

# 香港社會服務聯會

## 社會保障及就業政策專責委員會

### 職權範圍

#### 目標

推動香港社會保障及就業政策及措施的持續發展及改善。

#### 功能

1. 推動有關社會保障、就業及貧窮的研究，搜集數據，捕捉及整理有關趨勢；
2. 倡導政府部門或有關機構制訂或改善有關社會保障及就業的政策及措施；
3. 制訂方向及策略，讓政策制訂者了解和接納社聯有關社會保障及就業的建議和觀點；
4. 跟進相關政策及措施的實施情況、評估其成果和影響。

#### 範圍

各種主要的社會保障及就業政策以及相關的社會現象，例如：

1. 退休、失業、殘障保障；
2. 協助領取綜援人士及弱勢社群就業的措施；
3. 就業、職業訓練及人力發展；
4. 貧窮。

#### 組成、主席及任期

1. 6 位經全體機構代表及永久個人會員提名及選舉產生的成員；
2. 不多於 2 位委任之增選成員；
3. 主席及副主席由互選產生；
4. 政策研究及倡議業務總監列席；
5. 選舉產生及委任的成員任期 2 年\*；
6. 任何代表同一機構的成員最多可經選舉或增選連任 2 屆；
7. 委員會可填補成員空缺至其任期完結。

## 交代、報告、會議及立場

1. 委員會直接向政策研究及倡議常設委員會交代及提交每年工作計劃；
2. 委員會每年須通過政策研究及倡議常設委員會向執行委員會提交報告；
3. 委員會每年舉行不少於 4 次會議，會議之法定人數為該委員會之 3 分 1 人；
4. 委員會主席及有關總監應代表社會保障及就業政策專責委員會發言，惟在重大及具爭議性的立場上，應諮詢政策研究及倡議委員會或執行委員會的意見，執行委員會有權確認或否決有關立場。

\* 在首屆委員會的選舉，最高票數當選的一半委員任期 2 年，其餘當選的任期 1 年。在這原則下，一半增選委員任期 2 年，另一半任期 1 年。

11.2011

**The Hong Kong Council of Social Service**  
**Specialized Committee on Social Security and Employment Policy**  
**Terms of Reference**

**Aims**

To promote and contribute to the continuous development and improvement of social security and employment policies and programmes in Hong Kong.

**Functions**

1. To promote researches related to social security, employment and poverty, collect data and analyze the trends;
2. To advocate for the formulation and implementation of policies and measures related to social security and employment;
3. To formulate directions and strategies to enhance policy makers' understanding of and acceptance to Council's recommendations and viewpoints on social security and employment;
4. To monitor the implementation and evaluate the impact of related policies and measures.

**Scope**

Major issues related to social security and employment policy, include:

1. Retirement, unemployment, disability protection;
2. Measures to enhance employment of CSSA and disadvantaged groups;
3. Employment, vocational training and manpower development;
4. Poverty.

**Composition, Chairperson and Term of Office**

1. Six members of the Standing Committee shall be nominated and elected by Agency Members and Life Members;
2. Not more than two co-opted members shall be appointed by the Specialized Committee;
3. The Chairperson and Vice-Chairperson shall be elected from among the members of the Specialized Committee;

4. The Director of Policy Research and Advocacy shall be in attendance;
5. Elected and co-opted members shall hold office for two-year term\*;
6. No person representing the same agency shall be eligible for election or co-option to the Committee for more than 2 consecutive terms;
7. The Committee may fill vacancies occurring in the committee for the remaining term of the posts left vacant.

#### **Accountability, Report, Meetings and Spokesperson**

1. The Specialized Committee shall be directly accountable to, and submit annual work plan to the Standing Committee on Policy Research and Advocacy;
2. The Specialized Committee shall submit annual report to the Executive Committee through the Standing Committee on Policy Research and Advocacy;
3. The Specialized Committee shall hold no less than 4 meetings each year, 1/3 members present will form a quorum;
4. The Chairperson of the Specialized Committee and the concerned Business Director shall be the spokespersons of the Specialized Committee. In case of major and controversial issues, they shall consult the Standing Committee on Policy Research and Advocacy or the Executive Committee, the Executive Committee shall have the power to confirm or override the concerned standpoints.

*\* In the first election, half of the elected members with higher numbers of votes shall hold office for two-year term, and the other half for one-year term. In line with the same principle, half of the co-opted members shall hold office for two-year term and the other half for one-year term.*

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