total Projected Manpower	Manpower Growth as compared with previous year
2011	**2 763**		
2012f		2 792	*29 (1.1%)*
2013f		2 816	*24 (0.8%)**
2014f		2 837	*21 (0.8%)**

*   As percentage increase of the actual manpower against 2011

**   As percentage increase of the projected manpower against the year before, i.e. 2012and 2013 respectively

Table Y: Manpower Projection at the Supervisory Level from 2012 to 2014

Year	Actual Manpower	Total Projected Manpower	Manpower Growth as compared with previous year
2011	**11 395**		
2012f		11 517	*122 (1.1%)**
2013f		11 612	*95 (0.8%)***
2014f		11 701	*89 (0.8%)***

*   As percentage increase of the actual manpower against 2011

**   As percentage increase of the projected manpower against the year before, i.e. 2012 and 2013 respectively

Table Z: Manpower Projection at the Security Guard/ Technician Level from 2012 to 2014

Year	Actual Manpower	Total Projected Manpower	Manpower Growth as compared with previous year
2011	**95 465**		
2012f		96 484	1 019 *(1.1%)**
2013f		97 286	802 *(0.8%)***
2014f		98 031	745 *(0.8%)***

*   As percentage increase of the actual manpower against 2011

**   As percentage increase of the projected manpower against the year before, i.e. 2012 and 2013 respectively

3.14   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
2011	**109 623**			
2012f		109 782 (0.15%)*	110 793	*1 170 (1.1%)**
2013f			111 715	*922 (0.8%)***
2014f			112 570	*855 (0.8%)***

*   As percentage increase of the actual manpower against 211

**   As percentage increase of the projected manpower against the year before, i.e. 2012 and 2013 respectively

Figure 18:   Actual and Projected Manpower for the SSI from 2012 and 2014
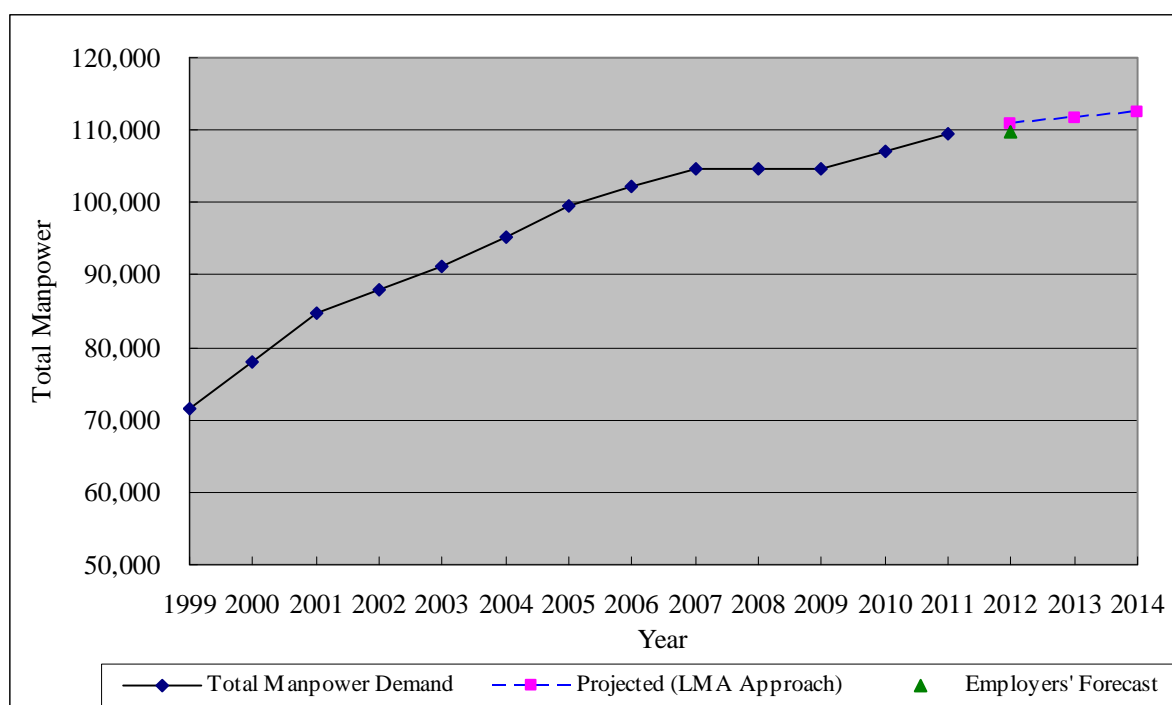
Promotion Pattern

3.15   The survey reveals that 4.1% were filled by internal promotion, with 2.1% posts to Managerial / Professional level and 4.5% posts to Supervisory level.   The Training Board observes that situation was similar to the year of 2009 survey.

Staff Turnover in the Past 12 Months

3.16   The Training Board observes that there is consistently a high turnover of security services personnel in the past few years, with 16 487 employees leaving in the past 12 months (see **Table I**).   Of these employees, security guard/technician level has the highest turnover of 15 647 employees (or 16.7% of the number of posts) leaving and 12 339 joining with security services related experience.   Similar to the survey in 2009, many respondents reported that the high turnover rate was reasoned by the unattractive salary and long working hours (see **Table J**).   However, it is worth noting that at the time of survey, the statutory minimum wage just came into force on 1 May 2011, it was believed that the influence of its implementation could not be fully reflected.   But it can be seen from the figures that a declining trend in both reasons was noticeable when compared with the 2009 survey.

Wastage

3.17   During the past 12 months, 16 487 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 12 982 recruits with security services related experience, the annual wastage of 3 505 persons represents 3.3% of the total workforce was noted in 2011. The annual wastage by job level is shown as follows:

Job Level	No. of Posts	No. of Leavers	No. of Recruits with Security Services Related experience	Wastage Rate (%)
Managerial/Professional	2 732	112	104	8 (0.3)*
Supervisory	11 247	728	539	189 (1.7)*
Security Guard/Technician	93 673	15 647	12 339	3 308 (3.5)*
Total:	**107 652**	**16 487**	**12 982**	**3 505**
(%)				(3.3)**

*   As percentage of the number of posts at the same job level
**   As percentage of the number of posts in the same sector/industry

Employers' Required Educational Level of Employees

3.18   The Training Board notes that employers generally required their employees at the

Managerial/Professional level to have University Degree or above level of education (928 employees or 34%).   For Supervisory level, most employers required their employees to have Secondary 5 (4 042 employees or 35.9%) and for Security Guard level, the preference is Secondary education or equivalent level of education (52 180 employees or 55.7%) (see **Figures 10-12, Table K** and **Appendix 10**).

Employers' Preferred Period of Experience of Employees

3.19   Most employers preferred their employees at the Managerial/Professional level with over 5 years - 10 years of experience (1 882 employees or 68.9%) and the Supervisory level with over 2 years - 5 years of experience (9 342 employees or 83%).   More employers were willing to employ their employees at the Security Guard/Technician level with less than 1 year of experience (59 895 employees or 63.9%) when compared with the figures of the 2009 survey (26.5%).   It indicated that the industry experienced recruitment difficulties so that employers had to employ less experienced staff in the market instead.   (see **Figures 13-15, Table L** and **Appendix 11**).   When compared with the survey in 2009, employers prefer their employees with more experience at the Managerial/Professional level (see **Figure 13**).

Employers' Preferred Vocational Qualifications of Employees

3.20   The Survey reveals that most employers preferred their employees at the Managerial/Professional level be qualified members of major security associations / institutions.   For supervisors and security guards, most employers preferred their employees with certificates of security guard training course under the Recognition Scheme and trade test certificates.   For technicians, employers preferred them with technical certificates (see **Table M** and **Appendix 12**).

Provision of Training

3.21   The Survey reveals that employers had provided 11 633 training places to their employees.   There were 1 243 in-house training places to their employees in the past 12 months, while 10 390 training places were sponsored by employers.   It is shown that employers preferred their training outsource to external providers.   The estimated number of external training places sponsored by employers in the next 12 months has significantly dropped to 6 699 (-74.5%).   On the whole, the above trends shows a decreasing demand for training, both in-house training and training sponsored by employers.   It indicated that employers were unwilling to arrange training for their staff under a tight manpower situation.   Among the 6 699 external training places, 2 704 (or 40.4%) will be the security guard training courses under the Recognition Scheme and 744 (or 11.1%) will be for first aids training (see **Figure 17, Tables O, P** and **Appendices 13 to 16**).

SECTION IV

RECOMMENDATIONS

Projected Additional Manpower Requirements for 2012

4.1   Based on the projected manpower growth and the annual wastage, the Training Board considers the additional manpower requirements of the security services industry for 2012 as follows:

Job Level	Annual Wastage	Projected Manpower Growth for May 2012	Additional Manpower Requirement for May 2012
Managerial/Professional	8	29	37
Supervisory	189	122	311
Security Guard/Technician	3 308	1 019	4 327
Total:	**3 505**	**1 170**	**4 675**

4.2   The Training Board estimates a total of 4 675 additional employees joining the SSI in the next 12 months. As they are new to the industry, it is expected that there is substantial training needs for these new entrants (particularly at the Security Guard level). 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.

Continuing Professional Development (CPD) Programme

4.3   Since the launch of the QASRS in 2004, Training Board is of the view that there has always been a need for the existing 107 652 in-service employees, including employees of Owners Corporations, to acquire training at advanced level. CPD is proposed with an aim to enhance the professional competence and updated industry knowledge of the practitioners of the security services and quality services would be delivered.   The Training Board will keep exploring and assisting in the development of Continuing Professional Development (CPD) Scheme.

Quality Assurance System for the Recognition Scheme of Security Training Courses (QASRS)

4.4   The Training Board will continue to monitor the QASRS with the assistance of PEAK (The Institute of Professional Education and Knowledge) as the provider, and review the operations whenever it is necessary.

<u>Training Courses</u>

4.5   With reference to paragraph 2.19 of Section II, the following training areas are the most popular types of training sponsored by employers in the next 12 months:

- Security Guard Training Courses under the Recognition Scheme
- First Aid
- Health & Safety
- Customer Service
- Training Courses Relate to Security Systems

4.6   It is worth noting that Security Guard Training Courses under the Recognition Scheme would be considered as the most popular training in the next 12 months from the employers' perspective.   Training Board is of the view that such preference indicated the employers paid great attention to the basic training of the employees.   The security services practitioners are advised to be equipped with first aid skills.   The training providers are also recommended to offer more health and safety related training courses to meet the needs of the industry as revealed from the survey findings.   On the other hand, the Training Board will recommend new training courses to the Employees Retraining Board (ERB) that suit the needs of the industry.

<u>Qualifications Framework</u>

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

<u>The Best Training Award</u>

4.8   The Training Board will organize Best Training Award to encourage employers to provide more security-related training to their employees.

<u>Trade Testing System</u>

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

<u>Future Surveys</u>

4.10   The Training Board recommends conducting the manpower survey once every two years to assess the manpower demand and supply in this industry.   In future, weighted average has to be applied in the survey as the figures collected from owners' incorporation have dominated some of the results.   It was found in the survey that the response rate of the Owners' Incorporations was high but the overall employment figures from them was low, which may distort the correlation of the statistics.

Security Services Training Board
Membership List
(1 April 2011)
保安服務業訓練委員會
委員名單
(2011 年 4 月 1 日)

<u>Chairman</u>
主席

Mr CHAM Ka-hung, Daniel, BBS, MH, JP   (nominated by the Security and Guarding Services
湛家雄先生, BBS, MH, JP   Industry Authority)
                                               (保安及護衞業管理委員會提名)

<u>Members</u>
委員

Mr Gary BUKOWICKI   (nominated by the Hong Kong Security Association)
                                               (香港保安業協會提名)

Mr CHAN Yin-tim, Michael   (nominated by the Hong Kong Security Association)
陳賢添先生   (香港保安業協會提名)

Ms CHENG On-ki, Janna   (nominated by the Hong Kong Security Association)
鄭安淇女士   (香港保安業協會提名)

Mr CHUI-Yiu-hung, Daniel   (nominated by the ASIS International Hong Kong
徐耀雄先生   Chapter)
                                                 (美國產業安全學會-香港分會提名)

Mr Danny HO   (nominated by the International Professional
何偉賢先生   Security Association (Hong Kong) Ltd.)
                                                 (國際專業保安協會(香港)有限公司提名)

Dr KWONG Tsz-man   (nominated by a UGC tertiary institution)
鄺子文博士   (某間大學教育資助委員會院校提名)

Mr LEE Chun-lai, Andrew   (nominated by the Hong Kong Association of
李春犁先生   Property Management Companies Ltd)
                                                 (香港物業管理公司協會有限公司提名)

Mr LEE Yu-yim, Bruce   (ad personam)
李裕炎先生   (獨立人士)

Mr LO Wing-keung, Vincent   (nominated by the Hong Kong Association of
勞永強先生   Property Management Companies Ltd)
                                                 (香港物業管理公司協會有限公司提名)

Mr NG sheung-lok, John   (nominated by the Asian Professional Security
吳常樂先生   Association – Hong Kong Chapter)
                                                 (亞洲專業保安協會 – 香港分會提名)

Mr SUN Kin-sang, Kingston   (nominated by a UGC tertiary institution)
辛建生先生   (某間大學教育資助委員會院校提名)

Mr WONG Wai-hung, Michael   (ad personam)
黃偉雄先生   (獨立人士)

Mr LAU Kar-ming, Roger   (representing the Commissioner of Police)
劉家銘先生   (香港警務處處長代表)

Mrs LEUNG LUK Mei-yin, Catherine   (representing the Director of Housing)
梁陸美賢女士   (房屋署署長代表)

Ms LO Suet-ching, Sharon   (representing the Commissioner for Labour)
盧雪貞女士   (勞工處處長代表)

Mr LEUNG Yam-shing   (representing the Executive Director of the
梁任城先生   Vocational Training Council)
     (職業訓練局執行幹事代表)

Advisor
顧問

Mr Douglas RENWICK   (ad personam)
榮德傑先生   (獨立人士)

Mr TANG Kwok-hoi   (Hong Kong Security Association)
鄧國海先生   (香港保安業協會)

In Attendance
列席者

Mr LI Yat-Chuen   (The Institute of Professional Education And
李日全先生   Knowledge)
     (高峰進修學院)

Ms TSANG Nga-yi, Olivia   (Security and Guarding Services Industry Authority)
曾雅儀女士   (保安及護衛管理委員會)

Secretary
秘書

Mr Leslie LEUNG   (Vocational Training Council)
梁劍衡先生   (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 element.
   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, including employers, employers' associations, trade unions, professional institutions, training and educational institutions and government departments, on matters pertaining to the development and promotion of vocational education and training in the industry.
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 April 2011)
保安服務業訓練委員會
2011 年人力調查工作小組成員名單
(2011 年 4 月 1 日)

<u>Convenor</u>
召集人

Mr LEE Yu-yim, Bruce   (ad personam)
李裕炎先生   (獨立人士)

<u>Members</u>
委員

Mr CHAM Ka-hung, Daniel, BBS, MH, JP   (nominated by the Security and Guarding
湛家雄先生, BBS, MH, JP   Services Industry Authority)
                                        (保安及護衛業管理委員會提名)

Ms Janna CHENG On-ki   (nominated by the Hong Kong Security
鄭安淇女士   Association)
                                        (香港保安業協會提名)

Mr Danny HO Wai-yin   (nominated by the International Professional
何偉賢先生   Security Association (Hong Kong) Ltd)
                                        (國際專業保安協會(香港)有限公司提名)

Mr Benson HUI   (ad personam)
許俊賢先生   (獨立人士)

Dr KWONG Tsz-man   (nominated by a UGC tertiary Institution)
鄺子文博士   (某間大學教育資助委員會院校提名)

Mr John NG Sheung-lok   (nominated by the Asian Professional Security
吳常樂先生   Association - Hong Kong Chapter)
                                        (亞洲專業保安協會香港分會提名)

Mrs Catherine LEUNG Luk Mei-yin　　　　(representative of the Director of Housing)
梁陸美賢女士

<u>Secretary</u>
秘書

Mr LEUNG Kim-hang, Leslie　　　　(Vocational Training Council)
梁劍衡先生　　　　(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
2011 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。

Vocational Training Council 職業訓練局

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www.vtc.edu.hk

Telephone No 電話	Facsimile No 傳真	(852)2574 3759
Our Reference 本局檔號 (5) in SS/4/2 (2011)	Your Reference 來函檔號	

3 June 2011

Dear Sir/Madam,

<div align="center">

The 2011 Manpower Survey of the
Security Services Industry

</div>

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 seventh manpower survey of the industry from 8th June to 7th July 2011 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 Apr 2012;
(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) Questionnaire;
(b) an explanatory note on the questionnaire; and
(c) 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 contact 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 organisation.

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 at 2116 8534.

<div align="center">

Yours faithfully,

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

</div>

Vocational Training Council 職業訓練局

Headquarters Division 2 總辦事處二科
20F, Skyline Tower, 39 Wang Kwong Road, Kowloon Bay, Kowloon, Hong Kong
香港九龍九龍灣宏光道39號宏天廣場20樓
www.vtc.edu.hk

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執事先生/女士：

<u>保安服務業二○一一年人力調查</u>

　　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○一一年六月八日至七月七日期間，進行保安服務業第七次人力調查，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○一二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；及
(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)　調查表；
(b)　調查表附註；及
(c)　附件內的保安服務業主要職務工作說明。

　　調查期間，政府統計處職員會聯絡 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。

　　懇請 貴機構惠予合作參與是次調查，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。

保安服務業訓練委員會主席
湛家雄

二○一一年六月三日

THE 2011 MANPOWER SURVEY OF THE SECURITY SERVICES INDUSTRY

保 安 服 務 業 二 ○ 一 一 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	3 6						
	1	2 3	4 5 6 7 8 9	10 11 12 13 14 15	16 17	18 19	20 21 22	23 24 25 26 27

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

28   47

POSITION:
職 位

TEL. NO.:
電 話

48   55   56   63

FAX NO.:
圖文傳真

E-MAIL:
電 郵

64   98

VTC-SS-01

THE 2011 MANPOWER SURVEY OF THE SECURITY SERVICES INDUSTRY
保 安 服 務 業 二 〇 一 一 年 人 力 調 查

PART I   第一部份

(A) Job 工作			(B) Monthly Income as at 5/2011 在5/2011之月薪	(C) Number Employed as at 5/2011 在5/2011之僱員人數	(D) No. of Vacancies as at 5/2011 在5/2011之空缺額	(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
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							
13.	2							
14.	2							
15.	2							
16.	2							
17.	2							
18.	2							
19.	2							
20.	2							
21.	2							
22.	2							
23.	2							
24.	2							
25.	2							
26.	2							
27.	2							
28.	2							
29.	2							
30.	2							
31.	2							
32.	2							
33.	2							
34.	2							
35.	2							

(H)

(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, 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、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 編號	Monthly Income Range 每月總收入幅度
1	$6,000 or Below 或以下
2	$6,001 - $8,000
3	$8,001 - $10,000
4	$10,001 - $15,000
5	$15,001 - $20,000
6	$20,001 - $30,000
7	$30,001 - $40,000
8	$40,001 - $60,000
9	$60,001 - $80,000
10	$80,001 - $100,000
11	Above $100,000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 編號	Education 教育
1	University Degree or above 大學學位或以上
2	Higher Diploma/ Associate Degree or equivalent 高級文憑／副學士或同等學歷
3	Diploma/ Higher Certificate/ Certificate or equivalent 文憑／高級證書／證書或同等學歷
4	Matriculation 預科
5	Secondary 5 or equivalent 中五或同等學歷
6	Secondary education or equivalent 中學或同等學歷
7	Primary education or below 小學或以下

(iii) Enter in column (G) the years of relevant experience which your organisation 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 編號	Period 年數
1	less than 1 year 少於1年
2	1 – 2 years 1至2年
3	over 2 years – 5 years 多於2年至5年
4	over 5 years – 10 years 多於5年至10年
5	over 10 years 多於10年

PART I   第一部份

PART II 第二部份

Preferred Vocational Qualification of Employees
僱員宜有職業資格

1. Please tick the vocational qualification which your organisation 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。）

Vocational Qualification 職業資格	Manager 經理	Supervisor 主任	Security System Design Technician 保安系統 設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養 及/或修理技術員	Guard 保安 護衛員
(a) Qualified member of major security institutions/ associations 主要保安協會合資格會員	☐ 8	☐ 9	☐ 10	☐ 11	☐ 12

    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。

	Manager	Supervisor	Security System Design Technician	Security Device Installation...	Guard
(b) Certificate of Security Trainers Courses 保安業培訓導師證書	☐ 13	☐ 14	☐ 15	☐ 16	☐ 17

    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.
             Other Recognised Security Training Course (e.g. Foundation Certificate for Trainers in Security Services
             organised by SPACE of HKU)

    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。
             其他認可保安培訓員課程(例如香港大學專業進修學院舉辦之保安業導師培訓基礎證書)

	Manager 經理	Supervisor 主任	Security System Design Technician 保安系統 設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養 及/或修理技術員	Guard 保安 護衛員
(c) Certificate of Trade Tests for Security Guards issued by Security Services Training Board, VTC 職業訓練局保安服務業訓練委員會頒發之保安護衛員技能測驗證書	☐ 18	☐ 19	☐ 20	☐ 21	☐ 22
(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下的保安培訓課程證書	☐ 23	☐ 24	☐ 25	☐ 26	☐ 27
(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	☐ 28	☐ 29	☐ 30	☐ 31	☐ 32
(f) Technical Certificate 技術證書	☐ 33	☐ 34	☐ 35	☐ 36	☐ 37
(g) Certificate of Skills Upgrading Scheme 技能提升課程證書	☐ 38	☐ 39	☐ 40	☐ 41	☐ 42
(h) Others (please specify) 其他（請列明）	☐ 43	☐ 44	☐ 45	☐ 46	☐ 47

Training
訓練

2. Did your organisation provide in-house training to your security employees in the past 12 months (1.5.2010-30.4.2011)?
在過去十二個月內（1.5.2010-30.4.2011）， 貴機構有沒有提供內部培訓給保安僱員？

☐ 48 Yes (Please go to Q.3)
有 (請答第3題)

☐ 49 No (Please go to Q.4)
沒有 (請答第4題)

☐ 50 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 provided to the different levels of employees in the past 12 months (1.5.2010 - 30.4.2011)?
   (You may wish to tick more than 1 box for each job level.)
   在過去十二個月內（1.5.2010 - 30.4.2011），　貴機構曾提供下列哪種內部培訓課程給僱員?
   （每職級可選一項或以上。）

	Manager 經理	Supervisor 主任	Security System Design Technician 保安系統 設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養 及/或修理技術員	Guard 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	☐ 58	☐ 59	☐ 60	☐ 61	☐ 62
(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	☐ 63	☐ 64	☐ 65	☐ 66	☐ 67
(c) Security Trainer Training 保安培訓導師的訓練	☐ 68	☐ 69	☐ 70	☐ 71	☐ 72
(d) Training Courses related to Security Systems 保安系統的有關課程	☐ 73	☐ 74	☐ 75	☐ 76	☐ 77
(e) Professional Knowledge (e.g. Crime Prevention, Crowd Control, Event Management) 專業知識(例如: 防止罪案、 人群控制、活動管理)	☐ 78	☐ 79	☐ 80	☐ 81	☐ 82
(f) Management and Supervision 管理及督導	☐ 83	☐ 84	☐ 85	☐ 86	☐ 87
(g) Specialist Security Knowledge 專門保安知識					
(i) Use of firearms and weapons 槍械及武器使用	☐ 88	☐ 89	☐ 90	☐ 91	☐ 92
(ii) Cash-in-transit 解款	☐ 93	☐ 94	☐ 95	☐ 96	☐ 97
(iii) VIP protection 要員保護	☐ 98	☐ 99	☐ 100	☐ 101	☐ 102
(iv) Guard dog handler training 護衛犬管理員訓練	☐ 103	☐ 104	☐ 105	☐ 106	☐ 107
(v) Arms instructor training 槍械教官訓練	☐ 108	☐ 109	☐ 110	☐ 111	☐ 112
(vi) Central alarm monitoring station 中央警報監察站	☐ 113	☐ 114	☐ 115	☐ 116	☐ 117
(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	☐ 118	☐ 119	☐ 120	☐ 121	☐ 122

		Manager 經理	Supervisor 主任	Security System Design Technician 保安系統 設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養 及/或修理技術員	Guard 保安 護衛員
(h)	Language 語言					
(i)	English 英文	123	124	125	126	127
(ii)	Putonghua 普通話	128	129	130	131	132
(iii)	Cantonese 廣東話	133	134	135	136	137
(iv)	Others (Please specify) 其他（請註明）	138	139	140	141	142
(i)	Other Skills 其他技巧					
(i)	Fire Prevention 防火	143	144	145	146	147
(ii)	First Aid 急救	148	149	150	151	152
(iii)	Health and Safety 健康及安全	153	154	155	156	157
(iv)	Customer Service 顧客服務	158	159	160	161	162
(v)	Soft Skills e.g. Communication Skills, etc. 軟性技巧 例如：溝通技巧等	163	164	165	166	167
(vi)	Related Skills Upgrading Scheme Courses 相關技能提升計劃課程	168	169	170	171	172
(vii)	Others (please specify) 其他（請註明）	173	174	175	176	177

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4. How many employees have you sponsored to attend the following courses in the past 12 months (1.5.2010 - 30.4.2011)?
在過去十二個月內（1.5.2010 - 30.4.2011）， 貴機構曾贊助多少名僱員修讀下列培訓課程?

	Manager 經理	Supervisor 主任	Security System Design Technician 保安系統設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	Guard 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	184	187	190	193	196
(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	200	203	206	209	212
(c) Security Trainer Training 保安培訓導師的訓練	216	219	222	225	228
(d) Training Courses related to Security Systems 保安系統的有關課程	232	235	238	241	244
(e) Professional Knowledge (e.g. Crime Prevention, Crowd Control, Event Management) 專業知識(例如: 防止罪案、人群控制、活動管理)	248	251	254	257	260
(f) Management and Supervision 管理及督導	264	267	270	273	276
(g) Specialist Security Knowledge 專門保安知識					
(i) Use of firearms and weapons 槍械及武器使用	280	283	286	289	292
(ii) Cash-in-transit 解款	296	299	302	305	308
(iii) VIP protection 要員保護	312	315	318	321	324
(iv) Guard dog handler training 護衛犬管理員訓練	328	331	334	337	340
(v) Arms instructor training 槍械教官訓練	344	347	350	353	356
(vi) Central alarm monitoring station 中央警報監察站	360	363	366	369	372
(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	376	379	382	385	388

		Manager 經理	Supervisor 主任	Security System Design Technician 保安系統 設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養 及/或修理技術員	Guard 保安 護衛員
(h)	Language 語言					
(i)	English 英文	392	395	398	401	404
(ii)	Putonghua 普通話	408	411	414	417	420
(iii)	Cantonese 廣東話	424	427	430	433	436
(iv)	Others (Please specify) 其他（請註明）	440	443	446	449	452
(i)	Other Skills 其他技巧					
(i)	Fire Prevention 防火	456	459	462	465	468
(ii)	First Aid 急救	472	475	478	481	484
(iii)	Health and Safety 健康及安全	488	491	494	497	500
(iv)	Customer Service 顧客服務	504	507	510	513	516
(v)	Soft Skills e.g. Communication Skills, etc. 軟性技巧 例如：溝通技巧等	520	523	526	529	532
(vi)	Related Skills Upgrading Scheme Courses 相關技能提升計劃課程	536	539	542	545	548
(vii)	Others (please specify) 其他（請註明）	552	555	558	561	564

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此欄毋需填寫

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5. Types of courses to be attended by different levels of employees in the next 12 months (1.5.2011 - 30.4.2012)?
(You may wish to tick more than 1 box for each job level.)
在未來十二個月內 (1.5.2011 - 30.4.2012)， 貴機構認爲僱員應修讀下列哪些培訓課程？
（每職級可選一項或以上。）

	Manager 經理	Supervisor 主任	Security System Design Technician 保安系統 設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養 及/或修理技術員	Guard 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	☐ 569	☐ 570	☐ 571	☐ 572	☐ 573
(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	☐ 574	☐ 575	☐ 576	☐ 577	☐ 578
(c) Security Trainer Training 保安培訓導師的訓練	☐ 579	☐ 580	☐ 581	☐ 582	☐ 583
(d) Training Courses related to Security Systems 保安系統的有關課程	☐ 584	☐ 585	☐ 586	☐ 587	☐ 588
(e) Professional Knowledge (e.g. Crime Prevention, Crowd Control, Event Management) 專業知識(例如: 防止罪案、 人群控制、活動管理)	☐ 589	☐ 590	☐ 591	☐ 592	☐ 593
(f) Management and Supervision 管理及督導	☐ 594	☐ 595	☐ 596	☐ 597	☐ 598
(g) Specialist Security Knowledge 專門保安知識					
(i) Use of firearms and weapons 槍械及武器使用	☐ 599	☐ 600	☐ 601	☐ 602	☐ 603
(ii) Cash-in-transit 解款	☐ 604	☐ 605	☐ 606	☐ 607	☐ 608
(iii) VIP protection 要員保護	☐ 609	☐ 610	☐ 611	☐ 612	☐ 613
(iv) Guard dog handler training 護衛犬管理員訓練	☐ 614	☐ 615	☐ 616	☐ 617	☐ 618
(v) Arms instructor training 槍械教官訓練	☐ 619	☐ 620	☐ 621	☐ 622	☐ 623
(vi) Central alarm monitoring station 中央警報監察站	☐ 624	☐ 625	☐ 626	☐ 627	☐ 628
(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	☐ 629	☐ 630	☐ 631	☐ 632	☐ 633

		Manager 經理	Supervisor 主任	Security System Design Technician 保安系統 設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養 及/或修理技術員	Guard 保安 護衛員
(h)	**Language** **語言**					
(i)	English 英文	634	635	636	637	638
(ii)	Putonghua 普通話	639	640	641	642	643
(iii)	Cantonese 廣東話	644	645	646	647	648
(iv)	Others (Please specify) 其他（請註明）	649	650	651	652	653
(i)	**Other Skills** **其他技巧**					
(i)	Fire Prevention 防火	654	655	656	657	658
(ii)	First Aid 急救	659	660	661	662	663
(iii)	Health and Safety 健康及安全	664	665	666	667	668
(iv)	Customer Service 顧客服務	669	670	671	672	673
(v)	Soft Skills e.g. Communication Skills, etc. 軟性技巧 例如：溝通技巧等	674	675	676	677	678
(vi)	Related Skills Upgrading Scheme Courses 相關技能提升計劃課程	679	680	681	682	683
(vii)	Others (please specify) 其他（請註明）	684	685	686	687	688

6. How many of your employees will you sponsor to attend the following courses in the next 12 months (1.5.2011 - 30.4.2012)?
   在未來十二個月內（1.5.2011 - 30.4.2012），　貴機構將會贊助多少名僱員修讀下列培訓課程?

	Manager 經理	Supervisor 主任	Security System Design Technician 保安系統設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	Guard 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	695	698	701	704	707
(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	711	714	717	720	723
(c) Security Trainer Training 保安培訓導師的訓練	727	730	733	736	739
(d) Training Courses related to Security Systems 保安系統的有關課程	743	746	749	752	755
(e) Professional Knowledge (e.g. Crime Prevention, Crowd Control, Event Management) 專業知識(例如: 防止罪案、人群控制、活動管理)	759	762	765	768	771
(f) Management and Supervision 管理及督導	775	778	781	784	787
(g) Specialist Security Knowledge 專門保安知識					
(i) Use of firearms and weapons 槍械及武器使用	791	794	797	800	803
(ii) Cash-in-transit 解款	807	810	813	816	819
(iii) VIP protection 要員保護	823	826	829	832	835
(iv) Guard dog handler training 護衛犬管理員訓練	839	842	845	848	851
(v) Arms instructor training 槍械教官訓練	855	858	861	864	867
(vi) Central alarm monitoring station 中央警報監察站	871	874	877	880	883
(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	887	890	893	896	899

(h) Language 語言

	Manager 經理	Supervisor 主任	Security System Design Technician 保安系統設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	Guard 保安護衛員
(i) English 英文	903	906	909	912	915
(ii) Putonghua 普通話	919	922	925	928	931
(iii) Cantonese 廣東話	935	938	941	944	947
(iv) Others (Please specify) 其他（請註明）	951	954	957	960	963

(i) Other Skills 其他技巧

	Manager 經理	Supervisor 主任	Security System Design Technician 保安系統設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	Guard 保安護衛員
(i) Fire Prevention 防火	967	970	973	976	979
(ii) First Aid 急救	983	986	989	992	995
(iii) Health and Safety 健康及安全	999	1002	1005	1008	1011
(iv) Customer Service 顧客服務	1015	1018	1021	1024	1027
(v) Soft Skills e.g. Communication Skills, etc. 軟性技巧 例如：溝通技巧等	1031	1034	1037	1040	1043
(vi) Related Skills Upgrading Scheme Courses 相關技能提升計劃課程	1047	1050	1053	1056	1059
(vii) Others (please specify) 其他（請註明）	1063	1066	1069	1072	1075

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此欄毋需填寫   1079

- 10 -

7. (a) <u>Do you think employees receive 16 hours of training prior to obtaining Security Personnel Permit is enough?</u>
貴機構認為僱員於獲發「保安人員許可證」前接受的16小時培訓是否足夠?

☐ Enough
1080 足夠

☐ Not Enough
1081 不足夠

☐ No comment
1082 無意見

(Please go to Q.8)
（請答第8題）

(Please go to Q.7(b))
（請回答第7(b)題）

(Please go to Q.8)
（請回答第8題）

(b) <u>If not enough, please indicate your preferred number of training hours.</u>
如不足夠，請說明　貴機構認為僱員應接受的培訓時數。

☐ 24 hours
1083 24 小時

☐ 32 hours
1084 32 小時

☐ Others, (please specify)
1085 其他，（請註明）：　_____

8. <u>Do you think the employees should attend refresher courses when they renew their Security Personnel Permit?</u>
貴機構認為僱員在更新「保安人員許可證」時是否需要修讀重溫課程？

☐ Pre-requisite
1086 必須

☐ Preferred
1087 宜有

☐ Not Necessary
1088 無需要

☐ No Comment
1089 無意見

<u>Internal Promotion</u>
內部晉升

9. <u>Please state the number of internal promotion in the past 12 months (1.5.2010 - 30.4.2011).</u>
請列出　貴機構在過去十二個月（1.5.2010 - 30.4.2011）由內部晉升的僱員人數。

<u>No. of Internal Promotion</u>
由內部晉升人數

(a) From Supervisory to Managerial/Professional Level
由主任晉升為經理／專業人員級
☐☐☐
1090

(b) From Guard/Technician to Supervisory Level
由護衛員／技術員晉升為主任級
☐☐☐
1093

Employees Left
離職人數

10. No. of Employees left in the past 12 months (1.5.2010 - 30.4.2011)
過去十二個月內（1.5.2010 - 30.4.2011）離職的僱員人數。

Manager 經理	Supervisor 主任	Security System Design Technician 保安系統 設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養 及/或修理技術員	Guard 保安 護衛員
1101	1104	1107	1110	1113

Recruitment
招聘

11. Please state the number of recruits of your organisation in the past 12 months (1.5.2010 - 30.4.2011).
請列出　貴機構在過去十二個月內（1.5.2010 - 30.4.2011）招聘的僱員人數。

	Manager 經理	Supervisor 主任	Security System Design Technician 保安系統 設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養 及/或修理技術員	Guard 保安 護衛員
(a) Total number of recruits 總招聘人數	1117	1120	1123	1126	1129
(b) Number of recruits who have performed security services related duties in their last jobs from item 11(a) above 上列11(a)項中，在上一個的工作崗位 是執行保安服務業相關職務的人數	1133	1136	1139	1142	1145

12. Did your organisation encounter any difficulties in recruitment of security personnel at various job levels in the past 12 months (1.5.2010 - 30.4.2011)?
　　貴機構在過去十二個月內（1.5.2010 - 30.4.2011）在招聘各職級的保安從業員方面有沒有遇到困難？

☐ Yes (Please go to Q.13)
1149　有（請答第13題）

☐ No (Please go to Q.14)
1150　沒有（請答第14題）

☐ No recruitment nor tried to recruit
1151　(Please go to Q.14)
　　未有／未有嘗試招聘
　　（請答第14題）

13. Which of the following reasons you think may account for the recruitment difficulties of your organisation?
(You may tick more than 1 box for each job level.)
你認為以下哪些原因會導致　貴機構招聘困難。（每職級可選一項或以上。）

	Manager 經理	Supervisor 主任	Security System Design Technician 保安系統 設計技術員	Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養 及/或修理技術員	Guard 保安 護衛員
(a) General labour shortage 普遍勞工短缺	☐ 1156	☐ 1157	☐ 1158	☐ 1159	☐ 1160
(b) Long working hours 工作時間長	☐ 1161	☐ 1162	☐ 1163	☐ 1164	☐ 1165
(c) Tough working environment 工作環境惡劣	☐ 1166	☐ 1167	☐ 1168	☐ 1169	☐ 1170
(d) Dangerous working nature 工作性質危險	☐ 1171	☐ 1172	☐ 1173	☐ 1174	☐ 1175
(e) Unattractive salary 薪金不吸引	☐ 1176	☐ 1177	☐ 1178	☐ 1179	☐ 1180
(f) Low status 地位低微	☐ 1181	☐ 1182	☐ 1183	☐ 1184	☐ 1185
(g) Lack of candidates with relevant experience and training 職位申請人缺乏相關經驗及訓練	☐ 1186	☐ 1187	☐ 1188	☐ 1189	☐ 1190
(h) Others (please specify) 其他（請說明）	☐ 1191	☐ 1192	☐ 1193	☐ 1194	☐ 1195

_____

Transformation
轉制

14. Please state the number of security guards in your organisation that will change their working shift systems in the next 12 months (1.5.2011 - 30.4.2012).
請列出　貴機構在未來十二個月內（1.5.2011 - 30.4.2012）將會改變更制的保安護衛員人數。

	Guard 保安 護衛員		Guard 保安 護衛員
(a) From 2-shift system to 3-shift system 由兩更制轉爲三更制	☐☐☐☐ 1196	(b) From 3-shift system to 2-shift system 由三更制轉爲兩更制	☐☐☐☐ 1200

End of Questionnaire
問卷完

_____

The 2011 Manpower Survey of the Security Services Industry
保安服務業二〇一一年人力調查

Explanatory Notes
附註

1. The targets of this manpower survey are the employees of your organisation holding valid Security Personnel Permit.
本人力調查之對象為　貴機構持有有效保安人員許可證之僱員。

2. 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。

3. 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 organisation, 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　貴機構所採用者。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。

4. 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 May 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，則請取其五月份的平均收入。
（請參閱調查表(H)(i)欄的類別編號。）

5. <u>Column 'C' - Number of Employees</u>
    (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 organisation. These include proprietors and partners working full-time for organisation 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 貴機構內全職工作（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 貴機構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。

6. <u>Column 'D' - Number of Vacancies at Date of Survey</u>
    (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 貴機構現有的空缺額，「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。

7. <u>Column 'E' - Forecast of Number Employed 12 Months from Now</u>
    (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 or less than that in column 'C' if an expansion/ a contraction is expected.
    「預計僱員人數」指 貴機構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或少於 (C) 欄。

8. <u>Column 'F' - Required Level of Education</u>
    (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 貴機構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。）

9. 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 organisation 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 organisation.

   註 ： 調查所得資料將絕對保密，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 Management Staff 高級管理人員	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／運作經理／ 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 (Cont'd)　　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. Assists 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 organising 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 其他保安相關服務業經理	Engages in the management duties relating to security services such as sales and security information service support etc. 參與和保安服務有關之管理工作，如銷售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 LEVEL　主任級		
201	Security Supervisor/ Operations Supervisor/ Security Centre Supervisor/ Technical Supervisor 保安主任／ 運作主任／ 保安中心主任／ 技術監督	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. Supervises and coordinates the works of technicians. 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。 監督及協調技術員工作。
202	Technical Support Staff 技術輔助人員	Performs work on CAD drafting. Maintains and controls the operation of the computerised security system unit. Upkeeps and improves existing computer systems, applications and services to meet requirements of the organisation. 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。
203	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。
204	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 LEVEL (Cont'd)　　主任級（續）		
205	Other Security Services Related Supervising Personnel 其他保安相關服務業督導人士	Assists in the duties relating to security services such as special guarding service, duty control, sales and 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、銷售及保安資訊支援服務等。
SECURITY GUARD/ TECHNICIAN LEVEL　　保安護衛員／技術員級		
301	Security Guard (on 3-shift system) 保安護衛員／管理員 (三更制)	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	Security Guard (on 2-shift system) 保安護衛員／管理員 (兩更制)	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。
303	Armed Guard 武裝護衛員	Carries out guarding work and the performance of which requires carrying of arms and ammunitions; and in possession of valid arms license issued by the Hong Kong Police Force. 須攜帶槍械彈藥執行護衛工作，並持有由香港警務處發出之有效槍械牌照.
304	Security System Design Technician 保安系統設計技術員	Under the supervision of an engineer, assists in the design of security systems and related requirement in buildings and premises. 在工程師督導下，設計樓宇內的保安系統及有關設備。
305	Security Device Installation, Maintenance and/ or Repairing Technician 保安裝置安裝、保養 及／或修理技術員	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、維修及保養樓宇內的保安系統及有關設備。

Code No. 編號	Job Title 職稱	Job Description 工作說明
SECURITY GUARD/ TECHNICIAN LEVEL (Cont'd)　保安護衛員／技術員級（續）		
306	Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	Performs duties relating to security services functions such as supportive duties and customer services. 執行與保安服務相關之工作如支援職務及顧客服務。

Analysis of Result of Enumeration
調查反應分析

Branch 門類 Results 結果	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 業主立案法團	Supplementary Samples 增補樣本	Total 總數
Closed 關閉	-	-	-	-	-	-	3	-	3
Duplication 複本	-	-	-	-	-	-	1	-	1
Merged with other establishment 與其他機構合併	1	-	-	-	-	-	-	-	1
Moved, address cannot be located/untraceable 搬遷，地址未明	-	-	1	-	-	-	-	-	1
Non-contact 無法取得聯絡	17	-	7	-	3	1	1	1	30
Not engaged in specific trade 行業不詳	2	-	3	-	-	-	71	-	76
No technical manpower 並無技術僱員	3	-	10	-	2	-	110	-	125
Partially responded 部分作答	11	-	-	1	1	-	1	1	15
Refusal 拒絕作答	17	-	7	2	6	-	-	1	33
Registered office/Corresponding address 登記辦事處／郵寄地址	3	1	-	-	-	-	-	-	4
Responded 填覆數目	65	4	57	1	36	2	58	9	232
Temporary ceased operations 暫停營業	1	-	-	-	-	-	-	-	1
Vacant 空置	-	-	-	-	-	-	2	-	2
Total 總數	120	5	85	4	48	3	247	12	524

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

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級					
Senior Management Staff 高級管理人員	235	-	235	236	1
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	785	7	792	793	1
Security System Project Manager 保安系統項目經理	10	-	10	10	-
Security System Design/ Installation/ Maintenance Engineer 保安系統設計/ 安裝/ 保養工程師	46	-	46	46	-
Security Training Manager 保安培訓經理	44	-	44	44	-
Other Security Services Related Manager 其他相關保安服務業經理	150	-	150	150	-
Sub-total: 小計	**1 270**	**7**	**1 277**	**1 279**	**2**

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
SUPERVISORY LEVEL 主任級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	7 986	82	8 068	8 071	3
Technical Support Staff 技術輔助人員	106	2	108	108	-
Security Training Officer 保安培訓主任	46	-	46	46	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	375	-	375	375	-
Sub-total: 小計	**8 513**	**84**	**8597**	**8 600**	**3**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員/技術員級					
Security Guard (on 3-shift system) 保安護衞員(三更制)	28 320	455	28 775	28 831	56
Security Guard (on 2-shift system) 保安護衞員(二更制)	39 729	840	40 569	40 605	36
Security Guard (without shift system) 保安護衞員(無更制)	691	-	691	661	-30
Security Device Installation, Maintenance and/ or Repairing Technician 保安裝置安裝、保養及/或修理技術員	476	-	476	476	-
Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	526	17	543	560	17
Sub-total: 小計	**69 742**	**1 312**	**71 054**	**71 133**	**79**
Total: *總數*	*79 525*	*1403*	*80 928*	*81 012*	**84**
(%)*					**(0.1%)**

* 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

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級					
Senior Management Staff 高級管理人員	3	-	3	3	-
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	1	-	1	1	-
Security Training Manager 保安培訓經理	1	-	1	1	-
Sub-total: 小計	**5**	**-**	**5**	**5**	**-**

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
SUPERVISORY LEVEL 主任級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	23	1	24	24	-
Sub-total: 小計	**23**	**1**	**24**	**24**	**-**
SECURITY GUARD//TECHNICIAN LEVEL 保安護衞員／技術員級					
Security Guard (on 2-shift system) 保安護衞員(二更制)	213	23	236	233	-3
Armed Guard 武裝護衞員	186	7	193	186	-7
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	21	1	22	22	-
Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	335	19	354	354	-
Sub-total: 小計	**755**	**50**	**805**	**795**	**-10**
Total: *總數*	*783*	*51*	*834*	*824*	**-10**

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

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級					
Senior Management Staff 高級管理人員	92	-	92	92	-
Security Consultant 保安顧問	127	-	127	127	-
Security System Project Manager 保安系統項目經理	159	-	159	159	-
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	456	10	466	466	-
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	14	-	14	14	-
Sub-total: 小計	**849**	**10**	**859**	**859**	**-**

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
SUPERVISORY LEVEL 主任級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	224	11	235	235	-
Technical Support Staff 技術輔助人員	196	-	196	196	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	10	-	10	10	-
Sub-total: 小計	**430**	**11**	**441**	**441**	**-**
SECURITY GUARD/ TECHNICIAN LEVEL 保安護衛員/技術員級					
Security System Design Technician 保安系統設計技術員	194	-	194	194	-
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	1 666	51	1 717	1 759	42
Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	101	30	131	141	10
Sub-total: 小計	**1 961**	**81**	**2 042**	**2 094**	**52**
Total: *總數*	*3 240*	*102*	*3 342*	*3 394*	**52**
(%)*					**(1.6%)**

*   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

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

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級					
Senior Management Staff 高級管理人員	4	-	4	4	-
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	11	-	11	11	-
Security Training Manager 保安培訓經理	2	-	2	2	-
Other Security Services Related Manager 其他相關保安服務業經理	4	-	4	4	-
Sub-total: 小計	**21**	**-**	**21**	**21**	**-**
SUPERVISORY LEVEL 主任級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ ／Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	43	-	43	43	-
Security Training Officer 保安培訓主任	9	-	9	9	-
Sub-total: 小計	**52**	**-**	**52**	**52**	**-**

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員／技術員級					
Security Guard (on 2-shift system) 保安護衞員(二更制)	304	-	304	320	16
Armed Guard 武裝護衞員	275	-	275	286	11
Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	65	-	65	65	-
Sub-total: **小計**	**644**	**-**	**644**	**671**	**27**
Total: *總數*	*717*	*-*	*717*	*744*	*27*

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 ： 保安護衞服務及保安系統安裝／保養／維修／設計／其他

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級					
Senior Management Staff 高級管理人員	39	-	39	39	-
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	164	-	164	164	-
Security Consultant 保安顧問	38	-	38	38	-
Security System Project Manager 保安系統項目經理	33	2	35	36	1
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	182	12	194	195	1
Security Training Manager 保安培訓經理	7	-	7	7	-
Other Security Services Related Manager 其他相關保安服務業經理	25	-	25	25	-
Sub-total: 小計	**488**	**14**	**502**	**504**	**2**
SUPERVISORY LEVEL 主任級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督 Security System Installation/Maintenance Technician 保安系統安裝／保養技術員	1 171	42	1 213	1 217	4

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
Technical Support Staff 技術輔助人員	99	8	107	107	-
Security Training Officer 保安培訓主任	8	-	8	8	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	23	-	23	22	-1
Sub-total: 小計	**1 301**	**50**	**1 351**	**1 354**	**3**

SECURITY GUARD/TECHNICIAN LEVEL
保安護衞員／技術員級

Job Level	Number of Employees	Vacancies	Number of Post	Forecast Number	Forecast Manpower Growth
Security Guard (on 3-shift system) 保安護衞員(三更制)	5 318	143	5 461	5 467	6
Security Guard (on 2-shift system) 保安護衞員(二更制)	5 602	104	5 706	5 702	-4
Security Guard (without shift system) 保安護衞員(無更制)	2	-	2	2	-
Security System Design Technician 保安系統設計技術員	55	-	55	55	-
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	396	4	400	399	-1
Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	80	2	82	83	1
Sub-total: 小計	**11 453**	**253**	**11 706**	**11 708**	**2**
Total: *總數* **(%)***	*13 242*	*317*	*13 559*	*13 566*	*7* **(0.05%)**

* 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

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級					
Senior Management Staff 高級管理人員	11	-	11	11	-
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	12	-	12	12	-
Security System Project Manager 保安系統項目經理	3	-	3	3	-
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	1	-	1	1	-
Sub-total: 小計	**27**	**-**	**27**	**27**	**-**

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
SUPERVISORY LEVEL 主任級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	248	-	248	248	-
Technical Support Staff 技術輔助人員	4	-	4	4	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	10	-	10	10	-
Sub-total: 小計	**262**	**-**	**262**	**262**	**-**
SECURITY GUARD/TECHNICAL LEVEL 保安護衞員／技術員級					
Security Guard (on 3-shift system) 保安護衞員（三更制）	1 322	-	1 322	1 322	-
Security Guard (on 2-shift system) 保安護衞員（二更制）	4	-	4	4	-
Armed Guard 武裝護衞員	228	6	234	234	-
Security System Design Technician 保安系統設計技術員	26	-	26	26	-
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	33	-	33	33	-
Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	396	-	396	396	-
Sub-total: 小計	**2 009**	**6**	**2 015**	**2 015**	**-**
Total: *總數*	*2 298*	*6*	*2 304*	*2 304*	*-*

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

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級					
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	38	-	38	38	-
Sub-total: 小計	**38**	**-**	**38**	**38**	**-**
SUPERVISORY LEVEL 主任級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	528	-	528	528	-
Sub-total: 小計	**528**	**-**	**528**	**528**	**-**

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2009 2009 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員／技術員級					
Security Guard (on 3-shift system) 保安護衞員（三更制）	1 704	-	1 704	1 704	-
Security Guard (on 2-shift system) 保安護衞員（二更制）	3 994	38	4 032	4 032	-
Security Guard (without shift system) 保安護衞員	832	38	870	870	-
Sub-total: 小計	**6 530**	**76**	**6 606**	**6 606**	**-**
Total: *總數*	*7 096*	*76*	*7 172*	*7 172*	**-**

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

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級					
Senior Management Staff 高級管理人員	3	-	3	3	-
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	28	-	28	28	-
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	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**	**34**	**-**	**34**	**34**	**-**
SUPERVISORY LEVEL 主任級					
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	107	-	107	106	-1
Technical Support Staff 技術輔助人員	2	-	2	2	-
Security Training Officer 保安培訓主任	2	-	2	2	-
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	27	2	29	29	-
Sub-total: **小計**	**138**	**2**	**140**	**139**	**-1**

Job Level 技能等級	Number of Employees 僱員人數	Vacancies at Date of Survey 調查期間 空缺數目	Number of Post at May 2011 2011 年 5 月 職位數目	Forecast Number of Employees in the Next 12 Months 預測未來 12 個月 僱員人數	Forecast Manpower Growth 預測人力增長
SECURITY GUARD /TECHNICIAN LEVEL 保安護衛員／技術員級					
Security Guard (on 3-shift system) 保安護衛員（三更制）	574	14	588	588	-
Armed Guard 武裝護衛員	3	-	3	3	-
Security Device Installation, Maintenance and/ or Repairing Technician 保安裝置安裝、保養及/或修理技術員	2	-	2	2	-
Sub-total: 小計	**579**	**14**	**593**	**593**	**-**
Total: *總數* (%)*	*751*	*16*	*767*	*766*	*-1* (-0.1%)
Grand Total: 總計 (%)**	**107 652**	**1 971**	**109 623**	**109 782**	**159** (0.1%)

*   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 ： 保安護衞服務

	General labour shortage 普遍勞工短缺	Long working hours 工作時間長	Tough working environment 工作環境惡劣	Dangerous working nature 工作性質危險	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/ Refusal 其他/ 拒絕 回答	Total 總數
Manager 經理	1	0	0	0	1	0	4	22	**28**
Supervisor 主任	6	15	11	0	18	0	16	37	**103**
Guard/Technician 保安護衞員／技術員	45	51	13	0	55	11	43	69	**287**
Total 總數	**52**	**66**	**24**	**0**	**74**	**11**	**63**	**128**	**418**

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	Tough working environment 工作環境惡劣	Dangerous working nature 工作性質危險	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/ Refusal 其他/ 拒絕 回答	**Total 總數**
Manager 經理	0	0	0	0	0	0	0	0	**0**
Supervisor 主任	0	0	0	0	0	0	0	0	**0**
Guard/Technician 保安護衛員／技術員	1	2	0	0	1	0	1	0	**5**
Total 總數	**1**	**2**	**0**	**0**	**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	Tough working environment 工作環境惡劣	Dangerous working nature 工作性質危險	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/ Refusal 其他/ 拒絕回答	**Total 總數**
Manager 經理	1	0	0	0	21	0	12	20	**54**
Supervisor 主任	2	1	1	0	2	0	1	20	**27**
Guard/Technician 保安護衛員／技術員	62	41	1	0	23	0	73	80	**280**
Total 總數	**65**	**42**	**2**	**0**	**46**	**0**	**86**	**120**	**361**

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 ： 保安護衞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	Tough working environment 工作環境惡劣	Dangerous working nature 工作性質危險	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/ Refusal 其他/ 拒絕 回答	**Total 總數**
Manager 經理	1	0	0	0	4	1	3	1	**10**
Supervisor 主任	4	3	0	0	5	2	6	1	**21**
Guard/Technician 保安護衞員／技術員	5	10	5	0	14	7	9	1	**51**
Total 總數	**10**	**13**	**5**	**0**	**23**	**10**	**18**	**3**	**82**

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, Armoured Transportation Services and Security Systems Installation/Maintenance/Repair/Design/Others
門類　：　保安護衞服務、持槍押運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	Tough working environment 工作環境惡劣	Dangerous working nature 工作性質危險	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/ Refusal 其他/ 拒絕 回答	**Total 總數**
Manager 經理	0	0	0	0	0	0	0	1	**1**
Supervisor 主任	0	0	0	0	0	0	0	1	**1**
Guard/Technician 保安護衞員／技術員	0	0	0	0	0	0	0	1	**1**
Total 總數	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**3**	**3**

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	Tough working environment 工作環境惡劣	Dangerous working nature 工作性質危險	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/ Refusal 其他/ 拒絕 回答	Total 總數
Manager 經理	0	0	0	0	0	0	0	0	**0**
Supervisor 主任	0	0	0	0	0	0	0	0	**0**
Guard/Technician 保安護衛員／技術員	0	75	37	0	227	0	0	75	**414**
Total 總數	**0**	**75**	**37**	**0**	**227**	**0**	**0**	**75**	**414**

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	Tough working environment 工作環境惡劣	Dangerous working nature 工作性質危險	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/ Refusal 其他/ 拒絕 回答	**Total 總數**
Manager 經理	0	0	0	0	0	0	0	1	**1**
Supervisor 主任	0	0	0	0	0	0	0	1	**1**
Guard/Technician 保安護衛員／技術員	1	1	0	0	2	0	2	1	**7**
Total 總數	**1**	**1**	**0**	**0**	**2**	**0**	**2**	**3**	**9**

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

Job Level 技能等級 Branch 門類	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衞員級	Total 總數
Security Guarding Services 保安護衞服務	47	360	-	10 236	**10 643**
Armoured Transportation Services 持槍押運服務	-	-	3	286	**289**
Security Systems Installation/ Maintenance/ Repair/ Design/ Others 保安系統安裝／保養／維修／設計／其他	40	4	422	-	**466**
Security Guarding Services and Armoured Transportation Services 保安護衞服務及持槍押運服務	-	2	-	215	**217**
Security Guarding Services and Security Systems Installation/ Maintenance Repair/ Design/ Others 保安護衞服務及保安系統安裝／保養／維修／設計／其他	38	298	36	3 982	**4 354**
Security Guarding Services, Armoured Transportation Services and Security Systems Installation/ Maintenance Repair/ Design/ Others 保安護衞服務、持槍押運服務及保安系統安裝／保養／維修／設計／其他	-	2	-	6	**8**
Owners Corporation 業主立案法團	-	-	-	980	**980**
Supplementary Samples 增補樣本	3	10	2	83	**98**
Total: 總數	**128**	**676**	**463**	**15 788**	**17 055**

Employers' Required Education of Employees by Branch by Level by Principal Job
僱主要求僱員應有教育程度（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

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級									
Senior Management Staff 高級管理人員	67	76	48	-	4	-	-	40	**235**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	219	361	50	2	119	-	-	34	**785**
Security System Project Manager 保安系統項目經理	-	10	-	-	-	-	-	-	**10**
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	46	-	-	-	-	-	-	**46**
Security Training Manager 保安培訓經理	-	37	-	-	4	-	-	3	**44**
Other Security Services Related Manager 其他相關保安服務業經理	128	20	-	-	2	-	-	-	**150**
Sub-total: 小計	**414**	**550**	**98**	**2**	**129**	**-**	**-**	**77**	**1 270**

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
SUPERVISORY LEVEL 主任級									
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	449	1 582	1 142	3 049	1 584	-	180	**7 986**
Technical Support Staff 技術輔助人員	-	-	106	-	-	-	-	-	**106**
Security Training Officer 保安培訓主任	2	15	28	-	1	-	-	-	**46**
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	316	20	39	-	-	-	**375**
Sub-total: 小計	**2**	**464**	**2 032**	**1 162**	**3 089**	**1 584**	**-**	**180**	**8 513**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員／技術員級									
Security Guard (on 3-shift system) 保安護衞員（三更制）	-	-	-	-	1 740	20 725	4 583	1 272	**28 320**
Security Guard (on 2-shift system) 保安護衞員（兩更制）	-	-	-	-	4 678	21 926	11 607	1 518	**39 729**
Security Guard (without shift system) 保安護衞員（無更制）	-	-	-	-	30	650	11	-	691
Security Device Installation, Maintenance and/ or Repairing Technician 保安裝置安裝、保養及／或修理技術員	-	-	476	-	-	-	-	-	**476**
Other Security Services related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	-	-	-	-	89	437	-	-	**526**
Sub-total: 小計	**-**	**-**	**476**	**-**	**6 537**	**43 738**	**16 201**	**2 790**	**69 742**

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
Total: *總數*									**79 525**
	416	**1 014**	**2 606**	**1 164**	**9 755**	**45 322**	**16 201**	**3 047**	
(%)*	*(0.5)*	*(1.3)*	*(3.3)*	*(1.4)*	*(12.3)*	*(57.0)*	*(20.4)*	*(3.8)*	*(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' Required Education of Employees by Branch by Level by Principal Job
僱主要求僱員應有教育程度（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

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級									
Senior Management Staff 高級管理人員	3	-	-	-	-	-	-	-	3
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	-	1	-	-	-	-	-	-	1
Security Training Manager 保安培訓經理	-	1	-	-	-	-	-	-	1
Sub-total: 小計	3	2	-	-	-	-	-	-	5
SUPERVISORY LEVEL 主任級									
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	-	-	-	23	-	-	-	23
Sub-total: 小計	-	-	-	-	23	-	-	-	23

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員／技術員級									
Security Guard (on 2-shift system) 保安護衞員（兩更制）	-	-	-	-	-	213	-	-	**213**
Armed Guard 武裝護衞員	-	-	-	-	16	170	-	-	**186**
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及／或修理技術員	-	-	21	-	-	-	-	-	**21**
Other Security Services related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	-	-	-	-	3	332	-	-	**335**
Sub-total: 小計	-	-	**21**	-	**19**	**715**	**-**	**-**	**755**
Total: 總數	**3**	**2**	**21**	**-**	**42**	**715**	**-**	**-**	**783**
(%)*	*(0.4)*	*(0.3)*	*(2.7)*	*-*	*(5.3)*	*(91.3)*	*-*	*-*	*(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' Required Education of Employees by Branch by Level by Principal Job
僱主要求僱員應有教育程度（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

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級									
Senior Management Staff 高級管理人員	70	2	20	-	-	-	-	-	**92**
Security Consultant 保安顧問	33	3	91	-	-	-	-	-	**127**
Security System Project Manager 保安系統項目經理	59	69	30	1	-	-	-	-	**159**
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	234	109	111	-	2	-	-	-	**456**
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	9	5	-	-	-	-	-	-	**14**
Sub-total: 小計	**405**	**189**	**252**	**1**	**2**	**-**	**-**	**-**	**849**

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
SUPERVISORY LEVEL 主任級									
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任/技術監督	1	18	155	-	50	-	-	-	**224**
Technical Support Staff 技術輔助人員	-	-	136	-	60	-	-	-	**196**
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	9	1	-	-	-	-	-	**10**
Sub-total: 小計	**1**	**27**	**292**	**-**	**110**	**-**	**-**	**-**	**430**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員／技術員級									
Security System Design Technician 保安系統設計技術員	-	10	16	-	168	-	-	-	**194**
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	-	31	182	-	977	464	-	12	**1 666**
Other Security Services related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	-	-	10	-	91	-	-	-	**101**
Sub-total: 小計	**-**	**41**	**208**	**-**	**1 236**	**464**	**-**	**12**	**1 961**
Total: 總數	**406**	**257**	**752**	**1**	**1 348**	**464**	**-**	**12**	**3 240**
(%)*	*(12.53)*	*(7.93)*	*(23.21)*	*(0.03)*	*(41.61)*	*(14.32)*	**-**	*(0.37)*	*(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' Required Education of Employees by Branch by Level by Principal Job
僱主要求僱員應有教育程度（各門類不同技能等級主要職務）

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

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級									
Senior Management Staff 高級管理人員	-	-	-	-	-	-	-	4	**4**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	5	-	-	-	-	-	-	6	**11**
Security Training Manager 保安培訓經理	2	-	-	-	-	-	-	-	**2**
Other Security Services Related Manager 其他相關保安服務業經理	4	-	-	-	-	-	-	-	**4**
Sub-total: 小計	**11**	**-**	**-**	**-**	**-**	**-**	**-**	**10**	**21**

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
SUPERVISORY LEVEL 主任／技術員級									
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	-	14	-	-	1	-	**28**	**43**
Security Training Officer 保安培訓主任	-	-	3	-	-	-	-	**6**	**9**
Sub-total: 小計	**-**	**-**	**17**	**-**	**-**	**1**	**-**	**34**	**52**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衛員級									
Security Guard (on 2-shift system) 保安護衛員（兩更制）	-	-	-	-	-	134	-	170	**304**
Armed Guard 武裝護衛員	-	-	-	-	-	213	-	62	**275**
Other Security Services related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	-	-	-	-	65	-	-	-	**65**
Sub-total: 小計	**-**	**-**	**-**	**-**	**65**	**347**	**-**	**232**	**644**
Total: *總數*	**11**	**-**	**17**	**-**	**65**	**348**	**-**	**276**	**717**
(%)*	*(1.5)*	*-*	*(2.4)*	*-*	*(9.1)*	*(48.5)*	*-*	*(38.5)*	*(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' Required Education of Employees by Branch by Level by Principal Job
僱主要求僱員應有教育程度（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

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級									
Senior Management Staff 高級管理人員	15	9	10	1	-	-	-	4	**39**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	22	20	118	-	-	-	-	4	**164**
Security Consultant 保安顧問	2	10	-	2	11	-	-	13	**38**
Security System Project Manager 保安系統項目經理	23	9	1	-	-	-	-	-	**33**
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	3	42	60	-	-	-	-	77	**182**
Security Training Manager 保安培訓經理	1	4	2	-	-	-	-	-	**7**
Other Security Services Related Manager 其他相關保安服務業經理	2	5	1	-	-	-	-	17	**25**
Sub-total: 小計	**68**	**99**	**192**	**3**	**11**	**-**	**-**	115	**488**

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
SUPERVISORY LEVEL 主任級									
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	-	62	48	490	530	-	41	**1 171**
Technical Support Staff 技術輔助人員	-	1	19	-	3	32	-	44	**99**
Security Training Officer 保安培訓主任	-	-	5	-	2	-	-	1	**8**
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	14	-	9	-	-	-	**23**
Sub-total: 小計	**-**	**1**	**100**	**48**	**504**	**562**	**-**	**86**	**1 301**

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
SECURITY GUARD/TECHNICIAN LEVEL 保安護衛員／技術員級									
Security Guard (on 3-shift system) 保安護衛員（三更制）	-	-	-	-	1 996	1 454	1 868	-	**5 318**
Security Guard (on 2-shift system) 保安護衛員（兩更制）	-	-	-	-	251	3 449	1 902	-	**5 602**
Security Guard (without shift system) 保安護衛員（無更制）	-	-	-	-	-	2	-	-	**2**
Security System Design Technician 保安系統設計技術員	1	-	-	-	16	-	-	38	**55**
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	-	-	35	-	159	22	-	180	**396**
Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	-	-	-	-	80	-	-	-	**80**
Sub-total: 小計	**1**	**-**	**35**	**-**	**2 502**	**4 927**	**3 770**	**218**	**11 453**
Total: *總數* *(%)**	**69** *(0.5)*	**100** *(0.8)*	**327** *(2.5)*	**51** *(0.4)*	**3 017** *(22.8)*	**5 489** *(41.5)*	**3 770** *(28.4)*	**419** *(3.1)*	**13 242** *(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' Required Education of Employees by Branch by Level by Principal Job
僱主要求僱員應有教育程度（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： 保安護衞服務、持槍押運服務及保安系統安裝／保養／維修／設計／其他

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級									
Senior Management Staff 高級管理人員	5	-	-	-	-	-	-	6	**11**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	2	-	8	-	-	-	-	2	**12**
Security System Project Manager 保安系統項目經理	2	-	1	-	-	-	-	-	**3**
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	1	-	-	-	-	-	-	-	**1**
Sub-total: 小計	**10**	**-**	**9**	**-**	**-**	**-**	**-**	8	**27**

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
SUPERVISORY LEVEL 主任／技術員級									
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	-	6	-	143	-	-	99	**248**
Technical Support Staff 技術輔助人員	-	-	2	-	2	-	-	-	**4**
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	-	-	-	-	-	10	**10**
Sub-total: 小計	**-**	**-**	**8**	**-**	**145**	**-**	**-**	**109**	**262**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員級									
Security Guard (on 3-shift system) 保安護衞員（三更制）	-	-	-	-	1 322	-	-	-	**1 322**
Security Guard (on 2-shift system) 保安護衞員（兩更制）	-	-	-	-	-	-	-	4	**4**
Armed Guard 武裝護衞員	-	-	-	-	29	80	-	119	**228**
Security System Design Technician 保安系統設計技術員	-	-	-	-	26	-	-	-	**26**
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	-	-	-	-	26	7	-	-	**33**
Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	-	-	-	-	-	-	-	396	**396**
Sub-total: 小計	**-**	**-**	**-**	**-**	**1 403**	**87**	**-**	**519**	**2 009**

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
Total: *總數*	**10**	**-**	**17**	**-**	**1 548**	**87**	**-**	**636**	**2 298**
(%)*	*(0.4)*	*-*	*(0.7)*	*-*	*(67.4)*	*(3.8)*	*-*	*(27.7)*	*(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' Required Education of Employees by Branch by Level by Principal Job
僱主要求僱員應有教育程度（各門類不同技能等級主要職務）

Branch : Owners Corporations
門類 ： 業主立案法團

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級									
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	-	-	-	-	-	38	-	-	**38**
Sub-total: 小計	-	-	-	-	-	**38**	-	-	**38**
SUPERVISORY LEVEL 主任級									
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	-	-	75	151	264	-	38	**528**
Sub-total: 小計	-	-	-	**75**	**151**	**264**	-	38	**528**

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員／技術員級									
Security Guard (on 3-shift system) 保安護衞員（三更制）	-	-	-	-	-	339	1 365	-	**1 704**
Security Guard (on 2-shift system) 保安護衞員（兩更制）	-	-	-	-	-	1 275	2 567	152	**3 994**
Security Guard (without shift system) 保安護衞員（無更制）	-	-	-	-	38	265	529	-	**832**
Sub-total: 小計				-	**38**	**1 879**	**4 461**	**152**	**6 530**
Total: *總數*	-	-	-	**75**	**189**	**2 181**	**4 461**	**190**	**7 096**
(%)*	-	-	-	*(1)*	*(2.7)*	*(30.7)*	*(62.9)*	*(2.7)*	*(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' Required Education of Employees by Branch by Level by Principal Job
僱主要求僱員應有教育程度（各門類不同技能等級主要職務）

Branch : Supplementary Samples
門類 ： 增補樣本

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級									
Senior Management Staff 高級管理人員	2	-	-	-	1	-	-	-	**3**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	14	5	2	-	7	-	-	-	**28**
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	1	-	-	-	-	-	-	-	**1**
Other Security Services Related Manager 其他相關保安服務業經理	-	-	2	-	-	-	-	-	**2**
Sub-total: 小計	**17**	**5**	**4**	**-**	**8**	**-**	**-**	**-**	**34**

Job Level 技能等級	University Degree or above 大學學位或以上	HD/Associate Degree or equivalent 高級文憑／副學士學位或同等學歷	Diploma/H Cert/Cert or equivalent 文憑／高級證書／證書／或同等學歷	Matriculation 大學預科	Secondary 5 or equivalent 中五或同等學歷	Secondary education or equivalent 中學或同等學歷	Primary Education or below 小學或以下	Unspecified 未具體說明	Total 總數
SUPERVISORY LEVEL 主任／技術員級									
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	8	60	4	20	15	-	-	**107**
Technical Support Staff 技術輔助人員	2	-	-	-	-	-	-	-	**2**
Security Training Officer 保安培訓主任	-	-	2	-	-	-	-	-	**2**
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	-	27	-	-	-	-	**27**
Sub-total: **小計**	**2**	**8**	**62**	**31**	**20**	**15**	**-**	**-**	**138**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衛員級									
Security Guard (on 3-shift system) 保安護衛員（三更制）	-	-	-	-	487	23	64	-	**574**
Armed Guard 武裝護衛員	-	-	-	-	3	-	-	-	**3**
Security Device installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及／或修理技術員	-	2	-	-	-	-	-	-	**2**
Sub-total: **小計**	**-**	**2**	**-**	**-**	**490**	**23**	**64**	**-**	**579**
Total: *總數* *(%)**	**19** *(2.5)*	**15** *(2.0)*	**66** *(8.8)*	**31** *(4.1)*	**518** *(69.0)*	**38** *(5.1)*	**64** *(8.5)*	- *-*	**751** *(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 ： 保安護衞服務

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	**Total** **總數**
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級							
Senior Management Staff 高級管理人員	-	-	42	113	40	40	**235**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	-	-	48	695	8	34	**785**
Security System Project Manager 保安系統項目經理	-	-	10	-	-	-	**10**
Security System Design/ Installation/ Maintenance Engineer 保安系統設計/ 安裝/ 保養工程師	-	-	-	46	-	-	**46**
Security Training Manager 保安培訓經理	-	-	30	11	-	3	**44**
Other Security Services Related Manager 其他相關保安服務業經理	-	-	12	128	10	-	**150**
Sub-total: 小計	**-**	**-**	**142**	**993**	**58**	**77**	**1 270**

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	Total 總數
SUPERVISORY LEVEL 主任級							
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	445	7 004	245	112	180	**7 986**
Technical Support Staff 技術輔助人員	-	-	106	-	-	-	**106**
Security Training Officer 保安培訓主任	-	-	44	-	2	-	**46**
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	375	-	-	-	**375**
Sub-total: 小計	**-**	**445**	**7 529**	**245**	**114**	**180**	**8 513**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員／技術員級							
Security Guard (on 3-shift system) 保安護衞員（三更制）	17 713	8 981	354	-	-	1 272	**28 320**
Security Guard (on 2-shift system) 保安護衞員（二更制）	25 904	12 307	-	-	-	1 518	**39 729**
Security Guard (without shift system) 保安護衞員（無更制）	30	661	-	-	-	-	**691**
Security Device Installation, Maintenance and/ or Repairing Technician 保安裝置安裝、保養及/或修理技術員	-	-	476	-	-	-	**476**
Other Security Services related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	130	322	74	-	-	-	**526**
Sub-total: 小計	43 777	22 271	904	-	-	2 790	**69 742**
Total: *總數*	**43 777**	**22 716**	**8 575**	**1 238**	**172**	**3 047**	**79 525**
*(%)**	*(55.0)*	*(28.6)*	*(10.8)*	*(1.6)*	*(0.2)*	*(3.8)*	*(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

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	**Total** **總數**
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級							
Senior Management Staff 高級經理	-	-	3	-	-	-	**3**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	-	-	1	-	-	-	**1**
Security Training Manager 保安培訓經理	-	-	1	-	-	-	**1**
Sub-total: 小計	**-**	**-**	**5**	**-**	**-**	**-**	**5**
SUPERVISORY LEVEL 主任級							
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	23	-	-	-	-	**23**
Sub-total: 小計	**-**	**23**	**-**	**-**	**-**	**-**	**23**

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10年	Over 10 years 10 年以上	Others 其他	Total 總數
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員／技術員級							
Security Guard (on 2-shift system) 保安護衞員（二更制）	213	-	-	-	-	-	**213**
Armed Guard 武裝護衞員	170	16	-	-	-	-	**186**
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	-	-	21	-	-	-	**21**
Other Security Services related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	332	3	-	-	-	-	**335**
Sub-total: 小計	**715**	**19**	**21**	**-**	**-**	**-**	**755**
Total: 總數	**715**	**42**	**26**	**-**	**-**	**-**	**783**
(%)*	*(91.3)*	*(5.4)*	*(3.3)*	*-*	*-*	*-*	*(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 : Security Systems Installation/Maintenance/Repair/Design/Others
門類 ： 保安系統安裝／保養／維修／設計／其他

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	Total 總數
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級							
Senior Management Staff 高級經理	-	-	2	51	39	-	**92**
Security Consultant 保安顧問	-	-	73	54	-	-	**127**
Security System Project Manager 保安系統項目經理	-	-	50	97	12	-	**159**
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	-	112	324	20	-	**456**
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	-	-	-	14	-	-	**14**
Sub-total: 小計	**-**	**-**	**237**	**541**	**71**	**-**	**849**

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	Total 總數
SUPERVISORY LEVEL 主任級							
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任/技術監督	-	30	188	6	-	-	**224**
Technical Support Staff 技術輔助人員	-	64	132	-	-	-	**196**
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	1	9	-	-	**10**
Sub-total: 小計	**-**	**94**	**321**	**15**	**-**	**-**	**430**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衛員／技術員級							
Security System Design Technician 保安系統設計技術員	-	37	157	-	-	-	**194**
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	282	395	977	-	-	12	**1 666**
Other Security Services related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	30	61	10	-	-	-	**101**
Sub-total: 小計	**312**	**493**	**1 144**	**-**	**-**	**12**	**1 961**
Total: _總數_	**312**	**587**	**1 702**	**556**	**71**	**12**	**3 240**
_(%)*_	_(9.6)_	_(18.1)_	_(52.5)_	_(17.2)_	_(2.2)_	_(0.4)_	_(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 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： 保安護衞服務及持槍押運服務

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	**Total** **總數**
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級							
Senior Management Staff 高級管理人員	-	-	-	-	-	4	**4**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	-	-	-	5	-	6	**11**
Security Training Manager 保安培訓經理	-	-	-	2	-	-	**2**
Other Security Services Related Manager 其他相關保安服務業經理	-	-	-	4	-	-	**4**
Sub-total: 小計	**-**	**-**	**-**	**11**	**-**	**10**	**21**

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	**Total** **總數**
SUPERVISORY LEVEL 主任／技術員級							
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	-	15	-	-	28	**43**
Security Training Officer 保安培訓主任	-	-	-	3	-	6	**9**
Sub-total: 小計	**-**	**-**	**15**	**3**	**-**	**34**	**52**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員級							
Security Guard (on 2-shift system) 保安護衞員（二更制）	134	-	-	-	-	170	**304**
Armed Guard 武裝護衞員	213	-	-	-	-	62	**275**
Other Security Services related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	65	-	-	-	-	-	**65**
Sub-total: 小計	**412**	**-**	**-**	**-**	**-**	**232**	**644**
Total: *總數*	**412**	**-**	**15**	**14**	**-**	**276**	**717**
(%)*	*(57.4)*	*-*	*(2.1)*	*(2.0)*	*-*	*(38.5)*	*(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

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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 ： 保安護衞服務及保安系統安裝／保養／維修／設計／其他

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	**Total** **總數**
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級							
Senior Management Staff 高級管理人員	-	-	-	32	3	4	**39**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	-	-	40	107	13	4	**164**
Security Consultant 保安顧問	-	-	-	25	-	13	**38**
Security System Project Manager 保安系統項目經理	-	-	1	32	-	-	**33**
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	-	60	45	-	77	**182**
Security Training Manager 保安培訓經理	-	-	-	7	-	-	**7**
Other Security Services Related Manager 其他相關保安服務業經理	-	-	1	7	-	17	**25**
Sub-total: 小計	**-**	**-**	**102**	**255**	**16**	**115**	**488**

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	Total 總數
SUPERVISORY LEVEL 主任級							
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	214	909	7	-	41	**1 171**
Technical Support Staff 技術輔助人員	-	43	12	-	-	44	**99**
Security Training Officer 保安培訓主任	-	2	5	-	-	1	**8**
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	2	21	-	-	-	**23**
Sub-total: 小計	**-**	**261**	**947**	**7**	**-**	**86**	**1 301**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員／技術員級							
Security Guard (on 3-shift system) 保安護衞員（三更制）	5 012	306	-	-	-	-	**5 318**
Security Guard (on 2-shift system) 保安護衞員（二更制）	5 323	36	243	-	-	-	**5 602**
Security Guard (without shift system) 保安護衞員（無更制）	2	-	-	-	-	-	**2**
Security System Design Technician 保安系統設計技術員	-	2	15	-	-	38	**55**
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	17	146	53	-	-	180	**396**
Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	18	38	24	-	-	-	**80**
Sub-total: 小計	**10 372**	**528**	**335**	**-**	**-**	**218**	**11 453**
Total: 總數	**10 372**	**789**	**1 384**	**262**	**16**	**419**	**13 242**
*(%)**	*(78.3)*	*(5.9)*	*(10.5)*	*(2.0)*	*(0.1)*	*(3.2)*	*(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, 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

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	**Total** **總數**
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級							
Senior Management Staff 高級管理人員	-	-	-	5	-	6	**11**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	-	-	-	10	-	2	**12**
Security System Project Manager 保安系統項目經理	-	-	-	3	-	-	**3**
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	-	-	1	-	-	**1**
Sub-total: **小計**	**-**	**-**	**-**	**19**	**-**	**8**	**27**
SUPERVISORY LEVEL 主任／技術員級							
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	-	149	-	-	99	248
Technical Support Staff 技術輔助人員	-	-	4	-	-	-	4
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	-	-	-	10	10
Sub-total: **小計**	**-**	**-**	**153**	**-**	**-**	**109**	**262**

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	Total 總數
SECURITY GUARD/TECHNICIAN LEVEL 保安護衛員級							
Security Guard (on 3-shift system) 保安護衛員 (三更制)	-	1 076	246	-	-	-	**1 322**
Security Guard (on 2-shift system) 保安護衛員 (二更制)	-	-	-	-	-	4	**4**
Armed Guard 武裝護衛員	-	80	29	-	-	119	**228**
Security System Design Technician 保安系統設計技術員	-	-	26	-	-	-	**26**
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	-	7	26	-	-	-	**33**
Other Security Services Related Personnel with valid Security Personnel Permit 其他持有保安人員許可證的保安相關服務業人士	-	-	-	-	-	396	**396**
Sub-total: 小計	**-**	**1 163**	**327**	**-**	**-**	**519**	**2 009**
Total: *總數*	**-**	**1 163**	**480**	**19**	**-**	**636**	**2 298**
(%)*	**-**	*(50.6)*	*(20.9)*	*(0.8)*	**-**	*(27.7)*	*(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 : Owners Corporations
門類： 業主立案法團

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	**Total** **總數**
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級							
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	-	-	-	38	-	-	**38**
Sub-total: 小計	**-**	**-**	**-**	**38**	**-**	**-**	**38**
SUPERVISORY LEVEL 主任級							
Security Supervisor/Operations Supervisor/Security Centre Supervisor/ Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	151	302	37	-	38	**528**
Sub-total: 小計	**-**	**151**	**302**	**37**	**-**	**38**	**528**

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	Total 總數
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員／技術員級							
Security Guard (on 3-shift system) 保安護衞員（三更制）	988	605	111	-	-	-	**1 704**
保安護衞員(on 2-shift system) 保安護衞員（二更制）	2 602	1 240	-	-	-	152	**3 994**
Security Guard (without shift system) 保安護衞員（無更制）	528	304	-	-	-	-	**832**
Sub-total: 小計	**4 118**	**2 149**	**111**	**-**	**-**	**152**	**6 530**
Total: *總數* *(%)**	**4 118** *(58.0)*	**2 300** *(32.4)*	**413** *(5.8)*	**75** *(1.1)*	**-** **-**	**190** *(2.7)*	**7 096** *(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

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至 10 年	Over 10 years 10 年以上	Others 其他	**Total** **總數**
MANAGERIAL/PROFESSIONAL LEVEL 經理／專業人員級							
Senior Management Staff 高級管理人員	-	-	-	2	1	-	**3**
Security Manager/Operations Manager/Security Centre Controller 保安經理／運作經理／保安中心主管	-	-	-	20	8	-	**28**
Security System Design/Installation/Maintenance Engineer 保安系統設計／安裝／保養工程師	-	-	-	1	-	-	**1**
Other Security Services Related Manager 其他相關保安服務業經理	-	-	-	2	-	-	**2**
Sub-total: 小計	**-**	**-**	**-**	**25**	**9**	**-**	**34**

Job Level 技能等級	Less than 1 Year 1 年以下	1-2 years 1 至 2 年	Over 2 years – 5 years 2 年以上至 5 年	Over 5 years – 10 years 5 年以上至10年	Over 10 years 10 年以上	Others 其他	**Total** 總數
SUPERVISORY LEVEL 主任／技術員級							
Security Supervisor/Operations Supervisor/Security Centre Supervisor/Technical Supervisor 保安主任／運作主任／保安中心主任／技術監督	-	-	71	36	-	-	**107**
Technical Support Staff 技術輔助人員	-	-	2	-	-	-	**2**
Security Training Officer 保安培訓主任	-	-	2	-	-	-	**2**
Other Security Services Related Supervising Personnel 其他相關保安服務業督導人士	-	-	-	27	-	-	**27**
Sub-total: 小計	**-**	**-**	**75**	**63**	**-**	**-**	**138**
SECURITY GUARD/TECHNICIAN LEVEL 保安護衞員級							
Security Guard (on 3-shift system) 保安護衞員（三更制）	189	363	22	-	-	-	**574**
Armed Guard 武裝護衞員	-	3	-	-	-	-	**3**
Security Device Installation, Maintenance and/or Repairing Technician 保安裝置安裝、保養及/或修理技術員	-	-	2	-	-	-	**2**
Sub-total: 小計	**189**	**366**	**24**	**-**	**-**	**-**	**579**
Total: *總數*	**189**	**366**	**99**	**88**	**9**	**-**	**751**
*(%)**	*(25.2)*	*(48.7)*	*(13.2)*	*(11.7)*	*(1.2)*	*-*	*(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 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 ： 保安護衞服務

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 護衞員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員	94	88	-	-	182
Certificate of Security Trainers Courses 保安業培訓導師證書	57	24	-	-	81
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衞員技能測驗證書	91	156	-	297	544
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書	146	212	-	269	627
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	2	12	-	4	18
Technical Certificate 技術證書	-	-	2	2	4
Certificate of Skills Upgrading Scheme 技能提升計劃證書	1	1	-	3	5
Others/ Unspecified/ Refusal 其他/ 拒絕回答	4	22	-	11	37
Total: 總數	**395**	**515**	**2**	**586**	**1 498**

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

Job Level 技能等級 Employers' Preferred Vocational Qualifications 宜有職業資格	Managerial/ Professional 經理／ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衞員級	**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	-	-	-	2
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衞員技能測驗證書	-	1	-	2	3
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書	1	2	-	2	5
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
Technical Certificate 技術證書	-	-	1	1	2
Certificate of Skills Upgrading Scheme 技能提升計劃證書	-	-	-	1	1
Others/ Unspecified/ Refusal 其他/ 拒絕回答	-	-	-	-	-
Total: 總數	**5**	**3**	**1**	**7**	**16**

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

Job Level 技能等級 Employers' Preferred Vocational Qualifications 宜有職業資格	Managerial/ Professional 經理／ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衞員級	**Total 總數**
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員	95	8	-	-	103
Certificate of Security Trainers Courses 保安業培訓導師證書	21	-	20	-	41
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衞員技能測驗證書	66	14	81	-	161
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書	78	14	77	-	169
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	-	-	-	-	-
Technical Certificate 技術證書	167	44	306	10	527
Certificate of Skills Upgrading Scheme 技能提升計劃證書	20	-	5	-	25
Others/ Unspecified/ Refusal 其他/ 拒絕回答	-	-	-	-	-
Total: 總數	**447**	**80**	**489**	**10**	**1 026**

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 ： 保安護衞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 護衞員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員	3	3	-	-	6
Certificate of Security Trainers Courses 保安業培訓導師證書	3	5	-	-	8
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衞員技能測驗證書	1	4	-	4	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	4	-	6	11
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	-	5	-	3	8
Technical Certificate 技術證書	-	-	-	-	-
Certificate of Skills Upgrading Scheme 技能提升計劃證書	-	-	-	-	-
Others/ Unspecified/ Refusal 其他/ 拒絕回答	-	-	-	-	-
Total: 總數	**8**	**21**	**-**	**13**	**42**

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 ： 保安護衞服務及保安系統安裝／保養／維修／設計／其他

Job Level 技能等級 Employers' Preferred Vocational Qualifications 宜有職業資格	Managerial/ Professional 經理／專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安護衞員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員	22	9	-	-	31
Certificate of Security Trainers Courses 保安業培訓導師證書	14	6	-	-	20
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衞員技能測驗證書	17	19	10	31	77
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書	16	20	8	25	69
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	5	4	1	3	13
Technical Certificate 技術證書	16	11	27	-	54
Certificate of Skills Upgrading Scheme 技能提升計劃證書	4	2	-	-	6
Others/ Unspecified/ Refusal 其他/ 拒絕回答	-	-	-	-	-
Total: 總數	**94**	**71**	**46**	**59**	**270**

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： 保安護衞服務、持槍押運服務及保安系統安裝／保養／維修／設計／其他

Job Level 技能等級 Employers' Preferred Vocational Qualifications 宜有職業資格	Managerial/ Professional 經理／ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衞員級	**Total 總數**
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員	-	-	-	-	-
Certificate of Security Trainers Courses 保安業培訓導師證書	-	-	-	-	-
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衞員技能測驗證書	3	3	1	3	10
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書	3	3	-	2	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
Technical Certificate 技術證書	-	2	3	-	5
Certificate of Skills Upgrading Scheme 技能提升計劃證書	-	-	-	-	-
Others/ Unspecified/ Refusal 其他/ 拒絕回答	-	-	-	-	-
Total: 總數	**7**	**9**	**4**	**5**	**25**

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 護衞員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員	38	-	-	-	38
Certificate of Security Trainers Courses 保安業培訓導師證書	-	-	-	-	-
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衞員技能測驗證書	38	339	-	1 734	2 111
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書	-	339	-	1 207	1 546
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	-	-	-	-	-
Technical Certificate 技術證書	-	-	-	-	-
Certificate of Skills Upgrading Scheme 技能提升計劃證書	-	-	-	-	-
Others/ Unspecified/ Refusal 其他/ 拒絕回答	-	-	-	75	75
Total: 總數	**76**	**678**	**-**	**3 016**	**3 770**

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

Job Level 技能等級 \ Employers' Preferred Vocational Qualifications 宜有職業資格	Managerial/ Professional 經理／ 專業人員級	Supervisory 主任級	Technician 技術員級	Security Guard 保安 護衞員級	Total 總數
Qualified Member of Major Security Institutions/Associations 主要保安協會合資格會員	6	5	-	-	11
Certificate of Security Trainers Courses 保安業培訓導師證書	3	4	-	-	7
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衞員技能測驗證書	7	6	1	11	25
Certificate of Security Guard Training Course under the Recognition Scheme 認可計劃下保安培訓課程證書	4	6	1	8	19
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	2	1	1	-	4
Certificate of Skills Upgrading Scheme 技能提升計劃證書	-	-	-	-	-
Others/ Unspecified/ Refusal 其他/ 拒絕回答	-	-	-	-	-
Total: 總數	**22**	**23**	**3**	**20**	**68**

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
Security Guard Training Courses 保安護衛員培訓課程					
(i) Courses under the Recognition Scheme 認可計劃下培訓課程	28	29	-	30	**87**
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	4	7	-	8	**19**
Security Trainer Training 保安培訓導師訓練	2	4	-	-	**6**
Training Courses Related to Security Systems 保安 系統相關課程	3	4	-	3	**10**
Professional Knowledge 專業知識	2	7	-	10	**19**
Management and Supervision 管理及督導	25	31	-	1	**57**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(v) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	4	4	-	9	**17**
Language 語言					
(i) English 英語	1	13	-	18	**32**
(ii) Putonghua 普通話	-	6	-	8	**14**
(iii) Cantonese 廣東話	1	14	-	14	**29**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	17	19	1	43	**80**
(ii) First Aid 急救	15	16	1	36	**68**
(iii) Health & Safety 健康及安全	30	34	1	61	**126**
(iv) Customer Service 顧客服務	9	44	1	80	**134**
(v) Soft Skills 軟性技巧	5	39	-	45	**89**
(vi) Related Skills Upgrading 相關技能提升課程	-	11	-	2	**13**
(vii) Others 其他	-	-	-	1	**1**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	27	42	-	42	**111**
Total: 總數	**173**	**324**	**4**	**411**	**912**

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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(i) Courses under the Recognition Scheme 認可計劃下培訓課程	1	1	-	1	**3**
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	-	-	-	1	**1**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	-	-	-	-	**-**
Professional Knowledge 專業知識	-	-	-	-	**-**
Management and Supervision 管理及督導	-	-	-	1	**1**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	1	**1**
(ii) Cash-in-transit 解款	-	-	-	1	**1**
(iii) VIP protection 要員保護	-	-	-	1	**1**
(iv) Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(v) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	-	-	-	-	**-**
(ii) Putonghua 普通話	-	-	-	-	**-**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iv) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	-	-	**-**
(ii) First Aid 急救	-	-	-	-	**-**
(iii) Health & Safety 健康及安全	-	-	-	-	**-**
(iv) Customer Service 顧客服務	-	-	-	-	**-**
(v) Soft Skills 軟性技巧	-	-	-	-	**-**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**1**	**1**	**-**	**6**	**8**

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
Security Guard Training Courses 保安護衛員培訓課程					
(i)　Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	-	**-**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	12	4	39	-	**55**
Professional Knowledge 專業知識	-	-	-	-	**-**
Management and Supervision 管理及督導	1	1	1	-	**3**
Specialist Security Knowledge 專業保安知識					
(i)　Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii)　Cash-in-transit 解款	-	-	-	-	**-**
(iii)　VIP protection 要員保護	-	-	-	-	**-**
(iv)　Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(v)　Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi)　Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii)　Others 其他	-	-	-	-	**-**
Language 語言					
(i)　English 英語	-	-	12	-	**12**
(ii)　Putonghua 普通話	-	-	11	-	**11**
(iii)　Cantonese 廣東話	-	-	-	-	**-**
(iv)　Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i)　Fire Prevention 防火	-	-	10	-	**10**
(ii)　First Aid 急救	-	1	1	-	**2**
(iii)　Health & Safety 健康及安全	1	3	14	-	**18**
(iv)　Customer Service 顧客服務	-	1	11	-	**12**
(v)　Soft Skills 軟性技巧	1	1	11	-	**13**
(vi)　Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii)　Others 其他	1	1	-	-	**2**
(viii)　Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**16**	**12**	**110**	**-**	**138**

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
Security Guard Training Courses 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	**2**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	-	2	-	-	**2**
Professional Knowledge 專業知識	2	2	-	2	**6**
Management and Supervision 管理及督導	-	-	-	-	**-**
Specialist Security Knowledge 專業保安知識					
(iv)　Use of firearms and weapons 槍械及武器使用	-	-	-	5	**5**
(ii)　Cash-in-transit 解款	-	-	-	3	**3**
(iii)　VIP protection 要員保護	-	-	-	-	**-**
(iv)　Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(v)　Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi)　Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii)　Others 其他	-	-	-	1	**1**
Language 語言					
(i)　English 英語	-	-	-	-	**-**
(ii)　Putonghua 普通話	-	-	-	-	**-**
(iii)　Cantonese 廣東話	-	-	-	-	**-**
(iii)　Others 其他	-	-	-	-	**-**
Other Skills 其他技巧	-	-	-	-	**-**
(i)　Fire Prevention 防火	-	-	-	3	**3**
(ii)　First Aid 急救	-	-	-	2	**2**
(iii)　Health & Safety 健康及安全	-	-	-	4	**4**
(iv)　Customer Service 顧客服務	-	2	-	5	**7**
(v)　Soft Skills 軟性技巧	-	2	-	3	**5**
(vi)　Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii)　Others 其他	-	-	-	-	**-**
(viii)　Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**2**	**8**	**-**	**30**	**40**

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
Security Guard Training Courses 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	-	4	**7**
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	-	2	-	3	**5**
Security Trainer Training 保安培訓導師訓練	-	2	-	-	**2**
Training Courses Related to Security Systems 保安系統相關課程	6	6	10	4	**26**
Professional Knowledge 專業知識	2	4	-	5	**11**
Management and Supervision 管理及督導	5	9	-	2	**16**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	1	-	1	**2**
(iv) Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(v) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	3	-	2	**5**
(vii) Others 其他	-	1	1	1	**3**
Language 語言					
(i) English 英語	1	2	-	2	**5**
(ii) Putonghua 普通話	-	-	-	-	**-**
(iii) Cantonese 廣東話	1	1	-	-	**2**
(iv) Others 其他	1	1	-	1	**3**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	3	2	7	**12**
(ii) First Aid 急救	1	4	-	5	**10**
(iii) Health & Safety 健康及安全	1	6	3	6	**16**
(iv) Customer Service 顧客服務	1	5	2	7	**15**
(v) Soft Skills 軟性技巧	-	3	1	4	**8**
(vi) Related Skills Upgrading 相關技能提升課程	-	1	2	-	**3**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	1	1	-	1	**3**
Total: 總數	**21**	**57**	**21**	**55**	**154**

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
Security Guard Training Courses 保安護衛員培訓課程					
(i)　Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	-	**-**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	1	1	2	-	**4**
Professional Knowledge 專業知識	1	1	-	1	**3**
Management and Supervision 管理及督導	1	1	-	-	**2**
Specialist Security Knowledge 專業保安知識					
(i)　Use of firearms and weapons 槍械及武器使用	-	-	-	1	**1**
(ii)　Cash-in-transit 解款	-	-	-	1	**1**
(iii)　VIP protection 要員保護	-	-	-	-	**-**
(iv)　Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(v)　Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi)　Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii)　Others 其他	-	-	-	-	**-**
Language 語言					
(i)　English 英語	-	-	-	-	**-**
(ii)　Putonghua 普通話	-	-	-	-	**-**
(iii)　Cantonese 廣東話	-	-	-	-	**-**
(iii)　Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i)　Fire Prevention 防火	-	1	1	1	**3**
(ii)　First Aid 急救	-	-	-	-	**-**
(iii)　Health & Safety 健康及安全	-	1	1	1	**3**
(iv)　Customer Service 顧客服務	-	2	2	2	**6**
(v)　Soft Skills 軟性技巧	-	1	1	1	**3**
(vi)　Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii)　Others 其他	-	-	-	-	**-**
(viii)　Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**3**	**8**	**7**	**8**	**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
Security Guard Training Courses 保安護衛員培訓課程					
(i)　Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	-	**-**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	-	-	-	-	**-**
Professional Knowledge 專業知識	-	-	-	-	**-**
Management and Supervision 管理及督導	-	-	-	-	**-**
Specialist Security Knowledge 專業保安知識					
(i)　Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii)　Cash-in-transit 解款	-	-	-	-	**-**
(iii)　VIP protection 要員保護	-	-	-	-	**-**
(iv)　Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(v)　Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi)　Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii)　Others 其他	-	-	-	-	**-**
Language 語言					
(i)　English 英語	-	-	-	-	**-**
(ii)　Putonghua 普通話	-	-	-	-	**-**
(iii)　Cantonese 廣東話					
(iv)　Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i)　Fire Prevention 防火	-	-	-	-	**-**
(ii)　First Aid 急救	-	-	-	-	**-**
(iii)　Health & Safety 健康及安全	-	-	-	-	**-**
(iv)　Customer Service 顧客服務	-	-	-	-	**-**
(v)　Soft Skills 軟性技巧	-	-	-	-	**-**
(vi)　Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii)　Others 其他	-	-	-	-	**-**
(viii)　Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	75	**75**
Total: 總數	**-**	**-**	**-**	**75**	**75**

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
Security Guard Training Courses 保安護衛員培訓課程					
(i) Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	-	**-**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	-	1	1	1	**3**
Professional Knowledge 專業知識	2	3	-	3	**8**
Management and Supervision 管理及督導	4	4	-	-	**8**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	1	1	-	1	**3**
(iv) Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(v) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	1	-	1	**2**
(vii) Others 其他	1	1	-	-	**2**
Language 語言					
(i) English 英語	1	1	-	1	**3**
(ii) Putonghua 普通話	-	1	-	1	**2**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	2	2	-	2	**6**
(ii) First Aid 急救	1	3	-	3	**7**
(iii) Health & Safety 健康及安全	3	3	1	4	**11**
(iv) Customer Service 顧客服務	3	5	-	6	**14**
(v) Soft Skills 軟性技巧	1	4	-	4	**9**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	1	**1**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	1	1	-	1	**3**
Total: 總數	**20**	**31**	**2**	**29**	**82**

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
Security Guard Training Courses 保安護衛員培訓課程					
(i)　Courses under the Recognition Scheme 認可計劃下培訓課程	3	11	-	457	**471**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	-	-	-	-	**-**
Professional Knowledge 專業知識	-	-	-	-	**-**
Management and Supervision 管理及督導	6	97	-	-	**103**
Specialist Security Knowledge 專業保安知識					
(i)　Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii)　Cash-in-transit 解款	-	-	-	-	**-**
(iii)　VIP protection 要員保護	-	-	-	-	**-**
(iv)　Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(v)　Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi)　Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii)　Others 其他	-	-	-	-	**-**
Language 語言					
(i)　English 英語	-	-	-	-	**-**
(ii)　Putonghua 普通話	-	-	-	99	**99**
(iii)　Cantonese 廣東話	-	-	-	30	**30**
(iii)　Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i)　Fire Prevention 防火	6	107	-	355	**468**
(ii)　First Aid 急救	6	107	-	256	**369**
(iii)　Health & Safety 健康及安全	6	127	-	777	**910**
(iv)　Customer Service 顧客服務	6	97	-	598	**701**
(v)　Soft Skills 軟性技巧	-	-	-	250	**250**
(vi)　Related Skills Upgrading 相關技能提升課程	-	-	-	60	**60**
(vii)　Others 其他	6	23	-	170	**199**
(viii)　Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**39**	**569**	**-**	**3 052**	**3 660**

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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(ii) Courses under the Recognition Scheme 認可計劃下培訓課程	2	5	-	16	**23**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	-	-	-	-	**-**
Professional Knowledge 專業知識	-	-	-	-	**-**
Management and Supervision 管理及督導	-	-	-	-	**-**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(vi) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	-	-	-	-	**-**
(ii) Putonghua 普通話	-	-	-	-	**-**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	-	-	**-**
(ii) First Aid 急救	-	-	-	-	**-**
(iii) Health & Safety 健康及安全	-	-	-	-	**-**
(iv) Customer Service 顧客服務	-	-	-	-	**-**
(v) Soft Skills 軟性技巧	-	-	-	-	**-**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**2**	**5**	**-**	**16**	**23**

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
Security Guard Training Courses 保安護衛員培訓課程					
(iii) Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	-	**-**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	45	21	123	-	**189**
Professional Knowledge 專業知識	-	-	-	-	**-**
Management and Supervision 管理及督導	-	-	-	-	**-**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(vii) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	1	-	2	-	**3**
(ii) Putonghua 普通話	-	-	2	-	**2**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	15	-	**15**
(ii) First Aid 急救	-	3	-	-	**3**
(iii) Health & Safety 健康及安全	8	54	93	-	**155**
(iv) Customer Service 顧客服務	4	1	18	-	**23**
(v) Soft Skills 軟性技巧	4	1	18	-	**23**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii) Others 其他	-	-	100	-	**100**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**62**	**80**	**371**	**-**	**513**

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： 保安護衞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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(iv) Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	2 173	**2 173**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	7	4	-	-	**11**
Training Courses Related to Security Systems 保安系統相關課程	10	14	3	30	**57**
Professional Knowledge 專業知識	8	3	-	-	**11**
Management and Supervision 管理及督導	12	51	-	-	**63**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(viii) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	5	2	-	-	**7**
(ii) Putonghua 普通話	2	1	-	80	**83**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	1	-	-	10	**11**
(ii) First Aid 急救	2	5	-	71	**78**
(iii) Health & Safety 健康及安全	-	-	-	-	**-**
(iv) Customer Service 顧客服務	3	2	-	-	**5**
(v) Soft Skills 軟性技巧	-	-	-	-	**-**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii) Others 其他	1	-	1	-	**2**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total 總數:	**51**	**82**	**4**	**2 364**	**2 501**

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1# Appendix 附錄 14
Table 表 14.5

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	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 Guard Training Courses 保安護衛員培訓課程					
(v) Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	-	-
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	-	-	-	-	-
Security Trainer Training 保安培訓導師訓練	-	-	-	-	-
Training Courses Related to Security Systems 保安系統相關課程	-	-	-	-	-
Professional Knowledge 專業知識	-	-	-	-	-
Management and Supervision 管理及督導	-	-	-	-	-
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	-
(ii) Cash-in-transit 解款	-	-	-	-	-
(iii) VIP protection 要員保護	-	-	-	-	-
(iv) Guard dog handler training 護衛犬管理員訓練	-	-	-	-	-
(ix) Armed instructor training 槍械訓練主任訓練	-	-	-	-	-
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	-
(vii) Others 其他	-	-	-	-	-
Language 語言					
(i) English 英語	-	-	-	-	-
(ii) Putonghua 普通話	-	-	-	-	-
(iii) Cantonese 廣東話	-	-	-	-	-
(iii) Others 其他	-	-	-	-	-
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	145	7	856	**1 008**
(ii) First Aid 急救	-	-	-	-	-
(iii) Health & Safety 健康及安全	-	145	7	856	**1 008**
(iv) Customer Service 顧客服務	-	145	7	856	**1 008**
(v) Soft Skills 軟性技巧	-	-	-	-	-
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	-	-
(vii) Others 其他	-	-	-	-	-
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	-
Total 總數:	**-**	**435**	**21**	**2 568**	**3 024**

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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(vi)　Courses under the Recognition Scheme 認可計劃下培訓課程	1	10	-	-	**11**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	1	-	-	**1**
Training Courses Related to Security Systems 保安系統相關課程	1	12	-	69	**82**
Professional Knowledge 專業知識	2	12	-	6	**20**
Management and Supervision 管理及督導	2	8	-	-	**10**
Specialist Security Knowledge 專業保安知識					
(i)　Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii)　Cash-in-transit 解款	-	-	-	-	**-**
(iii)　VIP protection 要員保護	-	1	-	-	**1**
(iv)　Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(x)　Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi)　Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii)　Others 其他	-	-	-	-	**-**
Language 語言					
(i)　English 英語	-	4	-	27	**31**
(ii)　Putonghua 普通話	-	4	-	22	**26**
(iii)　Cantonese 廣東話	-	-	-	-	**-**
(iii)　Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i)　Fire Prevention 防火	2	19	-	49	**70**
(ii)　First Aid 急救	5	15	-	161	**181**
(iii)　Health & Safety 健康及安全	1	4	-	19	**24**
(iv)　Customer Service 顧客服務	-	27	-	166	**193**
(v)　Soft Skills 軟性技巧	-	9	-	10	**19**
(vi)　Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii)　Others 其他	-	-	-	-	**-**
(viii)　Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**14**	**126**	**-**	**529**	**669**

Number of Training Places
Provided in the Next 12 Months by Branch by Job Level
未來 12 個月僱員應修讀培訓課程（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
Security Guard Training Courses 保安護衛員培訓課程						
(i) Courses under the Recognition Scheme 認可計劃下培訓課程		12	11	-	14	**37**
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*		2	4	-	3	**9**
Security Trainer Training 保安培訓導師訓練		3	4	-	-	**7**
Training Courses Related to Security Systems 保安 *系統相關課程*		3	3	-	3	**9**
Professional Knowledge 專業知識		3	9	-	10	**22**
Management and Supervision 管理及督導		15	33	-	1	**49**
Specialist Security Knowledge 專業保安知識						
(i) Use of firearms and weapons 槍械及武器使用		-	-	-	-	**-**
(ii) Cash-in-transit 解款		-	-	-	-	**-**
(iii) VIP protection 要員保護		-	-	-	-	**-**
(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		-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站		-	-	-	-	**-**
(vii) Others 其他		-	-	-	7	**7**
Language 語言						
(i) English 英語		1	7	-	7	**15**
(ii) Putonghua 普通話		1	7	-	8	**16**
(iii) Cantonese 廣東話		1	1	-	4	**6**
(iii) Others 其他		-	-	-	-	**-**
Other Skills 其他技巧						
(i) Fire Prevention 防火		6	8	-	37	**51**
(ii) First Aid 急救		6	20	-	37	**63**
(iii) Health & Safety 健康及安全		21	33	-	66	**120**
(iv) Customer Service 顧客服務		14	34	-	74	**122**
(v) Soft Skills 軟性技巧		9	33	-	43	**85**
(vi) Related Skills Upgrading 相關技能提升課程		1	2	-	3	**6**
(vii) Others 其他		-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答		30	52	-	52	**134**
Total: 總數		**128**	**262**	**-**	**369**	**759**

Number of Training Places
Provided in the Next 12 Months by Branch by Job Level
未來 12 個月僱員應修讀培訓課程（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	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 Guard Training Courses 保安護衛員培訓課程					
(ii) Courses under the Recognition Scheme 認可計劃下培訓課程	1	1	1	1	**4**
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	-	-	-	1	**1**
Security Trainer Training 保安培訓導師訓練	1	1	-	-	**2**
Training Courses Related to Security Systems 保安系統相關課程	-	-	1	-	**1**
Professional Knowledge 專業知識	1	1	-	1	**3**
Management and Supervision 管理及督導	1	1	-	-	**2**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	1	-	1	**2**
(ii) Cash-in-transit 解款	-	-	-	1	**1**
(iii) VIP protection 要員保護	1	1	-	1	**3**
(iv) Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(vi) 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	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	-	-	-	-	**-**
(ii) Putonghua 普通話	-	-	-	-	**-**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	-	-	**-**
(ii) First Aid 急救	-	-	-	-	**-**
(iii) Health & Safety 健康及安全	-	-	-	-	**-**
(iv) Customer Service 顧客服務	-	-	-	-	**-**
(v) Soft Skills 軟性技巧	-	-	-	-	**-**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**6**	**6**	**2**	**6**	**20**

Number of Training Places
Provided in the Next 12 Months by Branch by Job Level
未來 12 個月僱員應修讀培訓課程（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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(iii) Courses under the Recognition Scheme 認可計劃下培訓課程	11	-	-	-	**11**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	135	24	163	-	**322**
Professional Knowledge 專業知識	-	-	-	-	**-**
Management and Supervision 管理及督導	11	-	-	-	**11**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(vii) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	-	-	11	-	**11**
(ii) Putonghua 普通話	11	-	32	-	**43**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	13	-	**13**
(ii) First Aid 急救	10	-	23	-	**33**
(iii) Health & Safety 健康及安全	22	4	48	-	**74**
(iv) Customer Service 顧客服務	21	1	43	-	**65**
(v) Soft Skills 軟性技巧	11	1	24	-	**36**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	3	-	**3**
(vii) Others 其他	-	-	20	-	**20**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	20	21	21	-	**62**
Total: 總數	**252**	**51**	**401**	**-**	**704**

Number of Training Places
Provided in the Next 12 Months by Branch by Job Level
未來 12 個月僱員應修讀培訓課程（各門類不同技能等級）

Branch : Security Guarding Services and Armoured Transportation Services
門類 ： *保安護衞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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(iv) Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	-	**-**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	2	-	-	**2**
Training Courses Related to Security Systems 保安 系統相關課程	-	2	-	2	**4**
Professional Knowledge 專業知識	-	-	-	2	**2**
Management and Supervision 管理及督導	1	3	-	-	**4**
Specialist Security Knowledge 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	-	-	-	3	**3**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(viii) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	2	**2**
(vii) Others 其他	-	-	-	1	**1**
Language 語言					
(i) English 英語	-	-	-	-	**-**
(ii) Putonghua 普通話	-	-	-	-	**-**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	-	1	**1**
(ii) First Aid 急救	-	-	-	-	**-**
(iii) Health & Safety 健康及安全	-	-	-	3	**3**
(iv) Customer Service 顧客服務	-	-	-	5	**5**
(v) Soft Skills 軟性技巧	-	-	-	3	**3**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**1**	**7**	**-**	**25**	**33**

Number of Training Places
Provided in the Next 12 Months by Branch by Job Level
未來 12 個月僱員應修讀培訓課程（各門類不同技能等級）

Branch : Security Guarding Services and
Security Systems Installation/Maintenance/Repair/Design/Others
門類 ： 保安護衞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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(v)　Courses under the Recognition Scheme 認可計劃下培訓課程	2	3	-	5	**10**
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	-	-	-	1	**1**
Security Trainer Training 保安培訓導師訓練	5	4	-	1	**10**
Training Courses Related to Security Systems 保安系統相關課程	6	7	8	5	**26**
Professional Knowledge 專業知識	3	3	-	5	**11**
Management and Supervision 管理及督導	9	7	-	4	**20**
Specialist Security Knowledge 專業保安知識					
(i)　Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii)　Cash-in-transit 解款	-	-	-	-	**-**
(iii)　VIP protection 要員保護	-	1	-	1	**2**
(iv)　Guard dog handler training 護衞犬管理員訓練	-	1	-	1	**2**
(ix)　Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi)　Central alarm monitoring station 中央警報監察站	1	2	-	3	**6**
(vii)　Others 其他	-	1	-	1	**2**
Language 語言					
(i)　English 英語	1	3	-	5	**9**
(ii)　Putonghua 普通話	1	1	-	4	**6**
(iii)　Cantonese 廣東話	-	-	-	-	**-**
(iii)　Others 其他	1	1	-	1	**3**
Other Skills 其他技巧					
(i)　Fire Prevention 防火	-	-	1	8	**9**
(ii)　First Aid 急救	2	4	-	10	**16**
(iii)　Health & Safety 健康及安全	2	4	3	5	**14**
(iv)　Customer Service 顧客服務	2	6	1	11	**20**
(v)　Soft Skills 軟性技巧	2	5	1	8	**16**
(vi)　Related Skills Upgrading 相關技能提升課程	1	1	-	3	**5**
(vii)　Others 其他	-	-	-	-	**-**
(viii)　Unspecified/ Refusal 無註明/ 拒絕回答	3	3	-	3	**9**
Total 總數:	**41**	**57**	**14**	**85**	**197**

Number of Training Places
Provided in the Next 12 Months by Branch by Job Level
未來 12 個月僱員應修讀培訓課程（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
Security Guard Training Courses 保安護衛員培訓課程					
(vi) Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	-	**-**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安 系統相關課程	1	1	2	-	**4**
Professional Knowledge 專業知識	-	1	-	1	**2**
Management and Supervision 管理及督導	1	2	-	-	**3**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	1	**1**
(ii) Cash-in-transit 解款	-	-	-	1	**1**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(x) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	-	-	-	-	**-**
(ii) Putonghua 普通話	-	-	-	-	**-**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	-	-	**-**
(ii) First Aid 急救	-	-	-	-	**-**
(iii) Health & Safety 健康及安全	-	-	-	-	**-**
(iv) Customer Service 顧客服務	-	1	2	1	**4**
(v) Soft Skills 軟性技巧	-	1	2	1	**4**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total 總數:	**2**	**6**	**6**	**5**	**19**

Number of Training Places
Provided in the Next 12 Months by Branch by Job Level
未來 12 個月僱員應修讀培訓課程（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
Security Guard Training Courses 保安護衛員培訓課程					
(vii) Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	-	-
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	-	-	-	-	-
Security Trainer Training 保安培訓導師訓練	-	-	-	-	-
Training Courses Related to Security Systems 保安系統相關課程	-	-	-	-	-
Professional Knowledge 專業知識	-	-	-	-	-
Management and Supervision 管理及督導	-	-	-	-	-
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	-
(ii) Cash-in-transit 解款	-	-	-	-	-
(iii) VIP protection 要員保護	-	-	-	-	-
(iv) Guard dog handler training 護衞犬管理員訓練	-	-	-	-	-
(xi) Armed instructor training 槍械訓練主任訓練	-	-	-	-	-
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	-
(vii) Others 其他	-	-	-	-	-
Language 語言					
(i) English 英語	-	-	-	-	-
(ii) Putonghua 普通話	-	-	-	-	-
(iii) Cantonese 廣東話	-	-	-	-	-
(iii) Others 其他	-	-	-	-	-
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	-	-	-
(ii) First Aid 急救	-	-	-	-	-
(iii) Health & Safety 健康及安全	-	-	-	-	-
(iv) Customer Service 顧客服務	-	-	-	38	**38**
(v) Soft Skills 軟性技巧	-	-	-	38	**38**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	-	-
(vii) Others 其他	-	-	-	38	**38**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	75	**75**
Total: 總數	**-**	**-**	**-**	**189**	**189**

Number of Training Places
Provided in the Next 12 Months by Branch by Job Level
未來 12 個月僱員應修讀培訓課程（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
Security Guard Training Courses 保安護衛員培訓課程					
(viii) Courses under the Recognition Scheme 認可計劃下培訓課程	1	1	-	1	**3**
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	-	-	-	2	**2**
Security Trainer Training 保安培訓導師訓練	-	1	-	-	**1**
Training Courses Related to Security Systems 保安 系統相關課程	1	3	1	-	**5**
Professional Knowledge 專業知識	1	2	-	3	**6**
Management and Supervision 管理及督導	3	4	-	-	**7**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(xii) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	1	1	-	**2**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	1	2	-	2	**5**
(ii) Putonghua 普通話	2	3	1	4	**10**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	1	-	1	**2**
Other Skills 其他技巧					
(i) Fire Prevention 防火	1	2	-	3	**6**
(ii) First Aid 急救	2	4	-	5	**11**
(iii) Health & Safety 健康及安全	-	2	-	3	**5**
(iv) Customer Service 顧客服務	4	7	-	8	**19**
(v) Soft Skills 軟性技巧	1	5	-	5	**11**
(vi) Related Skills Upgrading 相關技能提升課程	1	1	-	3	**5**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	1	1	-	1	**3**
Total: 總數	**19**	**40**	**3**	**41**	**103**

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
Security Guard Training Courses 保安護衛員培訓課程					
(i) Courses under the Recognition Scheme 認可計劃下培訓課程	9	33	-	313	**355**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	-	-	-	-	**-**
Professional Knowledge 專業知識	-	-	-	-	**-**
Management and Supervision 管理及督導	12	108	-	-	**120**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衛犬管理員訓練	-	-	-	-	**-**
(v) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	-	-	-	30	**30**
(ii) Putonghua 普通話	6	22	-	116	**144**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	6	97	-	187	**290**
(ii) First Aid 急救	6	133	-	177	**316**
(iii) Health & Safety 健康及安全	6	107	-	367	**480**
(iv) Customer Service 顧客服務	6	97	-	320	**423**
(v) Soft Skills 軟性技巧	-	15	-	108	**123**
(vi) Related Skills Upgrading 相關技能提升課程	-	15	-	145	**160**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**51**	**627**	**-**	**1 763**	**2 441**

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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(ii) Courses under the Recognition Scheme 認可計劃下培訓課程	2	5	-	16	**23**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	-	-	-	-	**-**
Professional Knowledge 專業知識	-	-	-	-	**-**
Management and Supervision 管理及督導	-	-	-	-	**-**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(vi) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	-	-	-	-	**-**
(ii) Putonghua 普通話	-	-	-	-	**-**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	-	-	**-**
(ii) First Aid 急救	-	-	-	-	**-**
(iii) Health & Safety 健康及安全	-	-	-	-	**-**
(iv) Customer Service 顧客服務	-	-	-	-	**-**
(v) Soft Skills 軟性技巧	-	-	-	-	**-**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**2**	**5**	**-**	**16**	**23**

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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(iii) Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	-	**-**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	-	-	-	**-**
Training Courses Related to Security Systems 保安系統相關課程	103	20	209	-	**332**
Professional Knowledge 專業知識	-	-	-	-	**-**
Management and Supervision 管理及督導	20	-	-	-	**20**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(vii) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	-	-	2	-	**2**
(ii) Putonghua 普通話	-	-	2	-	**2**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	15	-	**15**
(ii) First Aid 急救	40	-	55	-	**95**
(iii) Health & Safety 健康及安全	76	45	110	-	**231**
(iv) Customer Service 顧客服務	62	-	23	-	**85**
(v) Soft Skills 軟性技巧	22	-	63	-	**85**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	55	-	**55**
(vii) Others 其他	-	-	100	-	**100**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**323**	**65**	**634**	**-**	**1 022**

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 ： 保安護衞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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(iv) Courses under the Recognition Scheme 認可計劃下培訓課程	-	-	-	2 311	**2 311**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	7	3	-	-	**10**
Training Courses Related to Security Systems 保安系統相關課程	8	7	22	36	**73**
Professional Knowledge 專業知識	8	4	-	10	**22**
Management and Supervision 管理及督導	10	54	-	10	**74**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	1	-	10	**11**
(iv) Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(viii) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	1	-	6	**7**
(vii) Others 其他	-	1	-	10	**11**
Language 語言					
(i) English 英語	-	-	-	-	**-**
(ii) Putonghua 普通話	-	-	-	-	**-**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	-	-	-	48	**48**
(ii) First Aid 急救	3	27	-	222	**252**
(iii) Health & Safety 健康及安全	-	1	-	10	**11**
(iv) Customer Service 顧客服務	-	1	6	60	**67**
(v) Soft Skills 軟性技巧	-	1	6	13	**20**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	13	**13**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**36**	**101**	**34**	**2 759**	**2 930**

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 保安護衞員級	Total 總數
Security Guard Training Courses 保安護衞員培訓課程					
(v) Courses under the Recognition Scheme 認可計劃下培訓課程	-	3	-	12	**15**
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	-	-	-	-	**-**
Security Trainer Training 保安培訓導師訓練	-	1	-	-	**1**
Training Courses Related to Security Systems 保安系統相關課程	-	-	-	-	**-**
Professional Knowledge 專業知識	-	4	-	20	**24**
Management and Supervision 管理及督導	-	8	-	-	**8**
Specialist Security Knowledge 專業保安知識					
(i) Use of firearms and weapons 槍械及武器使用	-	-	-	-	**-**
(ii) Cash-in-transit 解款	-	-	-	-	**-**
(iii) VIP protection 要員保護	-	-	-	-	**-**
(iv) Guard dog handler training 護衞犬管理員訓練	-	-	-	-	**-**
(ix) Armed instructor training 槍械訓練主任訓練	-	-	-	-	**-**
(vi) Central alarm monitoring station 中央警報監察站	-	-	-	-	**-**
(vii) Others 其他	-	-	-	-	**-**
Language 語言					
(i) English 英語	-	3	-	10	**13**
(ii) Putonghua 普通話	-	3	-	19	**22**
(iii) Cantonese 廣東話	-	-	-	-	**-**
(iii) Others 其他	-	-	-	-	**-**
Other Skills 其他技巧					
(i) Fire Prevention 防火	2	6	-	42	**50**
(ii) First Aid 急救	2	12	-	67	**81**
(iii) Health & Safety 健康及安全	-	-	-	12	**12**
(iv) Customer Service 顧客服務	-	3	-	19	**22**
(v) Soft Skills 軟性技巧	-	7	-	19	**26**
(vi) Related Skills Upgrading 相關技能提升課程	-	-	-	9	**9**
(vii) Others 其他	-	-	-	-	**-**
(viii) Unspecified/ Refusal 無註明/ 拒絕回答	-	-	-	-	**-**
Total: 總數	**4**	**50**	**-**	**229**	**283**

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

Methodology

The Labour Market Analysis (LMA) approach has been applied to manpower projection for Security Services Industry (SSI) in 2003, 2005 and 2007, 2009 and 2011.

2.   The manpower projection for SSI is compiled based on the Input-Output (I/O) model which is a labor multiplier approach by deriving the relationship between the production of buildings and the number of workers required. 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.

3.   The stocks of private[1] and public[2] residential flats & non-residential flats[3] are taken to be the production. The forecast production of private residential and non-residential flats is provided by the Rating and Valuation Department while the forecast production of public residential flats is provided by the Hong Kong Housing Authority (HA) and the Hong Kong Housing Society (HS).

4.   To generate the employment effect, it is assumed that 50.25% and 49.75% 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 the types of building in the period from 2005 to 2010). The manpower projection by job level is presented in Table 1-3 below.

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[1] The stocks of residential flats in the private sector are measured by <u>the number of flats</u>. (Source: Rating & Valuation Department)

[2] The stocks of public residential flats are measured by <u>the number of flats</u>. The stocks comprise:
    (a) Public rental housing (PRH) flats and interim housing (IH) provided by the Housing Authority (HA),
    (b) Public rental housing flats and Senior Citizen Residences Scheme (SEN) flats provided by HS,
    (c) HA subsidized sale flats sold under the Tenants Purchase Scheme (TPS),
    (d) HA 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),
    (e) HS subsidized flats under the Flat-for Sales Scheme (FFSS) and the Sandwich Class Housing Scheme (SCHS),
    (f) HS Urban Improvement Scheme (UIS) flats.
    From Q12002 onwards, HOS/MIHS/PSPS/BRO/MSS/TPS/FFSS/SCHS that can be traded in open market are classified as private permanent housing.
(Sources: HA and HS)

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

Table 1. Manpower Projection for the Managerial / Professional Level

Year	Actual Manpower by types of flats		Projected Manpower by types of flats		Total Manpower
	Manpower for residential flats	Manpower for non-residential flats	Manpower for residential flats	Manpower for non-residential flats	
2011	1,388	1,375			2,763
2012 f			1,405 (1.2%)*	1,387 (0.9%)*	2,792 (1.1%)*
2013 f			1,420 (1.0%)**	1,396 (0.7%)**	2,816 (0.8%)**
2014 f			1,433 (1.0%)**	1,404 (0.6%)**	2,837 (0.8%)**
	* as percentage change vs actual manpower in 2011 ** as percentage change vs projected manpower in the previous year.				

Table 2. Manpower Projection for the Supervisory Level

Year	Actual Manpower by types of flats		Projected Manpower by types of flats		Total Manpower
	Manpower for residential flats	Manpower for non-residential flats	Manpower for residential flats	Manpower for non-residential flats	
2011	5,725	5,760			11,395
2012 f			5,796 (1.2%)*	5,721 (0.9%)*	11,517 (1.1%)*
2013 f			5,854 (1.0%)**	5,758 (0.7%)**	11,612 (0.8%)**
2014 f			5,911 (1.0%)**	5,791 (0.6%)**	11,701 (0.8%)**
	* as percentage change vs actual manpower in 2011 ** as percentage change vs projected manpower in the previous year.				

**Table 3. Manpower Projection for the Security Guard Level**

Year	Actual Manpower by types of flats		Projected Manpower by types of flats		Total Manpower
	Manpower for residential flats	Manpower for non-residential flats	Manpower for residential flats	Manpower for non-residential flats	
2011	47,967	47,948			95,465
2012 f			48,556 (1.2%)*	47,928 (0.9%)*	96,484 (1.1%)*
2013 f			49,047 (1.0%)**	48,239 (0.7%)**	97,286 (0.8%)**
2014 f			49,517 (1.0%)**	48,514 (0.6%)**	98,031 (0.8%)**
	* as percentage change vs actual manpower in 2011 ** as percentage change vs projected manpower in the previous year.				

5.   The total manpower demand for the SSI is the aggregation of the projected manpower for the three job levels and presented in Table 4 and Figure 1 below.

Table 4. Manpower Projection for SSI

Year	Total Manpower Demand	Projected (LMA Approach)	Employers' Forecast (at the time of the survey)
2011	109,623		
2012 f		110,793 (1.1%)*	109,782 (0.2%)*
2013 f		111,715 (0.8%)**	
2014 f		112,570 (0.8%)**	
	* as percentage change vs actual manpower in 2011 ** as percentage change vs projected manpower in the previous year.		

Figure 1. Manpower Projection for SSI
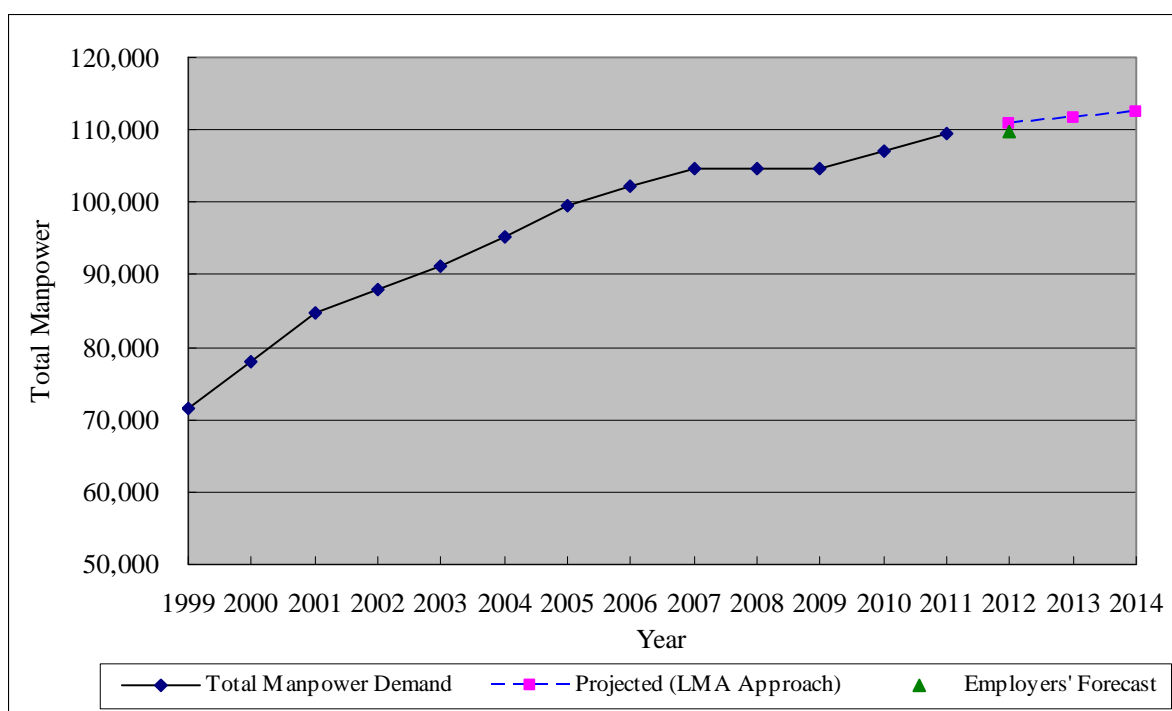
A. The forecast of private residential flats

Year	Completion (*no. of flats*)	Total stock (*no. of flats*)
2010		1,102,909
2011 f	10,670	1,113,579
2012 f	13,700	1,127,279
2013 f#	N/A	1,132,361
2014 f #	N/A	1,137,431

The forecast production of private residential flats for 2011 and 2012 are provided by the Rating & Valuation Department. (Source: Hong Kong Property Review 2011) while the production for 2013 and 2014 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*)
2010		45,579,900
2011 f	268,500	45,933,100
2012 f	259,000	46,348,600
2013 f#	N/A	46,649,822
2014 f #	N/A	46,915,853

The forecast production of private non-residential flats for 2011 and 2012 are provided by the Rating & Valuation Department. (Source: Hong Kong Property Review 2011) while the production for 2013 and 2014 is projected using the Adaptive Filtering Method.

C. The forecast of public residential flats

Year	Completion (*no. of flats*)	Total stock (*no. of flats*)
2010		1,135,000
2011 f	12,188	1,147,188
2012 f	14,088	1,161,276
2013 f#	18,089	1,179,365
2014 f #	17,089	1,196,454

* The forecast production of public residential housing are provided by the Hong Kong Housing Authority (HA) and the Hong Kong Housing Society (HS).
(Sources: HA and HS)