

2020 Manpower Survey Report
Maritime Services Industry

海事服務業
二零二零年人力調查報告

Maritime Services Training Board
Vocational Training Council

職業訓練局
海事服務業訓練委員會

CONTENTS

	<u>Page</u>
Acknowledgement	i
Definition of Terms	iii
I. Executive Summary	1 - 9
II. Introduction	
i. Background	10
ii. Objectives	10
iii. Survey Coverage	11
III. Methodology	
i. Sample Design	12
ii. Questionnaire Design	12 - 13
iii. Data Collection	13
iv. Data Analysis	13
v. Manpower Projection Methodology	13
vi. Limitations	14
IV. Survey Findings	
i. Number of Employees	15 - 16
ii. Number of Vacancies	16 - 18
iii. Employers' Forecasted Manpower Demand	18 - 19
iv. Age of Employees	19 - 20
v. Training Needs	20 - 23
vi. Staff Turnover and Wastage	24
vii. Number of Vessels	25

viii.	Percentage of Officers and Ratings employed by Hong Kong Companies On Board Ocean-going Vessels (Ocean Going Sector)	26
ix.	Percentage of Non-Hong Kong Employees (Ocean Going and Shore-Based Sectors)	26 - 27
x.	Monthly Income (Local Vessel Sector)	27 - 28
xi.	Shore-Based Personnel with Ex-seafaring Experience (Shore-Based Sector)	28 - 29
xii.	Statistical Tables	29
V.	Manpower Analysis	
i.	Manpower Changes	30 - 34
ii.	Business Outlook	35 - 36
iii.	Manpower Projection and Annual Additional Manpower Requirement	37 - 39
VI.	Recommendations	40 - 42
VII.	Appendices	
i.	Membership of the Maritime Services Training Board	81 - 82
ii.	Terms of Reference of the Maritime Services Training Board	84
iii.	Membership of the Working Party on Manpower Survey	86
iv.	Survey Documents	88 - 142
	A. Cover Letter	
	B. Questionnaire (with Explanatory Notes and Job Descriptions for Principal Jobs)	
v.	Response Profile	143 - 144
vi.	Quality Control Measures	146
vii.	Manpower Projection Methodology	148
viii.	Annual Additional Manpower Requirement	150

ix.	Number of Graduates of Full-time Pre-employment Courses	152 - 153
x.	Maritime and Aviation Training Fund (MATF)	154
xi.	Business School Partnership Programme (BSPP)	156
xii.	Statistical Tables	158 - 172
xiii.	Supplementary Statistics from the Marine Department	173 - 175
xiv.	Sampling Plan of the 2020 Manpower Survey of the Maritime Services Industry	179 - 181

目 錄

	<u>頁數</u>
鳴謝	ii
詞彙釋義	iv
I. 報告摘要	43 - 50
II. 緒論	
i. 背景	51
ii. 目的	51
iii. 調查範圍	52
III. 調查方法	
i. 抽樣設計	53
ii. 問卷設計	53
iii. 數據蒐集	54
iv. 數據分析	54
v. 人力推算方法	54
vi. 局限	54
IV. 調查結果	
i. 僱員人數	55 - 56
ii. 空缺	56 - 58
iii. 僱主預測人力需求	58
iv. 僱員年齡	59 - 60
v. 培訓需要	60 - 63
vi. 僱員離職及流失	64
vii. 船隻數目	65

viii.	遠洋輪上香港公司僱用的高級海員與普通海員比率（遠洋輪業）	66
ix.	非香港僱員比率（遠洋輪業及駐岸行業）	66 - 67
x.	每月收入（本地船舶業）	68
xi.	擁有前海員經驗的駐岸人員（駐岸行業）	69
xii.	統計表	69
V.	人力分析	
i.	人力變化	70 - 74
ii.	業務展望	75 - 76
iii.	人力推算及每年額外人力需求	76 - 78
VI.	建議	79 - 80
VII.	附錄	
i.	海事服務業訓練委員會委員名單	83
ii.	海事服務業訓練委員會職權範圍	85
iii.	人力調查工作小組成員名單	87
iv.	調查文件	88 - 142
	A. 附函	
	B. 問卷（連附註及主要職務工作說明）	
v.	填覆機構概要	145
vi.	質素控制措施	147
vii.	人力推算方法	149
viii.	每年額外人力需求	151
ix.	全日制職前課程畢業生人數	152 - 153
x.	海運及空運人才培訓基金	155
xi.	商校合作計劃	157

xii.	統計表	158 - 172
xiii.	海事處提供的補充統計數字	176 - 178
xiv.	2020 年海事服務業人力調查抽樣計劃	179 - 181

Acknowledgement

The Maritime Services Training Board (the Training Board) would like to thank all the respondents of the sampled establishments for providing information required by the survey. The Training Board also appreciates the contribution of the external industry experts who provided invaluable insights into the survey findings and recommendations.

鳴謝

海事服務業訓練委員會鳴謝抽樣受訪的機構提供調查所需寶貴資料；以及行業專家就調查結果及建議提供真知灼見。

Definition of Terms

Average monthly income	The monthly income, including the basic wage, regular overtime pay, cost of living allowance, meal allowance, commission and bonus. It is an average figure among employees engaging in the same principal job.
Full-time employees	Persons who are working full-time (i.e. have been employed continuously for 4 weeks or more, with at least 18 hours worked in each week) under the payroll of the sampled establishment/company for the specified job, disregarding whether they are deployed to work in other places. These also include proprietors and partners working full-time for the establishment.
Technical manpower	The personnel who are employed in the principal jobs* of the maritime services industry to apply the industrial knowledge and technical skills required to complete the work assigned. <i>(* Details of the principal jobs are given in Appendix iv.)</i>
Turnover rate	The number of employees left as a percentage of the total number of employees and vacancies.
Vacancies	The unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel at the time of the survey.
Vacancy rate	The vacancies as a percentage of the total number of employees and vacancies.

詞彙釋義

平均每月收入	平均每月收入乃相同主要職務僱員收入的平均數，包括底薪、逾時工作津貼、生活津貼、膳食津貼、佣金及花紅。
全職僱員	選定機構內全職工作（連續受僱四星期或以上、每星期最少工作18小時）的受薪人員，即使被調派往其他地方任職，亦包括在機構內全職工作的東主及合夥人。
技術僱員	海事服務業主要職務僱員，需應用相關行業知識與技能完成指派任務。 (* 主要職務說明詳見附錄iv)
離職率	離職僱員人數佔僱員及空缺總數的比率。
空缺	出缺而需要立刻填補的職位，而公司於調查期間正積極進行招聘。
空缺率	空缺佔僱員及空缺總數的比率。

I. Executive Summary

i. Background

1.1 The Maritime Services Training Board (Training Board) conducted a manpower survey of the Maritime Services Industry from September to November 2020. This report presents the survey findings of the latest manpower situation of the industry and proposes recommendations on the manpower demand and training needs to the industry, employers, training providers and the Government, making reference to the business outlook.

ii. Survey Coverage

1.2 The survey covered the Ocean Going sector, the River Trade sector, the Local Vessel sector and the Shore-Based sector of the Maritime Services Industry. A total of 763 establishments, comprising 242 from the Ocean Going sector, 44 from the River Trade sector, 169 from the Local Vessel sector and 308 from the Shore-Based sector, were selected for the survey. The selected establishments were required to provide manpower information based on the list of the principal jobs, which were defined and considered significant by the Training Board. The principal jobs were classified into 14 job categories as summarised below:

- (a) Ocean Going Sector
 - 1. Officers
 - 2. Ratings
- (b) River Trade Sector
 - 3. Seafarers
- (c) Local Vessel Sector
 - 4. Crew Members (Excluding Yacht)
 - 5. Crew Members (Yacht)
- (d) Shore-Based Sector
 - 6. Administration; Management and Human Resources
 - 7. Business and Trade
 - 8. Operations
 - 9. Technical and Consultancy
 - 10. Marine Law and Insurance
 - 11. Training and Education
 - 12. Account and Finance
 - 13. Safety and Risk Management
 - 14. Other Staff of Supporting Services

iii. Methodology

1.3 The survey followed the sampling plan designed by the Vocational Training Council (VTC). A stratified random sampling method was adopted to draw 460 sampled establishments from the Hong Kong Standard Industrial Classification list of the Census and Statistics Department of the HKSAR Government (C&SD). Based on the recommendation of the Training Board, another 303 supplementary samples were included, making a total of 763 samples. The selected samples completed a questionnaire which comprised two parts: (i) quantitative manpower information by principal jobs and (ii) supplementary information related to manpower and fleet situation. The data collection and enumeration processes were closely monitored and data was verified to ensure data quality. The effective response rate was 89.5% after enumeration.

1.4 The Training Board made a manpower projection for the period from 2021 to 2024 using a forecasting method that rests on the weighted averages of historical data. Details of the projection methodology are provided in *Appendix (vii)*.

iv. Findings

Number of Employees and Vacancies

1.5 A total of 27 323 employees of the Maritime Services Industry were employed by Hong Kong companies in September 2020, the majority of them were working in the Shore-Based sector (51.5%). The Ocean Going sector was found to have a large portion of non-Hong Kong employees (98.1%). At the time of the survey, the total number of job vacancies across sectors was 545, and most of them were found in the Local Vessel sector. Details are shown in Table 1.1.

Table 1.1 Number of Employees and Vacancies by Sector

Sector	No. of Employees			No. of Vacancies
	Total	HK	Non-HK	
Ocean Going	7 860	152	7 708	0
River Trade	748	748	N/A	0
Local Vessel	4 637	4 637	N/A	373
Shore-Based	14 078	13 285	793	172
Overall	27 323	18 822	8 501	545

Notes:

1. Information on non-Hong Kong employees was not collected from River Trade and Local Vessel companies as these companies are expected to have very few non-Hong Kong employees.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

Principal Jobs with Most Employees and Vacancies

1.6 The prominent principal jobs with the most employees and vacancies in each sector are shown in Table 1.2.

Table 1.2 Principal Jobs with the most Employees and Vacancies

Sector	Principal Jobs with Most Employees (% of Employees in the sector)		Principal Jobs with Most Vacancies (% of Vacancies in the sector)	
Ocean Going	<ul style="list-style-type: none"> • Motorman (13.4) • Sailor (13.1) • Rating (General Purpose) (9.6) 		No vacancies	
River Trade	<ul style="list-style-type: none"> • Sailor (24.9) • Cabin Attendant (23.1) • Chief Officer (12.4) 		No vacancies	
Local Vessel	<ul style="list-style-type: none"> • Coxswain (27.1) • Sailor (23.9) • Assistant Coxswain (21.5) 		<ul style="list-style-type: none"> • Assistant Coxswain (40.2) • Coxswain (20.1) • Sailor (18.0) 	
Shore-Based	<ul style="list-style-type: none"> • Technician; Technical Officer; Service Engineer (9.2) • Pier Attendant; Pier Assistant (7.6) • Cargo Planner; Cargo Officer (5.6) 		<ul style="list-style-type: none"> • Technician; Technical Officer; Service Engineer (9.3) • Technical Manager; Technical Superintendent (6.4) • Cargo Planner; Cargo Officer (4.1) • Stevedore (4.1) 	

Employers' Forecasted Manpower Demand

1.7 The employers being surveyed forecasted that there would be 27 922 and 28 367 posts in September 2021 and September 2022 respectively, representing a year-on-year manpower growth of 0.2% and 1.6%. Among the four sectors, only the Ocean Going sector was forecasted to have a manpower growth in the next two years. Details are shown in Table 1.3.

Table 1.3 Employers' Forecasted Manpower Demand

Sector	No. of Employees (a)	No. of Vacancies (b)	Total No. of Posts (c = a + b)	Forecasted No. of Employees for 2021	Forecasted No. of Employees for 2022
Ocean Going	7 860	0	7 860	8 249	8 659
River Trade	748	0	748	748	748
Local Vessel	4 637	373	5 010	4 844	4 926
Shore-Based	14 078	172	14 250	14 081	14 034
Overall	27 323	545	27 868	27 922	28 367

Age of Employees

1.8 Among the four sectors, the Local Vessel sector had the highest percentage of ageing staff, i.e. 43.1% of their staff were over the age of 55. Principal jobs of the Local Vessel sector facing the most acute ageing problem were Coxswain, Fitter and Assistant Coxswain. Over half of them were older than 55.

Table 1.4 Age Distribution of Employees

Sector	35 or Below (%)	36-55 (%)	56-64 (%)	65 or Above (%)
Ocean Going	61.0	36.7	2.2	0.1
River Trade	29.8	45.4	18.8	6.0
Local Vessel	15.0	41.9	31.1	12.0
Shore-Based	16.4	62.0	18.1	3.6
Overall	27.2	52.5	16.2	4.1

Training Needs of Offshore Staff

1.9 Employers were asked to indicate the highest class of Certificate of Competency (CoC) held by their offshore employees. In-service training (say preparatory courses for various classes of CoCs) is potentially required for the following employees who had not attained the highest class of CoCs of their respective streams at the time of the survey:

Table 1.5 Number of Offshore Employees not attaining the Highest Classes of Certificate of Competency (CoC)

Sector	Deck Staff	Engineering Staff
Ocean Going	112	25
River Trade	145	113
Local Vessel	1 245	585

Staff Turnover and Wastage

1.10 The overall turnover rate rose from 4.7% in 2016 to 6.7% in 2020. High turnover and wastage rates were recorded in the River Trade sector (i.e. both of 30.6%).

Ocean Going Employees employed by Hong Kong Companies and Non-Hong Kong Employees

1.11 At the time of the survey, a total of 58 755 posts were recorded on board ocean-going vessels managed by Hong Kong companies. However, only 13.4% of the employees (i.e. 7 860) were directly employed by these Hong Kong companies. Among those employed by Hong Kong companies, the ratio of Hong Kong and non-Hong Kong employees was roughly 1:50.

Monthly Income and Ex-seafaring Experience of Employees

1.12 Regarding the average monthly income of crew members in the Local Vessel sector, most of them earned an average monthly income of \$15,001-\$25,000 (46.1%). Over 10% of Coxswain, Assistant Coxswain, Engine Operator and Assistant Engine Operator earned over \$35,000 per month. The survey also identified that 15.4% of shore-based personnel were ex-seafarers. Among various job categories, “Training and Education”, “Technical and Consultancy” and “Administration; Management and Human Resources” were found to have the highest percentages of employees with seafaring experience.

v. Manpower Analysis

Manpower Changes

1.13 The overall manpower of the Maritime Services Industry increased from 26 687 in 2016 to 27 868 in 2020 (+4.4%), mainly contributed by the manpower growth in the Ocean Going sector (+38.3%, from 5 683 in 2016 to 7 860 in 2020).

Business Outlook

1.14 The global shipping industry was hit hard by the Covid-19 in the first half of 2020 but it eventually turned out to be one of the best performing industries in 2020. Major reasons contributing to the outstanding performance of the industry include disciplined capacity management by carriers that supported freight rates, low fuel price and a quick rebound in demand in the second half of 2020. It is believed that the global shipping industry would maintain its strong performance for at least the next few months.

1.15 River trade ferry companies have been facing a number of challenges in recent years, including the loss of passengers to road transport since the opening of the Hong Kong-Zhuhai-Macau Bridge in late 2018, decline of Hong Kong visitor arrivals owing to the unprecedented social incidents in 2019, and the recent suspension of services due to the Covid-19 pandemic. It is anticipated that this sector would not recover to its original scale of businesses even the pandemic subsides. Apart from replacing the wastage due to normal retirement, it seems the River Trade sector would not have additional manpower requirement in the near future.

1.16 Over the past few years, owing to the decline in mid-stream operations, a number of local vessel companies have turned to support marine construction works. As the manpower demand of local ferry companies is relatively stable, whether the manpower requirement of the whole Local Vessel sector will have noticeable changes largely depends on the scale of future marine construction projects. If mega projects like the Lautau Tomorrow Vision are materialised, the sector will need more manpower supply in the next few years.

1.17 In addition, the Government launched a subsidy scheme to assist local ferry companies to purchase new high-speed vessels, including the hybrid ones, which would require the operators to master new navigation skills and maintenance knowledge. To ease the ageing problem and facilitate the application of new technology, new blood is particularly required for the Local Vessel sector.

1.18 The Government has put in a lot of efforts in promoting maritime services, which include tax concessions for ship leasing and marine insurance business, funding injection for maritime manpower development, and setting up regional maritime desks worldwide. With enhanced integration between Hong Kong and other cities under the Guangdong-Hong Kong-Macao Greater Bay Area (GBA) development, Hong Kong port is likely to gain a new lease of life as being part of the major Southern China port cluster. These factors should have a positive impact on the development of shore-based businesses including ship leasing and management, maritime law and insurance, ship finance and cargo terminal in the long run.

Manpower Projection and Annual Additional Manpower Requirement

1.19 Besides employers' forecast, the Adaptive Filtering Method (AFM) was adopted to project the manpower of the industry from 2021 to 2024. Only the Ocean Going sector was projected to have a noticeable manpower growth while the manpower for other sectors would remain steady.

Table 1.6 Manpower Projection from 2021 to 2024 by AFM

Year	Ocean Going (A = 0.9)	River Trade (A = 0.73)	Local Vessel (A = 0.89)	Shore-Based (A = 0.67)	Overall
2020 (Actual)	7 860	748	5 010	14 250	27 868
2021	8 390 (+6.7%)	741 (-0.9%)	5 019 (+0.2%)	14 213 (-0.3%)	28 363 (+1.8%)
2022	8 905 (+6.1%)	735 (-0.8%)	5 026 (+0.1%)	14 174 (-0.3%)	28 840 (+1.7%)
2023	9 403 (+5.6%)	730 (-0.7%)	5 033 (+0.1%)	14 143 (-0.2%)	29 309 (+1.6%)
2024	9 881 (+5.1%)	726 (-0.5%)	5 040 (+0.1%)	14 119 (-0.2%)	29 766 (+1.6%)

1.20 Based on the projected manpower growth and wastage rate, the estimated annual additional manpower demand for 2021 to 2024 by sector is shown in Table 1.7.

Table 1.7 Annual Additional Manpower Requirement

Sector	Estimated Annual Additional Requirement	Preferred Education (for progression to officer or supervisory level)
Ocean Going	9 – 11	Higher Diploma in Maritime Studies / Mechanical Engineering (Marine Elective) or Equivalent or Above
River Trade	5 – 6	
Local Vessel	186 - 228	Certificate for Junior General Purpose Ratings or Equivalent or Above
Shore-Based	347 - 425	Higher Diploma or First Degree related to Maritime Studies or Mechanical/Marine Engineering or Equivalent or Above
Overall	547 - 670	

vi. Recommendations

Introduce measures to assist River Trade operators to rejoin the workforce

1.21 Training providers should consider offering training (e.g. berthing skills in Hong Kong waters, management of local vessels, practical training on board yachts) to assist the surplus staff of the River Trade sector to switch to the Local Vessel sector (including leisure shipping).

Encourage employers of the Ocean Going sector to employ more Hong Kong seafarers

1.22 Considering that there have been a steady supply of local seafarers since the inception of the Seagoing Training Incentive Scheme (SGTIS), local-based shipowners and ship management companies are encouraged to offer more career opportunities as seafarers to local people.

Strengthen incentive schemes and facilitation measures to attract and retain talents

1.23 The Maritime and Aviation Training Fund (MATF) should be regularised with recurrent funding to sustain the various incentive schemes under it. Its usage may be broadened to finance other initiatives related to manpower training, e.g. upgrading of training facilities and teaching staff. Support to young practitioners under the MATF should be further strengthened, e.g. by making inflationary adjustments to the subsidy granted under the SGTIS and providing additional financial support such as paid study leave to help retain young talents in the industry. Employers should also consider introducing incentive measures or making some arrangements to facilitate and encourage their staff to acquire higher qualifications.

Promote career opportunities of the industry to the youngsters

1.24 Employees with seafaring experience are welcomed by many shore-based businesses including the Marine Department but the general public (including the youngsters) may not be aware of this. It is important to promote the career opportunities of the industry to the youngsters so as to arouse their interest in joining the industry. The Government may work with employers and industry associations to further strengthen the Life Planning Education for secondary students.

Address the training needs of the industry

1.25 Training providers are advised to make reference to the potential in-service training needs identified in the survey to offer relevant examination preparatory or upgrading courses to in-service practitioners working on board different types of vessels, in particular the Local Vessel sector which has the strongest training needs.

1.26 Considering that there are very few Hong Kong engineers working on board ocean-going vessels, training providers may embed knowledge of marine engineering into their mechanical engineering programmes or offer bridging programmes to assist their graduates in obtaining the Employment Registration Book to start an ocean-going career.

Conduct manpower surveys regularly

1.27 Subject to the availability of resources, the following focuses/scopes should be considered in future manpower update or manpower survey exercises: (i) conduct a more in-depth study on the manpower of leisure shipping; (ii) explore the training needs of shore-based personnel; (iii) collect salary information of all the four sectors; (iv) review the coverage of the survey and principal jobs to cover the manpower situation and training needs of jobs with great recruitment difficulties.

II. Introduction

i. Background

2.1 The Maritime Services Training Board (Training Board) of the Vocational Training Council (VTC) is appointed by the HKSAR Government to be responsible for determining the manpower situation and training needs of the Maritime Services Industry. The Training Board comprises members nominated by major trade associations, trade unions, professional bodies, educational and training institutions and government departments. The Working Party on the Manpower Survey is formed by members of the Training Board and other industry representatives. Training Board's membership, terms of reference and the membership of its Working Party on Manpower Survey are listed in *Appendices (i), (ii) and (iii)*.

2.2 Starting from 2016, the maritime services manpower survey is conducted every four years. In between the surveys, periodic manpower updates are conducted through focus group and desk research to better reflect the latest manpower trends.

2.3 Data of this manpower survey was collected from September to November 2020, with the reference date set on 1 September 2020. This report presents the survey findings and analysis of the latest manpower situation of the industry and proposes recommendations on the manpower development to the industry, employers, training providers and the Government, making reference to the business outlook.

ii. Objectives

2.4 The objectives of the manpower survey conducted for the Maritime Services Industry are:

- (a) To collect up-to-date manpower information by the principal jobs by job category by sector in the industry.
- (b) To assess the industry's technical manpower situation.
- (c) To forecast training requirements in the near future.
- (d) To recommend to the VTC and relevant stakeholders the development of training strategies to meet the manpower needs.

iii. Survey Coverage

2.5 The survey adopted the stratified random sampling method to draw samples from the Hong Kong Standard Industrial Classification list of the Census and Statistics Department. Based on the recommendation of the Training Board, 303 supplementary samples were added to the survey. The final sample list includes 242 establishments from the Ocean Going sector, 44 establishments from the River Trade sector, 169 establishments from the Local Vessel sector and 308 establishments from the Shore-Based sector. The sectors and branches of the industry covered in the survey are shown as follows.

(a) Ocean Going Sector

1. Ship Agents and Managers; Local Representative Offices of Overseas Shipping Companies
2. Ship Owners of Sea-going Vessels
3. Operators of Sea-going Vessels
4. Ship Owners and Managers (Supplementary Samples)

(b) River Trade Sector

5. Ship Owners and Operators of Vessels Moving Between Hong Kong and the Ports in Pearl River Delta

(c) Local Vessel Sector

6. Inland Water Transport
7. Mid-stream Operation
8. Yacht Club and Other Yacht Services (Supplementary Samples)

(d) Shore-Based Sector

9. Container Terminal and Marine Cargo Terminal Operators and Port Facilities Operators; Service Activities Incidental to Water Transportation n.e.c.
10. Shipbrokers
11. Classification Societies; Consultants and Surveyors (Supplementary Samples)
12. Marine Equipment; Shipbuilders and Repairers
13. Marine Insurance (Supplementary Samples)
14. Maritime Law (Supplementary Samples)
15. Ship Finance (Supplementary Samples)
16. Ship Registration and Port Authorities (Supplementary Samples)
17. Other Marine Services (Supplementary Samples)

III. Methodology

i. Sample Design

3.1 Based on the Hong Kong Standard Industrial Classification list from the Census and Statistics Department of the HKSAR Government (C&SD) and the recommendation by the Training Board on the establishments from other business sectors with manpower provision contributing to the surveyed industry, the Vocational Training Council (VTC) designed the sampling plan and selected sampled establishments by adopting the stratified random sampling method. A total of 763 establishments were eventually selected for the survey.

ii. Questionnaire Design

3.2 Four sets of questionnaire were designed for different sectors. Each set of the questionnaire comprised two parts. Part I collected quantitative manpower information by principal jobs, and Part II collected supplementary manpower and fleet information. The list of principal jobs was defined by the Training Board with detailed job descriptions given for each job, and was classified in 14 job categories as follows:

- (a) Ocean Going Sector
 - 1. Officers
 - 2. Ratings
- (b) River Trade Sector
 - 3. Seafarers
- (c) Local Vessel Sector
 - 4. Crew Members (Excluding Yacht)
 - 5. Crew Members (Yacht)
- (d) Shore-Based Sector
 - 6. Administration; Management and Human Resources
 - 7. Business and Trade
 - 8. Operations
 - 9. Technical and Consultancy
 - 10. Marine Law and Insurance
 - 11. Training and Education
 - 12. Account and Finance
 - 13. Safety and Risk Management
 - 14. Other Staff of Supporting Services

3.3 While the job titles of similar roles may vary cross establishments, respondents were required to provide manpower information corresponding to the job descriptions and the skill

levels of the principal jobs. The survey documents including a sample questionnaire for each sector¹, explanatory notes, and job descriptions for the principal jobs are given in *Appendix (iv)*.

iii. Data Collection

3.4 The data was collected between September and November 2020. A pack of survey documents was given to each invited establishment. The respondents of the establishments were asked to provide manpower information of their establishments as at 1 September 2020. During the fieldwork period, enumerators assisted the respondents to complete the questionnaire through phone calls or on-site visits.

3.5 Various measures were taken to assure the quality of the data collection process. These included prior fieldwork preparation, thorough training of fieldwork staff, monitoring of the fieldwork execution, measures to increase the response rate, checking of the completed questionnaires and validation of the collected data.

iv. Data Analysis

3.6 Among the 507 valid sampled establishments, 454 were successfully enumerated, giving an effective response rate of 89.5%.² Taking into account (i) the satisfactory response rate of individual branches, (ii) the satisfactory response rate from a majority of prominent and sizeable establishments, and (iii) the grossing-up of sample results based on the statistically-grounded method, it could be concluded that the survey findings presented in this report contributed to a significant level of representativeness of the sector. The response rate achieved for individual sector was also adequate to produce meaningful breakdown by sector.

v. Manpower Projection Methodology

3.7 The Training Board adopted a forecasting method that rests on the weighted averages of historical data for projecting manpower demand of the Maritime Services Industry. Taking consideration of the historical manpower data with heavier weighting given to the recent data, market trends in a longer term, technological developments of the industry and other social-economic determinants, the Training Board made the manpower projection for the period from 2021 to 2024. The details of the projection methodology are provided in *Appendix (vii)*.

¹ The letter on the bottom right corner of the questionnaire cover denotes the sector that the questionnaire was intended for, i.e. O: Ocean Going; R: River Trade; L: Local Vessel; S: Shore-Based

² Sampled establishments with suspended operation, change of industry, nil reply to the survey were considered invalid.

vi. Limitations

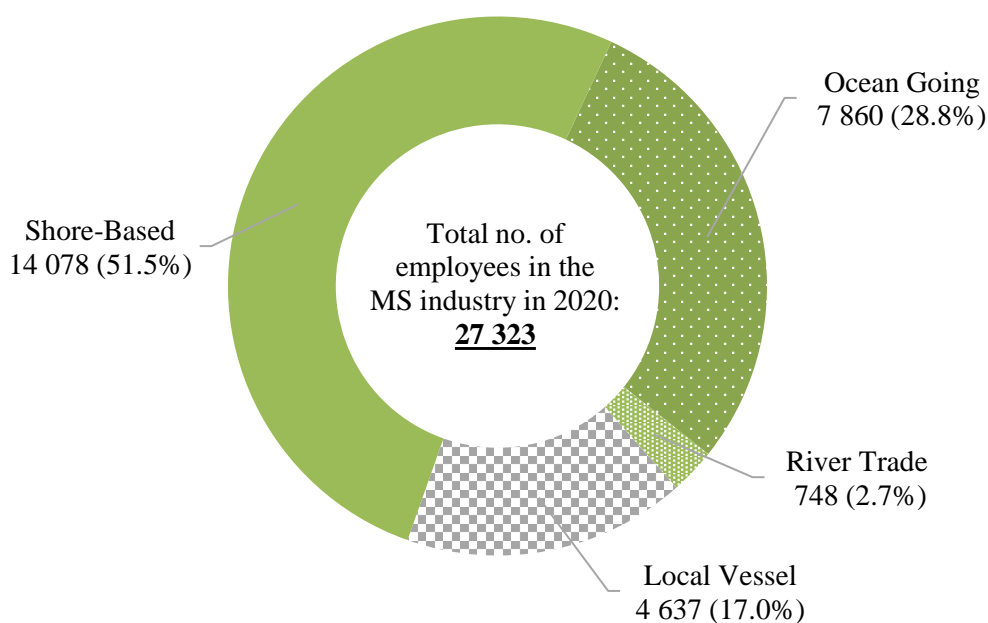
3.8 As pleasure vessels are gaining popularity in Hong Kong, the survey tried to look into the manpower demand of pleasure vessel operators and other supporting staff by including supplementary samples of yacht clubs and other related companies which might have relevant manpower. However, in view that many pleasure vessel operators are directly employed by the owners of the vessels who are out of the survey scope, the manpower situation of pleasure vessel operators could not be fully reflected in this report.

IV. Survey Findings

i. Number of Employees

4.1 The survey revealed that in September 2020, the Maritime Services Industry had a total of 27 323 employees. The majority of them were working in the Shore-Based sector (51.5%), followed by the Ocean Going sector (28.8%) and the Local Vessel sector (17.0%). The River Trade sector had the least number of employees (2.7%). Details are shown in Figure 4.1.

Figure 4.1 Number of Employees by Sector



Notes:

1. Percentages in brackets are calculated on the basis of the total no. of full-time employees.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

4.2 The “Top Three” prominent principal jobs of each sector are shown in Table 4.1.

Table 4.1 Prominent Principal Jobs by Sector

Sector	Prominent Principal Jobs	No. of Employees	% of Total No. of Employees in the Sector
Ocean Going	• Motorman	1 053	13.4
	• Sailor	1 029	13.1
	• Rating (General Purpose)	756	9.6
River Trade	• Sailor	186	24.9
	• Cabin Attendant	173	23.1
	• Chief Officer	93	12.4
Local Vessel	• Coxswain	1 255	27.1
	• Sailor	1 107	23.9
	• Assistant Coxswain	995	21.5
Shore-Based	• Technician; Technical Officer; Service Engineer	1 291	9.2
	• Pier Attendant; Pier Assistant	1 075	7.6
	• Cargo Planner; Cargo Officer	793	5.6

Notes:

1. Percentages are calculated on the basis of the total no. of full-time employees in that particular sector.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

4.3 Table 4.2 shows the distribution of companies with full-time employees.

Table 4.2 Number of Companies with Full-time Employees

Sector	No. of Companies with Full-time Employees
Ocean Going	10
River Trade	6
Local Vessel	119
Shore-Based	803

Note: One company may engage in more than one sector.

ii. Number of Vacancies

4.4 At the time of the survey, the total number of job vacancies was 545, representing a vacancy rate of 2.0% of the total number of posts of the industry. Local Vessel sector had the highest number of job vacancies (373) and vacancy rate (7.4%). Details are shown in Table 4.3.

Table 4.3 Number of Vacancies by Job Category

Sector	Job Category	No. of Full-time Vacancies	No. of Full-time Posts	Vacancy Rate (%)
Ocean Going	Officers	-	3 952	-
	Ratings	-	3 908	-
	<u>Total</u>	<u>-</u>	<u>7 860</u>	<u>-</u>
River Trade	Seafarers	-	748	-
Local Vessel	Crew Members	373	5 010	7.4
Shore-Based	Administration; Management and Human Resources	5	1 322	0.4
	Business and Trade Operations	6	1 448	0.4
	Technical and Consultancy	49	5 364	0.9
	Marine Law and Insurance	89	3 468	2.6
	Training and Education	3	472	0.6
	Account and Finance	1	134	0.7
	Safety and Risk Management	-	388	-
	Other Staff of Supporting Services	-	179	-
		19	1 475	1.3
	<u>Total</u>	<u>172</u>	<u>14 250</u>	<u>1.2</u>
Overall		545	27 868	2.0

Notes:

1. No. of full-time posts = No. of full-time employees + No. of full-time vacancies.
2.
$$\text{Vacancy rate} = \frac{\text{No. of full-time vacancies}}{\text{No. of full-time employees} + \text{No. of full-time vacancies}}$$
3. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

4.5 The prominent vacancies, which accounted for 61.1% of the total number of vacancies, are shown in Table 4.4.

Table 4.4 Prominent Vacancies by Sector

Sector	Prominent Vacancies	No. of Vacancies	% of Total No. of Vacancies in the Sector
Ocean Going	<i>No vacancies for the sector</i>	-	-
River Trade	<i>No vacancies for the sector</i>	-	-
Local Vessel	<ul style="list-style-type: none"> Assistant Coxswain Coxswain Sailor 	150 75 67	40.2 20.1 18.0
Shore-Based	<ul style="list-style-type: none"> Technician; Technical Officer; Service Engineer Technical Manager; Technical Superintendent Cargo Planner; Cargo Officer Stevedore 	16 11 7 7	9.3 6.4 4.1 4.1

Notes:

1. Percentages are calculated on the basis of the total no. of full-time vacancies in that particular sector.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

iii. Employers' Forecasted Manpower Demand

4.6 Employers were asked to estimate the manpower situations in 2021 and 2022. The employers' forecasted manpower demand reflected a marginal increase from 27 868 posts in September 2020 to 27 922 posts in September 2021, and a further increase to 28 367 posts in September 2022. Among the four sectors, only the Ocean Going sector was forecasted to have a moderate manpower growth in both 2021 and 2022. Details are shown in Table 4.5.

Table 4.5 Manpower Forecast by Sector

Sector	Manpower in 2020	Forecasted Manpower in 2021	Forecasted Manpower in 2022
Ocean Going	7 860	8 249 (+4.9%)	8 659 (+5.0%)
River Trade	748	748 (0.0%)	748 (0.0%)
Local Vessel	5 010	4 844 (-3.3%)	4 926 (+1.7%)
Shore-Based	14 250	14 081 (-1.2%)	14 034 (-0.3%)
Overall	27 868	27 922 (+0.2%)	28 367 (+1.6%)

Notes:

1. Manpower refer to **No. of full-time posts** = No. of full-time employees + No. of full-time vacancies
2. Percentages denote the percentages of annual changes in manpower over the previous year (i.e. 2020/2021).
3. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

4. Readers are advised to interpret the employers' forecasted manpower demand with caution due to the global and local economic uncertainties imposed on the industry manpower situation as caused by the outbreak of Covid-19 in 2020.

iv. Age of Employees

4.7 Respondents were requested to provide the age distribution of their employees. Over half (52.5%) of the employees were in the age range of 36-55 at the time of the survey. This was distantly followed by the age group of 35 or below (27.2%). The age distribution by sector is shown in Table 4.6.

Table 4.6 Age Distribution of Employees by Sector

Sector	35 or Below (%)	36-55 (%)	56-64 (%)	65 or Above (%)
Ocean Going	61.0	36.7	2.2	0.1
River Trade	29.8	45.4	18.8	6.0
Local Vessel	15.0	41.9	31.1	12.0
Shore-Based	16.4	62.0	18.1	3.6
Overall	27.2	52.5	16.2	4.1

Notes:

1. Percentages are calculated on the basis of the total no. of full-time employees in that particular sector.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

4.8 Among the four sectors, the Local Vessel sector had the highest percentage of ageing staff, i.e. 12% of their employees were in the age range of 65 or above and 31.1% fell into the age group of 56-64. Coxswain (59.9%), Fitter (57.6%) and Assistant Coxswain (50.9%) were noted to have the highest percentages of staff over the age of 55. Age distribution of local vessel employees by principal job is shown in Table 4.7. For age distribution of all sectors, please refer to *Appendix (xii)*.

Table 4.7 Age Distribution of Employees of the Local Vessel Sector

Job Category	Principal Job	Total no. of employees	Age Distribution (%)			
			35 or below	36 - 55	56 - 64	65 or above
Crew Members (Excluding Yacht)*	Coxswain	1 255	2.1	38.0	43.6	16.3
	Assistant Coxswain	995	8.6	40.5	43.1	7.8
	Sailor	1 107	28.5	39.5	21.5	10.5
	Engine Operator	674	4.9	51.5	29.8	13.7
	Assistant Engine Operator	519	29.6	45.7	19.4	5.4
	Fitter	33	21.2	21.2	51.5	6.1
Crew Members (Yacht)	Captain	43	4.7	53.5	32.6	9.3
	Deckhand	8	25.0	50.0	25.0	-
	Engineer	1	-	100.0	-	-
	Chief Steward	2	-	100.0	-	-
Overall		4 637	15.0	41.9	31.1	12.0

*Note: *Excluding Yacht refers to water transport, mid-stream operation, government department, etc.*

v. Training Needs (for Hong Kong officers of Ocean Going Sector, seafarers of River Trade Sector and crew members of Local Vessel Sector only)

4.9 Employers were asked to provide the information on the highest class of Certificate of Competency (CoC) held by Hong Kong officers, seafarers and crew members in order to find out the in-service training needs. The distributions of the highest class of CoC by principal job by sector are listed in Table 4.8, 4.9 and 4.10.

4.10 As observed from Table 4.8, 112 ocean-going deck employees and 25 ocean-going engineering employees had not obtained the respective CoC Class 1 qualifications. Since they will need to obtain higher qualifications for further progression, it implies that in-service training (say preparatory courses for various classes of Ocean-going CoC) is potentially required for these 137 Hong Kong officers.

Table 4.8 Distribution of the Highest Class of Certificate of Competency
Held by Hong Kong Officers of Ocean Going Sector

Principal Job	Deck Officer (Ocean-going)			Marine Engineer Officer (Ocean-going)			Not Holding the Relevant Certificates
	Class 3	Class 2	Class 1	Class 3	Class 2	Class 1	
Master	-	-	5	-	-	-	-
Chief Officer	-	2	-	-	-	-	-
2nd Officer	9	1	-	-	-	-	-
3rd Officer	52	1	-	-	-	-	-
Deck Cadet	-	-	-	-	-	-	47
Chief Engineer	-	-	2	-	-	8	-
2nd Engineer	-	-	-	-	2	-	-
3rd Engineer	-	-	-	10	-	-	-
4th Engineer	-	-	-	7	-	-	-
Engineer Cadet	-	-	-	-	-	-	6

Notes:

1. Some employees may have both deck and engineering related qualifications.
2. Deck officers not yet attained the highest class of CoCs: 61(Class 3) + 4 (Class 2) + 47 (no CoCs)
3. Engineer officers not yet attained the highest class of CoCs: 17 (Class 3) + 2 (Class 2) + 6 (no CoCs)

4.11 According to Table 4.9, in-service training (i.e. preparatory courses for various classes of River Trade CoC) is potentially required for 145 deck and 113 engineering employees[^] as they had not yet obtained the relevant class 1 qualifications of their profession.

[^] *excluding fitters, sailors, ratings and cabin attendants who are less likely to have the incentive or minimum qualifications for further progression.*

Table 4.9 Distribution of the Highest Class of Certificate of Competency
Held by Hong Kong Seafarers of River Trade Sector

Principal Job	Deck Officer (River Trade)			Marine Engineer Officer (River Trade)			Not Holding the Relevant Certificates
	Class 3	Class 2	Class 1	Class 3	Class 2	Class 1	
Master	-	-	74	-	-	-	-
Chief Officer	61	30	-	-	-	-	-
Night Vision Officer	48	-	-	-	-	-	-
Deck Cadet	-	-	-	-	-	-	6
Chief Engineer	-	-	-	-	82	6	-
Junior/Assistant Engineer	-	-	-	9	-	-	22
Fitter	-	-	-	-	-	-	11
Sailor	-	-	-	20	-	-	162
Rating (General Purpose)	-	-	-	-	-	-	34
Cabin Attendant	-	-	-	-	-	-	173

Notes:

1. *Some respondents were unwilling to provide the above information. Only those with information were presented above.*
2. *Deck officers not yet attained the highest class of CoCs: 109 (Class 3) + 30 (Class 2) + 6 (no CoCs)*
3. *Engineer officers not yet attained the highest class of CoCs: 9 (Class 3) + 82 (Class 2) + 22 (no CoCs)*

4.12 It was noted from Table 4.10 that preparatory/upgrading courses for Grade 1 or 2 Coxswain are potentially required for 1 245 Coxswains and Assistant Coxswains holding relevant Grade 2 or 3 CoCs, and preparatory/upgrading courses for Grade 1 or 2 Engineer Operator may be required for 585 Engine Operators & Assistant Engine Operators holding Grade 2 or 3 Engineer Operator CoCs.

Table 4.10 Distribution of the Highest Class of Certificate of Competency
Held by Hong Kong Crew Members of Local Vessel Sector

Principal Job	Pleasure Vessel		Coxswain (Local Vessel)			Engineer Operator (Local Vessel)			Others	Not Holding the Relevant Certificates
	Grade 2	Grade 1	Grade 3	Grade 2 or equivalent	Grade 1 or equivalent	Grade 3	Grade 2 or equivalent	Grade 1 or equivalent		
Crew Members (Excluding Yacht)*										
Coxswain	1	9	61	260	927	31	29	87	-	-
Assistant Coxswain	-	1	74	850	70	3	-	6	-	-
Sailor	4	1	139	14	8	95	17	24	77	677
Engine Operator	1	-	4	10	8	35	108	530	-	-
Assistant Engine Operator	-	-	-	1	1	46	378	77	-	18
Fitter	-	-	-	-	-	-	3	-	8	22
Crew Members (Yacht)										
Captain	23	19	1	-	-	2	2	5	-	-
Deckhand	-	-	-	-	-	-	2	-	-	6
Engine Chief	1	-	-	-	-	-	-	-	-	-
Steward	-	-	-	-	-	-	-	-	-	2

Notes:

1. ***Excluding Yacht** refers to water transport, mid-stream operation, government department, etc.
2. **Other** certificate refers to Shipboard Cargo Handling Basic Safety Training Course.
3. Some respondents were unwilling to provide the above information. Only those with information were presented above.
4. Coxswains & Assistant Coxswains not yet attained the highest class of CoCs: 135 (Grade 3) + 1 110 (Grade 2)
5. Engine Operators & Assistant Engine Operators not yet attained the highest class of CoCs: 81 (Grade 3) + 486 (Grade 2) + 18 (no CoCs)

vi. Staff Turnover and Wastage

4.13 Employees leaving the companies were usually initiated by change of employment, retirement, redundancy, emigration, etc. As shown in Table 4.11, employers reported that 1 863 employees had left the companies in the past 12 months, representing a turnover rate of 6.7% of the existing 27 868 manpower.

4.14 Wastage refers to the percentage of employees leaving the industry permanently, including but not limited to those who took up non-maritime related jobs, retired or emigrated. It was noted that both the turnover and wastage rates were particularly high (both were 30.6%) for the River Trade sector.

4.15 Since the commissioning of the Hong Kong-Zhuhai-Macau Bridge in late 2018, the number of passengers of Hong Kong-Macau routes has dropped significantly. The suspension of cross-border ferry services under the Covid-19 pandemic has further dealt a blow to the business of river-trade ferry companies. It is believed that the high turnover rate of the River Trade sector is mainly attributed to redundancy of staff amid the harsh operating environment. However, the respondents (i.e. the employers) may not have full knowledge on the whereabouts of their employees who left. As advised by labour unions, the actual wastage rate should be milder than expected.

Table 4.11 Staff Turnover and Wastage Rates

Sector	Total No. of Employees Left in the Past 12 Months	Whereabouts of Employees Who Left the Establishments				Turnover Rate (%)	Wastage Rate (%)
		Taking up another job; starting own business related to MS industry	Taking up another job; starting own business NOT related to MS industry	Emigration, retirement or further studies	Others*		
Ocean Going	360	360	0	0	0	4.6	0
River Trade	229	0	80	19	130	30.6	30.6
Local Vessel	315	117	29	148	21	6.3	4.0
Shore-Based	959	268	337	241	113	6.7	4.8
Overall	1 863	745	446	408	264	6.7	4.0

Notes:

1. **Others* include health reasons, personal reasons, decease, and redundancy.
2. Turnover rate = no. of staff left in the past 12 months / no. of posts of the sector
3. Wastage rate = no. of staff left the industry permanently in the past 12 months / no. of posts of the sector
4. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under the Shore-Based sector.

vii. Number of Vessels

4.16 At the time of the survey, the Ocean Going, River Trade and Local Vessel sectors reported that they owned/managed a total of 5 327 vessels. The Ocean Going sector operated the largest number of vessels (i.e. 2 647), closely followed by the Local Vessel sector which managed 2 445 ships. As forecasted by the respondents, the number of vessels they operated would remain stable in 2021 and 2022, with only a marginal year-on-year increase of less than 1%.

Table 4.12 Trend of Changes in Types of Vessels

Sector	No. of Vessels in 2020	Forecasted No. of Vessels in 2021	Forecasted No. of Vessels in 2022
Ocean Going	2 647	2 665 (+0.7%)	2 697 (+1.2%)
• Tankers, Combination Carriers	445	452 (+1.6%)	452 (0%)
• Bulk Carriers	1 175	1 182 (+0.6%)	1 196 (+1.2%)
• Container Vessels	802	806 (+0.5%)	812 (+0.7%)
• Other Cargo Ships	174	174 (0%)	186 (+6.9%)
• Passenger Ships	0	0 (0%)	0 (0%)
• Others	51	51 (0%)	51 (0%)
River Trade	235	233 (-0.9%)	235 (+0.9%)
• Jetfoils	14	14 (0%)	14 (0%)
• Catamarans & Jetcats	60	56 (-6.7%)	56 (0%)
• Others	161	163 (+1.2%)	165 (+1.2%)
Local Vessel	2 445	2 466 (+0.9%)	2 477 (+0.4%)
• Ferries	113	117 (+3.5%)	117 (0%)
• Tug Boats	154	160 (+3.9%)	163 (+1.9%)
• Motor Launches	211	215 (+1.9%)	217 (+0.9%)
• Motor Cargo Boats	39	36 (-7.7%)	36 (0%)
• Lighters / Barges	234	236 (+0.9%)	237 (+0.4%)
• Bunker Vessels	65	67 (+3.1%)	66 (-1.5%)
• Pleasure Vessels	1 347	1 348 (+0.1%)	1 353 (+0.4%)
• Others	282	287 (+1.8%)	288 (+0.3%)
Overall	5 327	5 364 (+0.7%)	5 409 (+0.8%)

Notes:

1. Other **Ocean Going** vessels include gas carriers, chemical tankers, sand carriers, specialised vessels, and car carriers.
2. Other **River Trade** vessels include feeder vessels, cargo vessels, container barges, bulk carriers, tugs, and barges.
3. Other **Local** vessels include workboats, sailing, paddling, coastal rowing, pilot vessels, fireboats, and police launches.
4. Percentages denote the percentages of annual changes in vessels over the previous year (i.e. 2020/2021).
5. Readers are advised to interpret the employers' forecasted manpower demand with caution due to the global and local economic uncertainties imposed on the industry manpower situation as caused by the outbreak of Covid-19 in 2020.

Other Sector-Specific Findings

Same as the 2016 Manpower Survey, additional information was collected from specific sectors to better reflect their manpower situation.

viii. Percentage of Officers and Ratings employed by Hong Kong Companies On Board Ocean-going Vessels (Ocean Going Sector)

4.17 At the time of the survey, a total of 58 755 posts were reported on board ocean-going vessels managed by Hong Kong companies. These posts were equally distributed among Officers (50.0%) and Ratings (50.0%). As shown in Table 4.13, the Hong Kong companies who owned/managed the vessels did not directly employ many seafarers. A vast majority of the offshore posts were actually managed by overseas companies.

Table 4.13 Percentage of Officers and Ratings Employed
by Hong Kong Companies

Job Category	No. of Posts on Board	No. of Employees Employed by Hong Kong Companies (%)
Officers	29 365	3 952 (13.5%)
Ratings	29 390	3 908 (13.3%)
Overall	58 755	7 860 (13.4%)

Note: Percentages denote the no. of employees employed by Hong Kong companies over the corresponding total no. of posts on board.

ix. Percentage of Non-Hong Kong Employees (Ocean Going and Shore-Based Sectors)

4.18 Most employees (98.1%) of the Ocean Going sector were non-Hong Kong employees (i.e. non-Hong Kong permanent residents). Hong Kong employees only made up 1.9% of the ocean-going workforce. For the Shore-Based sector, while the majority of employees are Hong Kong permanent residents, quite a few employees (i.e. 793 employees) were non-Hong Kong permanent residents. Table 4.14 shows the distribution of non-Hong Kong employees by sector and by job category.

Table 4.14 Distribution of Employees by Job Category

Sector	Job Category	No. of Employees			% of non-HK Employees
		Total	HK	Non-HK	
Ocean Going	Officers	3 952	150	3 802	96.2
	Ratings	3 908	2	3 906	99.9
	<u>Sub-total</u>	<u>7 860</u>	<u>152</u>	<u>7 708</u>	<u>98.1</u>
Shore-Based	Administration; Management and Human Resources	1 317	1 131	186	14.1
	Business and Trade	1 442	1 327	115	8.0
	Operations	5 315	5 236	79	1.5
	Technical and Consultancy	3 379	3 111	268	7.9
	Marine Law and Insurance	469	403	66	14.1
	Training and Education	133	128	5	3.8
	Account and Finance	388	365	23	5.9
	Safety and Risk Management	179	159	20	11.2
	Other Staff of Supporting Services	1 456	1 425	31	2.1
	<u>Sub-total</u>	<u>14 078</u>	<u>13 285</u>	<u>793</u>	<u>5.6</u>

Notes:

1. Percentages denote the no. of Hong Kong employees over the corresponding total no. of employees in that particular job category.
2. Information on non-Hong Kong employees was not collected among River Trade and Local Vessel companies as they are believed to employ very few non-Hong Kong employees.
3. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

x. Monthly Income (Local Vessel Sector)

4.19 Employers from the Local Vessel sector were asked to provide the average monthly salary of their crew members by principal job. At the time of the survey, most crew members earned an average monthly income of \$15,001-\$25,000 (46.1%), closely followed by the income range of \$25,001-\$35,000 (39.5%). Over 10% of Coxswain, Assistant Coxswain, Engine Operator and Assistant Engine Operator earned over \$35,000 per month. Income distribution by principal job of the Local Vessel sector is shown in Table 4.15.

Table 4.15 Average Monthly Income of Local Vessel Crew Members

Job Category	Principal Job	Total no. of employees	Average Monthly Income				
			\$15,000 or below	\$15,001 - \$25,000	\$25,001 - \$35,000	\$35,001 - \$45,000	\$45,001 or above
Crew Members (Other than Yacht)*	Coxswain	1 255	10.0%	15.6%	63.2%	9.6%	1.5%
	Assistant Coxswain	995	0.8%	51.9%	36.0%	11.4%	0.0%
	Sailor	1 107	8.3%	74.5%	16.8%	0.4%	0.0%
	Engine Operator	674	1.9%	25.2%	58.7%	13.8%	0.4%
	Assistant Engine Operator	519	2.1%	61.9%	19.1%	17.0%	0.0%
	Fitter	33	0.0%	66.7%	30.3%	3.0%	0.0%
	Sub-total	4 583	6.4%	45.6%	39.9%	7.6%	0.5%
Crew Members (Yacht)	Captain	43	0.0%	78.6%	21.4%	0.0%	0.0%
	Deckhand	8	37.5%	50.0%	12.5%	0.0%	0.0%
	Engineer	1	0.0%	100.0%	0.0%	0.0%	0.0%
	Chief Steward	2	0.0%	100.0%	0.0%	0.0%	0.0%
	Sub-total	54	5.7%	75.5%	18.9%	0.0%	0.0%
Total		4 637	6.4%	46.1%	39.5%	7.5%	0.5%

Notes:

1. Percentages are calculated on the basis of the total no. of full-time employees in Local Vessel sector of that particular principal job.
2. Only those principal jobs with salary information collected are presented in the table. Salary information of yacht crew members may not be representative enough due to the small number of employees involved.

xi. Shore-Based Personnel with Ex-seafaring Experience (Shore-Based Sector)

4.20 Employees working ashore with sea going experience were classified as ex-seafarers. This survey tried to explore the potential career opportunities of the ex-seafarers by asking the respondents of the Shore-Based sector to indicate the number of their employees with seafaring experience. It was identified that 15.4% of shore-based personnel had seafaring experience. Among various shore-based job categories, “Training and Education” (51.9%), “Technical and Consultancy” (29.5%) and “Administration; Management and Human Resources” (27.9%) were found to have the highest proportions of employees with seafaring experience. Table 4.16 shows the details.

Table 4.16 Shore-Based Personnel with Ex-seafaring Experience

Job Category	Shore-Based Personnel	Shore-Based Personnel with Ex-seafaring Experience
Administration; Management and Human Resources	1 317	368 (27.9%)
Business and Trade	1 442	117 (8.1%)
Operations	5 315	331 (6.2%)
Technical and Consultancy	3 379	997 (29.5%)
Marine Law and Insurance	469	32 (6.8%)
Training and Education	133	69 (51.9%)
Account and Finance	388	13 (3.4%)
Safety and Risk Management	179	43 (24.0%)
Other Staff of Supporting Services	1 456	195 (13.4%)
Overall	14 078	2 165 (15.4%)

Notes:

1. Percentages in brackets are calculated on the basis of the total no. of full-time employees of that particular job category.
2. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

xii. Statistical Tables

4.21 The detailed manpower statistics of the Maritime Services Industry are tabulated in Appendix (xii).

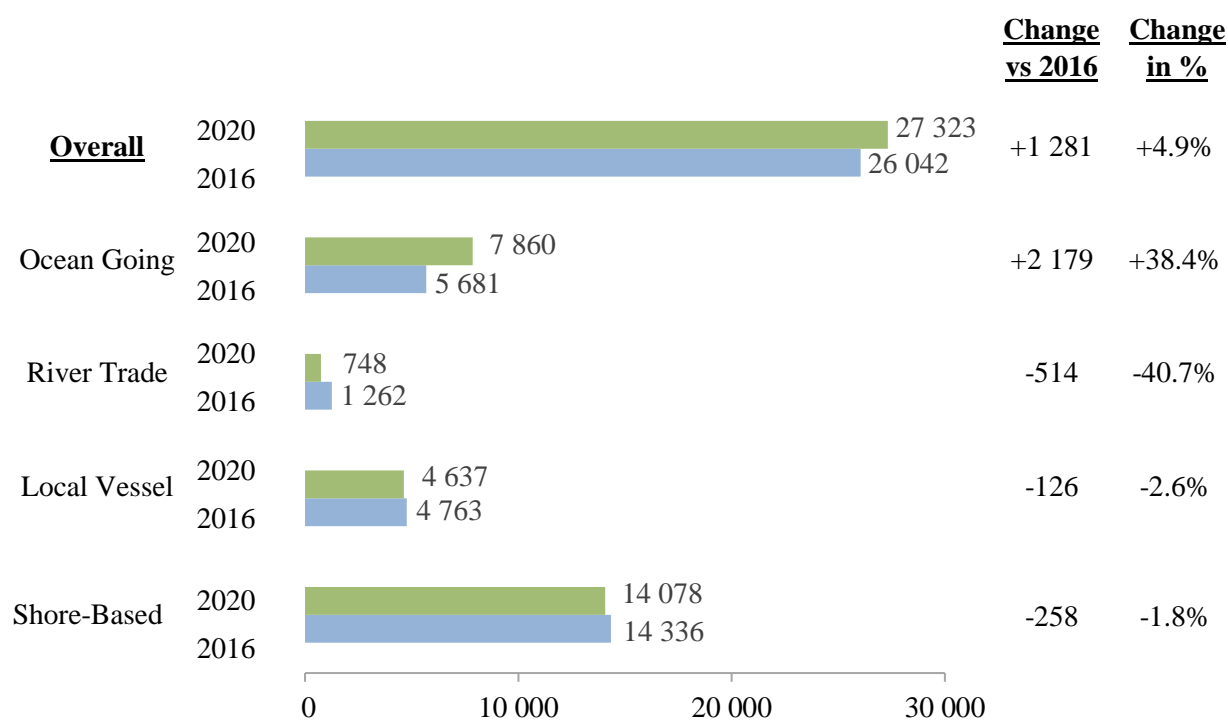
V. Manpower Analysis

i. Manpower Changes

Changes in Number of Employees

5.1 The total number of employees increased from 26 042 in 2016 to 27 323 in 2020 (+1 281, 4.9%) as shown in Figure 5.1. The Ocean Going sector contributed most of the growth in employees of the entire industry. A significant decrease in the number of employees (-514, -40.7%) was observed for the River Trade sector.

Figure 5.1 Changes in Number of Employees

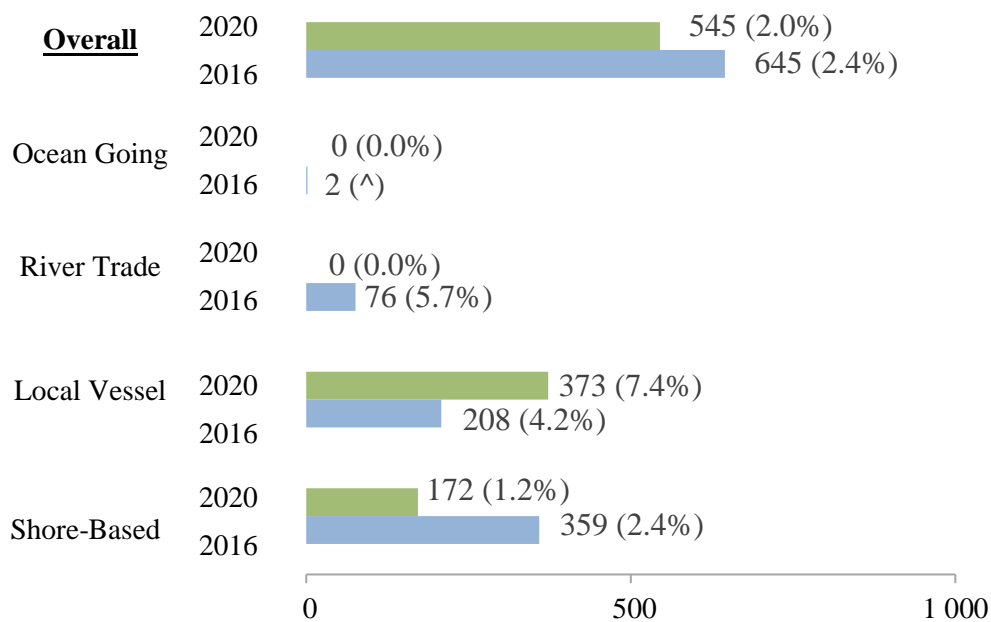


Note: Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under Shore-Based sector.

Changes in Number of Vacancies

5.2 Compared to 2016 as shown in Figure 5.2, the vacancy rate in 2020 slightly decreased from 2.4% to 2.0%. While the number of vacancies in the Local Vessel sector increased, other sectors showed a decline.

Figure 5.2 Changes in Number of Vacancies



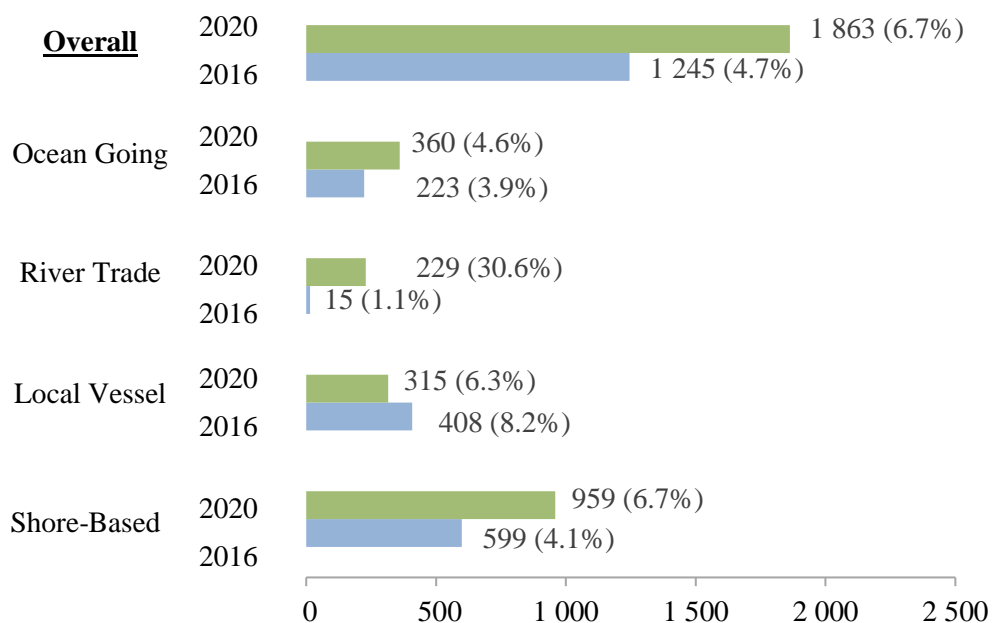
Notes:

1. Figures in brackets indicate vacancy rates.
2. ^ indicates a percentage less than 0.05%.
3.
$$\text{Vacancy rate} = \frac{\text{No. of full-time vacancies}}{\text{No. of full-time employees} + \text{No. of full-time vacancies}}$$
4. Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under the Shore-Based sector.

Changes in Staff Turnover

5.3 As shown in Figure 5.3, the overall turnover rate rose from 4.7% in 2016 to 6.7% in 2020, in particular, the turnover rate in River Trade sector recorded a 30-fold increase.

Figure 5.3 Changes in Staff Turnover



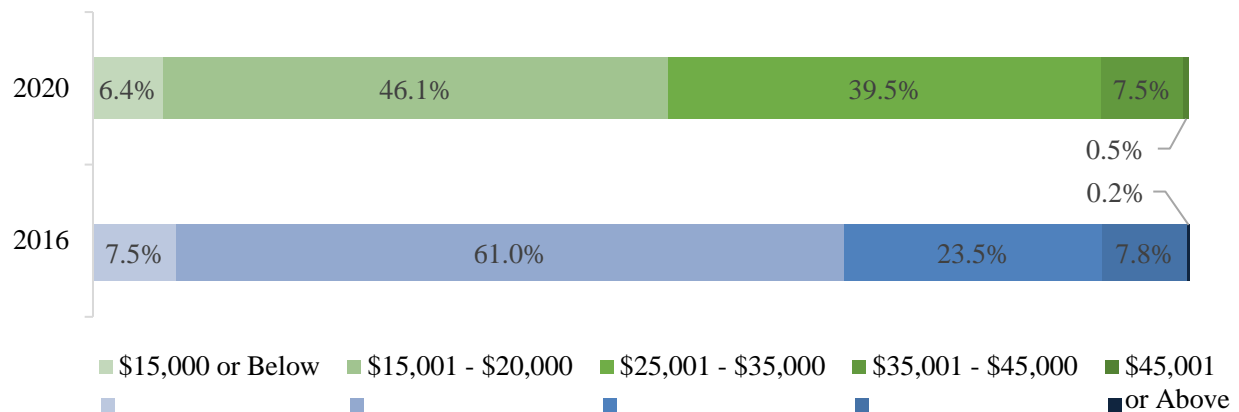
Notes:

1. *Figures in brackets indicate turnover rates.*
2. *Turnover rate = no. of staff left in the past 12 months / no. of posts of that particular sector*
3. *Shore-based personnel in Ocean Going, River Trade and Local Vessel companies are grouped under the Shore-Based sector.*

Changes in Monthly Income (for Local Vessel sector only)

5.4 As shown in Figure 5.4, the monthly income of crew members in the Local Vessel sector shifted to a higher end of income range when compared to 2016. The percentage of employees who earned \$25,001 or more increased from 31.5% in 2016 to 47.5% in 2020.

Figure 5.4 Changes in Average Monthly Income



Note: Percentages are calculated on the basis of the total no. of full-time employees in the Local Vessel sector in 2016 and 2020 respectively.

Changes in Number of Vessels (for Ocean Going, River Trade, and Local Vessel sectors only)

5.5 As shown in Table 5.1, the total number of vessels in the Ocean Going and Local Vessel sectors increased by 3.2% and 2.2% respectively, while the total number of vessels of the River Trade sector dropped by 11.7%.

Table 5.1 Change in Number of Vessels

Sector	No. of Vessels in 2020	No. of Vessels in 2016	Change vs 2016	Change in %
Ocean Going	2 647	2 565	82	3.2%
• Tankers, Combination Carriers	445	438	7	1.6%
• Bulk Carriers	1 175	1 068	107	10.0%
• Container Vessels	802	837	-35	-4.2%
• Other Cargo Ships	174	163	11	6.7%
• Passenger Ships	-	1	-1	-100.0%
• Others	51	58	-7	-12.1%
River Trade	235	266	-31	-11.7%
• Jetfoils	14	14	-	-
• Catamarans & Jetcats	60	60	-	-
• Others	161	192	-31	-16.1%
Local Vessel	2 445	2 392	53	2.2%
• Ferries	113	109	4	3.7%
• Tug Boats	154	156	-2	-1.3%
• Motor Launches	211	214	-3	-1.4%
• Motor Cargo Boats	39	36	3	8.3%
• Lighters / Barges	234	238	-4	-1.7%
• Bunker Vessels	65	61	4	6.6%
• Pleasure Vessels	1 347	1 298	49	3.8%
• Others	282	280	2	0.7%

ii. Business Outlook

Ocean Going Sector

5.6 2020 was a challenging year for the Maritime Services Industry. The global shipping industry was hit hard by the Covid-19 in the first half of 2020 but it eventually turned out to be one of the best performing industries in 2020. Major reasons contributing to the outstanding performance of the industry include disciplined capacity management by carriers that supported freight rates, low fuel price and a quick rebound in demand in the second half of 2020. As per the comments made by Moody's Investors Service, Inc in February 2021, it was believed that the global shipping industry would maintain its strong performance for the next six months and possibly throughout 2021³.

5.7 The respondents of the survey also seem to be optimistic to the future development of the shipping industry and forecasted that the Ocean Going sector would have a moderate manpower growth in 2021 and 2022.

River Trade Sector

5.8 River trade ferry companies have been severely hit by a few issues in recent years, including the loss of passengers to road transport since the opening of the Hong Kong-Zhuhai-Macau Bridge in late 2018, decline of Hong Kong visitor arrivals owing to the unprecedented social incidents in 2019, and the recent suspension of services due to the Covid-19 pandemic. These companies had scaled down their operation and laid off their staff in response to the difficult operating environment.

5.9 While a high wastage rate of over 30% was identified in the survey, according to the information of relevant labour unions⁴, the actual situation is less alarming. Some of the redundant staff were later employed by local ferry and marine environmental protection companies. Surplus staff who have difficulties in rejoining the workforce are mainly those over the age of 50. Some of them have no better option but to retire a few years earlier.

5.10 Due to the competition of road transport, it is anticipated that this sector would not recover to its original scale of businesses even the pandemic subsides. Apart from replacing the wastage due to normal retirement, it is unlikely for this sector to have additional manpower requirements in the next few years.

³ <https://www.moody.com>

⁴ Sources from the Merchant Navy Officers' Guild - Hong Kong and Hong Kong Seamen's Union who provided job matching services to their members.

Local Vessel Sector

5.11 Aside from the ageing problem of the workforce, there are a few issues that may have a great impact on the development of the sector. In the past few years, owing to the decline in mid-stream operations, a number of local vessel companies have turned to support marine construction works (e.g. the construction of the Third Runway, Shek Kwu Chau incineration plant and subsea gas pipelines for the Hong Kong Offshore LNG Terminal). As the manpower demand of local ferry companies is relatively stable, whether the manpower requirement of the whole Local Vessel sector will have noticeable changes largely depends on the scale of future marine construction projects. If mega projects like the Lautau Tomorrow Vision are materialised, the sector will need more manpower supply in the next few years.

5.12 In addition, the Government launched a subsidy scheme to assist local ferry companies to introduce environmental friendly high-speed vessels, including the hybrid ones. It was expected that the new vessels would start to operate in the next two to three years and the local vessel operators will need to master new navigation skills and maintenance knowledge. Considering that many local vessel operators are over the age of 55, it would be quite difficult for them to adapt to the change. To ease the ageing problem and facilitate the application of new technology, new blood is particularly required for this sector.

Shore-Based Sector

5.13 The Government has put in a lot of efforts in promoting maritime services, which include tax concessions for ship leasing and marine insurance business, funding injection for maritime manpower development, and setting up regional maritime desks worldwide to better support the shipowners.

5.14 With enhanced integration between Hong Kong and other cities under the Guangdong-Hong Kong-Macao Greater Bay Area (GBA) development, Hong Kong port is likely to gain a new lease of life as being part of the major Southern China port cluster. The GBA allows Hong Kong to leverage on its One Country Two Systems attribute and form a complementary and mutually beneficial system and further strengthen the port cluster's global competitiveness.

5.15 The above factors should have a positive impact on the development of shore-based businesses including ship leasing and management, maritime law and insurance, ship finance and cargo terminal in the long run.

iii. Manpower Projection and Annual Additional Manpower Requirement

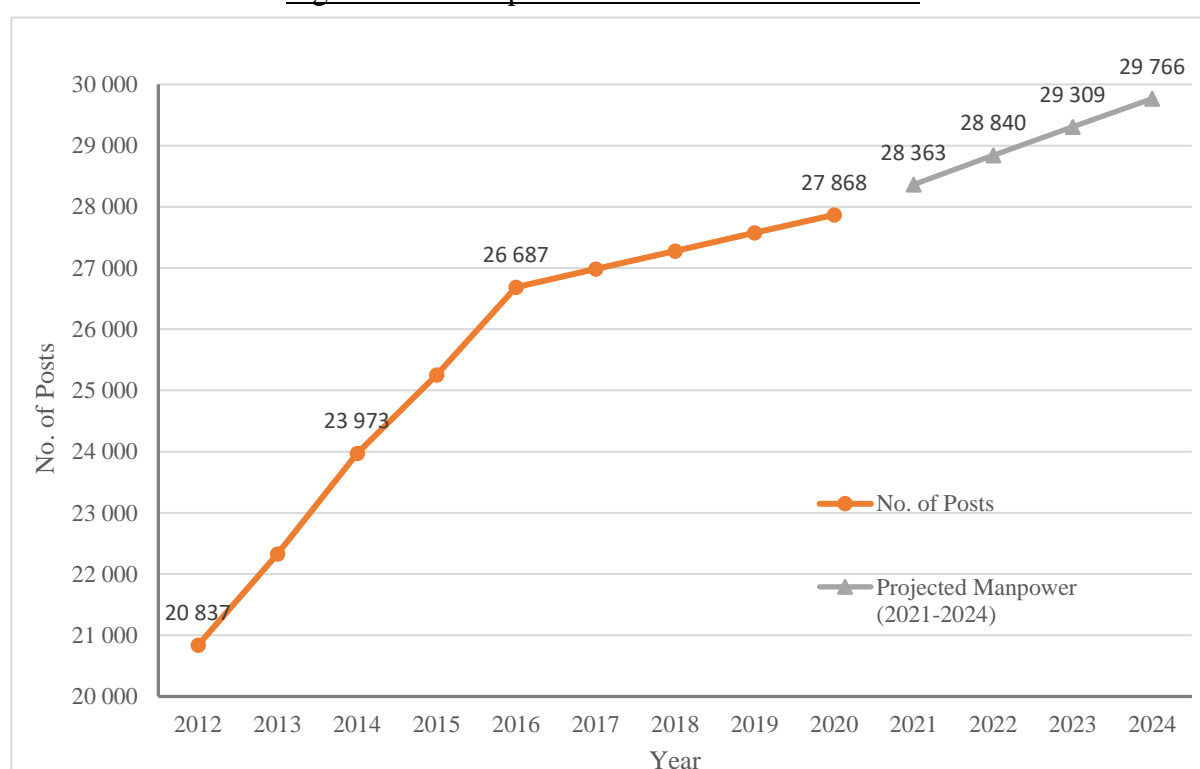
Manpower Projection

5.16 Besides employers' forecast, the Adaptive Filtering Method (AFM) was adopted to project the manpower of the industry from 2021 to 2024. The estimated manpower from 2021 to 2024 is shown in Table 5.2 below. Based on the results, only the Ocean Going sector was projected to have a noticeable manpower growth while the manpower of other sectors remains steady. Manpower trend from 2012 to 2024 is shown in Figure 5.5. For details of AFM, please refer to *Appendix (vii)*.

Table 5.2 Manpower Projection from 2021 to 2024 by AFM

Year	Ocean Going (A = 0.9)	River Trade (A = 0.73)	Local Vessel (A = 0.89)	Shore-Based (A = 0.67)	Overall
2020 (Actual)	7 860	748	5 010	14 250	27 868
2021	8 390 (+6.7%)	741 (-0.9%)	5 019 (+0.2%)	14 213 (-0.3%)	28 363 (+1.8%)
2022	8 905 (+6.1%)	735 (-0.8%)	5 026 (+0.1%)	14 174 (-0.3%)	28 840 (+1.7%)
2023	9 403 (+5.6%)	730 (-0.7%)	5 033 (+0.1%)	14 143 (-0.2%)	29 309 (+1.6%)
2024	9 881 (+5.1%)	726 (-0.5%)	5 040 (+0.1%)	14 119 (-0.2%)	29 766 (+1.6%)

Figure 5.5 Manpower Trend from 2012 to 2024



Annual Additional Manpower Requirement

5.17 Having considered the latest developments as well as the employers' forecast of the future manpower requirement, the Training Board is of the view that the manpower of the Maritime Services Industry will have a slight growth in the coming years. Based on the projected manpower growth and the average wastage rate, the estimated annual additional manpower demand for 2021 to 2024 by sector is shown in Table 5.3 below. For assumptions in working out the estimates, please refer to *Appendix (viii)*.

Table 5.3 Annual Additional Manpower Requirement

Sector	Estimated Annual Additional Requirement	Preferred Education (for progression to officer or supervisory level)
Ocean Going	9 - 11 [^]	Higher Diploma in Maritime Studies or Higher Diploma in Mechanical Engineering (Marine Elective) or Equivalent or Above
River Trade	5 - 6	
Local Vessel	186 - 228	Certificate for Junior General Purpose Ratings or Equivalent or Above
Shore-Based	347 - 425*	Higher Diploma or First Degree related to Maritime Studies or Mechanical/Marine Engineering or Equivalent or Above
Total	547 - 670	

[^] Non-HK employees were excluded from the estimation as the survey focused on local manpower requirement.

* Non-technical manpower (i.e. "other staff of supporting services in the Shore-Based Sector") was excluded as relevant employees may not require industry-specific training.

Potential Manpower Supply at Degree and Sub-degree Levels for 2020 - 2022

5.18 Based on the information provided by University Grants Committee (UGC) and VTC, supply of graduates from maritime-related programmes (incl. mechanical engineering programmes) for 2020 – 2022 is given in Table 5.4. For details of the programmes, please refer to *Appendix (ix)*.

5.19 As the number of graduates from self-financed programmes are not available and maritime-related graduates may choose to work in other industries, figures in Table 5.4 are presented for reference purposes.

Table 5.4 Supply of Pre-employment Graduates

Programme Level	Graduate 2020	Estimated No. of Graduates	
		2021	2022
Degree	569	538	428
Higher Diploma	220	191	118
Certificate	36	75	53
Total	825	804	599

VI. Recommendations

The Training Board examined the survey findings and considered that they generally reflect the manpower situation of the industry at the time of the survey. The Training Board also considered that the survey had covered the major workforce of the industry. Taking into account the business outlook and survey findings, the Training Board had the following recommendations.

i. Introduce measures to assist River Trade operators to rejoin the workforce

6.1 As the decline in the number of passengers seems to be irreversible in the near future, the river trade ferry companies may need to maintain their operation on a smaller scale. The surplus river trade operators need to look for career opportunities in other industry sectors, say the Local Vessel sector. In view that the navigation environment and operation of local vessels are quite different from those of the coastal ferries, training providers should consider offering relevant training (e.g. berthing skills in Hong Kong waters, management of local vessels) to assist the surplus staff of the River Trade sector to switch to the Local Vessel sector.

6.2 Apart from merchant ships, the surplus river trade operators may also pursue a career in leisure shipping. Training providers may provide preparatory courses to assist them in obtaining the required Pleasure Vessel Operator Certificates. Although the examination leading to the Pleasure Vessel Operator Grade 2 Certificate is conducted in written form, training providers may embed practical training on board yachts in the courses to enhance the competitiveness of their trainees in the labour market.

ii. Encourage employers of the Ocean Going sector to employ more Hong Kong seafarers

6.3 The survey revealed that the employers of the Ocean Going sector only had a very small proportion of Hong Kong employees. At the time of the survey, most of their employees were non-Hong Kong permanent residents. Considering that there have been a steady supply of local seafarers since the inception of the Seagoing Training Incentive Scheme (SGTIS) (i.e. on average more than 40 new entrants per year; details given in *Appendix (xiii)*), local-based shipowners and ship management companies are encouraged to offer more career opportunities as seafarers to local people. Apart from the provision of monthly subsidies to local seafarers, the Government may also consider introducing incentive measures (e.g. tax concessions) to encourage employers to give priority of employment to local residents.

iii. Strengthen incentive schemes and facilitation measures to attract and retain talents

6.4 The industry is still struggling with the lack of new blood. It is recommended that the Maritime and Aviation Training Fund (MATF) be regularised with recurrent funding to sustain the various incentive schemes under it. While most of the existing schemes under the MATF target students, industry practitioners and companies in the form of subsidies or scholarships, the Government may consider broadening the usage of the MATF to finance other initiatives related to manpower training, e.g. upgrading of training facilities and teaching staff.

6.5 In addition, the Government may further strengthen the support to young practitioners with MATF. Considering the high living standard in Hong Kong nowadays, it is difficult for young practitioners to maintain their living with the meagre income earned during their first few years of work. The situation is particularly worse for those practitioners of the Ocean Going sector who need to take home leave without pay to prepare for professional examinations. The Government may consider making inflationary adjustments to the subsidy granted under SGTIS and providing additional financial support such as paid study leave to help retain young talents in the industry.

6.6 Employers are duty-bound for talent development and retention and should also consider introducing incentive measures or making some arrangements to facilitate and encourage their staff to acquire higher qualifications for promotion to more senior ranks. For example, they may release their staff members to attend training during office hours and offer a bonus to staff who successfully obtain relevant professional qualifications. They should also review the remuneration packages offered to employees from time to time to ensure they are competitive in the job market.

iv. Promote career opportunities of the industry to the youngsters

6.7 Employees with seafaring experience are welcomed by many shore-based businesses but the general public (including the youngsters) may not be aware of this. It was identified from the survey that over 15% of shore-based maritime personnel actually had seafaring experience. “Training and Education”, “Technical and Consultancy” and “Administration; Management and Human Resources” were the job categories with the highest proportions of ex-seafarers. The Marine Department also absorbed over 200 ex-seafarers to take up middle to senior level posts (please see *Appendix (xiii)*).

6.8 It is important to promote the career opportunities of the industry to the youngsters so as to arouse their interest in joining the industry. The Government should strengthen the Life Planning Education for secondary students by introducing the careers of different industries, including the Maritime Services Industry to the students. Employers and industry associations may also take a more proactive role in supporting the Life Planning Education.

They may ride on existing platforms, say the Business-School Partnership Programme of the Education Bureau to offer career talks and company visits to students.

v. Address the training needs of the industry

6.9 Training providers are advised to make reference to the potential in-service training needs identified in the survey (i.e. para. 4.9 – 4.12) to offer relevant examination preparatory or upgrading courses to in-service practitioners working on board different types of vessels. The Local Vessel sector seems to have the strongest training needs as nearly 2 000 of their employees have not attained the highest level of qualifications in their respective streams. In view that many local vessel operators work on a shift pattern, training providers should exercise flexibility in class arrangement.

6.10 Considering that there are very few Hong Kong engineers working on board ocean-going vessels, training providers may embed knowledge of marine engineering into their mechanical engineering programmes or offer bridging programmes to assist their graduates in obtaining the Employment Registration Book to start an ocean-going career.

vi. Conduct manpower surveys regularly

6.11 To monitor the change of manpower and training needs of the industry, it is recommended that manpower surveys be conducted in regular intervals. Subject to the availability of resources, it is suggested that the following focuses/scopes should be considered in future manpower update or manpower survey exercises:

- Conduct a more in-depth study on the manpower of leisure shipping
- Explore the training needs of shore-based personnel
- Collect salary information of all the four sectors so as to give a holistic picture of the remuneration of the industry
- Review the coverage of the survey and principal jobs to cover the manpower situation and training needs of jobs with great recruitment difficulties (e.g. crane operators)

I. 報告摘要

i. 背景

1.1 海事服務業訓練委員會（下稱「訓練委員會」）於 2020 年 9 月至 11 月進行海事服務業人力調查。本報告載列業內最新人力情況調查結果，並根據業務展望，就人力及培訓需求向業界、僱主、培訓機構及政府提供建議。

ii. 調查範圍

1.2 調查範圍涵蓋海事服務業各界別，包括遠洋輪業、內河船業、本地船舶業及駐岸行業。最終 763 間機構被選取參與調查，當中 242 間屬遠洋輪業，44 間屬內河船業，169 間屬本地船舶業，其餘 308 間則為駐岸行業。訓練委員會先制定主要職務列表及工作說明，再由選定機構按照各主要職務提供人力資料。各主要職務分屬 14 個職務類別，簡列如下：

- (a) 遠洋輪業
 - 1. 高級海員
 - 2. 普通海員
- (b) 內河船業
 - 3. 海員
- (c) 本地船舶業
 - 4. 船員（不包括遊艇）
 - 5. 船員（遊艇）
- (d) 駐岸行業
 - 6. 行政、管理及人力資源
 - 7. 商業及貿易
 - 8. 營運
 - 9. 技術及顧問
 - 10. 海事法律及保險
 - 11. 教育及培訓
 - 12. 會計及財務
 - 13. 安全及風險管理
 - 14. 其他支援員工

iii. 調查方法

1.3 調查按照職業訓練局設計的抽樣計劃，採取分層隨機抽樣方法，從政府統計處的《香港標準行業分類》內選取 460 間行業相關機構；並根據訓練委員會的建議，增加 303 個補充樣本，合共 763 家樣本機構。選定機構受邀填寫的問卷包括兩部分：（一）各主要職務的定量人力資料；以及（二）關於人力及船隊狀況的補充資料。數據蒐集和統計過程受到嚴密監察，數據均經過反覆核證，以確保資料質素。經統計學演算後，是次調查的有效回應率為 89.5%。

1.4 至於 2021 至 2024 年間的人力推算，本會採用的方案，乃建基於過往數據的加權平均值。人力推算方法詳見附錄（vii）。

iv. 調查結果

僱員數目及空缺

1.5 2020 年 9 月時，本港公司共僱用 27 323 名海事服務業僱員，其中以駐岸行業僱員人數最多（51.5%）；而遠洋輪業大部分員工屬非香港僱員（98.1%）。調查期間，所有界別的空缺總數為 545 個，大部分屬本地船舶業。詳情如下：

表 1.1 各界別僱員人數及空缺數目

界別	僱員人數			空缺
	總數	香港	非香港	
遠洋輪業	7 860	152	7 708	0
內河船業	748	748	N/A	0
本地船舶業	4 637	4 637	N/A	373
駐岸行業	14 078	13 285	793	172
總計	27 323	18 822	8 501	545

備注：

1. 訓練委員會相信內河船業及本地船舶業只有少數的非香港僱員，故是次調查未有蒐集相關資料
2. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

最多僱員及空缺的主要職務

1.6 表 1.2 載列各界別最多僱員及空缺的主要職務。

表 1.2 最多僱員及空缺的主要職務

界別	最多僱員的主要職務 (佔界別僱員總數的百分比)		最多空缺的主要職務 (佔界別總空缺的百分比)	
遠洋輪業	• 機工	(13.4)	沒有空缺	
	• 水手	(13.1)		
	• 普通海員(全能)	(9.6)		
內河船業	• 水手	(24.9)	沒有空缺	
	• 客艙服務員	(23.1)		
	• 大副(大伙)	(12.4)		
本地船舶業	• 船長	(27.1)	• 助理船長	(40.2)
	• 水手	(23.9)	• 船長	(20.1)
	• 助理船長	(21.5)	• 水手	(18.0)
駐岸行業	• 技術員；技術主任；技術服務工程師	(9.2)	• 技術員；技術主任；技術服務工程師	(9.3)
	• 碼頭操作員；碼頭助理	(7.6)	• 技術經理；技術總監	(6.4)
	• 貨物規劃員；貨物主任	(5.6)	• 貨物規劃員；貨物主任	(4.1)
			• 貨物操作員	(4.1)

僱主預測的人力需求

1.7 僱主預測 2021 年 9 月的僱員人數為 27 922 人，至 2022 年 9 月則為 28 367 人，年增長率分別為 0.2% 及 1.6%。四個界別中，預測只有遠洋輪業會於未來兩年均有人力增長。詳情見表 1.3。

表 1.3 僱主預測的人力需求

界別	僱員人數 (a)	空缺數目 (b)	職位總數 (c = a + b)	預測 2021 年的 僱員人數	預測 2022 年的 僱員人數
遠洋輪業	7 860	0	7 860	8 249	8 659
內河船業	748	0	748	748	748
本地船舶業	4 637	373	5 010	4 844	4 926
駐岸行業	14 078	172	14 250	14 081	14 034
總計	27 323	545	27 868	27 922	28 367

僱員年齡

1.8 四個界別中，本地船舶業的年長僱員比率最高（超過 55 歲的佔 43.1%）。按主要職務劃分，老化問題最嚴重的職位是船長、機器打磨匠及助理船長，逾半超過 55 歲。

表 1.4 僱員年齡分布情況

界別	35 歲或以下 (%)	36-55 歲 (%)	56-64 歲 (%)	65 歲或以上 (%)
遠洋輪業	61.0	36.7	2.2	0.1
內河船業	29.8	45.4	18.8	6.0
本地船舶業	15.0	41.9	31.1	12.0
駐岸行業	16.4	62.0	18.1	3.6
總計	27.2	52.5	16.2	4.1

離岸人員的培訓需要

1.9 本會要求僱主說明旗下船上員工所持適任證書的最高級別。未取得相關最高級別適任證書的現職員工，均有接受在職培訓（例如考取各級適任證書的備試課程）的潛在需要。

表 1.5 未獲取最高級別適任證書的離岸人員數目

界別	甲板部員工	輪機部員工
遠洋輪業	112	25
內河船業	145	113
本地船舶業	1 245	585

僱員離職及流失情況

1.10 整體離職率由 2016 年的 4.7% 升至 2020 年的 6.7%，其中以內河船業的離職率及流失率最高，均達 30.6%。

香港公司聘請的遠洋輪業僱員及非香港僱員

1.11 調查期間，香港公司管理的遠洋輪上共錄得 58 755 名僱員；其中只有 13.4%（即 7 860 人）由本港公司直接聘用。這些由本港公司直接聘用的員工當中，香港僱員與非香港僱員的比例約為 1:50。

僱員的月薪幅度及前海員工作經驗

1.12 本地船舶業方面，大部分船上從業員的每月平均薪酬介乎港幣 15,001 至 25,000 元（46.1%），逾 10% 的船長、助理船長、輪機長（大偈）、助理輪機長（助理大偈）月入超過 35,000 元。調查亦確認 15.4% 的駐岸人員曾擔任海員，而按職務類別劃分，又以「教育及培訓」、「技術及顧問」、「行政、管理及人力資源」僱有最高比例的前海員。

v. 人力分析

人力變化

1.13 海事服務業的整體人力由 2016 年的 26 687 人增至 2020 年的 27 868 人（+4.4%），增幅主要來自遠洋輪業（+38.3%，由 2016 年的 5 683 人增至 2020 年的 7 860 人）。

業務展望

1.14 國際航運業於 2020 年上半年受到新冠疫情嚴重打擊，及後卻成為 2020 年其中一個表現最亮眼的行業，主要原因是承運公司透過嚴格控制運力以維持運費水平，同時行業亦受惠於低燃油費及 2020 年下半年急升的貨運需求。預計國際航運業至少在未来數月保持強勁表現。

1.15 近年，內河渡輪公司面對多方面的挑戰，包括自 2018 年底開始因港珠澳大橋開通而流失大量乘客、2019 年因應社會事件引致訪港旅客大減，以及近期新冠疫情導致的停航。預料即使疫情退卻，內河船業亦難以恢復至以往的營運規模，除了填補退休引致的人手流失，短期內應不會有額外的人力需求。

1.16 過往數年，由於中流作業減少，不少本地船舶公司轉為主力支援海上建造工程。由於本地客輪的人力需求相對穩定，整個本地船舶業的人力需求是否有顯著增長，將取決於未來海上工程的規模。假若類似明日大嶼等大型海上工程落實，這個界別未來數年的人力需求將明顯增長。

1.17 此外，政府推出了資助計劃，協助本地渡輪公司購置新的高速船，包括混合動力船，意味操作人員需要掌握不同的駕駛及維修技術要求，因此本地船舶業特別需要新血，以應對人手老化問題，以及配合新科技於行業的應用。

1.18 政府積極推廣海事服務業，包括為船舶租賃及海事保險業務提供稅務優惠、注資海事人才培訓、於環球各地設立區域船舶註冊辦事處。隨著香港與大灣區其他城市加強一體化，香港港口作為南中國港口群其中一員，將獲得新的發展動力。長遠而言，上述因素將有助駐岸業務(包括船舶租賃及管理、海事法律及保險、船務融資及貨櫃碼頭等)發展。

人力推算及每年額外人力需求

1.19 除了僱主預測外，本會亦採用調節過濾法 (Adaptive Filtering Method, AFM)，推算2021至2024的人力轉變。除遠洋輪業預計將有顯著人力增長，其他界別將維持平穩。

表 1.6 2021 年至 2024 年人力推算 (運用 AFM)

年份	遠洋輪業 (A = 0.9)	內河船業 (A = 0.73)	本地船舶業 (A = 0.89)	駐岸行業 (A = 0.67)	總計
2020 (實際數字)	7 860	748	5 010	14 250	27 868
2021	8 390 (+6.7%)	741 (-0.9%)	5 019 (+0.2%)	14 213 (-0.3%)	28 363 (+1.8%)
2022	8 905 (+6.1%)	735 (-0.8%)	5 026 (+0.1%)	14 174 (-0.3%)	28 840 (+1.7%)
2023	9 403 (+5.6%)	730 (-0.7%)	5 033 (+0.1%)	14 143 (-0.2%)	29 309 (+1.6%)
2024	9 881 (+5.1%)	726 (-0.5%)	5 040 (+0.1%)	14 119 (-0.2%)	29 766 (+1.6%)

1.20 按照預計的人力增長及流失，2021年至2024年各界別的每年額外人力需求推算見表1.7。

表 1.7 每年額外人力需求推算

界別	每年額外人力需求推算	宜有教育程度 (以升遷至主任或督導職級)
遠洋輪業	9 – 11	海事科技／機械工程學高級文憑（海事選修科）或同等學歷或以上
內河船業	5 – 6	
本地船舶業	186 - 228	初級全能海員證書或同等學歷或以上
駐岸行業	347 - 425	航運或機械／海事工程學相關高級文憑或學士學位或同等學歷或以上
總計	547 - 670	

vi. 建議

推出措施協助內河船業的過剩人手重投職場

1.21 培訓機構應考慮提供培訓（例如：本港水域的停泊技巧、本地船舶管理、遊艇實務操作），以協助內河船業的過剩人手轉到本地船舶業工作（包括遊樂船業）。

鼓勵遠洋輪業僱主聘用更多香港海員

1.22 自航海訓練獎勵計劃(SGTIS)推行後，每年均有穩定數量的本地海員供應，建議鼓勵本地船東及船舶管理公司為本地人提供更多到遠洋輪上工作的機會。

加強獎勵計劃及便利措施以吸引及挽留人才

1.23 應把海運及空運人才培訓基金(MATF)轉為恆常化，提供經常性撥款，以持續維持基金下的各項鼓勵措施。基金用途亦可擴闊至涵蓋其他類型的人才培訓措施，例如：提升培訓設施及教學人員水平。基金向青年人提供的支援亦應進一步加強，例如：按通脹調整SGTIS資助金額，並提供額外財政支援如有薪的進修假期等，以協助業界挽留年輕人才。僱主也應考慮推出獎勵計劃或一些方便員工進修的安排，以鼓勵員工取得更高級別的專業資歷。

向年青人推廣行業的就業機會

1.24 擁有船上工作經驗的僱員深受岸上機構歡迎(例如：海事處)，然而大眾（包括年輕人）或許對此並不了解，故有需要向青年人推廣，以吸引他們加入海事服務業。政府應與僱主及業界組織合作，進一步優化中學生的生涯規劃教育。

應對行業的培訓需要

1.25 培訓機構應參考是次調查所確認的潛在培訓需要，為船上工作的從業員提供相關的備試課程及在職培訓，特別是本地船舶業應有較大培訓需求。

1.26 考慮到於遠洋輪上工作的香港工程人員極少，培訓機構可於機械工程學課程加入海事工程元素，或開設銜接課程，協助畢業生取得從事遠洋輪業所需的僱用登記簿。

定期進行人力調查

1.27 資源許可下，建議未來的人力調查或人力更新聚焦以下範疇：（i）更深入調查遊樂船的人力需求；（ii）探討駐岸人員的培訓需要；（iii）蒐集全部四個界別的薪酬資料；以及（iv）檢視調查涵蓋的範圍及主要職務，確保包含有招聘困難的職務，以了解相關的人力情況及培訓需要。

II. 緒論

i. 背景

2.1 海事服務業訓練委員會（下稱「訓練委員會」）隸屬職業訓練局，由香港特別行政區政府委任，職責之一是評估海事服務業的人力情況及培訓需求。訓練委員會委員來自業界主要商會、工會、專業團體、教育和培訓機構以及政府部門。人力調查工作小組由訓練委員會委員及其他業界代表組成。訓練委員會的委員名單、職權範圍及其轄下人力調查工作小組的成員名單詳見附錄(i)、(ii)及(iii)。

2.2 由2016年起，海事服務業人力調查每四年進行一次，期間透過聚焦小組及桌面研究蒐集資料，編撰人力更新報告，以更準確反映業界最新人力趨勢。

2.3 是次調查於2020年9月至11月進行，參考日期定為2020年9月1日。本報告載列業內最新人力情況調查結果，並根據業務展望，就人力及培訓需求向業界、僱主、培訓機構及政府提供建議。

ii. 目的

2.4 進行海事服務業人力調查的目的如下：

- (a) 蒐集按主要職務、職務類別及界別劃分的最新人力資料
- (b) 評估業界技術人力情況
- (c) 預測短期內的人力需求
- (d) 向職業訓練局和相關持分者就制訂培訓策略作出建議，以應付人力需求

iii. 調查範圍

2.5 調查採取分層隨機抽樣方法，從政府統計處的《香港標準行業分類》內選取參與調查對象，另根據訓練委員會的建議，額外加上303個補充樣本，最終調查樣本當中242間屬遠洋輪業，44間屬內河船業，169間屬本地船舶業，其餘308間則為駐岸行業。調查涵蓋的界別與業務性質如下：

(a) 遠洋輪業

1. 船務代理及管理人；海外船公司駐港辦事處
2. 遠洋輪船船東
3. 遠洋輪船營運者
4. 船東及管理人（補充樣本）

(b) 內河船業

5. 往來香港與珠江三角洲港口的船隻船東及營運者

(c) 本地船舶業

6. 港內水上運輸
7. 中流作業
8. 遊艇會及其他遊艇服務（補充樣本）

(d) 駐岸行業

9. 貨櫃碼頭及貨運碼頭營運者；港口設施營運者；其他水上運輸輔助服務活動
10. 船隻經紀
11. 船級社；顧問及驗船公司（補充樣本）
12. 海事設備；造船廠及修船廠
13. 海事保險（補充樣本）
14. 海事法（補充樣本）
15. 船舶融資（補充樣本）
16. 船舶註冊及港口當局（補充樣本）
17. 其他海事服務（補充樣本）

III. 調查方法

i. 抽樣設計

3.1 根據政府統計處的《香港標準行業分類》，以及按訓練委員會建議從其他行業中選出僱有海事服務業人力的公司，職業訓練局設計了抽樣計劃，並採取分層隨機抽樣方法，最終選定763家樣本機構作為調查對象。

ii. 問卷設計

3.2 四個界別各有專屬問卷，其內分成兩部分：第一部分按主要職務搜集定量人力資料；第二部分則蒐集人力及船隻的補充資料。主要職務列表由訓練委員會編製，每項職務均有詳細工作說明。各主要職務分屬14個職務類別，簡列如下：

- (a) 遠洋輪業
 - 1. 高級海員
 - 2. 普通海員
- (b) 內河船業
 - 3. 海員
- (c) 本地船舶業
 - 4. 船員（不包括遊艇）
 - 5. 船員（遊艇）
- (d) 駐岸行業
 - 6. 行政、管理及人力資源
 - 7. 商業及貿易
 - 8. 營運
 - 9. 技術及顧問
 - 10. 海事法律及保險
 - 11. 教育及培訓
 - 12. 會計及財務
 - 13. 安全及風險管理
 - 14. 其他支援員工

3.3 不同機構中相類職務可能職稱各異，填覆機構需要參考主要職務的工作描述及技能等級，提供相應的人力資料。調查文件包括機構所屬界別¹的問卷、附註、以及主要職務說明，詳見附錄(iv)。

¹ 問卷首頁右下角的英文字母代表問卷對象所屬界別，O: 遠洋輪業、R: 內河船業、L: 本地船舶業及S: 駐岸行業。

iii. 數據蒐集

3.4 訓練委員會於2020年9月至11月期間，向選定機構發送調查文件，請求填覆者提供機構於2020年9月1日時的人力資料。調查進行期間，統計人員透過電話或親身造訪，協助選定機構填妥問卷。

3.5 訓練委員會採取不同措施，確保資料蒐集程序穩妥，其中包括調查前的準備工作、為調查工作人員提供充分培訓、監察實地調查工作的執行、透過不同方法提高回應率、核對填覆的問卷、以及核實填覆數據等。

iv. 數據分析

3.6 507間有效選定機構中²，454家提供了所需資料，有效回應率為89.5%。有見於（i）各界別回應率理想，（ii）具規模的機構回應率理想，以及（iii）從選定機構調查所得的結果可運用統計學方法倍大，訓練委員會認為本報告所載的調查結果足以反映業界的人力情況；由於各界別回應率理想，亦足以制訂有效的界別分析。

v. 人力推算方法

3.7 訓練委員會根據過往數據的加權平均值，預測海事服務業未來人力需求。訓練委員會考慮了過往人力數據，並予最近數據更大加權，同時根據市場長期趨勢，行業的科技發展，以及其他社會和經濟因素，進行了2021年至2024年的人力需求推算。有關的人力推算方法詳見附錄（vii）。

vi. 局限

3.8 由於遊樂船在本港越來越普及，是此調查嘗試加入遊艇會及其他可能僱有相關人員的公司作為補充樣本，以了解遊樂船操作員及有關支援人員的人力需求。然而，不少遊樂船操作員直接受僱於船主，後者並不納入本調查範圍，所以本報告未能完全反映遊樂船操作員的人力狀況。

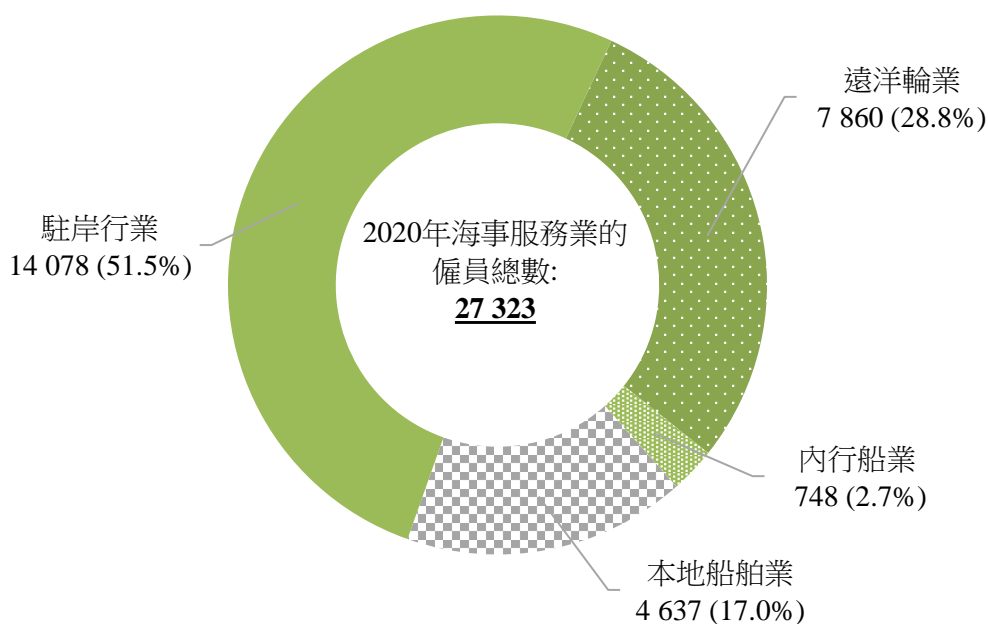
² 暫停運作、業務性質轉變、無回應調查的選定機構均視作無效。

IV. 調查結果

i. 僱員人數

4.1 調查顯示，2020年9月時，本港公司共僱用27 323名海事服務業僱員，其中以駐岸行業僱員人數最多（佔51.5%）；其次為遠洋輪業（佔28.8%）及本地船舶業（佔17.0%），而內河船業則錄得最少僱員人數（佔2.7%）。詳情見圖4.1。

圖 4.1 按界別劃分的僱員人數



備註：

1. 括號內的百分比按照全職僱員總數計算
2. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

4.2 各界別首三位僱員人數最多的主要職務見表4.1

表 4.1 按界別劃分僱員人數最多的主要職務

界別	最多僱員的主要職務	僱員人數	佔界別僱員總數的百分比
遠洋輪業	• 機工	1 053	13.4
	• 水手	1 029	13.1
	• 普通海員（全能）	756	9.6
內河船業	• 水手	186	24.9
	• 客艙服務員	173	23.1
	• 大副（大伙）	93	12.4
本地船舶業	• 船長	1 255	27.1
	• 水手	1 107	23.9
	• 助理船長	995	21.5
駐岸行業	• 技術員；技術主任；技術服務工程師	1 291	9.2
	• 碼頭操作員；碼頭助理	1 075	7.6
	• 貨物規劃員；貨物主任	793	5.6

備註：

1. 百分比按照所屬界別全職僱員總數計算
2. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

4.3 表4.2載列各界別聘有全職僱員的公司分布情況。

表 4.2 聘有全職僱員的公司數目

界別	聘有全職僱員的公司數目
遠洋輪業	10
內河船業	6
本地船舶業	119
駐岸行業	803

備註：同一公司業務可能涉及超過一個界別

ii. 空缺

4.4 調查期間，空缺總數為545個，佔業內職位總數2.0%，大部分屬本地船舶業（373個空缺；空缺率為7.4%）。詳見表4.3。

表 4.3 各界別的空缺數目

界別	職務類別	全職空缺	全職職位	空缺率 (%)
遠洋輪業	高級船員	-	3 952	-
	普通海員	-	3 908	-
	小計	-	<u>7 860</u>	-
內河船業	海員	-	748	-
本地船舶業	船員	373	5 010	7.4
駐岸行業	行政、管理及人力資源	5	1 322	0.4
	商業及貿易	6	1 448	0.4
	營運	49	5 364	0.9
	技術及顧問	89	3 468	2.6
	海事法律及保險	3	472	0.6
	教育及培訓	1	134	0.7
	會計及財務	-	388	-
	安全及風險管理	-	179	-
	其他支援人員	19	1 475	1.3
	小計	<u>172</u>	<u>14 250</u>	<u>1.2</u>
總計		545	27 868	2.0

備註：

1. 全職職位總數 = 全職僱員總數 + 全職空缺總數
2. 空缺率 = $\frac{\text{全職空缺總數}}{\text{全職僱員總數} + \text{全職空缺總數}}$
3. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

4.5 最多空缺的主要職務見表4.4，該些職務佔空缺總數61.1%。

表 4.4 各界別最多空缺的主要職務

界別	最多空缺的主要職務	空缺額	佔界別總空缺的百分比
遠洋輪業	沒有空缺	-	-
內河船業	沒有空缺	-	-
本地船舶業	• 助理船長	150	40.2
	• 船長	75	20.1
	• 水手	67	18.0
駐岸行業	• 技術員；技術主任；技術服務工程師	16	9.3
	• 技術經理；技術總監	11	6.4
	• 貨物規劃員；貨物主任	7	4.1
	• 貨物操作員	7	4.1

備註：

1. 百分比按照所屬界別全職空缺總數計算
2. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

iii. 僱主預測人力需求

4.6 調查要求僱主預測2021年及2022年的人力情況。根據僱主的預測，業內職位會由2020年9月的27 868個微增至2021年的27 922個；至2022年，再增加至28 367個。四個界別中，預測只有遠洋輪業會於未來兩年均有溫和增長。詳請見表4.5。

表 4.5 各界別的預測人力需求

界別	2020 年人力	預測 2021 年人力	預測 2022 年人力
遠洋輪業	7 860	8 249 (+4.9%)	8 659 (+5.0%)
內河船業	748	748 (0.0%)	748 (0.0%)
本地船舶業	5 010	4 844 (-3.3%)	4 926 (+1.7%)
駐岸行業	14 250	14 081 (-1.2%)	14 034 (-0.3%)
總計	27 868	27 922 (+0.2%)	28 367 (+1.6%)

備註：

1. 人力指全職職位總數 = 全職僱員總數 + 全職空缺總數
2. 百分比指相對過去一年（即2020年／2021年）人力按年變化的百分比
3. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業
4. 2020年新冠病毒病爆發導致全球及本地經濟不穩，業內人力受到影響，故讀者宜審慎闡釋僱主的人力預測

iv. 僱員年齡

4.7 調查要求僱主提供僱員年齡的分布情況。調查期間，逾半僱員介乎36至55歲，比率大幅拋離第二大的年齡組別，即35歲或以下（27.2%）。各界別的年齡分布見表4.6。

表 4.6 各界別僱員年齡分布情況

界別	35 歲或以下 (%)	36-55 歲 (%)	56-64 歲 (%)	65 歲或以上 (%)
遠洋輪業	61.0	36.7	2.2	0.1
內河船業	29.8	45.4	18.8	6.0
本地船舶業	15.0	41.9	31.1	12.0
駐岸行業	16.4	62.0	18.1	3.6
總計	27.2	52.5	16.2	4.1

備註：

1. 百分比按照所屬界別全職僱員總數計算
2. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

4.8 四個界別中，本地船舶業的年長僱員比率最高，12%屬65歲或以上組別，31.1%介乎56至64歲。其中，55歲或以上比率最高的職位是船長（59.9%）、機器打磨匠（57.6%）及助理船長（50.9%）。按主要職務劃分，本地船舶業僱員的年齡分布見表4.7。至於各界別僱員的年齡分布，則詳見附錄（xii）。

表 4.7 本地船舶業僱員年齡的分布情況

職務類別	主要職務	僱員總數	年齡分布 (%)			
			35歲或以下	36 - 55 歲	56 - 64 歲	65歲或以上
船員（不包括遊艇）*	船長	1 255	2.1	38.0	43.6	16.3
	助理船長	995	8.6	40.5	43.1	7.8
	水手	1 107	28.5	39.5	21.5	10.5
	輪機長（大偈）	674	4.9	51.5	29.8	13.7
	助理輪機長（助理大偈）	519	29.6	45.7	19.4	5.4
	機器打磨匠	33	21.2	21.2	51.5	6.1
船員（遊艇）	船長	43	4.7	53.5	32.6	9.3
	水手	8	25.0	50.0	25.0	-
	工程師	1	-	100.0	-	-
	總管事	2	-	100.0	-	-
總計		4 637	15.0	41.9	31.1	12.0

備註：*不包括遊艇指水上運輸、中流作業、政府部門等

v. 培訓需要（只適用於遠洋輪業的高級海員、內河船業的海員、本地船舶業的船員）

4.9 為評估在職培訓需要，訓練委員會要求僱主說明旗下高級海員、海員、船員所持適任證書的最高級別。按界別和主要職務劃分，持有不同級別適任證書作為最高資歷的僱員人數見表4.8、4.9、4.10。

4.10 表4.8顯示，112名遠洋輪甲板人員及25名遠洋輪工程人員未獲取相關一級適任證書。由於這137名香港高級海員需要獲取更高資歷才能繼續晉升，他們均有接受在職培訓（例如考取遠洋輪各級別適任證書的備試課程）的潛在需要。

表 4.8 遠洋輪業香港高級海員所持最高級別適任證書的分布情況

主要職務	甲板部員工 (遠洋輪)			輪機部員工 (遠洋輪)			未持有相關 證書
	三級	二級	一級	三級	二級	一級	
船長	-	-	5	-	-	-	-
大副（大伙）	-	2	-	-	-	-	-
二副（二伙）	9	1	-	-	-	-	-
三副（三伙）	52	1	-	-	-	-	-
見習甲板高級 海員	-	-	-	-	-	-	47
輪機長（大車）	-	-	2	-	-	8	-
大管輪（二車）	-	-	-	-	2	-	-
二管輪（三車）	-	-	-	10	-	-	-
三管輪（四車）	-	-	-	7	-	-	-
見習輪機高級 海員	-	-	-	-	-	-	6

備註：

1. 部份僱員或同時持有甲板和輪機相關資歷
2. 未獲取最高級別適任證書的甲板部高級海員：61（三級）+ 4（二級）+ 47（未持有適任證書）
3. 未獲取最高級別適任證書的輪機部高級海員：17（三級）+ 2（二級）+ 6（未持有適任證書）

4.11 內河船業方面，根據表4.9，共有145甲板部和113輪機部僱員[^]暫未取得相關一級適任證書，他們均有接受在職培訓（即考取內河船各級別適任證書的備試課程）的潛在需要。

[^] 機器打磨匠、水手、普通海員、客艙服務員未有計算在內，因他們未必有升遷意欲，亦未必符合晉升的最低學歷要求。

表 4.9 內河船業香港海員所持最高級別適任證書的分布情況

主要職務	甲板部員工 (內河船)			輪機部員工 (內河船)			未持有相關 證書
	三級	二級	一級	三級	二級	一級	
船長	-	-	74	-	-	-	-
大副（大伙）	61	30	-	-	-	-	-
夜航員	48	-	-	-	-	-	-
見習甲板高級 船員	-	-	-	-	-	-	6
輪機長（大車）	-	-	-	-	82	6	-
初級管輪 （幫車）	-	-	-	9	-	-	22
機器打磨匠	-	-	-	-	-	-	11
水手	-	-	-	20	-	-	162
普通海員 （全能）	-	-	-	-	-	-	34
客艙服務員	-	-	-	-	-	-	173

備註：

1. 部分機構不願意提供相關資料；上述資料來自有提供資料的填覆機構
2. 未獲取最高級別適任證書的甲板部高級船員：109（三級）+ 30（二級）+ 6（未持有適任證書）
3. 未獲取最高級別適任證書的輪機部高級船員：9（三級）+ 82（二級）+ 22（未持有適任證書）

4.12 表4.10顯示，本地船舶業1 245名船長及助理船長暫時只持有二級或三級適任證書，意味他們有可能須接受在職培訓（即考取一級或二級船長適任證書的備試／技能提升課程）。至於輪機長方面，585名輪機長（大偈）及助理輪機長（助理大偈）暫時只持有輪機長二級或三級適任證書，亦可能有接受在職培訓（即考取一級或二級輪機長適任證書的備試／技能提升課程）的需要。

表 4.10 本地船舶業香港船員所持最高級別適任證書的分布情況

主要職務	遊樂船		船長 (本地船舶)			輪機長 (本地船舶)			其他	未持有 相關證書
	二級	一級	三級	二級 或同等 資歷	一級 或同等 資歷	三級	二級 或同等 資歷	一級 或同等 資歷		
船員（不包括遊艇）*										
船長	1	9	61	260	927	31	29	87	-	-
助理船長	-	1	74	850	70	3	-	6	-	-
水手	4	1	139	14	8	95	17	24	77	677
輪機長 （大偈）	1	-	4	10	8	35	108	530	-	-
助理輪機 長（助理 大偈）	-	-	-	1	1	46	378	77	-	18
機器打磨 匠	-	-	-	-	-	-	3	-	8	22
船員（遊艇）										
船長	23	19	1	-	-	2	2	5	-	-
水手	-	-	-	-	-	-	2	-	-	6
工程師	1	-	-	-	-	-	-	-	-	-
總管事	-	-	-	-	-	-	-	-	-	2

備註：

1. ***不包括遊艇**指水上運輸、中流作業、政府部門等
2. **其他證書**指船上貨物處理基礎安全訓練課程（俗稱藍卡）
3. 部分機構不願意提供相關資料；上述資料來自有提供資料的填覆機構
4. 未獲取最高級別適任證書的船長及助理船長：135（三級）+ 1 110（二級）
5. 未獲取最高級別適任證書的輪機長（大偈）及助理輪機長（助理大偈）：81（三級）+ 486（二級）+ 18（未有適任證書）

vi. 僱員離職及流失

4.13 僱員離職大多因為轉職、退休、裁員、移民等因素。根據表4.11，僱主報稱過去12個月共有1 863名僱員離職，佔整體人力（27 868）6.7%。

4.14 流失指僱員永久離開海事服務業的比率，原因包括但不限於：改為從事非海事服務工作、退休、移民等。調查顯示內河船業的離職率和流失率特別高（均為30.6%）。

4.15 2018年底港珠澳大橋開通後，內河船業流失大量港澳航線的乘客；而近期新冠疫情導致停航，更是對內河渡輪公司的業務造成嚴重打擊。相信業內離職率高企，主要是因營商環境困難而裁員所致，惟僱主未必清楚所有離職員工的去向，根據工會的意見，業內實際流失率應比僱主填報的數字溫和。

表 4.11 僱員離職率及流失率

界別	過去 12 個月離職僱員總數	離職僱員去向				離職率 (%)	流失率 (%)
		繼續於海事服務業任職／創業	於其他行業任職／創業	移民、退休或進修	其他*		
遠洋輪業	360	360	0	0	0	4.6	0
內河船業	229	0	80	19	130	30.6	30.6
本地船舶業	315	117	29	148	21	6.3	4.0
駐岸行業	959	268	337	241	113	6.7	4.8
總計	1 863	745	446	408	264	6.7	4.0

備註：

1. *其他包括健康理由、個人理由、身故或裁員
2. 離職率 = 過去 12 個月離職僱員人數／該界別職位總數
3. 流失率 = 過去 12 個月永久離職僱員人數／該界別職位總數
4. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

vii. 船隻數目

4.16 調查期間，遠洋輪業、內河船業及本地船舶業報稱旗下所擁有／管理的船隻共 5 327艘，其中以遠洋輪業為數最多（2 647艘），本地船舶業緊隨其後，管理2 445艘。填覆機構預測，他們管理的船隻數目將於2021年及2022年保持平穩，按年增長少於1%。

表 4.12 各類型船隻的轉變趨勢

界別	2020 年 船隻數目	預測 2021 年 船隻數目	預測 2022 年 船隻數目
遠洋輪業	2 647	2 665 (+0.7%)	2 697 (+1.2%)
• 油輪、油貨混合輪	445	452 (+1.6%)	452 (0%)
• 散裝貨輪	1 175	1 182 (+0.6%)	1 196 (+1.2%)
• 貨櫃輪	802	806 (+0.5%)	812 (+0.7%)
• 雜貨輪	174	174 (0%)	186 (+6.9%)
• 客輪	0	0 (0%)	0 (0%)
• 其他	51	51 (0%)	51 (0%)
內河船業	235	233 (-0.9%)	235 (+0.9%)
• 噴射水翼船	14	14 (0%)	14 (0%)
• 雙體船及噴射雙體船	60	56 (-6.7%)	56 (0%)
• 其他	161	163 (+1.2%)	165 (+1.2%)
本地船舶業	2 445	2 466 (+0.9%)	2 477 (+0.4%)
• 渡海輪	113	117 (+3.5%)	117 (0%)
• 拖船	154	160 (+3.9%)	163 (+1.9%)
• 機動載客船	211	215 (+1.9%)	217 (+0.9%)
• 機動貨艇	39	36 (-7.7%)	36 (0%)
• 躉船	234	236 (+0.9%)	237 (+0.4%)
• 供油船	65	67 (+3.1%)	66 (-1.5%)
• 遊樂船	1 347	1 348 (+0.1%)	1 353 (+0.4%)
• 其他	282	287 (+1.8%)	288 (+0.3%)
總計	5 327	5 364 (+0.7%)	5 409 (+0.8%)

備註：

1. 其他遠洋輪船隻包括液化氣體運載船、化學品運載船、砂石船、專用船隻、載車船等
2. 其他內河船隻包括接駁船隻、貨船、貨櫃船、貨櫃駁船、拖船、躉船等
3. 其他本地船舶包括工作船、帆船、划艇、海岸賽艇、領港船、消防船、警輪等
4. 百分比指相對過去一年（即2020年／2021年）船隻按年變化的百分比
5. 2020年新冠病毒病爆發導致全球及本地經濟不穩，業內人力受到影響，故讀者宜審慎闡釋僱主的人力預測

其他只適用於部份界別的調查結果

與 2016 年人力調查相同，本調查就部份界別蒐集了一些額外數據，以便更充份反映相關界別的人力狀況。

viii. 遠洋船上香港公司僱用的高級海員與普通海員比率（遠洋輪業）

4.17 調查期間，香港公司管理的遠洋輪上共有 58 755 個職位，高級海員（50.0%）與普通海員（50.0%）分布平均。根據表 4.13，由本港公司擁有／管理的遠洋輪並無直接僱用太多海員；大部份船上職位均為海外公司所聘用。

表 4.13 香港公司聘用的高級海員與普通海員比例

職務類別	船上職位數目	香港公司聘用的僱員數目（%）
高級海員	29 365	3 952 (13.5%)
普通海員	29 390	3 908 (13.3%)
總計	58 755	7 860 (13.4%)

備註：百分比乃本港公司所僱用人員數目佔同期船上職位總額的比率

ix. 非本港僱員比率（遠洋輪業及駐岸行業）

4.18 絕大部分（98.1%）遠洋輪業僱員並非香港永久居民；香港僱員僅佔遠洋輪業整體人力 1.9%。至於駐岸行業，儘管大部分僱員為本港永久居民，但屬非本港永久居民的僱員為數亦不少（793 名）。按界別及職務類別劃分，非本港僱員的分布情況見表 4.14。

表 4.14 各職務類別的香港及非香港僱員分布情況

界別	職務類別	僱員人數			非香港僱員 所佔比率
		總數	香港	非香港	
遠洋輪業	高級海員	3 952	150	3 802	96.2
	普通海員	3 908	2	3 906	99.9
	小計	<u>7 860</u>	<u>152</u>	<u>7 708</u>	<u>98.1</u>
駐岸行業	行政、管理及人力資源	1 317	1 131	186	14.1
	商業及貿易	1 442	1 327	115	8.0
	營運	5 315	5 236	79	1.5
	技術及顧問	3 379	3 111	268	7.9
	海事法律及保險	469	403	66	14.1
	教育及培訓	133	128	5	3.8
	會計及財務	388	365	23	5.9
	安全及風險管理	179	159	20	11.2
	其他支援員工	1 456	1 425	31	2.1
	小計	<u>14 078</u>	<u>13 285</u>	<u>793</u>	<u>5.6</u>

備註：

1. 百分比乃香港僱員人數佔該職務類別僱員總數的比率
2. 訓練委員會相信內河船業及本地船舶業只有少數的非香港僱員，故是次調查未有蒐集相關資料
3. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

x. 每月收入（本地船舶業）

4.19 調查請本地船舶業僱主提供轄下船員按主要職務劃分的平均每月收入。調查期間，大部份船員的月入介乎港幣15,001至25,000元（46.1%）；緊隨其後的月入幅度介乎港幣25,001至35,000元（39.5%）。逾10%的船長、助理船長、輪機長（大偈）、助理輪機長（助理大偈）月入超過35,000元。按主要職務劃分，本地船舶業的收入分布情況見表4.15。

表 4.15 本地船舶業船員平均每月收入

職務類別	主要職務	僱員總數	平均每月收入				
			\$15,000 或以下	\$15,001 - \$25,000	\$25,001 - \$35,000	\$35,001 - \$45,000	\$45,001 或以上
船員（不包括遊艇）*	船長	1 255	10.0%	15.6%	63.2%	9.6%	1.5%
	助理船長	995	0.8%	51.9%	36.0%	11.4%	0.0%
	水手	1 107	8.3%	74.5%	16.8%	0.4%	0.0%
	輪機長（大偈）	674	1.9%	25.2%	58.7%	13.8%	0.4%
	助理輪機長（助理大偈）	519	2.1%	61.9%	19.1%	17.0%	0.0%
	機器打磨匠	33	0.0%	66.7%	30.3%	3.0%	0.0%
	小計	4 583	6.4%	45.6%	39.9%	7.6%	0.5%
船員（遊艇）	船長	43	0.0%	78.6%	21.4%	0.0%	0.0%
	水手	8	37.5%	50.0%	12.5%	0.0%	0.0%
	工程師	1	0.0%	100.0%	0.0%	0.0%	0.0%
	總管事	2	0.0%	100.0%	0.0%	0.0%	0.0%
	小計	54	5.7%	75.5%	18.9%	0.0%	0.0%
總計		4 637	6.4%	46.1%	39.5%	7.5%	0.5%

備註：

1. 百分比乃相關人數佔該主要職務全職僱員總數的比率
2. 只載列出蒐集得薪酬資料的主要職務；由於遊艇船員只收集到少量僱員的薪酬資料，故相關薪酬或無足夠代表性

xi. 擁有前海員經驗的駐岸人員（駐岸行業）

4.20 擁有航海經驗的駐岸人員歸類為前海員。為探討前海員的事業發展機會，本調查要求駐岸行業機構提供擁有海員經驗的僱員數目。調查確認駐岸行業中，以下職務類別僱有最高比例的前海員，依次為「教育及培訓」（51.9%）、「技術及顧問」（29.5%）、「行政、管理及人力資源」（27.9%）。詳請見表4.16。

表 4.16 擁有前海員經驗的駐岸人員

職務類別	駐岸人員總數	擁有前海員經驗的駐岸人員
行政、管理及人力資源	1 317	368 (27.9%)
商業及貿易	1 442	117 (8.1%)
營運	5 315	331 (6.2%)
技術及顧問	3 379	997 (29.5%)
海事法律及保險	469	32 (6.8%)
教育及培訓	133	69 (51.9%)
會計及財務	388	13 (3.4%)
安全及風險管理	179	43 (24.0%)
其他支援員工	1 456	195 (13.4%)
總計	14 078	2 165 (15.4%)

備註：

1. 百分比乃相關人數佔該主要職務全職僱員總數的比率
2. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

xii. 統計表

4.21 海事服務業的詳細人力資料表列於附錄 (xii)。

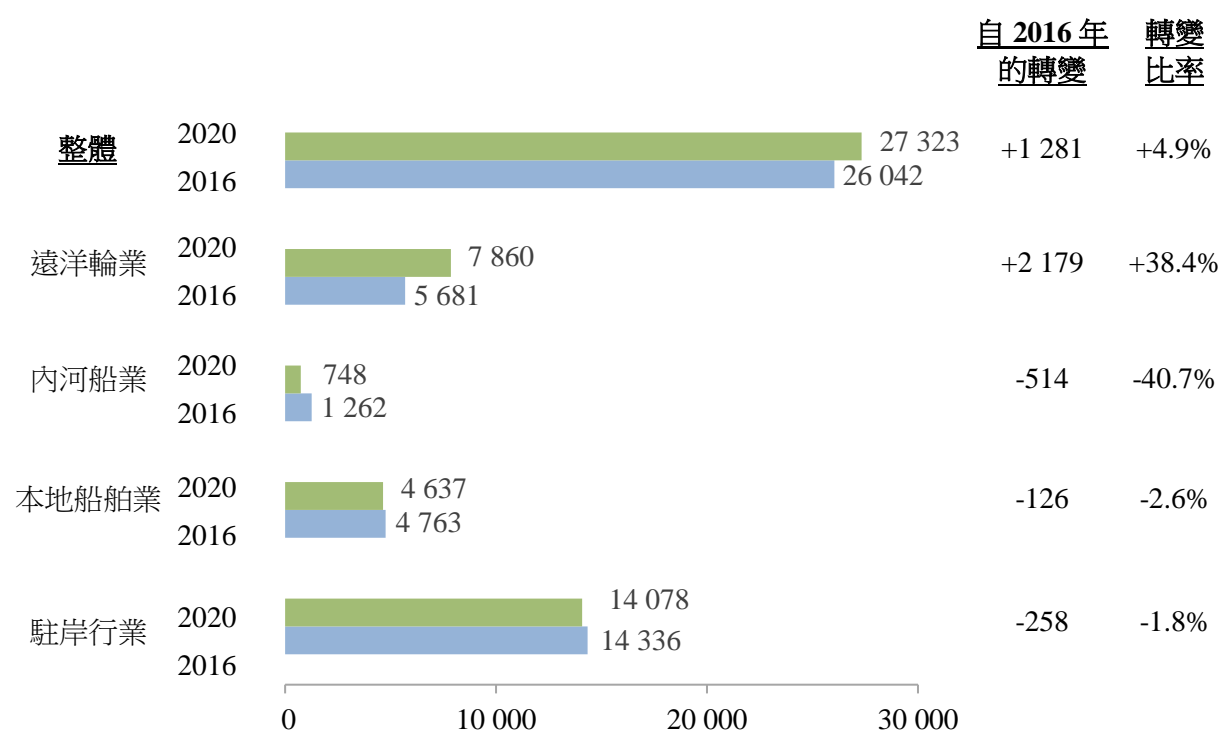
V. 人力分析

i. 人力變化

僱員人數的轉變

5.1 業內僱員總數由2016年的26 042人增至2020年的27 323人(+1 281人, 4.9%), 詳見圖5.1。其中主要增長來自遠洋輪業; 內河船業則錄得明顯人力跌幅(-514人, -40.7%)。

圖 5.1 僱員人數轉變

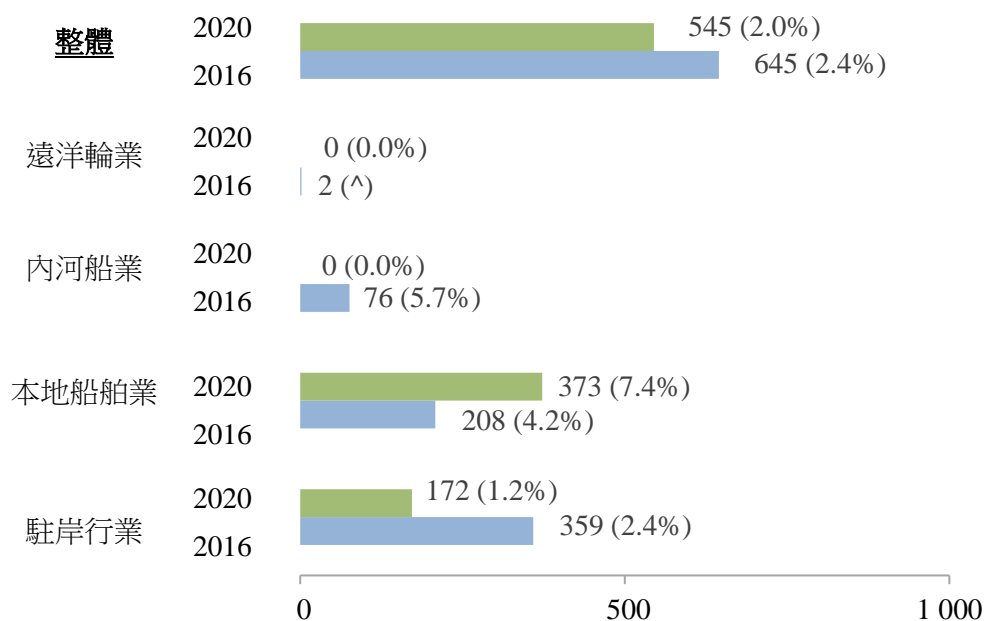


備註：遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

空缺數目的轉變

5.2 根據圖5.2，空缺率由2016年的2.4%微減至2020年的2.0%。除本地船舶業的空缺數目錄得增長外，其他界別的空缺數目均下跌。

圖 5.2 空缺數目的轉變



備註：

1. 括號內數字乃空缺率
2. ^指比率低於 0.05%

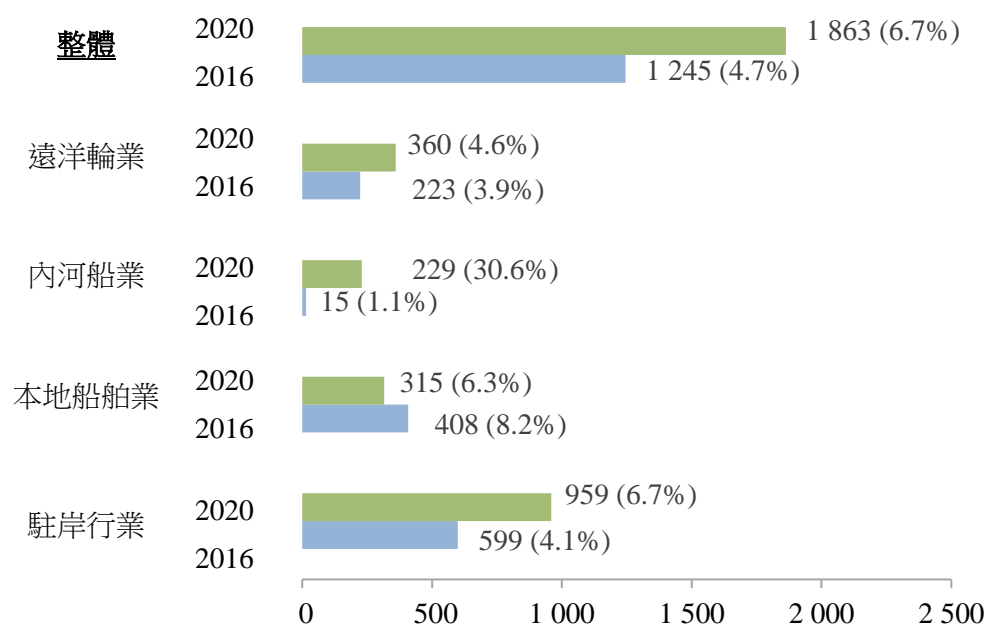
$$3. \text{ 空缺率} = \frac{\text{全職空缺總數}}{\text{全職僱員總數} + \text{全職空缺總數}}$$

4. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

離職僱員人數的轉變

5.3 根據圖5.3，整體離職率由2016年的4.7%上升至2020年的6.7%，其中內河船業的離職率錄得30倍的升幅。

圖 5.3 僱員離職率的轉變



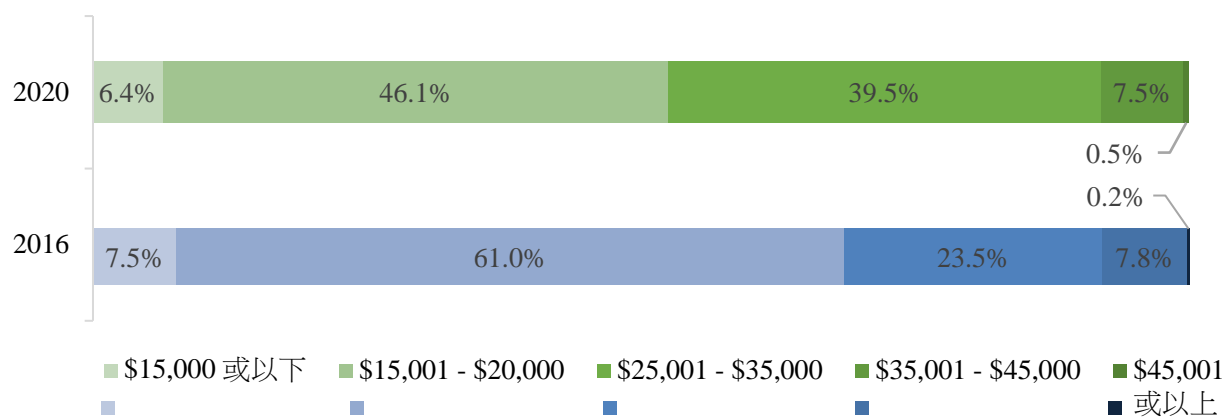
備註：

1. 括號內數字乃離職率
2. 離職率 = 過去 12 個月離職僱員人數／該界別職位總數
3. 遠洋輪業、內河船業及本地船舶業所僱用的駐岸人員一併歸入駐岸行業

每月收入的轉變（只適用於本地船舶業）

5.4 根據圖5.4，對比2016年，本地船舶業船員的每月收入有所提高。2016年月入港幣25,001元或以上的僱員人數佔31.5%，至2020年升至47.5%。

圖 5.4 平均每月收入的轉變



備註：百分比分別按照 2016 年及 2020 年本地船舶業全職僱員總數計算

船隻數目的轉變（只適用於遠洋輪業、內河船業及本地船舶業）

5.5 根據表5.1，遠洋輪業及本地船舶業的船隻數目分別增加3.2%及2.2%；內河船業的船隻數目則下跌11.7%。

表 5.1 船隻數目的轉變

界別	2020 年船隻 數目	2016 年船隻 數目	對比 2016 年 的轉變	轉變比率
遠洋輪業	2 647	2 565	82	3.2%
• 油輪、油貨混合輪	445	438	7	1.6%
• 散裝貨輪	1 175	1 068	107	10.0%
• 貨櫃輪	802	837	-35	-4.2%
• 雜貨輪	174	163	11	6.7%
• 客輪	-	1	-1	-100.0%
• 其他	51	58	-7	-12.1%
內河船業	235	266	-31	-11.7%
• 噴射水翼輪	14	14	-	-
• 雙體船及噴射雙體船	60	60	-	-
• 其他	161	192	-31	-16.1%
本地船舶業	2 445	2 392	53	2.2%
• 渡海輪	113	109	4	3.7%
• 拖船	154	156	-2	-1.3%
• 機動載客船	211	214	-3	-1.4%
• 機動貨艇	39	36	3	8.3%
• 躉船	234	238	-4	-1.7%
• 供油船	65	61	4	6.6%
• 遊樂船	1 347	1 298	49	3.8%
• 其他	282	280	2	0.7%

ii. 業務展望

遠洋輪業

5.6 2020年海事服務業充滿挑戰。國際航運業於2020年上半年受到新冠疫情嚴重打擊，及後卻成為2020年其中一個表現最亮眼的行業，主要原因是承運公司透過嚴格控制運力以維持運費水平，同時行業亦受惠於低燃油費及2020年下半年急升的貨運需求。按照穆迪投資者服務公司2021年2月發表的意見³，預計國際航運業在未來六個月以至2021年全年保持強勁表現。

5.7 調查填覆機構對航運業的未來發展表示樂觀，並預計2021年及2022年遠洋輪業人力會有溫和增長。

內河船業

5.8 近年，內河渡輪公司面對多方面的挑戰，包括自2018年底開始因港珠澳大橋開通而流失大量乘客、2019年因應社會事件引致訪港旅客大減，以及近期新冠疫情導致的停航。這些公司已因應營商環境困難而縮減經營規模及裁員。

5.9 儘管調查錄得這一界別有高達30%的流失率，按照工會提供的資訊⁴，業內實際流失率應比僱主填報的數字溫和，因部分被裁員工其後獲本地渡海輪或海上環保公司聘用。欲重投職場而不果的被裁員工主要為年過五十的一群，他們或只能選擇提早退休。

5.10 面對陸路運輸的競爭，預料即使疫情退卻，內河船業亦難以恢復至以往的營運規模，除了填補退休引致的人手流失，預計未來數年應不會有額外的人力需求。

本地船舶業

5.11 除僱員老化問題，本地船舶業的發展仍會受到不同因素影響。過往數年，由於中流作業減少，不少本地船舶公司轉為主力支援海上建造工程（例如建設香港國際機場第三跑道、石鼓洲焚化爐、香港海上液化天然氣接收站的海底天然氣管道等）。由於本地客輪的人力需求相對穩定，整個本地船舶業的人力需求是否有顯著增長，將取決於未來海上工程的規模。如類似明日大嶼等大型項目落實，這一界別未來數年將需要更多人力供應。

5.12 此外，政府推出了資助計劃，協助本地渡輪公司購置新的高速船，當中包括混合動力船。新船預計將於兩三年內下水，屆時操作人員需要掌握新的駕駛及維修技術要求，鑒於本地船舶操作人員不少年過55歲，預計會較難適應相關轉變。這個界別特別需要新血，以紓緩從業員老化問題，以及配合新科技於行業的應用。

³ <https://www.moodys.com>

⁴ 資料來自香港商船高級船員協會及香港海員工會，兩會均有為會員提供工作配對服務。

駐岸行業

5.13 政府積極推廣海事服務業，包括為船舶租賃及海事保險業務提供稅務優惠、注資海事人才培訓、於環球各地設立區域船舶註冊辦事處以更有效支援船東等。

5.14 隨著香港與大灣區其他城市加強一體化，香港港口作為南中國港口群其中一員，將獲得新的發展動力。大灣區的發展有助香港善用一國兩制的優勢，同時建立互補及互惠互利的系統，提高整個港口群於國際的競爭力。

5.15 長遠而言，上述因素將有助駐岸業務（包括船舶租賃及管理、海事法律及保險、船務融資及貨櫃碼頭等）發展。

iii. 人力推算及每年額外人力需求

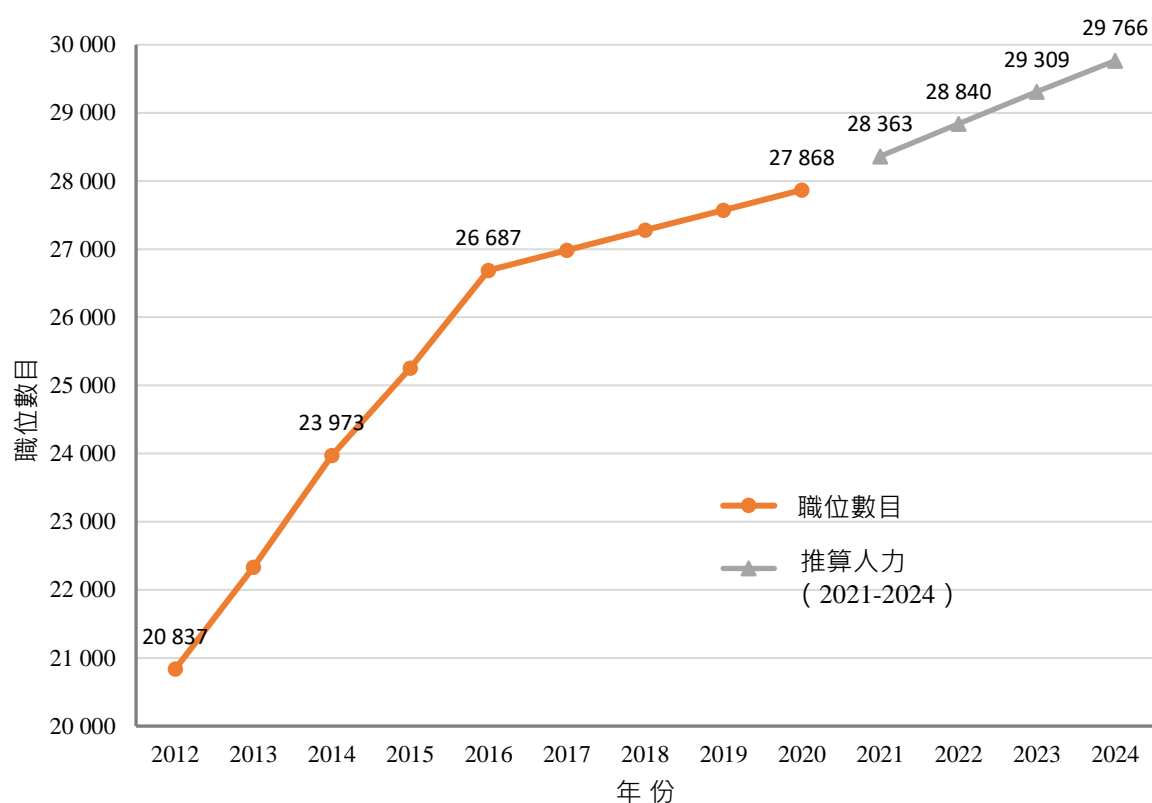
人力推算

5.16 除了僱主預測外，訓練委員會亦採用調節過濾法（Adaptive Filtering Method，AFM），推算2021至2024的人力轉變，詳見表5.2。推算結果顯示除遠洋輪業將有顯著人力增長外，其他界別的人力將維持平穩。此外，圖5.5展示了整個行業由2012至2024的人力趨勢，而有關調節過濾法的詳情可參考附錄(vii)。

表 5.2 2021 年至 2024 年人力推算（運用 AFM）

年份	遠洋輪業 (A = 0.9)	內河船業 (A = 0.73)	本地船舶業 (A = 0.89)	駐岸行業 (A = 0.67)	總計
2020 (實際數字)	7 860	748	5 010	14 250	27 868
2021	8 390 (+6.7%)	741 (-0.9%)	5 019 (+0.2%)	14 213 (-0.3%)	28 363 (+1.8%)
2022	8 905 (+6.1%)	735 (-0.8%)	5 026 (+0.1%)	14 174 (-0.3%)	28 840 (+1.7%)
2023	9 403 (+5.6%)	730 (-0.7%)	5 033 (+0.1%)	14 143 (-0.2%)	29 309 (+1.6%)
2024	9 881 (+5.1%)	726 (-0.5%)	5 040 (+0.1%)	14 119 (-0.2%)	29 766 (+1.6%)

圖 5.5 2012 年至 2024 年的人力趨勢



每年額外人力需求

5.17 參照行業最新發展及僱主預計的人力需求，訓練委員會認為未來數年海事服務業將有輕微人力增長。按照預計的人力增長及流失，2021年至2024年各界別的每年額外人力需求推算見表5.3。制訂推算數字建基於若干假設，詳見附錄(viii)。

表 5.3 每年額外人力需求推算

界別	每年額外人力需求推算	宜有教育程度 (以升遷至主任或督導職級)
遠洋輪業	9 – 11 [^]	海事科技／機械工程學高級文憑（海事選修科）或同等學歷或以上
內河船業	5 – 6	
本地船舶業	186 - 228	初級全能海員證書或同等學歷或以上
駐岸行業	347 – 425*	航運或機械／海事工程學相關高級文憑或學士學位或同等學歷或以上
總計	547 - 670	

[^] 由於本報告聚焦本地人力需求，非本港僱員未有納入推算之內

* 非技術人力（即駐岸行業其他支援服務人員）未有納入推算之內，因這些員工可能無需海事服務方面的培訓

2020 年至 2022 年具備學位及副學位資歷的潛在人力供應

5.18 根據大學教育資助委員會及職業訓練局所提供的資料，2020年至2022年間，海事相關課程（包括機械工程）所培訓的畢業生人數見表5.4；相關課程的資料見附錄(ix)。

5.19 由於難以掌握自資課程相關數字，加上海事課程畢業生可選擇投身其他行業，故表5.4所列數字僅供參考。

表 5.4 職前課程畢業生的供應

課程程度	畢業生人數	預計畢業生人數	
	2020	2021	2022
學位	569	538	428
高級文憑	220	191	118
證書	36	75	53
總計	825	804	599

VI. 建議

訓練委員會審視調查結果後，認為普遍反映業內調查時的人力情況，亦認同調查已涵蓋了業內主要人力。參照了行業展望及調查結果後，委員會提出了以下建議。

i. 推出措施協助內河船業的過剩人手重投職場

6.1 短期內，內河船乘客數量下跌的情況相信不會逆轉，業界可能需縮減營運規模。過剩的內河船從業員需要其他界別（例如本地船舶業）尋找就業機會。有見於本地船舶業的航行環境及營運模型有別於內河船業，培訓機構應考慮提供相關培訓（例如：本港水域的停泊技巧、本地船舶管理、遊艇實務操作等），以協助內河船業的過剩人手轉到本地船舶業工作。

6.2 除商船以外，過剩的從業員亦可考慮改投遊樂船業。培訓機構可開辦備試課程，協助他們取得遊樂船操作人員合格證明書。雖然二級證書的考試以筆試形式進行，培訓機構可於課程內加入遊艇上的實務訓練，以提高學員在勞動市場的競爭力。

ii. 鼓勵遠洋輪業僱主聘用更多香港海員

6.3 調查顯示，遠洋輪業的僱主只聘用了為數很少的香港僱員；調查期間，他們大部分僱員均為非香港永久居民。自航海訓練獎勵計劃（SGTIS）推行後，每年均有穩定數量的本地海員供應（每年平均超過 40 名新人，詳見附錄(xiii)），建議鼓勵本地船東及船舶管理公司為本地人提供更多到遠洋輪上工作的機會。政府除了向本地海員提供每月津貼外，亦可考慮提供誘因（如稅務優惠）鼓勵僱主優先聘用本地居民。

iii. 加強獎勵計劃及便利措施以吸引及挽留人才

6.4 整個行業仍然缺乏新血，政府應考慮把海運及空運人才培訓基金（MATF）轉為恆常化，提供經常性撥款，以持續維持基金下的各項鼓勵措施。基金下的現有計劃主要向學生、從業員及公司發放津貼或獎學金，建議基金用途可擴闊至涵蓋其他類型的人才培訓措施，例如用以提升培訓設施及教學人員水平。

6.5 此外，政府亦應透過基金加強對年輕從業員的支援。由於香港生活指數甚高，年輕從業員初入職場時，往往人工微薄，較難維持生計。而遠洋輪業的從業員需放取無薪進修假期以預備專業試，面對的經濟壓力更大。政府可考慮按通脹調整 SGTIS 資助金額，並提供額外財政支援如有薪的進修假期等，以協助業界挽留年輕人才。

6.6 僱主須承擔栽培和挽留員工的責任，應考慮推出獎勵計劃或一些便利員工進修的安排，以鼓勵員工取得更高級別的專業資歷，以晉升至更高職級。例如僱主可讓員工在辦公時間上課，或向獲得相關專業資格的員工發放花紅。僱主亦應不時檢討員工的薪酬條件，確保其市場競爭力。

iv. 向年青人推廣行業的就業機會

6.7 擁有船上工作經驗的僱員深受岸上機構歡迎（例如：海事處），然而大眾（包括年輕人）或許對此並不了解。調查確認，逾 15% 的駐岸人員擁有船上工作經驗。僱有最高比例前海員的職務類別為：「教育及培訓」、「技術及顧問」、「行政、管理及人力資源」。海事處亦吸納逾 200 名前海員擔任中高層職位（詳見附錄(xiii)）。

6.8 向青年人推廣海事服務業的發展機會至為重要，因為可以吸引他們加入行業。政府應加強中學生涯規劃教育，向學生介紹不同行業的事業發展機會，包括海事服務業。僱主及業界組織可更積極支援中學生的生涯規劃教育，包括善用現有平台，如教育局推行的商校合作計劃，為學生舉行就業講座及安排機構參觀。

v. 應對行業的培訓需要

6.9 培訓機構應參考是次調查所確認的潛在培訓需要（詳見 4.9 至 4.12 段），為船上工作的從業員提供相關的備試課程及在職培訓，特別是本地船舶業有近 2 000 名僱員暫未持有所屬類別的最高級別證書，應有較大的培訓需求。由於不少本地船舶從業員需輪班工作，培訓機構宜彈性處理上課安排。

6.10 考慮到於遠洋輪上工作的香港工程人員極少，培訓機構可於機械工程學課程加入海事工程元素，或開設銜接課程，協助畢業生取得從事遠洋輪業所需的僱用登記簿。

vi. 定期進行人力調查

6.11 建議定期進行人力調查，以監察業內的人力和訓練需求的變化。資源許可下，建議未來的人力調查或人力更新聚焦以下範疇：

- 更深入調查遊樂船的人力需求
- 探討駐岸人員的培訓需要
- 蒐集全部四個界別的薪酬資料，以便了解行業的整體情況
- 檢視調查涵蓋的範圍及主要職務，確保包含有招聘困難的職務，以了解相關的人力情況及培訓需要（例如：船上起重機操作員）

VII. Appendices

Appendix (i)

Membership of the Maritime Services Training Board

(As at 1 September 2020)

Chairlady

Ms CHAO Sih-ming, Sabrina, JP nominated by the Hong Kong Shipowners Association

Members

Ir CHAN Chi-ming	nominated by a local craft repairing company
Mr CHEUNG Kwok-wai, Demen	nominated by the Hong Kong & Kowloon Motor Boats & Tug Boats Association Ltd.
Mr CHEUNG Shun-man, Manson	nominated by the Institute of Chartered Shipbrokers Hong Kong Branch
Capt CHOI Leung-pei	nominated by the Hong Kong Seamen's Union
Mr David COOGANS	nominated by the Hong Kong Maritime Law Association
Ms FUNG Po-mei, Bobo	nominated by the Employers' Federation of Hong Kong
Mr HUNG Kwok-hung	nominated by a ferry company
Capt LAM Ming-fung, Lothair	nominated by the Hong Kong Shipowners Association
Mr LAU Wai-cheong, Jackson	nominated by the Hong Kong General Chamber of Commerce
Capt LAW Kwun-pan, Marso	nominated by the Maritime Professional Promotion Federation
Mr LEE Kwok-lam, Timothy	nominated by the Marine Insurance Association of The Hong Kong Federation of Insurers
Mr ON Man-sang	nominated by the Harbour Transportation Workers General Union
Mr SUN Po-wan, Brian	nominated by a local education/training institution
Ms TONG Ka-lee	nominated by the Amalgamated Union of Seafarers, Hong Kong

Capt WAN Chi-kwong	nominated by the High Speed Craft Consultative Committee
Capt WONG Shun-kwan, Shenky	nominated by the Merchant Navy Officers' Guild - Hong Kong
Ir CHAN Ming-yau	representing the Director of Marine
Mr CHU Tat-nin, Stanley	representing the Commissioner for Labour
Mr KWOK Kin-wah, Gary	representing the Commissioner of Police
Ir Dr LIU Sai-lok, Eric	representing the Executive Director of the Vocational Training Council
<u>Secretary</u>	
Ms CHOW Pik-shan, Aristo	Vocational Training Council

海事服務業訓練委員會
委員名單
(二零二零年九月一日)

提名／代表機構

主席

趙式明女士，JP

香港船東會

委員

陳志明工程師

本地船隻維修公司

張國偉先生

港九電船拖輪商會有限公司

張迅文先生

船務經紀專業學會香港分會

蔡良丕船長

香港海員工會

Mr David COOGANS

香港海商法協會

馮寶美女士

香港僱主聯合會

孔國雄先生

渡輪公司

林銘鋒船長

香港船東會

劉偉昌先生

香港總商會

羅冠斌船長

海事專才推廣聯盟

李國霖先生

香港保險業聯會洋面保險公會

安民生先生

海港運輸業總工會

孫寶泓先生

本地教育／訓練機構

湯嘉莉女士

香港航業海員合併工會

溫志光船長

高速船諮詢委員會

王舜昀船長

香港商船高級船員協會

陳銘佑工程師

海事處處長代表

朱達年先生

勞工處處長代表

郭健華先生

警務處處長代表

廖世樂博士工程師

職業訓練局執行幹事代表

秘書

周碧珊女士

職業訓練局

Terms of Reference of the Maritime Services Training Board

1. To determine the manpower demand of the industry, including the collection and analysis of relevant manpower and student/trainee statistics and information on socio-economic, technological and labour market developments.
2. To assess and review whether the manpower supply for the industry matches with the manpower demand.
3. To recommend to the Vocational Training Council (the Council) the development of vocational and professional education and training (VPET) facilities to meet the assessed manpower demand.
4. To advise the Council on the strategic development and quality assurance of its programmes in the relevant disciplines.
5. To prescribe job specifications for the principal jobs in the industry defining the skills and knowledge and advise on relevant training programme specifying the time a trainee needs to spend on each skill element.
6. 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.
7. To advise on the conduct of skill competitions in key trades in the industry for the promotion of VPET as well as participation in international competitions.
8. 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 VPET in the industry.
9. To organise seminars/conferences/symposia on VPET for the industry.
10. To advise on the publicity relating to the activities of the Training Board and relevant VPET programmes of the Council.
11. 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.
12. To undertake any other functions delegated by the Council in accordance with Section 7 of the Vocational Training Council Ordinance.

海事服務業訓練委員會職權範圍

1. 確定業內的人力需求，包括收集、分析相關的人力和學生／學員統計數字，以及關於社會經濟、科技及人力市場發展的資料。
2. 評估及研究本業的人力供求是否平衡。
3. 就發展業內職業專才教育及訓練設施應付人力需求，向職業訓練局（下稱「局方」）提供意見。
4. 就相關學科的課程發展策略及質素保證，向局方提出建議。
5. 擬訂本業主要職務的工作範圍，界定所需的技能及知識，審議訓練方案，包括訂定每種技能所需的訓練期。
6. 對技術評估、技能測驗及認證制度提供意見，以確定從業員、學徒及見習員的技能水平。
7. 就本業主要行業舉辦技能比賽提供意見，以推廣職業專才教育和派員參加國際賽事。
8. 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，共商本業職業專才教育的發展與推廣事宜。
9. 為本業舉辦有關職業專才教育的研討會和會議。
10. 就訓練委員會工作和相關職業專才教育課程之推廣宣傳，向局方提供意見。
11. 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。
12. 根據《職業訓練局條例》第 7 條，負責局方所委派的其他工作。

Membership of the Working Party on Manpower Survey
(As at 1 September 2020)

Convenor

Ir CHAN Ming-yau representing the Director of Marine

Members

Mr CHEUNG Kwok-wai, Demen nominated by the Hong Kong & Kowloon
Motor Boats & Tug Boats Association Ltd.

Ms FUNG Po-mei, Bobo

nominated by the Employers' Federation of
Hong Kong

Mr HUNG Kwok-hung nominated by a ferry company

Capt LAM Ming-fung, Lothair

Capt LAW Kwun-pan, Marso
nominated by the Maritime Professional
Promotion Federation

Capt WONG Shun-kwan, Shenky nominated by the Merchant Navy Officers' Guild - Hong Kong

Ir MAK Chiu-ki representing Maritime Services Training
Institute, Vocational Training Council

Secretary

Ms CHOW Pik-shan, Aristo Vocational Training Council

External Experts invited to sit in Working Party meeting(s) for analysis of survey findings:

Mr HO Wing-wah representing Nanyang International Shipping Limited

Mr WONG Yiu-kan
representing Hong Kong Cargo-Vessel
Traders' Association Ltd

海事服務業訓練委員會
人力調查工作小組成員名單
(二零二零年九月一日)

提名／代表機構

召集人

陳銘佑工程師

海事處處長代表

委員

張國偉先生

港九電船拖輪商會有限公司

馮寶美女士

香港僱主聯合會

孔國雄先生

渡輪公司

林銘鋒船長

香港船東會

羅冠斌船長

海事專才推廣聯盟

王舜昀船長

香港商船高級船員協會

麥昭基工程師

職業訓練局海事訓練學院

秘書

周碧珊女士

職業訓練局

行業專家（應邀參與分析是次人力調查結果）

何永華先生

南洋（國際）船務有限公司

黃耀勤先生

香港貨船業總商會有限公司

Survey Documents
調查文件

(A). Cover Letter
附函

Vocational Training Council 職業訓練局

Headquarters (Industry Partnership) 總辦事處(行業合作)

30F, Billion Plaza II, 10 Cheung Yue Street, Cheung Sha Wan, Kowloon, Hong Kong

香港九龍長沙灣長裕街10號億京廣場2期30樓

www.vtc.edu.hk

Telephone No 電話

Facsimile No 傳真

3748 9400

Our Reference 本局編號 MS MPS 2020

Your Reference 來函編號



17 August 2020

Dear Sir/Madam,

The 2020 Manpower Survey of the Maritime Services Industry

The Maritime Services Training Board (the Training Board) of the Vocational Training Council (VTC), appointed by the Chief Executive of the Hong Kong Special Administrative Region (HKSAR), is responsible for matters pertaining to manpower training in the industry. In order to collect the latest manpower information for formulating recommendations on future manpower training, the Training Board will conduct the captioned survey from **September to October 2020**. I am writing to enlist your help by providing the relevant information to the survey by **mid-October 2020** and your co-operation would be much appreciated.

I enclose the following documents for your reference and completion:

- (a) The Questionnaire;
- (b) Explanatory Notes (Appendix A); and
- (c) Description for the Principal Jobs (Appendix B)

The VTC has appointed **Consumer Search Group (CSG)** to assist in conducting the above survey. During the survey period, the enumerator of **CSG** will contact your establishment for the survey and answer the questions you may have. If necessary, visit will be made to your establishment to assist in completing and collecting the questionnaire. Alternatively, you may return the copy of the completed questionnaire to **CSG** via fax (2833 6771) or email (vtc_mps20ms@csg-worldwide.com).

I wish to assure you that the information provided will be handled **in strict confidence** and published on aggregate basis without reference to individual establishments.

The Survey Report will be uploaded onto the VTC website after completion of the survey. Should you have any queries, please do not hesitate to contact the following hotline during 9:30 a.m. to 6:00 p.m. from Monday to Friday:

- ✧ For matters regarding completion and return of questionnaire(s) or if you would like to make an appointment for the visit, please contact Mr. Jason TAM of **CSG** at 2591 3584.
- ✧ In case you want to approach VTC directly, please contact Mr. Edward CHAN of **VTC Manpower Survey (Statistical Team)** at 3907 6716.

Yours faithfully,

(Ms CHAO Sih-ming, Sabrina)
Chairlady
Maritime Services Training Board

Encl.



執事先生／女士：

2020 年海事服務業人力調查

職業訓練局(VTC)屬下海事服務業訓練委員會由香港特別行政區行政長官委任，負責就業內人力訓練事宜提供意見。本會將於 **2020 年 9 月至 10 月** 期間進行調查，蒐集業內人力情況的最新資料，並按此為未來人力訓練制訂適當建議。謹代表訓練委員會致函，懇請貴機構惠予合作，於 **2020 年 10 月中** 或之前提供相關資料，以便進行上述人力調查。

茲夾附下述文件，供 貴機構參閱及填寫：

- (1) 調查問卷；
- (2) 附註（附錄 A）；及
- (3) 主要職務工作說明（附錄 B）

VTC已委託**精確市場研究集團（CSG）**協助進行是次調查。調查期間，**CSG**的統計員將聯絡 貴機構進行訪問及解答相關問題。如有需要，統計員會造訪 貴機構協助填寫並收回已填妥的問卷。 貴機構亦可將完成的問卷，以傳真（2833 6771）或電郵方式（vtc_mps20ms@csg-worldwide.com）交回 **CSG**。

調查所得的資料將**絕對保密**，局方在發表報告時，只會公布合計數字，不會提及個別機構情況。

調查報告將於調查完結後上載本局網頁。如對調查有任何查詢，請於星期一至五上午九時半至下午六時聯絡以下人士：

- ✧ 如欲查詢有關填寫及寄回問卷事宜或需預約到訪時間，請與 **CSG** 譚家榮先生聯絡（電話：2591 3584）。
- ✧ 如希望直接與 VTC 聯絡，請致電 **VTC 人力調查（統計組）**陳兆銘先生（電話：3907 6716）。

海事服務業訓練委員會
主席
趙式明女士

二〇二〇年八月十七日
附件

(B). Questionnaire (with Explanatory Notes
and Job Descriptions for Principal Jobs)
問卷(連附註及主要職務工作說明)

**CONFIDENTIAL**

WHEN ENTERED WITH DATA

填入數據後即成

機密文件**VOCATIONAL TRAINING COUNCIL****職業訓練局****THE 2020 MANPOWER SURVEY OF THE MARITIME SERVICES INDUSTRY****海事服務業2020年人力調查**

The 2020 Manpower Survey of the Maritime Services (MS) aims at collecting manpower information of the industry concerned for formulating recommendations on future manpower training. Please kindly provide the information of your establishment as at **1st September 2020** by answering the questionnaire. Thank you.

海事服務業2020年人力調查旨在蒐集業內人力情況的最新資料，並按此為未來人力訓練制訂適當建議。懇請 貴機構根據**2020年9月1日**的人力情況填寫此問卷。多謝合作。

Establishment Information**機構資料**

(For official use)

Industry Code _____

NATURE OF BUSINESS:

業務性質

☐

Ship Agents and Managers; Local Representative Offices of Overseas Shipping Companies

船務代理及管理人；海外船公司駐港辦事處

☐

Ship Owners of Sea-going Vessels

遠洋輪船船東

☐

Operators of Sea-going Vessels

遠洋輪船營運者

☐

Others, please specify

其他，請註明

TOTAL NO. OF PERSONS ENGAGED: _____

僱員總人數

Details of Contact Person***聯絡人資料***

NAME OF PERSON TO CONTACT: _____

聯絡人姓名

POSITION: _____

職位

TEL. NO. : _____ - _____

電話

FAX NO. : _____

圖文傳真

E-MAIL : _____

電郵

* The information provided will be used for the purpose of this and subsequent manpower surveys.
所提供資料將用作是次及日後人力調查之用。

Part I – Manpower Information

第一部份 – 人力情況

Please complete columns ‘B’ to ‘G’ of the questionnaire according to the list of principal jobs by referring to Appendix B for job description of individual job.

請根據列表中的主要職務，並參考附錄B有關各種職務的工作說明來填寫表內‘B’至‘G’各欄。

Principal Jobs (Full-time employees) 主要職務 (全職僱員)

Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Posts on Board as at Survey Reference Date 在統計日期在船上的職位數目		(C) No. of Employees as at Survey Reference Date 在統計日期的僱員人數		(D) No. of Vacancies as at Survey Reference Date 在統計日期的空缺額	(E) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022年9月的僱員人數		(F) Age Distribution of Employees as at Survey Reference Date 在統計日期僱員的年齡分佈				(G) No. of Employees with Ex-seafaring Experience 具備海上工作經驗的僱員人數
		Hong Kong 本港*	Non-Hong Kong 非本港*	Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
e.g.	Job Title A (10 posts on board, 5 employees employed in your establishment (2 are Hong Kong employees) and no vacancy) 職位甲(10名人員在船上工作，5名是貴機構的僱員(其中2名是本港僱員)及沒有空缺)	3	7	2	3	0	5	5	0	2	1	2	
Officers 高級海員													
The ranking system on British ships is used. If the ranking system your company adopted is different from the one shown, please refer to Appendix B for job descriptions of principal jobs. 主要職務是採用英國船隻的分級制度，如與貴機構現行的制度有異，請參閱附錄B有關主要職務的工作說明。													
101	Master 船長												
102	Chief Engineer 輪機長(大車)												
103	Chief Officer 大副(大伙)												
104	2nd Engineer 二管輪(二車)												
105	2nd Officer 二副(二伙)												
106	3rd Engineer 三管輪(三車)												
107	3rd Officer 三副(三伙)												
108	4th Engineer 四管輪(四車)												
109	Junior Engineer ; Training Engineer 初級管輪(幫車); 初級管輪(初級車人)												
110	Deck Cadet 見習甲板高級海員												
111	Engineer Cadet 見習輪機高級海員												
112	Electro-technical Officer 電氣技術員												
113	Refrigeration Engineer 冷凍師												
Ratings 普通海員													
201	Chief Petty Officer / Bosun 總隊長/水手長												
202	Pumpman 泵工												
203	Fitter 機器打磨匠												
204	Sailor 水手												
205	Motorman 機工												
206	Rating (General Purpose) 普通海員(全能)												
207	Steward 管事												
208	Cook 廚師												
209	Laundry man 洗衣工人												

* “Hong Kong” refers to Hong Kong permanent resident and “Non-Hong Kong” refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job
Code
職位
編號e.g.:
例子

(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Posts on Board as at Survey Reference Date 在統計日期在船上的職位數目		(C) No. of Employees as at Survey Reference Date 在統計日期的僱員人數		(D) No. of Vacancies as at Survey Reference Date 在統計日期的空缺額	(E) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022年9月的僱員人數		(F) Age Distribution of Employees as at Survey Reference Date 在統計日期僱員的年齡分佈				(G) No. of Employees with Ex-seafaring Experience 具備海上工作經驗的僱員人數
	Hong Kong 本港*	Non-Hong Kong 非本港*	Hong Kong 本港*	Non-Hong Kong 非本港*				35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
	9/2021	9/2022										
Job Title A (10 posts on board, 5 employees employed in your establishment (2 are Hong Kong employees) and no vacancy) 職位甲(10名人員在船上工作， 5名是 貴機構的僱員(其中2名是本港僱員)及沒有空缺)	3	7	2	3	0	5	5	0	2	1	2	
Shore Based Personnel 岸上工作人員												
Administration; Management and Human Resource 行政、管理及人力資源												
Managing Director; Chief Executive Officer; General Manager 董事總經理；行政總裁；總經理												
Fleet Manager; Marine Superintendent; Port Captain 航線經理；海事總監；駐岸船長												
Fleet Officer 航線主任												
Crew Manager 海員招募經理												
Crew Officer 海員招募主任												
Business and Trade 商業及貿易												
Marketing/Business Development Manager 市場拓展經理												
Ship Chartering; Sales and Purchase Manager 船舶租賃／買賣經理												
Ship Chartering; Sales and Purchase Representative 船舶租賃／買賣代表												
Shipbroker 船務經紀												
Sales Engineer 銷售工程師												
Customer Service Representative 客戶服務代表												
Operations 營運												
Port Manager; Stevedore Manager 港口經理；貨物裝卸經理												
Ship Agency Manager 船舶代理經理												
Freight Manager; Logistics Manager 貨運經理；物流經理												
Cargo Planner; Cargo Officer 貨物規劃員；貨物主任												
Warehouse and Distribution Manager 倉務及收發經理												
Boarding Officer 登船主任												
Stevedore 貨物操作員												
Pier Attendant; Pier Assistant 碼頭操作員；碼頭助理												
Technical and Consultancy 技術及顧問												
Technical Manager; Technical Superintendent 技術經理；技術總監												
Assistant Technical Manager; Assistant Technical Superintendent 助理技術經理；助理技術總監												
Ship Surveyor; Technical Consultant; Engineering Consultant 船舶檢驗師；技術顧問；工程顧問												
Marine Surveyor; Marine Consultant; Cargo Surveyor; Cargo Consultant 海運測量師；海運顧問；貨物測量師；貨物顧問												

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job
Code
職位
編號e.g.:
例子

(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Posts on Board as at Survey Reference Date 在統計日期在船上的職位數目		(C) No. of Employees as at Survey Reference Date 在統計日期的僱員人數		(D) No. of Vacancies as at Survey Reference Date 在統計日期的空缺額	(E) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022年9月的僱員人數		(F) Age Distribution of Employees as at Survey Reference Date 在統計日期僱員的年齡分佈				(G) No. of Employees with Ex-seafaring Experience 具備海上工作經驗的僱員人數
	Hong Kong 本港*	Non-Hong Kong 非本港*	Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
Job Title A (10 posts on board, 5 employees employed in your establishment (2 are Hong Kong employees) and no vacancy) 職位甲(10名人員在船上工作，5名是貴機構的僱員(其中2名是本港僱員)及沒有空缺)	3	7	2	3	0	5	5	0	2	1	2	
Shore Based Personnel (CONTINUED) 岸上工作人員 (續)												
Technical and Consultancy (CONTINUED) 技術及顧問 (續)												
545 Harbour Pilot 領港員												
546 Technician; Technical Officer; Service Engineer 技術員；技術主任；技術服務工程師												
Marine Law and Insurance 海事法律及保險												
551 Maritime Lawyer; Admiralty Lawyer 海事律師												
552 Maritime Arbitrator 海事仲裁員												
553 P&I/Insurance Manager; Claim Manager; Marine Expert 保險事務；申索經理；海事專家												
554 P&I/Insurance Officer; Claims Officer 保險事務主任；申索主任												
555 Marine Insurance Underwriter 海事保險核保人												
Training and Education 教育及培訓												
561 Professor; Lecturer; Instructor; Trainer 教授；講師；教導員；導師												
Account and Finance 會計及財務												
571 Ship Finance Manager 船舶融資經理												
572 Ship Leasing Manager 船舶租賃經理												
Safety and Risk Management 安全及風險管理												
581 Safety/Risk Manager; Auditor; OHSE Manager 安全經理；審計師；職業健康、安全、環境經理												
Other Staff of Supporting Services 其他支援員工												
599 Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作												
Other Staff Related to the Maritime Services Industry 其他相關海事服務業的員工												
<i>For Official Use</i>												

* “Hong Kong” refers to Hong Kong permanent resident and “Non-Hong Kong” refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Part II
第二部份

Highest Class of Certificate of Competency
最高級別的適任證書

1. Please state the number of full-time **Hong Kong officers** holding each of the following as the highest class of certificate of competency.
請列出**本港高級海員**持有以下為最高級別的適任證書的人數。

Principal Job 主要職務	Holding the following Certificate of Competency as Highest Class of Certificate of Competency 持有以下技能證書為最高級別的適任證書						Others 其他
	Deck Officer (Ocean-going) Class 3 遠洋船三級 駕駛員	Deck Officer (Ocean-going) Class 2 遠洋船二級 駕駛員	Deck Officer (Ocean-going) Class 1 遠洋船一級 駕駛員	Marine Engineer Officer (Ocean-going) Class 3 遠洋船三級 船舶輪機員	Marine Engineer Officer (Ocean-going) Class 2 遠洋船二級 船舶輪機員	Marine Engineer Officer (Ocean-going) Class 1 遠洋船一級 船舶輪機員	
101 Master 船長							
102 Chief Engineer 輪機長（大車）							
103 Chief Officer 大副（大伙）							
104 2nd Engineer 二管輪（二車）							
105 2nd Officer 二副（二伙）							
106 3rd Engineer 三管輪（三車）							
107 3rd Officer 三副（三伙）							
108 4th Engineer 四管輪（四車）							
109 Junior Engineer ; Training Engineer 初級管輪（幫車）； 初級管輪（初級車人）							
110 Deck Cadet 見習甲板高級海員							
111 Engineer Cadet 見習輪機高級海員							
112 Electro-technical Officer 電氣技術員							
113 Refrigeration Engineer 冷凍師							

Employees Leaving the Establishment
僱員離職

2. Please state the number of full-time employees leaving your establishment in the **past 12 months**. (Excluding those seafarers taking home / study leave during the period)
請列出 貴機構過去十二個月內離職的全職僱員人數（不包括期間於岸上休假／進修的海員）。

	Officers 高級海員	Ratings 普通海員	Shore Based Personnel 岸上工作人員
(a) Taking up another job / starting own business related to Maritime Services industry. 繼續於海事服務業任職／創業			
(b) Taking up another job / starting own business NOT related to Maritime Services industry 於其他行業任職／創業			
(c) Emigration, retirement or further studies 移民、退休或進修			
(d) Others, please specify 其他，請註明			

Ships
船隻

3. Please indicate the number of ocean going vessels under ownership or management by type of ships and flags.
請按船隻類型及所掛船籍旗，填寫擁有或管理遠洋輪的數目。

- (a) Type of vessels
船隻類型

Type of ship 船隻類型	No. of Vessels as at Survey Reference Date 在統計日期的船隻數目	Forecasted No. of Vessels in 2021 2021年的預測船隻數目	Forecasted No. of Vessels in 2022 2022年預測的船隻數目
Tankers, Combination Carriers 油輪、油貨混合輪			
Bulk Carriers 散裝貨輪			
Container Vessels 貨櫃輪			
Other Cargo Ships 雜貨輪			
Passenger Ships 客輪			
Others, please specify 其他，請註明			

- (b) Flags
所掛船籍旗

Flags 所掛船籍旗	No. of Vessels as at Survey Reference Date 在統計日期的船隻數目	Forecasted No. of Vessels in 2021 2021年的預測船隻數目	Forecasted No. of Vessels in 2022 2022年預測的船隻數目
Panama 巴拿馬			
Liberia 利比里亞			
Marshall Islands 馬紹爾群島			
HKSAR 香港特別行政區			
Singapore 新加坡			
China 中國			
Others, please specify 其他，請註明			

End of Questionnaire. Thank You for Your Co-operation.
問卷完，多謝合作。

2020 Manpower Survey of the Maritime Services Industry
海事服務業 2020 年人力調查

Explanatory Notes
附註

Part I - Manpower Information
第一部份 - 人力情況

1. **Principal Jobs - Column 'A'**
主要職務 —— 'A' 欄

- (a) Please go through column 'A' and mark those principal jobs applicable to your establishment. For detailed job descriptions for principal jobs, please refer to Appendix B.
請瀏覽 'A' 欄，選取適用於 貴機構的主要職務。有關詳細的工作說明，請參閱附錄 B。
- (b) Please note that some of the job titles may not be the same as those used in your establishment. Please classify an employee according to his/her major duty. If a job in your establishment has similar job functions as one of the principal jobs, it should be classified as that principal job.
調查表內部分職稱可能有別於 貴機構所採用的。請根據僱員的主要職責歸類。若某一職位與表內其中一個主要職務的職責相近，可視為該主要職務。
- (c) In the event where an employee's duties in your establishment are split between two or more job titles, please use the job title that best describes his/her principal responsibility.
如 貴機構有員工身兼多項職責，請選用最能反映其主要職責的職稱。
- (d) Please add in column 'A' titles of any principal jobs not mentioned in job descriptions (Appendix B); briefly describe them in respect of the appropriate job categories.
如 貴機構另有屬海事服務的主要職務未載於工作說明（附錄 B），請一併填入 'A' 欄內，並簡述其所屬的職務類別。

2. **Number of Posts on Board as at Survey Reference Date - Column 'B'**
在統計日期在船上的職位數目 —— 'B' 欄

For each principal job, please fill in the **total number of Hong Kong and non-Hong Kong posts on board** (Including the employees from subcontractors) as at survey reference date.

請填寫 貴機構於統計參考日期僱用的每個主要職務在船上的本港及非本港職位總數（包括來自外判公司的員工）。

3. **Number of Employees as at Survey Reference Date - Column 'C'**
在統計日期的僱員人數 —— 'C' 欄

For each principal job, please fill in the number of Hong Kong and non-Hong Kong employees as at survey reference date.

"Employees" refer to those working full-time (i.e. at least 4 weeks a month, and not less than 18 hours in each week) under the payroll of the establishment. These include proprietors and partners working full-time for the establishment. These definitions also apply to 'employee(s)' appearing in other parts of the questionnaire.

請填寫 貴機構於統計日期僱用的每個主要職務的本港及非本港僱員人數。

「僱員」指在 貴機構內全職工作（即每月最少四週、每週不少於十八小時）的受薪人員，其中包括在機構內全職工作的東主及合夥人。調查表內其他部份所出現的「僱員」一詞，定義亦相同。

4. Number of Vacancies as at Survey Reference Date - Column 'D'

在統計日期的空缺額 —— 'D' 欄

Please fill in the number of existing full-time vacancies as at survey reference date. 'Vacancies' refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel as at survey reference date.

請填上在統計日期每一主要職務的全職空缺額。「空缺額」是指該職位於統計參考日期仍懸空，須立刻填補，而現正積極招聘人員填補。

5. Forecasted Number of Employees as at September of 2021 and 2022 - Column 'E'

預計在 2021 及 2022 年 9 月的僱員人數 —— 'E' 欄

Please fill in the forecasted number of employees you will be employing in September 2021 and September 2022. The number given could be more/less than existing employees, subject to whether an expansion or contraction is expected.

請填寫 貴公司預計在 2021 年 9 月及 2022 年 9 月的僱員人數。此欄所填人數可能多於／少於現有僱員人數，視乎預計是否會出現業務擴張或收縮而定。

6. Age Distribution of Employees as at Survey Reference Date - Column 'F'

在統計日期僱員的年齡分佈 —— 'F' 欄

Please fill in the number of employees as at survey reference date for each age group.

請填寫 貴機構在統計日期於每個年齡組別的僱員人數。

7. Number of Employees with Ex-seafaring Experience - Column 'G'

具備海上工作經驗的僱員人數 —— 'G' 欄

Please fill in the number of shore based personnel with ex-seafaring experience.

請填寫 貴機構在統計日期具備海上工作經驗的岸上工作人員數目。

Part II

第二部份

8. Highest Class of Certificate of Competency (CoC) hold by Hong Kong Officers

最高級別的適任證書

For each principal job under the category of "Officers", please enter the number of Hong Kong employees among different classes of CoC, based on the highest qualification they are holding.

請就每一項屬於「高級海員」的主要職務，根據其持有的最高資歷，於每類適任證書填寫持有相關資歷的香港僱員人數。

9. Employees Leaving the Establishment

僱員離職

Please fill in the number of full-time employees leaving your establishment in the past 12 months (Excluding those seafarers taking home/study leave during the period).

請填寫 貴機構過去十二個月內離職的全職僱員人數（不包括期間於岸上休假／進修的海員）。

10. Ships

船隻

(a) Please fill in the number of ocean going vessels under your establishment's ownership or management by types of ships.

請按船隻類型填寫 貴機構擁有或管理的船隻數目。

(b) Please fill in the number of ocean going vessels under your establishment's ownership or management by flags.

請按船隻所掛船籍旗填寫 貴機構擁有或管理的船隻數目。

2020 Manpower Survey of the Maritime Service Industry
海事服務業 2020 年人力調查

Description for the Principal Jobs
- Ocean Going Sector -
主要職務的工作說明
- 遠洋業 -

Code 編號	Principal Job 主要職務	Job Description 工作說明
OFFICERS 高級海員		
101	Master 船長	Takes complete charge of the ship. 負責掌管全船。
102	Chief Engineer 輪機長（大車）	Plans, co-ordinates and directs the engineering department. 策劃、統籌及指揮輪機部。
103	Chief Officer 大副（大伙）	Plans, co-ordinates and directs the deck department, and loading and unloading of cargo. Keeps navigational watch. 策劃、統籌及指揮甲板部與貨物的裝卸。航行值班。
104	2nd Engineer 大管輪（二車）	Controls, and participates in the operation, maintenance and repair of machinery as directed. Keeps engine-room watch and directs subordinates. 根據指示，管理及參予輪機的操作與維修，機房值班及指揮下屬。
105	2nd Officer 二副（二伙）	Performs deck duties as directed. Keeps navigational watch and undertakes additional navigational duties. 根據指示，擔當甲板職務。航行值班及從事其他航行職務。
106	3rd Engineer 二管輪（三車）	Controls, and participates in the operation, maintenance and repair of machinery as directed. Keeps engine-room watch. 根據指示，管理及參予輪機的操作與維修。機房值班。
107	3rd Officer 三副（三伙）	Performs deck duties as directed. Keeps navigational watch and undertakes additional safety duties. 根據指示，擔當甲板職務。航行值班及從事其他安全職務。
108	4th Engineer 三管輪（四車）	Controls, and participates in the operation, maintenance and repair of machinery and undertakes engine-room duties as directed. Keeps engine-room watch. 根據指示，管理及參予輪機的操作與維修，擔當機房職務。機房值班。
109	Junior Engineer ; Training Engineer 初級管輪（幫車） ；初級管輪（初級車人）	Assists and participates in the operation, maintenance and repair of machinery as directed. Day work only. 根據指示，協助及參予輪機的操作與維修。非值班船員。
110	Deck Cadet 見習甲板高級海員	Understudies deck officer's and navigational duties under the direction of the Chief Officer. 按照大副所指示學習擔當甲板高級船員的甲板工作及航行職務。

Code 編號	Principal Job 主要職務	Job Description 工作說明
OFFICER (CONTINUED) 高級海員 (續)		
111	Engineer Cadet 見習輪機高級海員	Understudies engineer officer's duties in engine-room and operation, maintenance and repair of machinery under the direction of the 2nd Engineer. 按照大管輪所指示學習擔當大管輪高級船員的機房職務及操作、保養和維修機械。
112	Electro-technical Officer 電氣技術員	Operates and maintains radio / electronic / electrical equipment. 操作及保養電訊／電子／電氣設備。
113	Refrigeration Engineer 冷凍師	Controls and participates in the maintenance and operation of refrigeration machinery. Monitors refrigerated cargo compartments. 監管、參予維修及操作冷凍機的工作。管理冷藏貨物艙。
RATINGS 普通海員		
201	Chief Petty Officer ; Bosun 總隊長；水手長	Supervises general purpose ratings engaged in duties on deck, cargo space, in the engine-room and general cleaning and maintenance work aboard ship. 督導全能海員從事甲板、貨艙與機房的職務，以及船上的清潔維修工作。
202	Pumpman 泵工	Operates, maintains and repairs cargo/ballast pumps and related machinery. 操作、維修和保養貨物／壓艙水泵及有關機械。
203	Fitter 機器打磨匠	Assists engineers to repair and maintain pumps and machinery. 協助輪機員維修和保養水泵及機械。
204	Sailor 水手	Carries out duties of berthing, anchoring, other mooring operations and cargo handling under the supervision of bosun or deck officer. 在水手長或甲板部高級海員督導下從事碼頭靠泊、下錨、其他繫泊和處理貨物的工作。
205	Motorman 機工	Carries out engineering maintenance work under the supervision of marine engineer officer. 在輪機部高級海員督導下從事維修機械的工作。
206	Rating (General Purpose) 普通海員（全能）	Carries out duties of berthing/unberthing, watchkeeping duties on deck/bridge and in engine-room, cleaning and maintenance work on deck and in cargo spaces/engine-room, and assists engineers to repair and maintain machinery. 執行繫泊／起航工作、甲板／駕駛台和機房的值班職務、甲板／貨艙和機房的清潔保養工作，及協助輪機員維修和保養機械。
207	Steward 管事	Serves meals, attends needs of officers and passengers and maintains cleanliness of accommodation. 上菜、照顧乘客及高級海員的需要，清潔居室。
208	Cook 廚師	Supervises and undertakes preparation of meals. 督導及從事膳食烹製。
209	Laundry man 洗衣工人	Performs duties of washing, drying and ironing linen. 擔任洗滌、晾乾及熨平亞麻布織物的職務。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL 岸上工作人員		
ADMINISTRATION; MANAGEMENT AND HUMAN RESOURCE 行政、管理及人力資源		
511	Managing Director ; Chief Executive Officer ; General Manager 董事總經理；行政總裁；總經理	Assumes full responsibility of overall management and development; formulates company strategies, sets guidelines, targets, and makes corporate decisions; monitors the performance of various departments; reports to the Board of Directors overall company policies. 全權負責公司的整體管理及發展；制定公司策略、方針及目標，並為公司作出決定；監管各部門的運作；向董事會提交有關公司整體政策的報告。
512	Fleet Manager ; Marine Superintendent ; Port Captain 航線經理；海事總監；駐岸船長	Oversees all operational aspects and budgetary control of the company's vessels; ensures that they are operated safely, economically and efficiently maintained to a standard that allows them to fulfil operational requirements of either the organisation or charter parties and/or other commercial contracts. 監察公司所有船隻的運作事宜及財務控制，確保船隻運作安全、成本合理、有效率，以符合機構、租賃方及／合約要求的運作水平。
513	Fleet Officer 航線主任	Supervises and handles all operational issues related to company's vessels, e.g. keeps records on voyage and maintenance of vessels, monitors fuel costs; administers port disbursements; assists the Manager/Superintendent in reviewing vessels' cargo stowage/loading & discharging plan and vessels' overall performance.
514	Crew Manager 海員招募經理	Oversees crew recruitment, deployment to vessel, scheduling, and regular training and development; takes care of on-going management and administrative duties of seafarers, such as payroll, travel arrangements, insurance and health schemes. 監察海員招募工作，船員調配、編更、恆常培訓及發展；處理其他日常與船員相關的管理及行政工作，例如發薪、交通安排、保險及醫療計劃等。
515	Crew Officer 海員招募主任	Supervises and executes general crew administration, including payroll, travel arrangements, insurance and certificates of crew members; co-ordinates timely crew changes. 督導及執行一般海員行政工作，包括發薪、交通安排、保險、海員證書；協調船員按時地換班。
BUSINESS AND TRADE 商業及貿易		
521	Marketing/Business Development Manager 市場拓展經理	Develops, implements and executes strategic marketing plans for the company in order to attract prospective customers and retain existing ones. 制定、實施和執行策略性市場推廣計劃，以吸引潛在客戶並保留現有客戶。
522	Ship Chartering / Sales and Purchase Manager 船舶租賃／買賣經理	Handles all aspects of chartering/sales and purchase activities (e.g. identifies chartering/sales and purchase opportunities, evaluates returns, negotiate rates and terms) to meet the profit/sales target of the company. 處理所有船舶租賃／買賣活動（例如：物色租賃／買賣的機會、評估回報、協商價格及條款），以達成公司訂下的利潤／銷售目標。
523	Ship Chartering / Sales and Purchase Representative 船舶租賃／買賣代表	Supports chartering/sales and purchase activities to meet the profit/sales target of the company. 支援船舶租賃／買賣活動，以達成公司訂下的利潤／銷售目標。
524	Shipbroker 船務經紀	Liaises with ship owners, ship operators and cargo owners to facilitate the sale, purchase and chartering of vessels; provides market information for sale or chartering of vessels; handles payment and drafts contracts and relevant documents. 聯繫船東、船舶營運人、貨主以促成船舶買賣及出租；提供與船隻租賃或買賣相關的市場資訊；處理付款、草擬合同和相關文件等。

Code 編 號	Principal Job 主 要 職 務	Job Description 工 作 說 明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
BUSINESS AND TRADE (CONTINUED) 商業及貿易 (續)		
525	Sales Engineer 銷售工程師	Uses technical knowledge to manage sales of marine products/services. 利用行業專業知識，處理海事產品／服務的銷售工作。
526	Customer Service Representative 客戶服務代表	Interacts with customers on behalf of the company; provides information about services offered by the company; responds to customers' enquires and complaints. 代表公司與客戶聯系，提供公司相關服務的資訊給客戶，處理客戶查詢及投訴。
OPERATIONS 營運		
531	Port Manager ; Stevedore Manager 港口經理；貨物裝卸經理	Oversees and co-ordinates a range of port activities including loading/unloading ships (or boarding/alighting of passengers), cargo/baggage storage, tug and pilot services with a view to optimise resource use, minimise costs and comply with relevant regulations. (The scope of "Stevedore Manager" may confine to the supervision of loading/unloading activities.) 監察及協調一系列的港口活動，包括裝卸船上貨物(或安排乘客上落船隻)、儲存貨物／行李、拖輪及領港服務等，以達致理想的資源運用、控制成本及符合法規要求。(「貨物裝卸經理」的工作範疇或只限於監督與船上貨物裝卸相關的活動。)
532	Ship Agency Manager 船舶代理經理	Liaises with port officials and terminal operators to plan effective cargo operations when the vessel arrives the port; carries out any arrangements as required by the shipping lines, ship-owners and ship-masters. 當負責船隻進入港口，聯繫港口管理人員、碼頭營運者以規劃有效的貨物處理工序；應船公司、船主或船長要求，執行其他相關安排。
533	Freight Manager ; Logistics Manager 貨運經理；物流經理	Oversees the transportation (in particular ocean freight shipments) of goods from suppliers to distributors; ensures the shipping methods are safe, efficient and cost-effective. 監察由供應商到分發商的運輸過程(特別是涉及海運的部份)。確保運輸方式安全、有效率及符合成本效益。
534	Cargo Planner ; Cargo Officer 貨物規劃員；貨物主任	Assesses the nature of goods and the situation of the vessels to ensure that any loading or discharging is done safely and efficiently; solve stowage-related problems; communicates with port operatives to assign destinations for the cargo. 評估貨物性質及船隻狀況，安全及有效率地安排裝卸貨物，解決與裝載相關的問題，就貨物存放地點與港口操作人員溝通。
535	Warehouse and Distribution Manager 倉務及收發經理	Plans and manages the receiving, storage and distribution of goods and the overall operation of a warehouse; keeps track of stock levels, delivery times and transport costs. 規劃和管理物流、倉庫及運輸；監管庫存狀況、交貨時間、運輸成本。
536	Boarding Officer 登船主任	Facilitates the smooth entry and departure of the assigned ships; ensures that they fulfil statutory formalities and required declarations. 協助負責船隻暢順進出港口，確保船隻符合法規及各項申報要求。
537	Stevedore 貨物操作員	Loads and unloads the cargo of ships in a port. 於港口裝卸船上貨物。
538	Pier Attendant ; Pier Assistant 碼頭操作員；碼頭助理	Provides general support to the operations of a pier; may involve cleaning, basic maintenance and customer services duties. 支援碼頭一般運作，或涉及清潔、基本保養及客戶服務等工作。

Code 編 號	Principal Job 主 要 職 務	Job Description 工 作 說 明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
TECHNICAL AND CONSULTANCY 技術及顧問		
541	Technical Manager ; Technical Superintendent 技術經理 ; 技術總監	Plans and organises vessels' repair works, conducts survey inspections, controls budgets and spares procurement. 規劃及安排船舶維修保養，進行船舶檢測，控制成本及採購船舶相關部件。
542	Assistant Technical Manager ; Assistant Technical Superintendent 助理技術經理 ; 助理技術總監	Supervises and execute vessel repair plans and spares procurement; assists the Manager/Superintendent in sorting out technical problems encountered during the course of work. 督導及執行船舶維修計劃及部件採購工作，協助經理／總監處理日常工作遇到的技術問題。
543	Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢驗師 ; 技術顧問 ; 工程顧問	Conducts inspections/examinations of vessels to assess, monitors and reports on their condition, inspects equipment intended for new or existing vessels to ensure compliance with various standards or specifications. 檢查／測試船隻以評估、監察及報告船隻狀況，檢查供新船／現有船隻使用的設備以確保符合水平／規格。
544	Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量師 ; 海運顧問 ; 貨物測量師 ; 貨物顧問	Verifies the condition of cargo; investigates cargo loss or damage; provides technical advice for insuring or transporting goods. 核實貨物狀況，調查貨損，就投保或運送貨物提供技術意見。
545	Harbour Pilot 領港員	Accompanies and gives navigational advice to the Captains when the sea-going vessels enter or leave Hong Kong to ensure their safe navigation within Hong Kong waters. 在遠洋船隻抵港或離港時陪同船長，給予航行意見，確保船隻在香港水域內安全航行。
546	Technician ; Technical Officer ; Service Engineer 技術員 ; 技術主任 ; 技術服務工程師	Uses technical knowledge to provide after-sales services related to ship machinery, equipment and other marine products. 利用行業專業知識，為船舶機械、設備及其他海事產品提供售後服務。
MARINE LAW AND INSURANCE 海事法律及保險		
551	Maritime Lawyer; Admiralty Lawyer 海事律師	Advises clients on legal issues and disputes under marine law and the related rules and conventions; draws up legal documents; represents clients in legal proceedings. 按海事法律及相關的規則和公約，在各類法律問題和糾紛上為客戶作出建議、起草法律文件，及在法律訴訟代表客戶。
552	Maritime Arbitrator 海事仲裁員	Studies evidence, determines liability, encourages communications between disputants and tries to bring them to a settlement before an official hearing takes place; prepares settlement agreements for settled cases. 研究證據，釐定各方責任，鼓勵爭議各方透過溝通，於進行法律聆訊前達成和解協議，並就和解個案預備協議書。
553	P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務 ; 申索經理 ; 海事專家	Identifies and analyses risks associated with policies, manages claims or provide expert advice, minimises risk of financial loss and achieves target budgets of the company. 識別及分析保單涉及的風險，管理保險申索，或提供專業意見，減低公司的損失及配合公司財務預算。
554	P&I / Insurance Officer ; Claims Officer 保險事務 ; 申索主任	Administers insurance policies, records and claims; processes information on incidents pertaining to the policies. 處理保單、保留記錄及申索，審核與保單相關的事故資料。

Code 編 號	Principal Job 主 要 職 務	Job Description 工 作 說 明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員（續）		
MARINE LAW AND INSURANCE (CONTINUED) 海事法律及保險(續)		
555	Marine Insurance Underwriter 海事保險核保人	On behalf of the insurance companies, assesses the risks involved in the insurance/reinsurance policies applied and decides on whether the company should accept these risks. 代表保險公司為申請者的投保/再投保的風險作評估，決定公司是否接受該些風險。
TRAINING AND EDUCATION 教育及培訓		
561	Professor ; Lecturer ; Instructor ; Trainer 教授；講師；教導員；導師	Teach students in academic/vocational subjects related to the maritime services industry at different levels; may also conduct research and publish papers relevant to maritime studies. 教導不同程度的學生與海事服務業相關的學術／職業科目，或會同時進行相關的學術研究及發表論文／文章。
ACCOUNT AND FINANCE 會計及財務		
571	Ship Finance Manager 船舶融資經理	Assesses risks and asset value for offering of mortgages, loans and other credit facilities in relation to purchase of second-hand vessels or new buildings. 評估風險及資產價值，以提供與購買二手船隻／新造船隻相關的抵押、借貸及其他類別的信貸服務。
572	Ship Leasing Manager 船舶租賃經理	Assesses risks and asset value for offering of ship leasing contracts in relation to new buildings. 評估風險及資產價值，以提供與新造船隻相關的船舶租賃合約。
SAFETY AND RISK MANAGEMENT 安全及風險管理		
581	Safety / Risk Manager ; Auditor ; OHSE Manager 安全經理；審計師； 職業健康、安全、環境經理	Assesses health, safety and environmental risks at the workplace , devises a mechanism/ workflow for prevention of accidents, carries out audit checks to ensure that the risk management mechanism is implemented properly. 評估工作間的健康、安全及環境風險，訂立機制／流程以預防意外，透過審核確保風險管理機制有妥善執行。
OTHER STAFF OF SUPPORTING SERVICES 其他支援員工		
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作	

**CONFIDENTIAL**

WHEN ENTERED WITH DATA

填入數據後即成

機密文件**VOCATIONAL TRAINING COUNCIL****職業訓練局****THE 2020 MANPOWER SURVEY OF THE MARITIME SERVICES INDUSTRY****海事服務業2020年人力調查**

The 2020 Manpower Survey of the Maritime Services (MS) aims at collecting manpower information of the industry concerned for formulating recommendations on future manpower training. Please kindly provide the information of your establishment as at **1st September 2020** by answering the questionnaire. Thank you.

海事服務業2020年人力調查旨在蒐集業內人力情況的最新資料，並按此為未來人力訓練制訂適當建議。懇請貴機構根據**2020年9月1日**的人力情況填寫此問卷。多謝合作。

Establishment Information**機構資料**

(For official use)

Industry Code _____

NATURE OF BUSINESS:

業務性質

☐

Ship Owners and Operators of Vessels Moving between
Hong Kong and the Ports in Pearl River Delta
往來香港與珠江三角洲港口的船隻船東及營運者

☐

Others, please specify
其他，請註明

TOTAL NO. OF PERSONS ENGAGED: _____

僱員總人數

Details of Contact Person***聯絡人資料***

NAME OF PERSON TO CONTACT: _____

聯絡人姓名

POSITION: _____

職位

TEL. NO. : _____

電話

FAX NO. : _____

圖文傳真

E-MAIL : _____

電郵

* The information provided will be used for the purpose of this and subsequent manpower surveys.
所提供資料將用作是次及日後人力調查之用。

Part I – Manpower Information

第一部份 – 人力情況

Please complete columns 'B' to 'F' of the questionnaire according to the list of principal jobs by referring to Appendix B for job description of individual job.

請根據列表中的主要職務，並參考附錄B有關各種職務的工作說明來填寫表內'B'至'F'各欄。

Principal Jobs (Full-time employees) 主要職務 (全職僱員)

Job Code 職位編號 e.g.: 例子	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022 年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) No. of Employees with Ex- seafaring Experience 具備海上 工作經驗的 僱員人數
		Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
	Job Title A (2 Hong Kong employees, 1 Non-Hong Kong employees and 2 vacancies) 職位甲 (2名本港僱員、1名非本港僱員及2個空缺)	2	1	2	4	5	0	2	1	0	
Seafarers 海員											
The ranking system on British ships is used. If the ranking system your company adopted is different from the one shown, please refer to Appendix B for job descriptions of principal jobs. 主要職務是採用英國船隻的分級制度，如與貴機構現行的制度有異，請參閱附錄B有關主要職務的工作說明。											
301	Master 船長										
302	Chief Officer 大副 (大伙)										
303	Night Vision Officer 夜航員										
304	Deck Cadet 見習甲板高級船員										
305	Chief Engineer 輪機長 (大車)										
306	Junior/Assistant Engineer 初級管輪 (幫車)										
307	Fitter 機器打磨匠										
308	Sailor 水手										
309	Motorman 機工										
310	Rating (General Purpose) 普通海員 (全能)										
311	Cabin Attendant 客艙服務員										
Shore Based Personnel 岸上工作人員											
Administration; Management and Human Resource 行政、管理及人力資源											
511	Managing Director; Chief Executive Officer; General Manager 董事總經理；行政總裁；總經理										
512	Fleet Manager; Marine Superintendent; Port Captain 航線經理；海事總監；駐岸船長										
513	Fleet Officer 航線主任										
514	Crew Manager 海員招募經理										
515	Crew Officer 海員招募主任										

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job
Code
職位
編號

e.g:
例子

(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022 年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) No. of Employees with Ex- seafaring Experience 具備海上工作 經驗的僱員人 數
	Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3	0	2	4	5	0	2	0	1	1
Shore Based Personnel (CONTINUED) 岸上工作人員 (續)										
Business and Trade 商業及貿易										
521 Marketing/Business Development Manager 市場拓展經理										
522 Ship Chartering; Sales and Purchase Manager 船舶租賃／買賣經理										
523 Ship Chartering; Sales and Purchase Representative 船舶租賃／買賣代表										
524 Shipbroker 船務經紀										
525 Sales Engineer 銷售工程師										
526 Customer Service Representative 客戶服務代表										
Operations 營運										
531 Port Manager; Stevedore Manager 港口經理；貨物裝卸經理										
532 Ship Agency Manager 船舶代理經理										
533 Freight Manager; Logistics Manager 貨運經理；物流經理										
534 Cargo Planner; Cargo Officer 貨物規劃員；貨物主任										
535 Warehouse and Distribution Manager 倉務及收發經理										
536 Boarding Officer 登船主任										
537 Stevedore 貨物操作員										
538 Pier Attendant; Pier Assistant 碼頭操作員；碼頭助理										
Technical and Consultancy 技術及顧問										
541 Technical Manager; Technical Superintendent 技術經理；技術總監										
542 Assistant Technical Manager; Assistant Technical Superintendent 助理技術經理；助理技術總監										
543 Ship Surveyor; Technical Consultant; Engineering Consultant 船舶檢驗師；技術顧問；工程顧問										
544 Marine Surveyor; Marine Consultant; Cargo Surveyor; Cargo Consultant 海運測量師；海運顧問；貨物測量師；貨物顧問										
545 Harbour Pilot 領港員										
546 Technician; Technical Officer; Service Engineer 技術員；技術主任；技術服務工程師										

* “Hong Kong” refers to Hong Kong permanent resident and “Non-Hong Kong” refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job
Code
職位
編號

e.g:
例子

(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022 年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) No. of Employees with Ex- seafaring Experience 具備海上工作 經驗的僱員人 數
	Hong Kong 本港*	Non-Hong Kong 非本港*		9;2021	9;2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3	0	2	4	5	0	2	0	1	1
Shore Based Personnel (CONTINUED) 岸上工作人員 (續)										
Marine Law and Insurance 海事法律及保險										
551 Maritime Lawyer; Admiralty Lawyer 海事律師										
552 Maritime Arbitrator 海事仲裁員										
553 P&I/Insurance Manager; Claim Manager; Marine Expert 保險事務；申索經理；海事專家										
554 P&I/Insurance Officer; Claims Officer 保險事務主任；申索主任										
555 Marine Insurance Underwriter 海事保險核保人										
Training and Education 教育及培訓										
561 Professor; Lecturer; Instructor; Trainer 教授；講師；教導員；導師										
Account and Finance 會計及財務										
571 Ship Finance Manager 船舶融資經理										
572 Ship Leasing Manager 船舶租賃經理										
Safety and Risk Management 安全及風險管理										
581 Safety/Risk Manager ;Auditor; OHSE Manager 安全經理；審計師；職業健康、安全、環境經理										
Other Staff of Supporting Services 其他支援員工										
599 Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、 財務、資訊科技或其他行政工作										
Other Staff Related to the Maritime Services Industry 其他相關海事服務業的員工										

For Official Use

* “Hong Kong” refers to Hong Kong permanent resident and “Non-Hong Kong” refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Part II
第二部份

Highest Class of Certificate of Competency
最高級別的適任證書

1. Please state the number of full-time **Hong Kong Seafarers** holding each of the following as the highest class of certificate of competency.
請列出**本港海員**持有以下為最高級別的適任證書的人數。

Principal Job 主要職務	Holding the following Certificate of Competency as Highest Class of Certificate of Competency 持有以下技能證書為最高級別的適任證書						Others 其他	Not Holding the Relevant Certificates 沒有持有相關證書
	Deck Officer (River Trade) Class 3 內河船三級駕駛員	Deck Officer (River Trade) Class 2 內河船二級駕駛員	Deck Officer (River Trade) Class 1 內河船一級駕駛員	Marine Engineer Officer (River Trade) Class 3 內河船三級船舶輪機員	Marine Engineer Officer (River Trade) Class 2 內河船二級船舶輪機員	Marine Engineer Officer (River Trade) Class 1 內河船一級船舶輪機員		
301 Master 船長								
302 Chief Officer 大副(大伙)								
303 Night Vision Office 夜航員								
304 Deck Cadet 見習甲板高級船員								
305 Chief Engineer 輪機長(大車)								
306 Junior/Assistant Engineer 初級管輪(幫車)								
307 Fitter 機器打磨匠								
308 Sailor 水手								
309 Motorman 機工								
310 Rating (General Purpose) 普通海員(全能)								
311 Cabin Attendant 客艙服務員								

Employees Leaving the Establishment
僱員離職

2. Please state the number of full-time employees leaving your establishment in the past 12 months.
請列出 貴機構過去十二個月內離職的全職僱員人數。

	Seafarers 海員	Shore Based Personnel 岸上工作人員
(a) Taking up another job / starting own business related to Maritime Services industry. 繼續於海事服務業任職／創業		
(b) Taking up another job / starting own business NOT related to Maritime Services industry 於其他行業任職／創業		
(c) Emigration, retirement or further studies 移民、退休或進修		
(d) Others, please specify 其他，請註明		

Ships
船隻

3. Please indicate the number of vessels under operation by type of ships.
請按船隻類型填寫經營船隻的數目。

Type of ship 船隻類型	No. of Vessels as at Survey Reference Date 在統計日期的船隻數目	Forecasted No. of Vessels in 2021 2021年預測的船隻數目	Forecasted No. of Vessels in 2022 2022年預測的船隻數目
Jetfoils 噴射水翼船			
Catamarans & Jetcats 雙體船及噴射雙體船			
Others, please specify 其他，請註明 _____			

End of Questionnaire. Thank You for Your Co-operation.
問卷完，多謝合作。

2020 Manpower Survey of the Maritime Services Industry
海事服務業 2020 年人力調查

Explanatory Notes
附註

Part I - Manpower Information
第一部份 - 人力情況

1. Principal Jobs - Column 'A'
主要職務 —— 'A' 欄

- (a) Please go through column 'A' and mark those principal jobs applicable to your establishment. For detailed job descriptions for principal jobs, please refer to Appendix B.
請瀏覽 'A' 欄，選取適用於 貴機構的主要職務。有關詳細的工作說明，請參閱附錄 B。
- (b) Please note that some of the job titles may not be the same as those used in your establishment. Please classify an employee according to his/her major duty. If a job in your establishment has similar job functions as one of the principal jobs, it should be classified as that principal job.
調查表內部分職稱可能有別於 貴機構所採用的。請根據僱員的主要職責歸類。若某一職位與表內其中一個主要職務的職責相近，可視為該主要職務。
- (c) In the event where an employee's duties in your establishment are split between two or more job titles, please use the job title that best describes his/her principal responsibility.
如 貴機構有員工身兼多項職責，請選用最能反映其主要職責的職稱。
- (d) Please add in column 'A' titles of any principal jobs not mentioned in job descriptions (Appendix B); briefly describe them in respect of the appropriate job categories.
如 貴機構另有屬海事服務的主要職務未載於工作說明（附錄 B），請一併填入 'A' 欄內，並簡述其所屬的職務類別。

2. Number of Employees as at Survey Reference Date - Column 'B'
在統計日期的僱員人數 —— 'B' 欄

For each principal job, please fill in the number of Hong Kong and non-Hong Kong employees as at survey reference date.

"Employees" refer to those working full-time (i.e. at least 4 weeks a month, and not less than 18 hours in each week) under the payroll of the establishment. These include proprietors and partners working full-time for the establishment. These definitions also apply to 'employee(s)' appearing in other parts of the questionnaire.

請填寫 貴機構於統計日期僱用的每個主要職務的本港及非本港僱員人數。

「僱員」指在 貴機構內全職工作（即每月最少四週、每週不少於十八小時）的受薪人員，其中包括在機構內全職工作的東主及合夥人。調查表內其他部份所出現的「僱員」一詞，定義亦相同。

3. Number of Vacancies as at Survey Reference Date - Column 'C'
在統計日期的空缺額 —— 'C' 欄

Please fill in the number of existing full-time vacancies as at survey reference date. 'Vacancies' refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel as at survey reference date.

請填上在統計日期每一主要職務的全職空缺額。「空缺額」是指該職位於統計參考日期仍懸空，須立刻填補，而現正積極招聘人員填補。

4. Forecasted Number of Employees as at September of 2021 and 2022 - Column 'D'

預計在 2021 及 2022 年 9 月的僱員人數 —— 'D' 欄

Please fill in the forecasted number of employees you will be employing in September 2021 and September 2022. The number given could be more/less than existing employees, subject to whether an expansion or contraction is expected.

請填寫 貴公司預計在 2021 年 9 月及 2022 年 9 月的僱員人數。此欄所填人數可能多於／少於現有僱員人數，視乎預計是否會出現業務擴張或收縮而定。

5. Age Distribution of Employees as at Survey Reference Date - Column 'E'

在統計日期僱員的年齡分佈 —— 'E' 欄

Please fill in the number of employees as at survey reference date for each age group.

請填寫 貴機構在統計日期於每個年齡組別的僱員人數。

6. Number of Employees with Ex-seafaring Experience - Column 'F'

具備海上工作經驗的僱員人數 —— 'F' 欄

Please fill in the number of shore based personnel with ex-seafaring experience.

請填寫 貴機構在統計日期具備海上工作經驗的岸上工作人員數目。

Part II

第二部份

7. Highest Class of Certificate of Competency

最高級別的適任證書

For each principal job, please enter the number of employees among different classes of CoC, based on the highest qualification they are holding.

請就每一項主要職務，根據其持有的最高資歷，於每類適任證書填寫持有相關資歷的僱員人數。

8. Employees Leaving the Establishment

僱員離職

Please fill in the number of full-time employees leaving your establishment in the past 12 months.

請填寫 貴機構過去十二個月內離職的全職僱員人數。

9. Ships

船隻

Please fill in the number of ocean going vessels under your establishment's ownership or management by types of ships.

請按船隻類型填寫 貴機構擁有或管理的船隻數目。

2020 Manpower Survey of the Maritime Service Industry
海事服務業 2020 年人力調查

Description for the Principal Jobs
- River Trade Sector -
主要職務的工作說明
- 內河業 -

Code 編號	Principal Job 主要職務	Job Description 工作說明
SEAFARER 海員		
301	Master 船長	Takes complete charge of a ship and carries out duties pertaining to navigation, berthing and unberthing, safety of passengers and crew, compliance with local and international regulations, etc. 掌管全船，負責駕駛、繫泊、起航、乘客及船員安全的職務，以配合本地及國際規定等。
302	Chief Officer 大副（大伙）	Assists the Master to manage the ship and carry out navigational duties, and keeps records in the bridge log books, etc. 協助船長管理全船，執行駕駛職務，及負責甲板部航海日誌的記錄工作等。
303	Night Vision Officer 夜航員	Keeps watch with Night Vision Device during hours of darkness and informs the Master of any detected objects. 利用夜間觀察器，在黑夜進行監察；發現物體時向船長報告。
304	Deck Cadet 見習甲板高級船員	Understudies deck officer's and navigational duties under the direction of the Chief Officer. 按照大副所指示學習擔當甲板高級船員的甲板工作及航行職務。
305	Chief Engineer 輪機長（大車）	In charge of the engine-room. Keeps main engines and auxiliaries running smoothly. 管理輪機部。負責保持主機及輔助裝置的正常運作。
306	Junior/Assistant Engineer 初級管輪（幫車）	Assists the Chief and Second Engineer. Keeps engine-room watch and carries out engine-room duties. 協助輪機長及大管輪執行機房值班職務及其他工作。
307	Fitter 機器打磨匠	Assists engineers to repair and maintain pumps and machinery. 協助輪機員維修和保養水泵及機械。
308	Sailor 水手	Carries out duties of berthing, anchoring, other mooring operations and cargo handling under the supervision of bosun or deck officer. 在水手長或甲板部高級海員督導下從事碼頭靠泊、下錨、其他繫泊和處理貨物的工作。
309	Motorman 機工	Carries out engineering maintenance work under the supervision of marine engineer officer. 在輪機部高級海員督導下從事維修機械的工作。
310	Rating (General Purpose) 普通海員（全能）	Carries out berthing and unberthing duties, general cleaning and maintenance work under supervision of Chief Officer, and general engine-room and cleaning duties under supervision of Chief Engineer. 在大副的督導下，執行繫泊、起航及一般清潔維修職務。在輪機長(大車)的督導下，執行一般機房職務及清潔工作。
311	Cabin Attendant 客艙服務員	Provides passengers with services, such as in identifying seats, issuing newspapers & cleaning towels, etc., and as required. 負責帶領乘客就座，向其分發報章、手巾及所需物品。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL 岸上工作人員		
ADMINISTRATION; MANAGEMENT AND HUMAN RESOURCE 行政、管理及人力資源		
511	Managing Director ; Chief Executive Officer ; General Manager 董事總經理；行政總裁；總經理	Assumes full responsibility of overall management and development; formulates company strategies, sets guidelines, targets, and makes corporate decisions; monitors the performance of various departments; reports to the Board of Directors overall company policies. 全權負責公司的整體管理及發展；制定公司策略、方針及目標，並為公司作出決定；監管各部門的運作；向董事會提交有關公司整體政策的報告。
512	Fleet Manager ; Marine Superintendent ; Port Captain 航線經理；海事總監；駐岸船長	Oversees all operational aspects and budgetary control of the company's vessels; ensures that they are operated safely, economically and efficiently maintained to a standard that allows them to fulfil operational requirements of either the organisation or charter parties and/or other commercial contracts. 監察公司所有船隻的運作事宜及財務控制，確保船隻運作安全、成本合理、有效率，以符合機構、租賃方及／合約要求的運作水平。
513	Fleet Officer 航線主任	Supervises and handles all operational issues related to company's vessels, e.g. keeps records on voyage and maintenance of vessels, monitors fuel costs; administers port disbursements; assists the Manager/Superintendent in reviewing vessels' cargo stowage/loading & discharging plan and vessels' overall performance.
514	Crew Manager 海員招募經理	Oversees crew recruitment, deployment to vessel, scheduling, and regular training and development; takes care of on-going management and administrative duties of seafarers, such as payroll, travel arrangements, insurance and health schemes. 監察海員招募工作，船員調配、編更、恆常培訓及發展；處理其他日常與船員相關的管理及行政工作，例如發薪、交通安排、保險及醫療計劃等。
515	Crew Officer 海員招募主任	Supervises and executes general crew administration, including payroll, travel arrangements, insurance and certificates of crew members; co-ordinates timely crew changes. 督導及執行一般海員行政工作，包括發薪、交通安排、保險、海員證書；協調船員按時地換班。
BUSINESS AND TRADE 商業及貿易		
521	Marketing/Business Development Manager 市場拓展經理	Develops, implements and executes strategic marketing plans for the company in order to attract prospective customers and retain existing ones. 制定、實施和執行策略性市場推廣計劃，以吸引潛在客戶並保留現有客戶。
522	Ship Chartering / Sales and Purchase Manager 船舶租賃／買賣經理	Handles all aspects of chartering/sales and purchase activities (e.g. identifies chartering/sales and purchase opportunities, evaluates returns, negotiate rates and terms) to meet the profit/sales target of the company. 處理所有船舶租賃／買賣活動（例如：物色租賃／買賣的機會、評估回報、協商價格及條款），以達成公司訂下的利潤／銷售目標。
523	Ship Chartering / Sales and Purchase Representative 船舶租賃／買賣代表	Supports chartering/sales and purchase activities to meet the profit/sales target of the company. 支援船舶租賃／買賣活動，以達成公司訂下的利潤／銷售目標。
524	Shipbroker 船務經紀	Liaises with ship owners, ship operators and cargo owners to facilitate the sale, purchase and chartering of vessels; provides market information for sale or chartering of vessels; handles payment and drafts contracts and relevant documents. 聯繫船東、船舶營運人、貨主以促成船舶買賣及出租；提供與船隻租賃或買賣相關的市場資訊；處理付款、草擬合同和相關文件等。

Code 編 號	Principal Job 主 要 職 務	Job Description 工 作 說 明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
BUSINESS AND TRADE (CONTINUED) 商業及貿易 (續)		
525	Sales Engineer 銷售工程師	Uses technical knowledge to manage sales of marine products/services. 利用行業專業知識，處理海事產品／服務的銷售工作。
526	Customer Service Representative 客戶服務代表	Interacts with customers on behalf of the company; provides information about services offered by the company; responds to customers' enquires and complaints. 代表公司與客戶聯系，提供公司相關服務的資訊給客戶，處理客戶查詢及投訴。
OPERATIONS 營運		
531	Port Manager ; Stevedore Manager 港口經理；貨物裝卸經理	Oversees and co-ordinates a range of port activities including loading/unloading ships (or boarding/alighting of passengers), cargo/baggage storage, tug and pilot services with a view to optimise resource use, minimise costs and comply with relevant regulations. (The scope of "Stevedore Manager" may confine to the supervision of loading/unloading activities.) 監察及協調一系列的港口活動，包括裝卸船上貨物(或安排乘客上落船隻)、儲存貨物／行李、拖輪及領港服務等，以達致理想的資源運用、控制成本及符合法規要求。(「貨物裝卸經理」的工作範疇或只限於監督與船上貨物裝卸相關的活動。)
532	Ship Agency Manager 船舶代理經理	Liaises with port officials and terminal operators to plan effective cargo operations when the vessel arrives the port; carries out any arrangements as required by the shipping lines, ship-owners and ship-masters. 當負責船隻進入港口，聯繫港口管理人員、碼頭營運者以規劃有效的貨物處理工序；應船公司、船主或船長要求，執行其他相關安排。
533	Freight Manager ; Logistics Manager 貨運經理；物流經理	Oversees the transportation (in particular ocean freight shipments) of goods from suppliers to distributors; ensures the shipping methods are safe, efficient and cost-effective. 監察由供應商到分發商的運輸過程(特別是涉及海運的部份)。確保運輸方式安全、有效率及符合成本效益。
534	Cargo Planner ; Cargo Officer 貨物規劃員；貨物主任	Assesses the nature of goods and the situation of the vessels to ensure that any loading or discharging is done safely and efficiently; solve stowage-related problems; communicates with port operatives to assign destinations for the cargo. 評估貨物性質及船隻狀況，安全及有效率地安排裝卸貨物，解決與裝載相關的問題，就貨物存放地點與港口操作人員溝通。
535	Warehouse and Distribution Manager 倉務及收發經理	Plans and manages the receiving, storage and distribution of goods and the overall operation of a warehouse; keeps track of stock levels, delivery times and transport costs. 規劃和管理物流、倉庫及運輸；監管庫存狀況、交貨時間、運輸成本。
536	Boarding Officer 登船主任	Facilitates the smooth entry and departure of the assigned ships; ensures that they fulfil statutory formalities and required declarations. 協助負責船隻暢順進出港口，確保船隻符合法規及各項申報要求。
537	Stevedore 貨物操作員	Loads and unloads the cargo of ships in a port. 於港口裝卸船上貨物。
538	Pier Attendant ; Pier Assistant 碼頭操作員；碼頭助理	Provides general support to the operations of a pier; may involve cleaning, basic maintenance and customer services duties. 支援碼頭一般運作，或涉及清潔、基本保養及客戶服務等工作。

Code 編 號	Principal Job 主 要 職 務	Job Description 工 作 說 明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
TECHNICAL AND CONSULTANCY 技術及顧問		
541	Technical Manager ; Technical Superintendent 技術經理 ; 技術總監	Plans and organises vessels' repair works, conducts survey inspections, controls budgets and spares procurement. 規劃及安排船舶維修保養, 進行船舶檢測, 控制成本及採購船舶相關部件。
542	Assistant Technical Manager ; Assistant Technical Superintendent 助理技術經理 ; 助理技術總監	Supervises and execute vessel repair plans and spares procurement; assists the Manager/Superintendent in sorting out technical problems encountered during the course of work. 督導及執行船舶維修計劃及部件採購工作, 協助經理/總監處理日常工作遇到的技術問題。
543	Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢驗師 ; 技術顧問 ; 工程顧問	Conducts inspections/examinations of vessels to assess, monitors and reports on their condition, inspects equipment intended for new or existing vessels to ensure compliance with various standards or specifications. 檢查/測試船隻以評估、監察及報告船隻狀況, 檢查供新船/現有船隻使用的設備以確保符合水平/規格。
544	Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量師 ; 海運顧問 ; 貨物測量師 ; 貨物顧問	Verifies the condition of cargo; investigates cargo loss or damage; provides technical advice for insuring or transporting goods. 核實貨物狀況, 調查貨損, 就投保或運送貨物提供技術意見。
545	Harbour Pilot 領港員	Accompanies and gives navigational advice to the Captains when the sea-going vessels enter or leave Hong Kong to ensure their safe navigation within Hong Kong waters. 在遠洋船隻抵港或離港時陪同船長, 給予航行意見, 確保船隻在香港水域內安全航行。
546	Technician ; Technical Officer ; Service Engineer 技術員 ; 技術主任 ; 技術服務工程師	Uses technical knowledge to provide after-sales services related to ship machinery, equipment and other marine products. 利用行業專業知識, 為船舶機械、設備及其他海事產品提供售後服務。
MARINE LAW AND INSURANCE 海事法律及保險		
551	Maritime Lawyer; Admiralty Lawyer 海事律師	Advises clients on legal issues and disputes under marine law and the related rules and conventions; draws up legal documents; represents clients in legal proceedings. 按海事法律及相關的規則和公約, 在各類法律問題和糾紛上為客戶作出建議、起草法律文件, 及在法律訴訟代表客戶。
552	Maritime Arbitrator 海事仲裁員	Studies evidence, determines liability, encourages communications between disputants and tries to bring them to a settlement before an official hearing takes place; prepares settlement agreements for settled cases. 研究證據, 釐定各方責任, 鼓勵爭議各方透過溝通, 於進行法律聆訊前達成和解協議, 並就和解個案預備協議書。
553	P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務 ; 申索經理 ; 海事專家	Identifies and analyses risks associated with policies, manages claims or provide expert advice, minimises risk of financial loss and achieves target budgets of the company. 識別及分析保單涉及的風險, 管理保險申索, 或提供專業意見, 減低公司的損失及配合公司財務預算。
554	P&I / Insurance Officer ; Claims Officer 保險事務 ; 申索主任	Administers insurance policies, records and claims; processes information on incidents pertaining to the policies. 處理保單、保留記錄及申索, 審核與保單相關的事故資料。

Code 編 號	Principal Job 主 要 職 務	Job Description 工 作 說 明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員（續）		
MARINE LAW AND INSURANCE (CONTINUED) 海事法律及保險(續)		
555	Marine Insurance Underwriter 海事保險核保人	On behalf of the insurance companies, assesses the risks involved in the insurance/reinsurance policies applied and decides on whether the company should accept these risks. 代表保險公司為申請者的投保/再投保的風險作評估，決定公司是否接受該些風險。
TRAINING AND EDUCATION 教育及培訓		
561	Professor ; Lecturer ; Instructor ; Trainer 教授；講師；教導員；導師	Teach students in academic/vocational subjects related to the maritime services industry at different levels; may also conduct research and publish papers relevant to maritime studies. 教導不同程度的學生與海事服務業相關的學術／職業科目，或會同時進行相關的學術研究及發表論文／文章。
ACCOUNT AND FINANCE 會計及財務		
571	Ship Finance Manager 船舶融資經理	Assesses risks and asset value for offering of mortgages, loans and other credit facilities in relation to purchase of second-hand vessels or new buildings. 評估風險及資產價值，以提供與購買二手船隻／新造船隻相關的抵押、借貸及其他類別的信貸服務。
572	Ship Leasing Manager 船舶租賃經理	Assesses risks and asset value for offering of ship leasing contracts in relation to new buildings. 評估風險及資產價值，以提供與新造船隻相關的船舶租賃合約。
SAFETY AND RISK MANAGEMENT 安全及風險管理		
581	Safety / Risk Manager ; Auditor ; OHSE Manager 安全經理；審計師； 職業健康、安全、環境經理	Assesses health, safety and environmental risks at the workplace , devises a mechanism/ workflow for prevention of accidents, carries out audit checks to ensure that the risk management mechanism is implemented properly. 評估工作間的健康、安全及環境風險，訂立機制／流程以預防意外，透過審核確保風險管理機制有妥善執行。
OTHER STAFF OF SUPPORTING SERVICES 其他支援員工		
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作	

**CONFIDENTIAL**

WHEN ENTERED WITH DATA

填入數據後即成

機密文件**VOCATIONAL TRAINING COUNCIL****職業訓練局****THE 2020 MANPOWER SURVEY OF THE MARITIME SERVICES INDUSTRY****海事服務業2020年人力調查**

The 2020 Manpower Survey of the Maritime Services (MS) aims at collecting manpower information of the industry concerned for formulating recommendations on future manpower training. Please kindly provide the information of your establishment as at **1st September 2020** by answering the questionnaire. Thank you.

海事服務業2020年人力調查旨在蒐集業內人力情況的最新資料，並按此為未來人力訓練制訂適當建議。懇請 貴機構根據**2020年9月1日**的人力情況填寫此問卷。多謝合作。

Establishment Information**機構資料**

(For official use)

Industry Code _____

NATURE OF BUSINESS:

業務性質

☐Inland water transport
港內水上運輸☐Mid-stream operation
中流作業☐Yacht clubs
遊艇會☐Others, please specify
其他，請註明

TOTAL NO. OF PERSONS ENGAGED: _____

僱員總人數

Details of Contact Person***聯絡人資料***

NAME OF PERSON TO CONTACT: _____

聯絡人姓名

POSITION: _____

職位

TEL. NO.: _____

電話

FAX NO.: _____

圖文傳真

E-MAIL : _____

電郵

* The information provided will be used for the purpose of this and subsequent manpower surveys.
所提供資料將用作是次及日後人力調查之用。

Part I – Manpower Information

第一部份 – 人力情況

Please complete columns 'B' to 'G' of the questionnaire according to the list of principal jobs by referring to Appendix B for job description of individual job.

請根據列表中的主要職務，並參考附錄B有關各種職務的工作說明來填寫表內 'B' 至 'G' 各欄。

Principal Jobs (Full-time employees) 主要職務 (全職僱員)

Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計日期的空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期僱員的年齡分佈				(F) Average Monthly Income Range 平均每月收入幅度 Code 編號 1 \$15,000 or below or below 2 \$15,001 - \$25,000 3 \$25,001 - \$35,000 4 \$35,001 - \$45,000 5 \$45,001 or above or above	(G) No. of Employees with Ex-seafaring Experience 具備海上工作經驗的僱員人數
		Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 - 55	56 - 64	65 or above 或以上		
e.g: 例子	Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3		2	4	5	0	2	0	1	2	
Crew Members (Local Vessel) 船員 (本地船舶)												
401	Coxswain 船長											
402	Assistant Coxswain 助理船長											
403	Sailor 水手											
404	Engine Operator 輪機長 (大偈)											
405	Assistant Engine Operator 助理輪機長 (助理大偈)											
406	Fitter 機器打磨匠											
Crew Members (Yacht) 船員 (遊艇)												
451	Captain 船長											
452	Chief Officer 大副 (大伙)											
453	Deckhand 水手											
454	Engineer 工程師											
455	Electro-technical Officer 電氣技術員											
456	Interior Manager 船艙經理											
457	Chief Steward 總管事											
458	Senior Steward 高級服務員											
459	Junior Steward 初級服務員											
460	Chef 主廚											
461	Sous Chef 副廚											

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job Code
職位編號e.g.:
例子

(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及 2022年9月的 僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) Average Monthly Income Range 平均每月收入幅度	(G) No. of Employees with Ex- seafaring Experience 具備海上 工作經驗 的僱員 人數
	Hong Kong 本港*	Non- Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	(F) Code 編號	
										1 \$15,000 or below 或以下	
Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3		2	4	5	0	2	0	1	2	
Shore Based Personnel 岸上工作人員											
Administration; Management and Human Resource 行政、管理及人力資源											
Managing Director; Chief Executive Officer; General Manager 董事總經理；行政總裁；總經理											
Fleet Manager; Marine Superintendent; Port Captain 航線經理；海事總監；駐岸船長											
Fleet Officer 航線主任											
Crew Manager 海員招募經理											
Crew Officer 海員招募主任											
Business and Trade 商業及貿易											
Marketing/Business Development Manager 市場拓展經理											
Ship Chartering; Sales and Purchase Manager 船舶租賃／買賣經理											
Ship Chartering; Sales and Purchase Representative 船舶租賃／買賣代表											
Shipbroker 船務經紀											
Sales Engineer 銷售工程師											
Customer Service Representative 客戶服務代表											
Operations 營運											
Port Manager; Stevedore Manager 港口經理；貨物裝卸經理											
Ship Agency Manager 船舶代理經理											
Freight Manager; Logistics Manager 貨運經理；物流經理											
Cargo Planner; Cargo Officer 貨物規劃員；貨物主任											
Warehouse and Distribution Manager 倉務及收發經理											
Boarding Officer 登船主任											
Stevedore 貨物操作員											
Pier Attendant; Pier Assistant 碼頭操作員；碼頭助理											
Technical and Consultancy 技術及顧問											
Technical Manager; Technical Superintendent 技術經理；技術總監											
Assistant Technical Manager; Assistant Technical Superintendent 助理技術經理；助理技術總監											

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job Code
職位編號e.g.:
例子

(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及 2022年9月的 僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) Average Monthly Income Range 平均每月收入幅度	(G) No. of Employees with Ex- seafaring Experience 具備海上 工作經驗 的僱員 人數
	Hong Kong 本港*	Non- Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	Code 編號 1 \$15,000 or below 或以下 2 \$15,001 - \$25,000 3 \$25,001 - \$35,000 4 \$35,001 - \$45,000 5 \$45,001 or above 或以上	
Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3		2	4	5	0	2	0	1	2	
Shore Based Personnel (CONTINUED) 岸上工作人員（續）											
Technical and Consultancy (CONTINUED) 技術及顧問（續）											
Ship Surveyor; Technical Consultant; Engineering Consultant 船舶檢驗師；技術顧問；工程顧問											
Marine Surveyor; Marine Consultant; Cargo Surveyor; Cargo Consultant 海運測量師；海運顧問；貨物測量師 ；貨物顧問											
Harbour Pilot 領港員											
Technician; Technical Officer; Service Engineer 技術員；技術主任；技術服務工程師											
Marine Law and Insurance 海事法律及保險											
Maritime Lawyer; Admiralty Lawyer 海事律師											
Maritime Arbitrator 海事仲裁員											
P&I/Insurance Manager; Claim Manager; Marine Expert 保險事務；申索經理；海事專家											
P&I/Insurance Officer; Claims Officer 保險事務主任；申索主任											
Marine Insurance Underwriter 海事保險核保人											
Training and Education 教育及培訓											
Professor; Lecturer; Instructor; Trainer 教授；講師；教導員；導師											
Account and Finance 會計及財務											
Ship Finance Manager 船舶融資經理											
Ship Leasing Manager 船舶租賃經理											
Safety and Risk Management 安全及風險管理											
Safety/Risk Manager ;Auditor; OHSE Manager 安全經理；審計師；職業健康、安全 、環境經理											
Other Staff of Supporting Services 其他支援員工											
Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資 源、財務、資訊科技或其他行政工作											
Other Staff Related to the Maritime Services Industry其他相關海事服務業的員工											

For Official Use

* "Hong Kong" refers to Hong Kong permanent resident and "Non-Hong Kong" refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Part II
第二部份

Highest Class of Certificate of Competency
最高級別的適任證書

1. Please state the number of full-time **Hong Kong crew members** holding each of the followings as their highest class of certificate of competency.
請列出**本港船員**持有以下為最高級別的適任證書的人數。

	Principal Job 主要職務	Holding the following Certificate as Highest Class of Certificate of Competency 持有以下証書為最高級別的適任證書								Not Holding the Relevant Certificates 沒有持有相 關證明書
		Pleasure Vessel Grade 2 遊樂船 二級	Pleasure Vessel Grade 1 遊樂船 一級	Coxswain Grade 3 船長 三級	Coxswain Grade 2 / 60 Tons License 船長二級 / 60噸營業 牌照	Coxswain Grade 1 / 300 Tons License 船長一級 / 300噸營業 牌照	Engine Operator Grade 3 輪機操作 員三級	Engine Operator Grade 2 / 150 Horsepower or Below Certificate 輪機操作 員二級 / 150匹或以 下牌照	Engine Operator Grade 1 / Over 150 Horsepower Certificate 輪機操作 員一級 / 150匹以上 牌照	Others 其他
Crew Members (Local Vessel) 船員（本地船舶）										
401	Coxswain 船長									
402	Assistant Coxswain 助理船長									
403	Sailor 水手									
404	Engine Operator 輪機長（大偈）									
405	Assistant Engine Operator 助理輪機長（助理大偈）									
406	Fitter 機器打磨匠									
Crew Members (Yacht) 船員（遊艇）										
451	Captain 船長									
452	Chief Officer 大副（大伙）									
453	Deckhand 水手									
454	Engineer 工程師									
455	Electro-technical Officer 電氣技術員									
456	Interior Manager 船艙經理									
457	Chief Steward 總管事									
458	Senior Steward 高級服務員									
459	Junior Steward 初級服務員									
460	Chef 主廚									
461	Sous Chef 副廚									

Note: A crew member may possess more than one certificate of competency at the same time.
註：船員可同時持有多於一類的適任證書。

Employees Leaving the Establishment**僱員離職**

2. Please state the number of full-time employees leaving your establishment in the past 12 months.
請列出 貴機構過去十二個月內離職的全職僱員人數。

	Crew Members 船員	Shore Based Personnel 岸上工作人員
(a) Taking up another job / starting own business related to Maritime Services industry. 繼續於海事服務業任職／創業		
(b) Taking up another job / starting own business NOT related to Maritime Services industry 於其他行業任職／創業		
(c) Emigration, retirement or further studies 移民、退休或進修		
(d) Others, please specify 其他，請註明		

Ships**船隻**

3. Please indicate the number of vessels under ownership or management by type of ships.
請按船隻類型填寫擁有或管理船隻的數目。

Type of ship 船隻類型	No. of Vessels as at Survey Reference Date 在統計日期的船隻數目	Forecasted No. of Vessels in 2021 2021年預測的船隻數目	Forecasted No. of Vessels in 2022 2022年預測的船隻數目
Ferries 渡海輪			
Tug Boats 拖船			
Motor Launches 機動載客船			
Motor Cargo Boats 機動貨艇			
Lighters/Barges 躉船			
Bunker Vessels 供油船			
Pleasure Vessels 遊樂船			
Others, please specify 其他，請註明			

End of Questionnaire. Thank You for Your Co-operation.

問卷完，多謝合作。

2020 Manpower Survey of the Maritime Services Industry
海事服務業 2020 年人力調查

Explanatory Notes
附註

Part I - Manpower Information
第一部份 - 人力情況

1. Principal Jobs - Column 'A'
主要職務 —— 'A' 欄

- (a) Please go through column 'A' and mark those principal jobs applicable to your establishment. For detailed job descriptions for principal jobs, please refer to Appendix B.
請瀏覽 'A' 欄，選取適用於 貴機構的主要職務。有關詳細的工作說明，請參閱附錄 B。
- (b) Please note that some of the job titles may not be the same as those used in your establishment. Please classify an employee according to his/her major duty. If a job in your establishment has similar job functions as one of the principal jobs, it should be classified as that principal job.
調查表內部分職稱可能有別於 貴機構所採用的。請根據僱員的主要職責歸類。若某一職位與表內其中一個主要職務的職責相近，可視為該主要職務。
- (c) In the event where an employee's duties in your establishment are split between two or more job titles, please use the job title that best describes his/her principal responsibility.
如 貴機構有員工身兼多項職責，請選用最能反映其主要職責的職稱。
- (d) Please add in column 'A' titles of any principal jobs not mentioned in job descriptions (Appendix B); briefly describe them in respect of the appropriate job categories.
如 貴機構另有屬海事服務的主要職務未載於工作說明（附錄 B），請一併填入 'A' 欄內，並簡述其所屬的職務類別。

2. Number of Employees as at Survey Reference Date - Column 'B'
在統計日期的僱員人數 —— 'B' 欄

For each principal job, please fill in the number of Hong Kong and non-Hong Kong employees as at survey reference date.

"Employees" refer to those working full-time (i.e. at least 4 weeks a month, and not less than 18 hours in each week) under the payroll of the establishment. These include proprietors and partners working full-time for the establishment. These definitions also apply to 'employee(s)' appearing in other parts of the questionnaire.

請填寫 貴機構於統計日期僱用的每個主要職務的本港及非本港僱員人數。

「僱員」指在 貴機構內全職工作（即每月最少四週、每週不少於十八小時）的受薪人員，其中包括在機構內全職工作的東主及合夥人。調查表內其他部份所出現的「僱員」一詞，定義亦相同。

3. Number of Vacancies as at Survey Reference Date - Column 'C'
在統計日期的空缺額 —— 'C' 欄

Please fill in the number of existing full-time vacancies as at survey reference date. 'Vacancies' refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel as at survey reference date.

請填上在統計日期每一主要職務的全職空缺額。「空缺額」是指該職位於統計參考日期仍懸空，須立刻填補，而現正積極招聘人員填補。

4. Forecasted Number of Employees as at September of 2021 and 2022 - Column 'D'

預計在 2021 及 2022 年 9 月的僱員人數 —— 'D' 欄

Please fill in the forecasted number of employees you will be employing in September 2021 and September 2022. The number given could be more/less than existing employees, subject to whether an expansion or contraction is expected.

請填寫 貴公司預計在 2021 年 9 月及 2022 年 9 月的僱員人數。此欄所填人數可能多於／少於現有僱員人數，視乎預計是否會出現業務擴張或收縮而定。

5. Age Distribution of Employees as at Survey Reference Date - Column 'E'

在統計日期僱員的年齡分佈 —— 'E' 欄

Please fill in the number of employees as at survey reference date for each age group.

請填寫 貴機構在統計日期於每個年齡組別的僱員人數。

6. Average Monthly Income Range- Column 'F'

平均每月收入幅度 —— 'F' 欄

Please enter the code of average monthly income during the past 12 months for each principal job of full time employee(s). This should include basic salary, overtime pay, cost of living allowance, meal allowance, housing allowance, travel allowance, commission and bonus. If you have more than one employee doing the same job, please enter the average range.

請在 'F' 欄填入每個主要職務的全職僱員過去 12 個月每月平均薪酬的編號。這包括底薪、逾時工作津貼、生活津貼、膳食津貼、房屋津貼、旅行津貼、佣金及花紅。如 同一主要職務有多於一名僱員，則請取平均收入。

7. Number of Employees with Ex-seafaring Experience - Column 'G'

具備海上工作經驗的僱員人數 —— 'G' 欄

Please fill in the number of shore based personnel with ex-seafaring experience.

請填寫 貴機構在統計日期內具備海上工作經驗的岸上工作人員數目。

Part II

第二部份

8. Highest Class of Certificate of Competency

最高級別的適任證書

For each principal job, please enter the number of employees among different classes of CoC, based on the highest qualification they are holding.

請就每一項主要職務，根據其持有的最高資歷，於每類適任證書填寫持有相關資歷的僱員人數。

9. Employees Leaving the Establishment

僱員離職

Please fill in the number of full-time employees leaving your establishment in the past 12 month.

請填寫 貴機構過去十二個月內離職的全職僱員人數。

10. Ships

船隻

Please fill in the number of ocean going vessels under your establishment's ownership or management by types of ships.

請按船隻類型填寫 貴機構擁有或管理的船隻數目。

2020 Manpower Survey of the Maritime Service Industry
海事服務業 2020 年人力調查

Description for the Principal Jobs
- Local Vessel Sector -
主要職務的工作說明
- 本地船舶業 -

Code 編號	Principal Job 主要職務	Job Description 工作說明
CREW MEMBER (LOCAL VESSEL) 船員 (本地船舶)		
401	Coxswain 船長	Manoeuvres the vessel during navigation, berthing and unberthing. 掌管駕駛、靠泊及起航工作。
402	Assistant Coxswain 助理船長	Assists the Coxswain in navigation, berthing and unberthing. 協助船長掌管駕駛、靠泊及起航工作。
403	Sailor 水手	Carries out berthing and unberthing duties under supervision of the Coxswain or Assistant Coxswain. Undertakes general cleaning and maintenance work. 在船長或助理船長的督導下，執行繫泊及起航工作。擔任一般清潔維修職務。
404	Engine Operator 輪機長 (大偈)	Operates and maintains main engine and auxiliaries. 操作及維修輪機、輔助設備。
405	Assistant Engine Operator 助理輪機長 (助理大偈)	Assists Engine Operator in the operation and maintenance of main engine and auxiliaries. 協助輪機長操作及維修輪機、輔助裝置。
406	Fitter 機器打磨匠	Assists Engine Operator or Assistance Engine Operator to repair and maintain pumps and machinery. 協助輪機長或助理輪機長維修和保養水泵及機械。
CREW MEMBER (YACHT) 船員 (遊艇)		
451	Captain 船長	Manoeuvres the yacht during navigation, berthing and unberthing. Subject to the size of the yacht, may need to assist with guest service, co-ordinate food and beverage on board and maintain the yacht. 掌管遊艇駕駛、靠泊及起航工作。視乎遊艇規模，或需協助接待客人，協調船上飲食安排，負責遊艇的保養工作。
452	Chief Officer 大副 (大伙)	Assists the Captain in navigation and other safety duties. Supervises deck crew and supports the guests in participating in water sports or other leisure activities. 協助船長駕駛遊艇及執行其他安全職務，督導甲板船員，以及支援客人進行水上運動或其他休閒活動。
453	Deckhand 水手	Carries out berthing and unberthing duties under supervision of the Captain. Undertakes general cleaning and maintenance work. Subject to the size of the yacht, may need to support water sports activities of the yacht and assist in serving food and beverage to guests. 在船長的督導下，執行繫泊及起航工作。擔任一般清潔維修職務。視乎遊艇規模，或需支援船上的水上活動及協助向客人奉上食物及飲料。

Code 編號	Principal Job 主要職務	Job Description 工作說明
CREW MEMBER (YACHT) (CONT'D) 船員(遊艇)(續)		
454	Engineer 工程師	Maintains the mechanical and electrical operations of the yacht. Sources spare parts required for repairs. 保養遊艇所有機械及電子設備的運作，採購供維修用的備用部件。
455	Electro-technical Officer 電氣技術員	Supports the Engineer in maintaining and repairing the yacht, especially the audio-visual systems on board including TVs, sound systems and movie projectors. 協助工程師保養及維修遊艇，特別是船上的視聽系統，包括電視、音響系統及電影投射機等。
456	Interior Manager 船艙經理	Sets up the interior of the yacht based on the requirements of the owner or company. Introduces service and process standards on board and trains the interior crew. 根據船主或公司要求，設計船艙佈置，訂立船上服務及流程標準，以及訓練船艙部員工。
457	Chief Steward 總管事	Oversees guest service, housekeeping, event planning and entertainment, as well as interior set-up and maintenance. 監察顧客服務、家政、活動規劃及娛樂、以及船艙佈置及保養。
458	Senior Steward 高級服務員	Assists the chief steward in interior housekeeping and provision of hospitality service. 協助總管事處理船艙內的家務工作及提供顧客服務。
459	Junior Steward 初級服務員	Serves guests and performs other housekeeping duties on board under supervision/instructions. 於監督／指示下，於船上服務乘客及執行其他家務工作。
460	Chef 主廚	Designs and prepares all guest and crew meals. Manages the operation of the galley including budget control. 設計及預備所有客人及船員膳食，管理整個廚房運作，包括成本控制。
461	Sous Chef 副廚	Assists the Chef in food preparation and other aspects of galley duties, e.g. maintaining food inventory. 協助主廚預備食物及支援其他廚務工作，例如維持食物存貨。
SHORE BASED PERSONNEL 岸上工作人員		
ADMINISTRATION; MANAGEMENT AND HUMAN RESOURCE 行政、管理及人力資源		
511	Managing Director ; Chief Executive Officer ; General Manager 董事總經理；行政總裁；總經理	Assumes full responsibility of overall management and development; formulates company strategies, sets guidelines, targets, and makes corporate decisions; monitors the performance of various departments; reports to the Board of Directors overall company policies. 全權負責公司的整體管理及發展；制定公司策略、方針及目標，並為公司作出決定；監管各部門的運作；向董事會提交有關公司整體政策的報告。
512	Fleet Manager ; Marine Superintendent ; Port Captain 航線經理；海事總監；駐岸船長	Oversees all operational aspects and budgetary control of the company's vessels; ensures that they are operated safely, economically and efficiently maintained to a standard that allows them to fulfil operational requirements of either the organisation or charter parties and/or other commercial contracts. 監察公司所有船隻的運作事宜及財務控制，確保船隻運作安全、成本合理、有效率，以符合機構、租賃方及／合約要求的運作水平。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
ADMINISTRATION; MANAGEMENT AND HUMAN RESOURCE (CONTINUED) 行政、管理及人力資源(續)		
513	Fleet Officer 航線主任	Supervises and handles all operational issues related to company's vessels, e.g. keeps records on voyage and maintenance of vessels, monitors fuel costs; administers port disbursements; assists the Manager/Superintendent in reviewing vessels' cargo stowage/loading & discharging plan and vessels' overall performance.
514	Crew Manager 海員招募經理	Oversees crew recruitment, deployment to vessel, scheduling, and regular training and development; takes care of on-going management and administrative duties of seafarers, such as payroll, travel arrangements, insurance and health schemes. 監察海員招募工作，船員調配、編更、恆常培訓及發展；處理其他日常與船員相關的管理及行政工作，例如發薪、交通安排、保險及醫療計劃等。
515	Crew Officer 海員招募主任	Supervises and executes general crew administration, including payroll, travel arrangements, insurance and certificates of crew members; co-ordinates timely crew changes. 督導及執行一般海員行政工作，包括發薪、交通安排、保險、海員證書；協調船員按時地換班。
BUSINESS AND TRADE 商業及貿易		
521	Marketing/Business Development Manager 市場拓展經理	Develops, implements and executes strategic marketing plans for the company in order to attract prospective customers and retain existing ones. 制定、實施和執行策略性市場推廣計劃，以吸引潛在客戶並保留現有客戶。
522	Ship Chartering / Sales and Purchase Manager 船舶租賃／買賣經理	Handles all aspects of chartering/sales and purchase activities (e.g. identifies chartering/sales and purchase opportunities, evaluates returns, negotiate rates and terms) to meet the profit/sales target of the company. 處理所有船舶租賃／買賣活動（例如：物色租賃／買賣的機會、評估回報、協商價格及條款），以達成公司訂下的利潤／銷售目標。
523	Ship Chartering / Sales and Purchase Representative 船舶租賃／買賣代表	Supports chartering/sales and purchase activities to meet the profit/sales target of the company. 支援船舶租賃／買賣活動，以達成公司訂下的利潤／銷售目標。
524	Shipbroker 船務經紀	Liaises with ship owners, ship operators and cargo owners to facilitate the sale, purchase and chartering of vessels; provides market information for sale or chartering of vessels; handles payment and drafts contracts and relevant documents. 聯繫船東、船舶營運人、貨主以促成船舶買賣及出租；提供與船隻租賃或買賣相關的市場資訊；處理付款、草擬合同和相關文件等。
525	Sales Engineer 銷售工程師	Uses technical knowledge to manage sales of marine products/services. 利用行業專業知識，處理海事產品／服務的銷售工作。
526	Customer Service Representative 客戶服務代表	Interacts with customers on behalf of the company; provides information about services offered by the company; responds to customers' enquires and complaints. 代表公司與客戶聯系，提供公司相關服務的資訊給客戶，處理客戶查詢及投訴。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
OPERATIONS 營運		
531	Port Manager ; Stevedore Manager 港口經理；貨物裝卸經理	Oversees and co-ordinates a range of port activities including loading/unloading ships (or boarding/alighting of passengers), cargo/baggage storage, tug and pilot services with a view to optimise resource use, minimise costs and comply with relevant regulations. (The scope of “Stevedore Manager” may confine to the supervision of loading/unloading activities.) 監察及協調一系列的港口活動，包括裝卸船上貨物(或安排乘客上落船隻)、儲存貨物／行李、拖輪及領港服務等，以達致理想的資源運用、控制成本及符合法規要求。(「貨物裝卸經理」的工作範疇或只限於監督與船上貨物裝卸相關的活動。)
532	Ship Agency Manager 船舶代理經理	Liaises with port officials and terminal operators to plan effective cargo operations when the vessel arrives the port; carries out any arrangements as required by the shipping lines, ship-owners and ship-masters. 當負責船隻進入港口，聯繫港口管理人員、碼頭營運者以規劃有效的貨物處理工序；應船公司、船主或船長要求，執行其他相關安排。
533	Freight Manager ; Logistics Manager 貨運經理；物流經理	Oversees the transportation (in particular ocean freight shipments) of goods from suppliers to distributors; ensures the shipping methods are safe, efficient and cost-effective. 監察由供應商到分發商的運輸過程(特別是涉及海運的部份)。確保運輸方式安全、有效率及符合成本效益。
534	Cargo Planner ; Cargo Officer 貨物規劃員；貨物主任	Assesses the nature of goods and the situation of the vessels to ensure that any loading or discharging is done safely and efficiently; solve stowage-related problems; communicates with port operatives to assign destinations for the cargo. 評估貨物性質及船隻狀況，安全及有效率地安排裝卸貨物，解決與裝載相關的問題，就貨物存放地點與港口操作人員溝通。
535	Warehouse and Distribution Manager 倉務及收發經理	Plans and manages the receiving, storage and distribution of goods and the overall operation of a warehouse; keeps track of stock levels, delivery times and transport costs. 規劃和管理物流、倉庫及運輸；監管庫存狀況、交貨時間、運輸成本。
536	Boarding Officer 登船主任	Facilitates the smooth entry and departure of the assigned ships; ensures that they fulfil statutory formalities and required declarations. 協助負責船隻暢順進出港口，確保船隻符合法規及各項申報要求。
537	Stevedore 貨物操作員	Loads and unloads the cargo of ships in a port. 於港口裝卸船上貨物。
538	Pier Attendant ; Pier Assistant 碼頭操作員；碼頭助理	Provides general support to the operations of a pier; may involve cleaning, basic maintenance and customer services duties. 支援碼頭一般運作，或涉及清潔、基本保養及客戶服務等工作。
TECHNICAL AND CONSULTANCY 技術及顧問		
541	Technical Manager ; Technical Superintendent 技術經理；技術總監	Plans and organises vessels’ repair works, conducts survey inspections, controls budgets and spares procurement. 規劃及安排船舶維修保養，進行船舶檢測，控制成本及採購船舶相關部件。
542	Assistant Technical Manager ; Assistant Technical Superintendent 助理技術經理；助理技術總監	Supervises and execute vessel repair plans and spares procurement; assists the Manager/Superintendent in sorting out technical problems encountered during the course of work. 督導及執行船舶維修計劃及部件採購工作，協助經理／總監處理日常工作遇到的技術問題。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
TECHNICAL AND CONSULTANCY (CONTINUED) 技術及顧問 (續)		
543	Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢驗師 ; 技術顧問 ; 工程顧問	Conducts inspections/examinations of vessels to assess, monitors and reports on their condition, inspects equipment intended for new or existing vessels to ensure compliance with various standards or specifications. 檢查／測試船隻以評估、監察及報告船隻狀況，檢查供新船／現有船隻使用的設備以確保符合水平／規格。
544	Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量師 ; 海運顧問 ; 貨物測量師 ; 貨物顧問	Verifies the condition of cargo; investigates cargo loss or damage; provides technical advice for insuring or transporting goods. 核實貨物狀況，調查貨損，就投保或運送貨物提供技術意見。
545	Harbour Pilot 領港員	Accompanies and gives navigational advice to the Captains when the sea-going vessels enter or leave Hong Kong to ensure their safe navigation within Hong Kong waters. 在遠洋船隻抵港或離港時陪同船長，給予航行意見，確保船隻在香港水域內安全航行。
546	Technician ; Technical Officer ; Service Engineer 技術員 ; 技術主任 ; 技術服務 工程師	Uses technical knowledge to provide after-sales services related to ship machinery, equipment and other marine products. 利用行業專業知識，為船舶機械、設備及其他海事產品提供售後服務。
MARINE LAW AND INSURANCE 海事法律及保險		
551	Maritime Lawyer; Admiralty Lawyer 海事律師	Advises clients on legal issues and disputes under marine law and the related rules and conventions; draws up legal documents; represents clients in legal proceedings. 按海事法律及相關的規則和公約，在各類法律問題和糾紛上為客戶作出建議、起草法律文件，及在法律訴訟代表客戶。
552	Maritime Arbitrator 海事仲裁員	Studies evidence, determines liability, encourages communications between disputants and tries to bring them to a settlement before an official hearing takes place; prepares settlement agreements for settled cases. 研究證據，釐定各方責任，鼓勵爭議各方透過溝通，於進行法律聆訊前達成和解協議，並就和解個案預備協議書。
553	P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務 ; 申索經理 ; 海事專家	Identifies and analyses risks associated with policies, manages claims or provide expert advice, minimises risk of financial loss and achieves target budgets of the company. 識別及分析保單涉及的風險，管理保險申索，或提供專業意見，減低公司的損失及配合公司財務預算。
554	P&I / Insurance Officer ; Claims Officer 保險事務 ; 申索主任	Administers insurance policies, records and claims; processes information on incidents pertaining to the policies. 處理保單、保留記錄及申索，審核與保單相關的事故資料。
555	Marine Insurance Underwriter 海事保險核保人	On behalf of the insurance companies, assesses the risks involved in the insurance/reinsurance policies applied and decides on whether the company should accept these risks. 代表保險公司為申請者的投保/再投保的風險作評估，決定公司是否接受該些風險。

Code 編號	Principal Job 主要職務	Job Description 工作說明
SHORE BASED PERSONNEL (CONTINUED) 岸上工作人員 (續)		
TRAINING AND EDUCATION 教育及培訓		
561	Professor ; Lecturer ; Instructor ; Trainer 教授 ; 講師 ; 教導員 ; 導師	Teach students in academic/vocational subjects related to the maritime services industry at different levels; may also conduct research and publish papers relevant to maritime studies. 教導不同程度的學生與海事服務業相關的學術／職業科目，或會同時進行相關的學術研究及發表論文／文章。
ACCOUNT AND FINANCE 會計及財務		
571	Ship Finance Manager 船舶融資經理	Assesses risks and asset value for offering of mortgages, loans and other credit facilities in relation to purchase of second-hand vessels or new buildings. 評估風險及資產價值，以提供與購買二手船隻／新造船隻相關的抵押、借貸及其他類別的信貸服務。
572	Ship Leasing Manager 船舶租賃經理	Assesses risks and asset value for offering of ship leasing contracts in relation to new buildings. 評估風險及資產價值，以提供與新造船隻相關的船舶租賃合約。
SAFETY AND RISK MANAGEMENT 安全及風險管理		
581	Safety / Risk Manager ; Auditor ; OHSE Manager 安全經理 ; 審計師 ; 職業健康、安全、環境經理	Assesses health, safety and environmental risks at the workplace , devises a mechanism/ workflow for prevention of accidents, carries out audit checks to ensure that the risk management mechanism is implemented properly. 評估工作間的健康、安全及環境風險，訂立機制／流程以預防意外，透過審核確保風險管理機制有妥善執行。
OTHER STAFF OF SUPPORTING SERVICES 其他支援員工		
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作	

**CONFIDENTIAL**

WHEN ENTERED WITH DATA

填入數據後即成

機密文件**VOCATIONAL TRAINING COUNCIL****職業訓練局****THE 2020 MANPOWER SURVEY OF THE MARITIME SERVICES INDUSTRY****海事服務業2020年人力調查**

The 2020 Manpower Survey of the Maritime Services (MS) aims at collecting manpower information of the industry concerned for formulating recommendations on future manpower training. Please kindly provide the information of your establishment as at **1st September 2020** by answering the questionnaire. Thank you.

海事服務業2020年人力調查旨在蒐集業內人力情況的最新資料，並按此為未來人力訓練制訂適當建議。懇請 貴機構根據**2020年9月1日**的人力情況填寫此問卷。多謝合作。

Establishment Information**機構資料**

(For official use)

Industry Code _____

NATURE OF BUSINESS:**業務性質**☐

Container Terminal and Marine Cargo Terminal Operators; Port Facilities Operators; Service Activities Incidental to Water Transportation n.e.c.
貨櫃碼頭及貨運碼頭營運者；港口設施營運者；其他水上運輸輔助服務活動

☐

Shipbrokers
船隻經紀

☐

Classification Societies; Consultants and Surveyors
船級社；顧問公司及驗船公司

☐

Marine Equipment; Shipbuilders and Repairer
海事設備；造船廠及修船廠

☐

Marine Insurance
海事保險

☐

Maritime Law
海事法

☐

Ship Finance
船舶融資

☐

Ship Registration and Port Authorities
船舶註冊及港口當局

☐

Other Maritime Services, please specify
其他海事服務，請註明

TOTAL NO. OF PERSONS ENGAGED: _____

僱員總人數

Details of Contact Person***聯絡人資料***

NAME OF PERSON TO CONTACT: _____

聯絡人姓名

POSITION: _____

職位

TEL. NO. : _____

電話

FAX NO. : _____

圖文傳真

E-MAIL : _____

電郵

* The information provided will be used for the purpose of this and subsequent manpower surveys.
所提供資料將用作是次及日後人力調查之用。

Part I – Manpower Information

第一部份 – 人力情況

Please complete columns ‘B’ to ‘F’ of the questionnaire according to the list of principal jobs by referring to Appendix B for job description of individual job.

請根據列表中的主要職務，並參考附錄B有關各種職務的工作說明來填寫表內‘B’至‘F’各欄。

Principal Jobs (Full-time employees) 主要職務 (全職僱員)

Job Code 職位編號	(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022 年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) No. of Employees with Ex- seafaring Experience 具備海上工作 經驗的僱員人數
		Hong Kong 本港*	Non-Hong Kong 非本港*		9/2021	9/2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
e.g: 例子	Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3	0	2	4	5	0	2	0	1	1
Shore Based Personnel 岸上工作人員											
Administration; Management and Human Resource 行政、管理及人力資源											
511	Managing Director; Chief Executive Officer; General Manager 董事總經理；行政總裁；總經理										
512	Fleet Manager; Marine Superintendent; Port Captain 航線經理；海事總監；駐岸船長										
513	Fleet Officer 航線主任										
514	Crew Manager 海員招募經理										
515	Crew Officer 海員招募主任										
Business and Trade 商業及貿易											
521	Marketing/Business Development Manager 市場拓展經理										
522	Ship Chartering; Sales and Purchase Manager 船舶租賃／買賣經理										
523	Ship Chartering; Sales and Purchase Representative 船舶租賃／買賣代表										
524	Shipbroker 船務經紀										
525	Sales Engineer 銷售工程師										
526	Customer Service Representative 客戶服務代表										
Operations 營運											
531	Port Manager; Stevedore Manager 港口經理；貨物裝卸經理										
532	Ship Agency Manager 船舶代理經理										
533	Freight Manager; Logistics Manager 貨運經理；物流經理										
534	Cargo Planner; Cargo Officer 貨物規劃員；貨物主任										
535	Warehouse and Distribution Manager 倉務及收發經理										
536	Boarding Officer 登船主任										
537	Stevedore 貨物操作員										
538	Pier Attendant; Pier Assistant 碼頭操作員；碼頭助理										

* “Hong Kong” refers to Hong Kong permanent resident and “Non-Hong Kong” refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Job
Code
職位
編號

e.g.
例子

(A) Principal Job 主要職務 (See Appendix B) (參閱附錄 B)	(B) No. of Employees as at Survey Reference Date 在統計日期的 僱員人數		(C) No. of Vacancies as at Survey Reference Date 在統計 日期的 空缺額	(D) Forecasted No. of Employees as at September 2021 and 2022 預計在2021及2022 年9月的僱員人數		(E) Age Distribution of Employees as at Survey Reference Date 在統計日期 僱員的年齡分佈				(F) No. of Employees with Ex- seafaring Experience 具備海上工作 經驗的僱員人數
	Hong Kong 本港*	Non-Hong Kong 非本港*		9:2021	9:2022	35 or below 或以下	36 – 55	56 – 64	65 or above 或以上	
Job Title A (3 Hong Kong employees and 2 vacancies) 職位甲 (3名本港僱員及2個空缺)	3	0	2	4	5	0	2	0	1	1
Technical and Consultancy 技術及顧問										
541 Technical Manager; Technical Superintendent 技術經理；技術總監										
542 Assistant Technical Manager; Assistant Technical Superintendent 助理技術經理；助理技術總監										
543 Ship Surveyor; Technical Consultant; Engineering Consultant 船舶檢驗師；技術顧問；工程顧問										
544 Marine Surveyor; Marine Consultant; Cargo Surveyor; Cargo Consultant 海運測量師；海運顧問；貨物測量師；貨物顧問										
545 Harbour Pilot 領港員										
546 Technician; Technical Officer; Service Engineer 技術員；技術主任；技術服務工程師										
Marine Law and Insurance 海事法律及保險										
551 Maritime Lawyer; Admiralty Lawyer 海事律師										
552 Maritime Arbitrator 海事仲裁員										
553 P&I/Insurance Manager; Claim Manager; Marine Expert 保險事務；申索經理；海事專家										
554 P&I/Insurance Officer; Claims Officer 保險事務主任；申索主任										
555 Marine Insurance Underwriter 海事保險核保人										
Training and Education 教育及培訓										
561 Professor; Lecturer; Instructor; Trainer 教授；講師；教導員；導師										
Account and Finance 會計及財務										
571 Ship Finance Manager 船舶融資經理										
572 Ship Leasing Manager 船舶租賃經理										
Safety and Risk Management 安全及風險管理										
581 Safety/Risk Manager ;Auditor; OHSE Manager 安全經理；審計師；職業健康、安全、環境經理										
Other Staff of Supporting Services 其他支援員工										
599 Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、 資訊科技或其他行政工作										
Other Staff Related to the Maritime Services Industry 其他相關海事服務業的員工										

For Official Use

* “Hong Kong” refers to Hong Kong permanent resident and “Non-Hong Kong” refers to non-Hong Kong permanent resident.
「本港」是指擁有香港永久居民身份而「非本港」是指無擁有香港永久居民身份。

Part II
第二部

Employees Leaving the Establishment
僱員離職

Please state the number of full-time employees leaving your establishment in the past 12 months.
請列出 貴機構過去十二個月內離職的全職僱員人數。

	No. of Employees Left 離職人數
(a) Taking up another job ; starting own business related to Maritime Services industry. 繼續於海事服務業任職／創業	
(b) Taking up another job ; starting own business <u>NOT</u> related to Maritime Services industry 於其他行業任職／創業	
(c) Emigration, retirement or further studies 移民、退休或進修	
(d) Others, please specify 其他，請註明 _____	

End of Questionnaire. Thank You for Your Co-operation.
問卷完，多謝合作。

2020 Manpower Survey of the Maritime Services Industry
海事服務業 2020 年人力調查

Explanatory Notes
附註

Part I - Manpower Information
第一部份 - 人力情況

1. Principal Jobs - Column 'A'
主要職務 —— 'A' 欄

- (a) Please go through column 'A' and mark those principal jobs applicable to your establishment. For detailed job descriptions for principal jobs, please refer to Appendix B.
請瀏覽 'A' 欄，選取適用於 貴機構的主要職務。有關詳細的工作說明，請參閱附錄 B。
- (b) Please note that some of the job titles may not be the same as those used in your establishment. Please classify an employee according to his/her major duty. If a job in your establishment has similar job functions as one of the principal jobs, it should be classified as that principal job.
調查表內部分職稱可能有別於 貴機構所採用的。請根據僱員的主要職責歸類。若某一職位與表內其中一個主要職務的職責相近，可視為該主要職務。
- (c) In the event where an employee's duties in your establishment are split between two or more job titles, please use the job title that best describes his/her principal responsibility.
如 貴機構有員工身兼多項職責，請選用最能反映其主要職責的職稱。
- (d) Please add in column 'A' titles of any principal jobs not mentioned in job descriptions (Appendix B); briefly describe them in respect of the appropriate job categories.
如 貴機構另有屬海事服務的主要職務未載於工作說明（附錄 B），請一併填入 'A' 欄內，並簡述其所屬的職務類別。

2. Number of Employees as at Survey Reference Date - Column 'B'
在統計日期的僱員人數 —— 'B' 欄

For each principal job, please fill in the number of Hong Kong and non-Hong Kong shore based personnel as at survey reference date.

"Employees" refer to those working full-time (i.e. at least 4 weeks a month, and not less than 18 hours in each week) under the payroll of the establishment. These include proprietors and partners working full-time for the establishment. These definitions also apply to 'employee(s)' appearing in other parts of the questionnaire.

請填寫 貴機構於統計日期僱用的每個主要職務的本港及非本港岸上工作人員數目。

「僱員」指在 貴機構內全職工作（即每月最少四週、每週不少於十八小時）的受薪人員，其中包括在機構內全職工作的東主及合夥人。調查表內其他部份所出現的「僱員」一詞，定義亦相同。

3. Number of Vacancies as at Survey Reference Date - Column 'C'
在統計日期的空缺額 —— 'C' 欄

Please fill in the number of existing full-time vacancies as at survey reference date. 'Vacancies' refer to those unfilled, immediately available job openings for which the establishment is actively trying to recruit personnel as at survey reference date.

請填上在統計日期每一主要職務的全職空缺額。「空缺額」是指該職位於統計參考日期仍懸空，須立刻填補，而現正積極招聘人員填補。

4. Forecasted Number of Employees as at September of 2021 and 2022 - Column 'D'

預計在 2021 及 2022 年 9 月的僱員人數 —— 'D' 欄

Please fill in the forecasted number of employees you will be employing in September 2021 and September 2022. The number given could be more/less than existing employees, subject to whether an expansion or contraction is expected.

請填寫 貴公司預計在 2021 年 9 月及 2022 年 9 月的僱員人數。此欄所填人數可能多於／少於現有僱員人數，視乎預計是否會出現業務擴張或收縮而定。

5. Age Distribution of Employees as at Survey Reference Date - Column 'E'

在統計日期僱員的年齡分佈 —— 'E' 欄

Please fill in the number of employees as at survey reference date for each age group.

請填寫 貴機構在統計日期於每個年齡組別的僱員人數。

6. Number of Employees with Ex-seafaring Experience - Column 'F'

具備海上工作經驗的僱員人數 —— 'F' 欄

Please fill in the number of shore based personnel with ex-seafaring experience.

請填寫 貴機構在統計日期具備海上工作經驗的岸上工作人員數目。

Part II

第二部份

7. Employees Leaving the Establishment

僱員離職

Please fill in the number of full-time employees leaving your establishment in the past 12 months.

請填寫 貴機構過去十二個月內離職的全職僱員人數。

2020 Manpower Survey of the Maritime Service Industry
海事服務業 2020 年人力調查

Description for the Principal Jobs
- Shore Based Personnel Sector -
主要職務的工作說明
- 岸上工作人員 -

Code 編號	Principal Job 主要職務	Job Description 工作說明
ADMINISTRATION; MANAGEMENT AND HUMAN RESOURCE 行政、管理及人力資源		
511	Managing Director ; Chief Executive Officer ; General Manager 董事總經理 ; 行政總裁 ; 總經理	Assumes full responsibility of overall management and development; formulates company strategies, sets guidelines, targets, and makes corporate decisions; monitors the performance of various departments; reports to the Board of Directors overall company policies. 全權負責公司的整體管理及發展；制定公司策略、方針及目標，並為公司作出決定；監管各部門的運作；向董事會提交有關公司整體政策的報告。
512	Fleet Manager ; Marine Superintendent ; Port Captain 航線經理 ; 海事總監 ; 駐岸船長	Oversees all operational aspects and budgetary control of the company's vessels; ensures that they are operated safely, economically and efficiently maintained to a standard that allows them to fulfil operational requirements of either the organisation or charter parties and/or other commercial contracts. 監察公司所有船隻的運作事宜及財務控制，確保船隻運作安全、成本合理、有效率，以符合機構、租賃方及／合約要求的運作水平。
513	Fleet Officer 航線主任	Supervises and handles all operational issues related to company's vessels, e.g. keeps records on voyage and maintenance of vessels, monitors fuel costs; administers port disbursements; assists the Manager/Superintendent in reviewing vessels' cargo stowage/loading & discharging plan and vessels' overall performance.
514	Crew Manager 海員招募經理	Oversees crew recruitment, deployment to vessel, scheduling, and regular training and development; takes care of on-going management and administrative duties of seafarers, such as payroll, travel arrangements, insurance and health schemes. 監察海員招募工作，船員調配、編更、恆常培訓及發展；處理其他日常與船員相關的管理及行政工作，例如發薪、交通安排、保險及醫療計劃等。
515	Crew Officer 海員招募主任	Supervises and executes general crew administration, including payroll, travel arrangements, insurance and certificates of crew members; co-ordinates timely crew changes. 督導及執行一般海員行政工作，包括發薪、交通安排、保險、海員證書；協調船員按時地換班。

Code 編號	Principal Job 主要職務	Job Description 工作說明
BUSINESS AND TRADE 商業及貿易		
521	Marketing/Business Development Manager 市場拓展經理	Develops, implements and executes strategic marketing plans for the company in order to attract prospective customers and retain existing ones. 制定、實施和執行策略性市場推廣計劃，以吸引潛在客戶並保留現有客戶。
522	Ship Chartering / Sales and Purchase Manager 船舶租賃／買賣經理	Handles all aspects of chartering/sales and purchase activities (e.g. identifies chartering/sales and purchase opportunities, evaluates returns, negotiate rates and terms) to meet the profit/sales target of the company. 處理所有船舶租賃／買賣活動（例如：物色租賃／買賣的機會、評估回報、協商價格及條款），以達成公司訂下的利潤／銷售目標。
523	Ship Chartering / Sales and Purchase Representative 船舶租賃／買賣代表	Supports chartering/sales and purchase activities to meet the profit/sales target of the company. 支援船舶租賃／買賣活動，以達成公司訂下的利潤／銷售目標。
524	Shipbroker 船務經紀	Liaises with ship owners, ship operators and cargo owners to facilitate the sale, purchase and chartering of vessels; provides market information for sale or chartering of vessels; handles payment and drafts contracts and relevant documents. 聯繫船東、船舶營運人、貨主以促成船舶買賣及出租；提供與船隻租賃或買賣相關的市場資訊；處理付款、草擬合同和相關文件等。
525	Sales Engineer 銷售工程師	Uses technical knowledge to manage sales of marine products/services. 利用行業專業知識，處理海事產品／服務的銷售工作。
526	Customer Service Representative 客戶服務代表	Interacts with customers on behalf of the company; provides information about services offered by the company; responds to customers' enquires and complaints. 代表公司與客戶聯系，提供公司相關服務的資訊給客戶，處理客戶查詢及投訴。
OPERATIONS 營運		
531	Port Manager ; Stevedore Manager 港口經理；貨物裝卸經理	Oversees and co-ordinates a range of port activities including loading/unloading ships (or boarding/alighting of passengers), cargo/baggage storage, tug and pilot services with a view to optimise resource use, minimise costs and comply with relevant regulations. (The scope of "Stevedore Manager" may confine to the supervision of loading/unloading activities.) 監察及協調一系列的港口活動，包括裝卸船上貨物(或安排乘客上落船隻)、儲存貨物／行李、拖輪及領港服務等，以達致理想的資源運用、控制成本及符合法規要求。（「貨物裝卸經理」的工作範疇或只限於監督與船上貨物裝卸相關的活動。）
532	Ship Agency Manager 船舶代理經理	Liaises with port officials and terminal operators to plan effective cargo operations when the vessel arrives the port; carries out any arrangements as required by the shipping lines, ship-owners and ship-masters. 當負責船隻進入港口，聯繫港口管理人員、碼頭營運者以規劃有效的貨物處理工序；應船公司、船主或船長要求，執行其他相關安排。
533	Freight Manager ; Logistics Manager 貨運經理；物流經理	Oversees the transportation (in particular ocean freight shipments) of goods from suppliers to distributors; ensures the shipping methods are safe, efficient and cost-effective. 監察由供應商到分發商的運輸過程(特別是涉及海運的部份)。確保運輸方式安全、有效率及符合成本效益。

Code 編 號	Principal Job 主 要 職 務	Job Description 工 作 說 明
OPERATIONS (CONTINUED) 營運(續)		
534	Cargo Planner ; Cargo Officer 貨物規劃員；貨物主任	Assesses the nature of goods and the situation of the vessels to ensure that any loading or discharging is done safely and efficiently; solve stowage-related problems; communicates with port operatives to assign destinations for the cargo. 評估貨物性質及船隻狀況，安全及有效率地安排裝卸貨物，解決與裝載相關的問題，就貨物存放地點與港口操作人員溝通。
535	Warehouse and Distribution Manager 倉務及收發經理	Plans and manages the receiving, storage and distribution of goods and the overall operation of a warehouse; keeps track of stock levels, delivery times and transport costs. 規劃和管理物流、倉庫及運輸；監管庫存狀況、交貨時間、運輸成本。
536	Boarding Officer 登船主任	Facilitates the smooth entry and departure of the assigned ships; ensures that they fulfil statutory formalities and required declarations. 協助負責船隻暢順進出港口，確保船隻符合法規及各項申報要求。
537	Stevedore 貨物操作員	Loads and unloads the cargo of ships in a port. 於港口裝卸船上貨物。
538	Pier Attendant ; Pier Assistant 碼頭操作員；碼頭助理	Provides general support to the operations of a pier; may involve cleaning, basic maintenance and customer services duties. 支援碼頭一般運作，或涉及清潔、基本保養及客戶服務等工作。
TECHNICAL AND CONSULTANCY 技術及顧問		
541	Technical Manager ; Technical Superintendent 技術經理；技術總監	Plans and organises vessels' repair works, conducts survey inspections, controls budgets and spares procurement. 規劃及安排船舶維修保養，進行船舶檢測，控制成本及採購船舶相關部件。
542	Assistant Technical Manager ; Assistant Technical Superintendent 助理技術經理；助理技術總監	Supervises and execute vessel repair plans and spares procurement; assists the Manager/Superintendent in sorting out technical problems encountered during the course of work. 督導及執行船舶維修計劃及部件採購工作，協助經理／總監處理日常工作遇到的技術問題。
543	Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢驗師；技術顧問；工程顧問	Conducts inspections/examinations of vessels to assess, monitors and reports on their condition, inspects equipment intended for new or existing vessels to ensure compliance with various standards or specifications. 檢查／測試船隻以評估、監察及報告船隻狀況，檢查供新船／現有船隻使用的設備以確保符合水平／規格。
544	Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量師；海運顧問；貨物測量師；貨物顧問	Verifies the condition of cargo; investigates cargo loss or damage; provides technical advice for insuring or transporting goods. 核實貨物狀況，調查貨損，就投保或運送貨物提供技術意見。
545	Harbour Pilot 領港員	Accompanies and gives navigational advice to the Captains when the sea-going vessels enter or leave Hong Kong to ensure their safe navigation within Hong Kong waters. 在遠洋船隻抵港或離港時陪同船長，給予航行意見，確保船隻在香港水域內安全航行。
546	Technician ; Technical Officer ; Service Engineer 技術員；技術主任；技術服務工程師	Uses technical knowledge to provide after-sales services related to ship machinery, equipment and other marine products. 利用行業專業知識，為船舶機械、設備及其他海事產品提供售後服務。

Code 編 號	Principal Job 主 要 職 務	Job Description 工 作 說 明
MARINE LAW AND INSURANCE 海事法律及保險		
551	Maritime Lawyer; Admiralty Lawyer 海事律師	Advises clients on legal issues and disputes under marine law and the related rules and conventions; draws up legal documents; represents clients in legal proceedings. 按海事法律及相關的規則和公約，在各類法律問題和糾紛上為客戶作出建議、起草法律文件，及在法律訴訟代表客戶。
552	Maritime Arbitrator 海事仲裁員	Studies evidence, determines liability, encourages communications between disputants and tries to bring them to a settlement before an official hearing takes place; prepares settlement agreements for settled cases. 研究證據，釐定各方責任，鼓勵爭議各方透過溝通，於進行法律聆訊前達成和解協議，並就和解個案預備協議書。
553	P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務；申索經理； 海事專家	Identifies and analyses risks associated with policies, manages claims or provide expert advice, minimises risk of financial loss and achieves target budgets of the company. 識別及分析保單涉及的風險，管理保險申索，或提供專業意見，減低公司的損失及配合公司財務預算。
554	P&I / Insurance Officer ; Claims Officer 保險事務；申索主任	Administers insurance policies, records and claims; processes information on incidents pertaining to the policies. 處理保單、保留記錄及申索，審核與保單相關的事故資料。
555	Marine Insurance Underwriter 海事保險核保人	On behalf of the insurance companies, assesses the risks involved in the insurance/reinsurance policies applied and decides on whether the company should accept these risks. 代表保險公司為申請者的投保/再投保的風險作評估，決定公司是否接受該些風險。
TRAINING AND EDUCATION 教育及培訓		
561	Professor ; Lecturer ; Instructor ; Trainer 教授；講師；教導員；導師	Teach students in academic/vocational subjects related to the maritime services industry at different levels; may also conduct research and publish papers relevant to maritime studies. 教導不同程度的學生與海事服務業相關的學術／職業科目，或會同時進行相關的學術研究及發表論文／文章。
ACCOUNT AND FINANCE 會計及財務		
571	Ship Finance Manager 船舶融資經理	Assesses risks and asset value for offering of mortgages, loans and other credit facilities in relation to purchase of second-hand vessels or new buildings. 評估風險及資產價值，以提供與購買二手船隻／新造船隻相關的抵押、借貸及其他類別的信貸服務。
572	Ship Leasing Manager 船舶租賃經理	Assesses risks and asset value for offering of ship leasing contracts in relation to new buildings. 評估風險及資產價值，以提供與新造船隻相關的船舶租賃合約。
SAFETY AND RISK MANAGEMENT 安全及風險管理		
581	Safety / Risk Manager ; Auditor ; OHSE Manager 安全經理；審計師； 職業健康、安全、環境經理	Assesses health, safety and environmental risks at the workplace , devises a mechanism/ workflow for prevention of accidents, carries out audit checks to ensure that the risk management mechanism is implemented properly. 評估工作間的健康、安全及環境風險，訂立機制／流程以預防意外，透過審核確保風險管理機制有妥善執行。
OTHER STAFF OF SUPPORTING SERVICES 其他支援員工		
599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援員工，例如參與一般人力資源、財務、資訊科技或其他行政工作	

Response Profile

Sector/Branch	(a) No. of Valid Cases *	(b) No. of Establishments Successfully Enumerated	(b) / (a) Effective Response Rate
A. Ocean Going Sector			
Branch 1: Ship Agents and Managers; Local Representative Offices of Overseas Shipping Companies	121	105	86.8%
Branch 2: Ship Owners of Sea-going Vessels	17	15	88.2%
Branch 3: Operators of Sea-going Vessels	5	5	100.0%
Branch 4: Ship Owners and Managers	4	3	75.0%
B. River Trade Sector			
Branch 5: Ship Owners and Operators of Vessels Moving Between Hong Kong and the Ports in Pearl River Delta	34	33	97.1%
C. Local Vessel Sector			
Branch 6: Inland Water Transport	74	70	94.6%
Branch 7: Mid-stream Operation	23	21	91.3%
Branch 8: Yacht Club and Other Yacht Services	13	13	100.0%
D. Shore-Based Sector			
Branch 9: Container Terminal and Marine Cargo Terminal Operators and Port Facilities Operators; Service Activities Incidental to Water Transportation, etc.	42	40	95.2%
Branch 10: Shipbrokers	47	43	91.5%
Branch 11: Classification Societies; Consultants and Surveyors	39	34	87.2%

Sector/Branch	(a) No. of Valid Cases *	(b) No. of Establishments Successfully Enumerated	(b) / (a) Effective Response Rate
Branch 12: Marine Equipment; Shipbuilders and Repairers	31	25	80.6%
Branch 13: Marine Insurance	15	10	66.7%
Branch 14: Maritime Law	11	10	90.9%
Branch 15: Ship Finance	2	2	100.0%
Branch 16: Ship Registration and Port Authorities	4	4	100.0%
Branch 17: Other Marine Services	25	21	84.0%
Overall	507	454	89.5%

*Note: * Sampled establishments with suspended operation, change of industry, nil reply to the survey were considered invalid.*

填覆機構概要

界別／門類	(a) 有效抽樣 機構數目*	(b) 成功蒐集資料 的機構數目	(b) / (a) 有效回應率
A.遠洋輪業			
門類 1: 船務代理及管理人；海外船公司駐港辦事處	121	105	86.8%
門類 2: 遠洋輪船船東	17	15	88.2%
門類 3: 遠洋輪船營運者	5	5	100.0%
門類 4: 船東及管理人	4	3	75.0%
B.內河船業			
門類 5: 往來香港與珠江三角洲港口的船隻船東及營運者	34	33	97.1%
C.本地船舶業			
門類 6: 港內水上運輸	74	70	94.6%
門類 7: 中流作業	23	21	91.3%
門類 8: 遊艇會及其他遊艇服務	13	13	100.0%
D.駐岸行業			
門類 9: 貨櫃碼頭及貨運碼頭營者；港口設施營運者；其他水上運輸輔助服務活動	42	40	95.2%
門類10: 船隻經紀	47	43	91.5%
門類11: 船級社；顧問及驗船公司	39	34	87.2%
門類12: 海事設備；造船廠及修船廠	31	25	80.6%
門類13: 海事保險	15	10	66.7%
門類14: 海事法	11	10	90.9%
門類15: 船舶融資	2	2	100.0%
門類16: 船舶註冊及港口當局	4	4	100.0%
門類17: 其他海事服務	25	21	84.0%
總計	507	454	89.5%

備註：* 已扣除停止營運、業務性質轉變、無回應調查等無效個案

Quality Control Measures

Prior to fieldwork preparation

- Collect contact information of the sampled establishments
- Group sampled establishments to the same business organisation

Thorough training of fieldwork staff

- Industry briefing workshop by VTC
- Intensive briefing and training sessions by the survey consultant in consultation with VTC

Monitoring of the fieldwork execution

- Well-trained enumerators who are experienced in conducting establishment surveys
- Closely monitor fieldwork progress and work of enumerators
- Debriefing sessions twice a week
- Joint field visits by VTC

Measures to increase the response rate

- Strategic directions given by VTC
- Assistance from the Training Boards and trade associations, etc.

Checking of the completed questionnaires

- Sample check of completed questionnaires by an independent team of QC checkers
- 100% vetting of the completed questionnaires by VTC

Data processing and data validation

- Collection of data via an i-Survey platform (Interactive Online Interviewing Systems)
- Validation of collected data via computer programming and systems

Data analysis by VTC

- Comparison of survey findings with last round
- Benchmarking with relevant manpower information (if deemed appropriate)

質素控制措施

實地調查前的準備工作

- 收集受訪機構的聯絡資料
- 把相同業務的受訪機構分成同一組別

實地調查員的全面培訓

- 職業訓練局提供行業簡介
- 負責調查的僱問公司諮詢職業訓練局後，為調查人員安排簡介及培訓

監察實地調查的執行工作

- 委派訓練有素及有經驗的調查人員進行實地調查訪問
- 調查主管密切監察實地調查訪問的進度以及調查人員的工作
- 每兩星期一次舉行調查人員匯報會議
- VTC 進行聯合實地考察

提高回覆率的措施

- VTC 提供提高回覆率的策劃性方向
- 尋求訓練委員會及業界組織協助

核對已回覆的調查問卷

- 負責調查的僱問公司設有質素保證獨立小組，會抽查已回覆的調查問卷
- VTC 亦會就已回覆的調查問卷進行 100%審查

數據處理及驗證

- 透過互動網上訪問系統 (i-Survey platform) 收集數據
- 透過電腦程式和系統驗證收集到的數據

VTC 進行數據分析

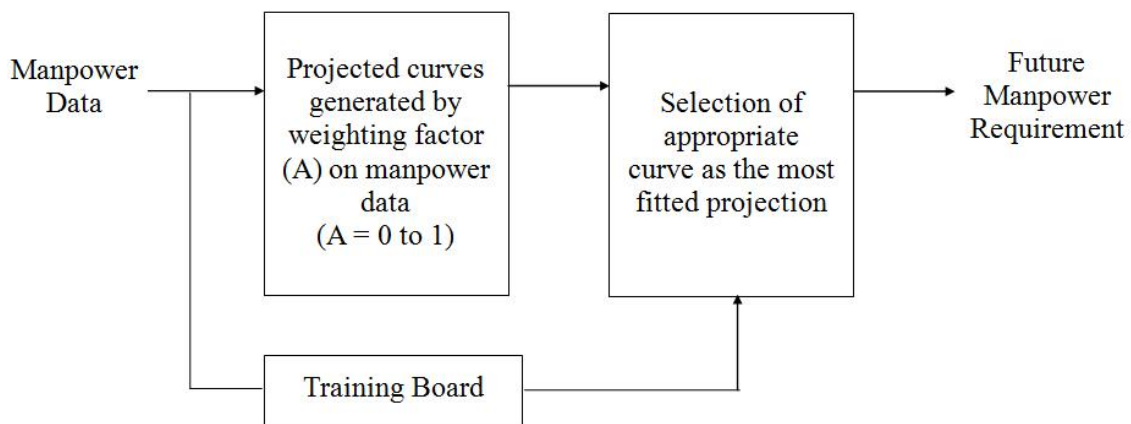
- 與上一屆的人力數據進行比較
- 參照相關人力數據（如適用）

Manpower Projection Methodology

Adaptive Filtering Method

1. The Adaptive Filtering Method is a forecasting method which rested on the principle of “Weighted Exponential Smoothing”. In this method, past manpower data are weighted and heavier weightings are given to the more recent data. The forecast is more dependent on the recent manpower information. The degree of emphasis on the more recent survey data can be varied by adjusting the weighting factor (A). Thus, the higher the value of ‘A’, the heavier the weightings of the more recent data.
2. The forecast may be optimised to suit the decisions made by the Training Boards based on the factors such as the market trends, technological developments, social-economic factors, future expectations, etc. The method is illustrated in Figure 1 below.

Figure 1 Adaptive Filtering Method

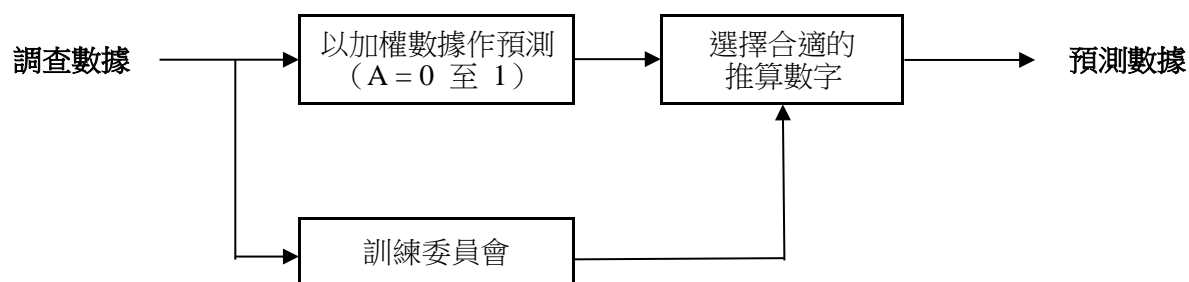


人力推算方法

調節過濾預測法

1. 調節過濾預測法 [Adaptive Filtering Method, AFM] 是一種基於“加權平均數值”的預測方法。在這種方法中，將過往的人力數據進行加權，並對較新的數據進行較重的加權。預測更多地取決於最近的人力數據。就採用最新調查數據的程度可以通過調整加權因子（A）來改變。因此，“A”的值越高，最新數據的權重就越大。
2. 訓練委員會並根據市場趨勢、技術發展、社經因素及未來期望等數據優化未來人力需求的預測。圖一顯示調節過濾預測法的推算過程。

圖一 調節過濾預測法



Annual Additional Manpower Requirement

Sector	Manpower in 2020 (a)	Projected Manpower in 2024 (by AFM) (b)	Average Annual Manpower Growth (c)=[(b)-(a)]/4	Replacement for Wastage¹ (d)= [(a)+(b)]/2 x wastage rate	Annual Additional Manpower Requirement² (c)+(d)
Ocean Going ³	152	191	10	0	10
River Trade	748	726	-6	11	5
Local Vessel	5 010	5 040	8	199	207
Shore-Based ⁴	12 775	11 677	-275	661	386

¹ Replacement for wastage = average annual manpower x wastage rate of respective sectors
For River Trade sector, as the wastage rate (i.e. 30.6%) is believed to include surplus staff which need not be replenished in the next few years, the MSTB decided to use the estimated number of retiring staff to work out the projected wastage rate. Below are the wastage rates adopted for various sectors:

Sector	Wastage Rate (%)	Source/Assumption
Ocean Going	0	From the 2020 Survey
River Trade	1.5	6% employees were in the age group of “65 or above”; assuming all of them will retire by 2024, an average retirement rate of 1.5% is adopted
Local Vessel	4.0	From the 2020 Survey
Shore-Based	5.4	From the 2020 Survey (excl. non-technical staff)

² +/- 10% applies for presentation of the estimates in the report

³ As the survey focuses on local manpower requirement, non-HK employees were excluded for the calculation of the estimated annual additional manpower requirement

⁴ Non-technical staff (i.e. “Other staff of supporting services in Shore-Based sector) was excluded for projecting the annual additional manpower requirement as industry-specific training may not be required for this type of staff

每年額外人力需求

界別	2020 年人力 (a)	2024 年 人力推算 (AFM) (b)	平均每年 人力增長 (c)=[(b)-(a)]/4	需填補的 人力流失 ¹ (d)= [(a)+(b)]/2 x 預計流失率	每年額外 人力需求 ² (c)+(d)
遠洋輪業 ³	152	191	10	0	10
內河船業	748	726	-6	11	5
本地船舶業	5 010	5 040	8	199	207
駐岸行業 ⁴	12 775	11 677	-275	661	386

¹ 需填補的人力流失 = 平均每年人力需求 x 相關界別的預計流失率

就內河船業，由於統計到的流失率 (30.6%) 包括了相信於未來數年無須填補的被裁人手，故訓練委員會決定以預計退休人數估算流失率。以下為各界別用以估算每年額外人力需求所採用的流失率：

界別	預計流失率 (%)	來源／假設
遠洋輪業	0	採用 2020 年人力調查所得的流失率
內河船業	1.5	6% 僱員屬「65 或以上」的年齡組別； 假設他們全數將於 2024 年退休，平均每年的 退休比率為 1.5%
本地船舶業	4.0	採用 2020 年人力調查所得的流失率
駐岸行業	5.4	採用 2020 年人力調查所得的流失率 (已扣除 非技術人力)

² 報告內所展示的每年額外人力需求為上述數字的 +/- 10%

³ 由於本報告聚焦本地人力需求，非本港僱員未有納入推算之內

⁴ 非技術人力（即駐岸行業其他支援服務人員）未有納入推算之內，因這些員工可能無需海事服務方面的培訓

**Number of Graduates of Full-time Pre-employment Courses
UCG-funded courses and VTC courses**

全日制職前訓練課程、
大學教育資助委員會資助課程及
職業訓練局課程畢業生人數

Course Name 課程名稱	#Training Provider 培訓機構	Number of Graduates 畢業人數 2020	Projected Number of Graduates 推算畢業人數	
			2021	2022
Bachelor of Engineering in Mechanical Engineering 工學士 (機械工程)	CityU 城大	97	74	93
B.Eng. Mechanical & Automation Engineering 機械與自動化工程學士	CUHK 中大	87	81	2
BBA (Hons) International Shipping and Transport Logistics 國際航運及物流管理(榮譽)工商管理學士學位	PolyU 理大	104	110	100
BEng (Hons) Mechanical Engineering 機械工程學 (榮譽) 工學士學位	PolyU 理大	80	80	3
BEng (Hons) Scheme in Mechanical Engineering 機械工程學(榮譽)工學士學位組合課程	PolyU 理大	48	47	100
BEng Mechanical Engineering 工學士 (機械工程學)	HKUST 科大	128	120	107
BEng/BBA Mechanical Engineering and General Business Management ¹	HKUST 科大	-	1	3
Higher Diploma in Mechanical Engineering 機械工程學高級文憑	IVE	178	150	83
Bachelor of Engineering (Mechanical Engineering) (Honours) ¹	SHAPE	25	25	20
Higher Diploma in Maritime Studies 海事科技高級文憑	MSTI	42	41	35
Certificate for Junior General Purpose Ratings 初級全能海員證書	MSTI	36 ²	75 ²	53
Total 總數		825	804	599

Remark 註：

#Training Provider 培訓機構	Full Name 全稱
CityU 城大	The City University of Hong Kong 香港城市大學
CUHK 中大	The Chinese University of Hong Kong 香港中文大學
PolyU 理大	The Hong Kong Polytechnic University 香港理工大學
HKUST 科大	Hong Kong University of Science and Technology 香港科技大學
IVE	The Hong Kong Institute of Vocational Education 香港專業教育學院
SHAPE	The School for Higher and Professional Education [SHAPE] of VTC and RMIT University, Australia jointly offered the programme 職業訓練局才晉高等教育學院與澳洲皇家墨爾本理工大學合辦課程
MSTI	Maritime Services Training Institute 海事訓練學院

Note :

¹Only English name is available.

²Four classes are planned for CJGPR in each AY. The 36 graduates in AY2019/20 were from the first 3 classes in AY2019/20. Students of the 4th class in AY2019/20 will graduate in AY2020/21. The estimated no. of graduates in AY2020/21 therefore includes 5 classes of students.

註：

¹ 課程只有英文名稱。

² 每個學年計劃為「初級全能海員證書」課程開設四班，2019/20 學年的 36 名畢業生來自 2019/20 學年的首三班，而 2019/20 學年第四班的學生將在 2020/21 學年畢業。因此，預計 2020/21 學年的畢業生人數包括了五班的學生。

Maritime and Aviation Training Fund (MATF)

1. The \$100 million Maritime and Aviation Training Fund (MATF) approved by the Legislative Council in January 2014 came into operation on 1 April 2014. In May 2019, \$200 million was approved to be injected into the MATF to sustain and enhance existing training schemes and scholarships, as well for launching new initiatives for the maritime and aviation sectors. The aim is to build up in due course a vibrant, diversified and competitive pool of professionals and technical personnel to support Hong Kong's future development in the two sectors.
2. Schemes operated under the MATF include:
 - Professional Training and Examination Refund Scheme (ProTERS)
 - Maritime and Aviation Internship Scheme
 - Partial Tuition Refund Scheme for the Specialised Aircraft Maintenance Programme
 - Aviation Operations Training Incentive Scheme (AOTIS)
 - Local Vessel Trade Training Incentive Scheme (LVTTIS)
 - Local Vessel Competency Enhancement Scheme (LVCES)
 - Sea-going Training Incentive Scheme (SGTIS)
 - Ship Repair Training Incentive Scheme (SRTIS)
 - Hong Kong Maritime and Logistics Scholarship Scheme
 - Hong Kong Maritime Law Scholarship Scheme
 - The University of Hong Kong (HKU) – Dalian Maritime University (DMU) Academic Collaboration Scheme
 - Hong Kong Aviation Scholarship Scheme
 - Overseas Exchange Sponsorship Scheme
 - Hong Kong Nautical and Maritime Scholarship Scheme
 - The University of Hong Kong (HKU) – Shanghai Maritime University (SMU) Academic Collaboration Scheme
3. For the latest Schemes operated under the MATF, please refer to the website of the Transport and Housing Bureau (www.thb.gov.hk).

海運及空運人才培訓基金

1. 立法會於 2014 年 1 月通過成立 1 億元的「海運及空運人才培訓基金」(「基金」)，在同年 4 月 1 日開始運作。「基金」於 2019 年 5 月再獲注資 2 億元，以持續和優化現行的培訓和獎學金計劃，以及在海運和航空業界推行新措施。「基金」旨在逐漸建立一個有活力、多元化和具競爭力的專業及技術人才庫，支持香港海運和航空業的長遠發展。
2. 在基金支持下推行的計劃包括：
 - 專業培訓課程及考試費用發還計劃
 - 海運和航空業實習計劃
 - 飛機維修專門課程部分學費退還計劃
 - 航空營運培訓獎勵計劃
 - 本地船舶業訓練獎勵計劃
 - 本地船舶能力提升計劃
 - 航海訓練獎勵計劃
 - 船舶維修訓練獎勵計劃
 - 香港航運及物流獎學金計劃
 - 香港海事法律獎學金計劃
 - 香港大學—大連海事大學學術合作計劃
 - 香港航空獎學金計劃
 - 海外交流學生資助計劃
 - 香港航海及海運獎學金計劃
 - 香港大學—上海海事大學學術合作計劃
3. 如欲了解基金所支援的最新計劃，可瀏覽運輸及房屋局的網站 (www.thb.gov.hk)。

Business School Partnership Programme (BSPP)

1. The Business-School Partnership Programme (BSPP) was first launched in 2005. The aim of BSPP is to promote better co-operation and closer alliances between the business sector and schools. It leads students out of the classroom to gain a wider perspective of the world so that they can get prepared for life in the society. Through this new learning platform provided by the business sector, students will be able to know about different careers and understand the requirements of employers, enhance generic skills, develop correct work attitude and values which enable them to adapt to economic and social changes, hence ultimately achieve the goal of whole-person development.

(Extracted from: <https://careerguidance.edb.hkedcity.net>)

2. The Maritime Services Training Board (MSTB) has been actively supporting the BSPP since FY 2015-16. Below are the activities jointly offered by MSTB in FY 2020-21:

Name of the Activities
1. Talk on Career Development in Maritime Services Industry
2. Ship Handling Simulation Experience Workshop
3. Visit to Hongkong Salvage & Towage, a division of Hongkong United Dockyards Limited
4. Career Talk on Seagoing Profession
5. Visit Maritime Museum and Career Talk on Seagoing Profession
6. Visit to New World First Ferry Services Limited
7. Visit to Shipyard of TurboJET
8. Visit to the Maritime Services Training Institute, Vocational Training Council
9. Visit to Marine Department Training Centre (Government Dockyard) and Career Talk

商校合作計劃

1. 教育局「商校合作計劃」於 2005 年推出，目的是推動學校與工商機構合作，帶領學生走出課堂，迎接未來的挑戰，放眼世界，讓他們作好投身社會的準備。透過工商機構提供的非傳統學習平台，學生可瞭解工商企業的運作及僱主對僱員的要求，認識不同的工種，提升共通能力，建立正確的工作態度和價值觀，幫助他們適應經濟和社會的轉變，最終達致全人發展的目標。

(節錄自以下網站：<https://careerguidance.edb.hkedcity.net>)

2. 海事服務業訓練委員會自 2015-16 財政年度開始，一直積極支持商校合作計劃。以下為委員會於 2020-21 財政年度合辦的體驗活動：

活動名稱
1. 海事服務業的職業規劃講座
2. 模擬航海體驗工作坊
3. 參觀香港聯合船塢集團有限公司香港打撈及拖船部
4. 航海職業講座
5. 參觀海事博物館及航海職業講座
6. 參觀新世界第一渡輪服務有限公司
7. 參觀噴射飛航船廠
8. 參觀海事訓練學院
9. 參觀海事處訓練中心(政府船塢)及職業講座

Statistical Tables

統計表

1. No. of Posts on Board and Employees in Ocean Going sector by principal job
按主要職務劃分的在遠洋輪業船上職位及僱員數目
2. Manpower Statistics by principal job
按主要職務劃分的人力統計
3. Age Distribution of Employees by principal job
按主要職務劃分的僱員年齡分佈

1. No. of Posts on Board and Employees in Ocean Going sector by principal job

按主要職務劃分的在遠洋輪業船上職位及僱員數目

Job Category 職務類別	Principal Job 主要職務		No. of Posts on Board as at Survey Reference Date 統計日期在船上的職位數目			No. of Employees as at Survey Reference Date 統計日期僱員人數			Employees as percentage of posts on board 僱員佔船上職位的百分比 (b) / (a)
			HK 本港	Non-HK 非本港	Total 總數 (a)	HK 本港	Non-HK 非本港	Total 總數 (b)	
Officers 高級海員	101	Master 船長	3	2 675	2 678	5	338	343	12.8%
	102	Chief Engineer 輪機長 (大車)	4	2 697	2 701	8	354	362	13.4%
	103	Chief Officer 大副(大伙)	0	2 684	2 684	2	351	353	13.2%
	104	2nd Engineer 二管輪 (二車)	1	2 662	2 663	2	345	347	13.0%
	105	2nd Officer 二副 (二伙)	7	2 725	2 732	10	399	409	15.0%
	106	3rd Engineer 三管輪 (三車)	3	2 694	2 697	10	372	382	14.2%
	107	3rd Officer 三副 (三伙)	24	2 659	2 683	53	429	482	18.0%
	108	4th Engineer 四管輪 (四車)	3	2 660	2 663	7	362	369	13.9%
	109	Junior Engineer ; Training Engineer 初級管輪 (幫車) ; 初級管輪 (初級車人)	0	206	206	0	37	37	18.0%
	110	Deck Cadet 見習甲板高級海員	24	2 578	2 602	47	285	332	12.8%
	111	Engineer Cadet 見習輪機高級海員	4	2 557	2 561	6	203	209	8.2%
	112	Electro-technical Officer 電氣技術員	0	2 402	2 402	0	187	187	7.8%
	113	Refrigeration Engineer 冷凍師	0	90	90	0	140	140	155.6%
	199	Other Officers 其他高級海員	0	3	3	0	0	0	0.0%
		Sub-total 小計	73	29 292	29 365	150	3 802	3 952	13.5%
Ratings 普通海員	201	Chief Petty Officer ; Bosun 總隊長 ; 水手長	0	2 675	2 675	0	353	353	13.2%
	202	Pumpman 泵工	0	202	202	0	64	64	31.7%
	203	Fitter 機器打磨匠	0	2 534	2 534	0	263	263	10.4%
	204	Sailor 水手	0	12 530	12 530	0	1 029	1 029	8.2%
	205	Motorman 機工	0	5 214	5 214	0	1 053	1 053	20.2%
	206	Rating (General Purpose) 普通海員 (全能)	0	4 615	4 615	0	756	756	16.4%
	207	Steward 管事	0	451	451	0	38	38	8.4%
	208	Cook 廚師	0	1 023	1 023	2	350	352	34.4%
	209	Laundry man 洗衣工人	0	59	59	0	0	0	0.0%
	299	Other Ratings 其他普通海員	0	87	87	0	0	0	0.0%
		Sub-total 小計	0	29 390	29 390	2	3 906	3 908	13.3%
Total 總數			73	58 682	58 755	152	7 708	7 860	13.4%

2. Manpower Statistics by principal job

按主要職務劃分的人力統計

Sector 界別	Job Category 職務類別	Principal Job 主要職務		No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日 期的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021 年 9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022 年 9 月的僱員 人數
				Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數			
Ocean Going 遠洋 輪	Officers 高級海員	101	Master 船長	5	338	343	0	363	383
		102	Chief Engineer 輪機長 (大車)	8	354	362	0	382	402
		103	Chief Officer 大副 (大伙)	2	351	353	0	373	393
		104	2nd Engineer 大管輪 (二車)	2	345	347	0	367	387
		105	2nd Officer 二副 (二伙)	10	399	409	0	430	451
		106	3rd Engineer 二管輪 (三車)	10	372	382	0	402	423
		107	3rd Officer 三副 (三伙)	53	429	482	0	503	524
		108	4th Engineer 三管輪 (四車)	7	362	369	0	391	407
		109	Junior Engineer ; Training Engineer 初級管輪 (幫車) ; 初級管輪 (初級車人)	0	37	37	0	44	50
		110	Deck Cadet 見習甲板高級海員	47	285	332	0	354	374
		111	Engineer Cadet 見習輪機高級海員	6	203	209	0	233	252
		112	Electro-technical Officer 電氣技術員	0	187	187	0	175	188
		113	Refrigeration Engineer 冷凍師	0	140	140	0	140	140
			Sub-total 小計	150	3 802	3 952	0	4 157	4 374
	Ratings 普通海員	201	Chief Petty Officer ; Bosun 總隊長 ; 水手長	0	353	353	0	373	393
		202	Pumpman 泵工	0	64	64	0	71	74
		203	Fitter 機器打磨匠	0	263	263	0	267	277
		204	Sailor 水手	0	1 029	1 029	0	1 111	1 194
		205	Motorman 機工	0	1 053	1 053	0	1 099	1 151
		206	Rating (General Purpose) 普通海員 (全能)	0	756	756	0	756	756
		207	Steward 管事	0	38	38	0	43	48
		208	Cook 廚師	2	350	352	0	372	392
		209	Laundry man 洗衣工人	0	0	0	0	0	0
			Sub-total 小計	2	3 906	3 908	0	4 092	4 285

Sector 界別	Job Category 職務類別	Principal Job 主要職務		No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日 期的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021 年 9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022 年 9 月的僱員 人數
				Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數			
River Trade 內河 船	Seafarers 海員	301	Master 船長	76		76	0	76	76
		302	Chief Officer 大副 (大伙)	93		93	0	93	93
		303	Night Vision Officer 夜航員	48		48	0	48	48
		304	Deck Cadet 見習甲板高級船員	6		6	0	6	6
		305	Chief Engineer 輪機長 (大車)	90		90	0	90	90
		306	Junior/Assistant Engineer 初級管輪 (幫車)	31		31	0	31	31
		307	Fitter 機器打磨匠	11		11	0	11	11
		308	Sailor 水手	186		186	0	186	186
		309	Motorman 機工	0		0	0	0	0
		310	Rating (General Purpose) 普通海員 (全能)	34		34	0	34	34
		311	Cabin Attendant 客艙服務員	173		173	0	173	173
			Sub-total 小計	748		748	0	748	748
Local Vessel 本地 船舶	Crew Members (Excluding Yacht)* 船員 (非 遊艇) *	401	Coxswain 船長	1 255		1 255	75	1 325	1 345
		402	Assistant Coxswain 助理船長	995		995	150	1 021	1 036
		403	Sailor 水手	1 107		1 107	67	1 143	1 154
		404	Engine Operator 輪機長 (大燭)	674		674	30	697	722
		405	Assistant Engine Operator 助理輪機長 (助理大燭)	519		519	28	542	547
		406	Fitter 機器打磨匠	33		33	5	38	38
			Sub-total 小計	4 583		4 583	355	4 766	4 842
	Crew Members (Yacht) 船員 (遊 艇)	451	Captain 船長	43		43	8	53	56
		452	Chief Officer 大副 (大伙)	0		0	0	0	0
		453	Deckhand 水手	8		8	10	22	25
		454	Engineer 工程師	1		1	0	1	1
		455	Electro-technical Officer 電氣技術員	0		0	0	0	0
		456	Interior Manager 船艙經理	0		0	0	0	0
		457	Chief Steward 總管事	2		2	0	2	2
		458	Senior Steward 高級服務員	0		0	0	0	0
		459	Junior Steward 初級服務員	0		0	0	0	0
		460	Chef 主廚	0		0	0	0	0
		461	Sous Chef 副廚	0		0	0	0	0
			Sub-total 小計	54		54	18	78	84

Sector 界別	Job Category 職務類別	Principal Job 主要職務	No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日期 的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021 年 9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022 年 9 月的僱員 人數	% of Shore Based Personnel with Ex- seafaring Experience 具備海上工 作經驗的岸 上工作人員 的百分比
			Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數				
Shore- Based 駐岸	Administration; Management and Human Resources 行政、管理及 人力資源	511 Managing Director ; Chief Executive Officer ; General Manager 董事總 經理 ; 行政總裁 ; 總經理	284	82	366	0	368	368	30.1%
		512 Fleet Manager ; Marine Superintendent ; Port Captain 航線 經理 ; 海事總監 ; 駐岸船長	114	35	149	2	152	152	71.8%
		513 Fleet Officer 航線 主任	128	2	130	0	128	128	8.5%
		514 Crew Manager 海 員招募經理	28	4	32	1	33	33	43.8%
		515 Crew Officer 海員 招募主任	33	2	35	0	35	35	22.9%
		501 Other Managers (Administration; Management and Human Resources) 其他行政、管理及 人力資源經理	79	23	102	0	102	100	44.1%
		591 Other Staff (Administration; Management and Human Resources) 其他行政、管理及 人力資源員工	465	38	503	2	505	505	14.5%
		Sub-total 小計	1 131	186	1 317	5	1 323	1 321	27.9%
	Business and Trade 商業及貿易	521 Marketing / Business Development Manager 市場拓 展經理	316	29	345	0	343	342	9.6%
		522 Ship Chartering / Sales and Purchase Manager 船舶租 賃／買賣經理	57	32	89	0	89	88	27.0%
		523 Ship Chartering / Sales and Purchase Representative 船 舶租賃／買賣代表	43	19	62	0	65	67	3.2%

Sector 界別	Job Category 職務類別	Principal Job 主要職務		No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日期 的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021 年 9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022 年 9 月的僱員 人數	% of Shore Based Personnel with Ex- seafaring Experience 具備海上工 作經驗的岸 上工作人員 的百分比
				Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數				
Shore- Based 駐岸	Business and Trade 商業及貿易	524	Shipbroker 船務經紀	57	24	81	0	80	77	8.6%
		525	Sales Engineer 銷售工程師	19	0	19	0	18	18	5.3%
		526	Customer Service Representative 客戶服務代表	469	5	474	1	470	470	0.8%
		502	Other Managers (Business and Trade) 其他商業及貿易經理	6	1	7	0	7	7	14.3%
		592	Other Staff (Business and Trade) 其他商業及貿易員工	360	5	365	5	371	371	12.3%
			Sub-total 小計	1 327	115	1 442	6	1 443	1 440	8.1%
	Operations 營運	531	Port Manager ; Stevedore Manager 港口經理 ; 貨物裝卸經理	164	36	200	0	205	205	25.0%
		532	Ship Agency Manager 船舶代理經理	89	2	91	0	91	91	28.6%
		533	Freight Manager ; Logistics Manager 貨運經理 ; 物流經理	94	0	94	0	89	88	17.0%
		534	Cargo Planner ; Cargo Officer 貨物規劃員 ; 貨物主任	792	1	793	7	789	777	1.4%
		535	Warehouse and Distribution Manager 倉務及收發經理	26	0	26	0	26	26	0.0%
		536	Boarding Officer 登船主任	36	2	38	0	38	38	5.3%
		537	Stevedore 貨物操作員	577	5	582	7	555	555	6.9%
		538	Pier Attendant ; Pier Assistant 碼頭操作員 ; 碼頭助理	1 074	1	1 075	6	1 073	1 028	1.7%

Sector 界別	Job Category 職務類別	Principal Job 主要職務	No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日 期的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021 年 9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022 年 9 月的僱員 人數	% of Shore Based Personnel with Ex- seafaring Experience 具備海上工 作經驗的岸 上工作人員 的百分比
			Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數				
Shore- Based 駐岸	Operations 營運	503 Other Managers (Operations) 其他 營運經理	99	9	108	0	108	108	24.1%
		593 Other Staff (Operations) 其他 營運員工	2 285	23	2 308	29	2 328	2 332	6.2%
		Sub-total 小計	5 236	79	5 315	49	5 302	5 248	6.2%
	Technical and Consultancy 技術及顧問	541 Technical Manager ; Technical Superintendent 技 術經理 ; 技術總監	277	49	326	11	328	328	26.7%
		542 Assistant Technical Manager ; Assistant Technical Superintendent 助 理技術經理 ; 助理 技術總監	35	11	46	0	46	46	52.2%
		543 Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢 驗師 ; 技術顧問 ; 工程顧問	141	12	153	4	157	157	75.2%
		544 Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量師 ; 海運 顧問 ; 貨物測量 師 ; 貨物顧問	20	4	24	0	24	24	41.7%
		545 Harbour Pilot 領 港員	109	0	109	0	109	109	100.0%
		546 Technician ; Technical Officer ; Service Engineer 技 術員 ; 技術主任 ; 技術服務工程師	1 134	157	1 291	16	1 283	1 283	27.8%
		504 Other Managers (Technical and Consultancy) 其他 技術及顧問經理	23	0	23	0	24	25	100.0%
		594 Other Staff (Technical and Consultancy) 其他 技術及顧問員工	1 372	35	1 407	58	1 393	1 393	19.2%
		Sub-total 小計	3 111	268	3 379	89	3 364	3 365	29.5%

Sector 界別	Job Category 職務類別	Principal Job 主要職務	No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日 期的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021 年 9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022 年 9 月的僱員 人數	% of Shore Based Personnel with Ex- seafaring Experience 具備海上工 作經驗的岸 上工作人員 的百分比
			Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數				
Shore- Based 駐岸	Marine Law and Insurance 海事法律及保 險	551 Maritime Lawyer; Admiralty Lawyer 海事律師	48	20	68	0	68	68	13.2%
		552 Maritime Arbitrator 海事仲裁員	3	1	4	0	4	4	0.0%
		553 P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務經 理 ; 申索經理 ; 海事專家	113	3	116	0	116	116	11.2%
		554 P&I / Insurance Officer ; Claims Officer 保險事務主 任 ; 申索主任	69	8	77	3	77	77	11.7%
		555 Marine Insurance Underwriter 海事保 險核保人	17	4	21	0	20	20	4.8%
		505 Other Managers (Marine Law and Insurance) 其他海 事法律及保險經理	6	0	6	0	6	6	0.0%
		595 Other Staff (Marine Law and Insurance) 其他海事法律及保 險員工	147	30	177	0	177	177	0.0%
		Sub-total 小計	403	66	469	3	468	468	6.8%
	Training and Education 教育及培訓	561 Professor ; Lecturer ; Instructor ; Trainer 教授 ; 講師 ; 教 導員 ; 導師	102	5	107	1	113	116	58.9%
		596 Other Staff (Training and Education) 其他教 育及培訓員工	26	0	26	0	26	26	23.1%
		Sub-total 小計	128	5	133	1	139	142	51.9%
	Account and Finance 會計及財務	571 Ship Finance Manager 船舶融資 經理	23	5	28	0	28	28	10.7%
		572 Ship Leasing Manager 船舶租賃 經理	6	0	6	0	6	6	33.3%

Sector 界別	Job Category 職務類別	Principal Job 主要職務	No. of Employees as at Survey Reference Date 在統計日期的僱員 人數			Number of Vacancies as at Survey Reference Date 在統計日 期的空缺 額	Forecasted No. of Employees as at September 2021 預計在 2021 年 9 月的僱員 人數	Forecasted No. of Employees as at September 2022 預計在 2022 年 9 月的僱員 人數	% of Shore Based Personnel with Ex- seafaring Experience 具備海上工 作經驗的岸 上工作人員 的百分比
			Hong Kong 本港	Non- Hong Kong 非本 港	Total 總數				
Shore- Based 駐岸	Account and Finance 會計及財務	507 Other Managers (Account and Finance) 其他會 計及財務經理	7	1	8	0	9	9	25.0%
		597 Other Staff (Account and Finance) 其他會 計及財務員工	329	17	346	0	346	346	1.7%
		Sub-total 小計	365	23	388	0	389	389	3.4%
	Safety and Risk Management 安全及風險管 理	581 Safety / Risk Manager ; Auditor ; OHSE Manager 安 全經理 ; 審計師 ; 職業健康、安全、 環境經理	87	18	105	0	105	105	41.0%
		598 Other Staff (Safety and Risk Management) 其 他安全及風險管理 員工	72	2	74	0	74	74	0.0%
		Sub-total 小計	159	20	179	0	179	179	24.0%
	Other Staff of Supporting Services 其他支援員工	599 Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他支援 員工, 例如參與一 般人力資源、財 務、資訊科技或其 他行政工作	1 425	31	1 456	19	1 474	1 482	13.4%
		Sub-total 小計	1 425	31	1 456	19	1 474	1 482	13.4%
	Sub-total 小計		13 285	793	14 078	172	14 081	14 034	15.4%
	Total 總數		18 822	8 501	27 323	545	27 922	28 367	

3. Age Distribution of Employees by principal job

按主要職務劃分的僱員年齡分佈

Sector 界別	Job Category 職務類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員 人數	Age Distribution 年齡分佈			
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上
Ocean Going 遠洋 輪	Officers 高級海員	101 Master 船長	343	0.8%	85.0%	12.5%	1.7%
		102 Chief Engineer 輪機長（大車）	362	1.6%	82.5%	15.0%	0.8%
		103 Chief Officer 大副（大伙）	353	34.3%	62.4%	3.3%	0.0%
		104 2nd Engineer 大管輪（二車）	347	55.3%	40.4%	4.3%	0.0%
		105 2nd Officer 二副（二伙）	409	86.5%	13.5%	0.0%	0.0%
		106 3rd Engineer 二管輪（三車）	382	84.0%	16.0%	0.0%	0.0%
		107 3rd Officer 三副（三伙）	482	94.2%	5.8%	0.0%	0.0%
		108 4th Engineer 三管輪（四車）	369	98.5%	1.5%	0.0%	0.0%
		109 Junior Engineer ; Training Engineer 初級管輪（幫車）；初級管輪（初級車人）	37	100.0%	0.0%	0.0%	0.0%
		110 Deck Cadet 見習甲板高級海員	332	99.4%	0.6%	0.0%	0.0%
		111 Engineer Cadet 見習輪機高級海員	209	100.0%	0.0%	0.0%	0.0%
		112 Electro-technical Officer 電氣技術員	187	46.3%	52.6%	1.1%	0.0%
		113 Refrigeration Engineer 冷凍師	140	0.0%	100.0%	0.0%	0.0%
		Sub-total 小計	3 952	62.2%	33.9%	3.7%	0.3%
	Ratings 普通海員	201 Chief Petty Officer ; Bosun 總隊長；水手長	353	26.2%	72.2%	1.7%	0.0%
		202 Pumpman 泵工	64	6.3%	93.8%	0.0%	0.0%
		203 Fitter 機器打磨匠	263	26.4%	72.4%	1.2%	0.0%
		204 Sailor 水手	1 029	72.2%	27.1%	0.7%	0.0%
		205 Motorman 機工	1 053	75.2%	23.9%	0.9%	0.0%
		206 Rating (General Purpose) 普通海員（全能）	756	-	-	-	-
		207 Steward 管事	38	47.4%	52.6%	0.0%	0.0%
		208 Cook 廚師	352	37.3%	62.2%	0.4%	0.0%
		209 Laundry man 洗衣工人	0	-	-	-	-
		Sub-total 小計	3 908	59.8%	39.3%	0.8%	0.0%
	Sub-total - Ocean Going 小計 - 遠洋輪		7 860	61.0%	36.7%	2.2%	0.1%

Sector 界別	Job Category 職務類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員 人數	Age Distribution 年齡分佈			
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上
River Trade 內河 船	Seafarers 海員	301 Master 船長	76	6.8%	23.0%	44.6%	25.7%
		302 Chief Officer 大副（大伙）	93	27.5%	48.4%	18.7%	5.5%
		303 Night Vision Officer 夜航員	48	54.2%	41.7%	4.2%	0.0%
		304 Deck Cadet 見習甲板高級 船員	6	83.3%	16.7%	0.0%	0.0%
		305 Chief Engineer 輪機長（大 車）	90	19.3%	47.7%	22.7%	10.2%
		306 Junior/Assistant Engineer 初級管輪（幫車）	31	29.0%	32.3%	29.0%	9.7%
		307 Fitter 機器打磨匠	11	9.1%	36.4%	54.5%	0.0%
		308 Sailor 水手	186	46.2%	39.6%	12.6%	1.6%
		309 Motorman 機工	0	-	-	-	-
		310 Rating (General Purpose) 普通海員（全能）	34	35.3%	26.5%	23.5%	14.7%
		311 Cabin Attendant 客艙服務員	173	20.8%	67.1%	12.1%	0.0%
	Sub-total – River Trade 小計 – 內河船		748	29.8%	45.4%	18.8%	6.0%
Local Vessel 本地 船舶	Crew Members (Excluding Yacht)* 船員（非遊艇）*	401 Coxswain 船長	1 255	2.1%	38.0%	43.6%	16.3%
		402 Assistant Coxswain 助理船 長	995	8.6%	40.5%	43.1%	7.8%
		403 Sailor 水手	1 107	28.5%	39.5%	21.5%	10.5%
		404 Engine Operator 輪機長 （大偈）	674	4.9%	51.5%	29.8%	13.7%
		405 Assistant Engine Operator 助理輪機長（助理大偈）	519	29.6%	45.7%	19.4%	5.4%
		406 Fitter 機器打磨匠	33	21.2%	21.2%	51.5%	6.1%
		Sub-total 小計	4 583	15.2%	41.6%	31.2%	12.1%
	Crew Members (Yacht) 船員（遊艇）	451 Captain 船長	43	4.7%	53.5%	32.6%	9.3%
		452 Chief Officer 大副（大 伙）	0	-	-	-	-
		453 Deckhand 水手	8	25.0%	50.0%	25.0%	0.0%
		454 Engineer 工程師	1	0.0%	100.0%	0.0%	0.0%
		455 Electro-technical Officer 電氣技術員	0	-	-	-	-
		456 Interior Manager 船艙經理	0	-	-	-	-
		457 Chief Steward 總管事	2	0.0%	100.0%	0.0%	0.0%
		458 Senior Steward 高級服務員	0	-	-	-	-
		459 Junior Steward 初級服務員	0	-	-	-	-
		460 Chef 主廚	0	-	-	-	-
		461 Sous Chef 副廚	0	-	-	-	-
		Sub-total 小計	54	7.4%	55.6%	29.6%	7.4%
	Sub-total – Local Vessel 小計 – 本地船舶		4 637	15.0%	41.9%	31.1%	12.0%

Sector 界別	Job Category 職務類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員 人數	Age Distribution 年齡分佈			
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上
Shore- Based 駐岸	Administration; Management and Human Resources 行政、管理及人力 資源	511 Managing Director ; Chief Executive Officer ; General Manager 董事總經理 ; 行 政總裁 ; 總經理	366	1.9%	56.9%	29.0%	12.2%
		512 Fleet Manager ; Marine Superintendent ; Port Captain 航線經理 ; 海事總監 ; 駐 岸船長	149	1.4%	76.1%	19.7%	2.8%
		513 Fleet Officer 航線主任	130	16.9%	56.2%	20.0%	6.9%
		514 Crew Manager 海員招募經 理	32	8.0%	60.0%	20.0%	12.0%
		515 Crew Officer 海員招募主任	35	35.5%	54.8%	9.7%	0.0%
		501 Other Managers (Administration; Management and Human Resources) 其他行政、管 理及人力資源經理	102	8.2%	56.1%	25.5%	10.2%
		591 Other Staff (Administration; Management and Human Resources) 其他行政、管 理及人力資源員工	503	14.6%	66.6%	15.7%	3.1%
		Sub-total 小計	1 317	8.7%	61.9%	22.0%	7.3%
	Business and Trade 商業及貿易	521 Marketing / Business Development Manager 市 場拓展經理	345	20.6%	70.1%	8.4%	0.9%
		522 Ship Chartering / Sales and Purchase Manager 船舶租 賃／買賣經理	89	16.9%	57.3%	19.1%	6.7%
		523 Ship Chartering / Sales and Purchase Representative 船 舶租賃／買賣代表	62	46.8%	45.2%	6.5%	1.6%
		524 Shipbroker 船務經紀	81	9.9%	64.2%	22.2%	3.7%
		525 Sales Engineer 銷售工程師	19	15.8%	57.9%	26.3%	0.0%
		526 Customer Service Representative 客戶服務代 表	474	31.5%	62.2%	5.7%	0.6%
		502 Other Managers (Business and Trade) 其他商業及貿 易經理	7	14.3%	85.7%	0.0%	0.0%
		592 Other Staff (Business and Trade) 其他商業及貿易員 工	365	9.2%	77.8%	9.2%	3.8%
		Sub-total 小計	1 442	21.9%	66.8%	9.3%	2.0%

Sector 界別	Job Category 職務類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員 人數	Age Distribution 年齡分佈			
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上
Shore- Based 駐岸	Operations 營運	531 Port Manager ; Stevedore Manager 港口經理 ; 貨物 裝卸經理	200	3.0%	72.0%	21.0%	4.0%
		532 Ship Agency Manager 船舶 代理經理	91	8.8%	58.2%	15.4%	17.6%
		533 Freight Manager ; Logistics Manager 貨運經理 ; 物流 經理	94	4.3%	72.3%	19.1%	4.3%
		534 Cargo Planner ; Cargo Officer 貨物規劃員 ; 貨物主任	793	16.1%	70.3%	13.3%	0.3%
		535 Warehouse and Distribution Manager 倉務及收發經理	26	15.4%	84.6%	0.0%	0.0%
		536 Boarding Officer 登船主任	38	12.5%	78.1%	9.4%	0.0%
		537 Stevedore 貨物操作員	582	21.0%	47.9%	27.3%	3.8%
		538 Pier Attendant ; Pier Assistant 碼頭操作員 ; 碼頭助理	1 075	9.8%	68.6%	20.4%	1.3%
		503 Other Managers (Operations) 其他營運經理	108	2.8%	59.4%	29.2%	8.5%
		593 Other Staff (Operations) 其 他營運員工	2 308	14.9%	68.1%	15.8%	1.1%
		Sub-total 小計	5 315	13.5%	66.0%	18.4%	2.0%
	Technical and Consultancy 技術及 顧問	541 Technical Manager ; Technical Superintendent 技術經理 ; 技術總監	326	18.5%	40.9%	36.6%	4.0%
		542 Assistant Technical Manager ; Assistant Technical Superintendent 助理技術經理 ; 助理技術 總監	46	13.0%	73.9%	13.0%	0.0%
		543 Ship Surveyor ; Technical Consultant ; Engineering Consultant 船舶檢驗師 ; 技 術顧問 ; 工程顧問	153	3.0%	76.9%	8.2%	11.9%
		544 Marine Surveyor; Marine Consultant ; Cargo Surveyor ; Cargo Consultant 海運測量 師 ; 海運顧問 ; 貨物測量 師 ; 貨物顧問	24	8.3%	66.7%	16.7%	8.3%
		545 Harbour Pilot 領港員	109	6.4%	26.6%	56.9%	10.1%
		546 Technician ; Technical Officer ; Service Engineer 技 術員 ; 技術主任 ; 技術服 務工程師	1 291	16.7%	56.6%	19.9%	6.8%
		504 Other Managers (Technical and Consultancy) 其他技術 及顧問經理	23	0.0%	8.7%	91.3%	0.0%
		594 Other Staff (Technical and Consultancy) 其他技術及 顧問員工	1 407	14.3%	52.0%	28.8%	5.0%
		Sub-total 小計	3 379	14.9%	53.4%	25.4%	6.3%

Sector 界別	Job Category 職務類別	Principal Job 主要職務	Total no. of full-time employees 全職僱員 人數	Age Distribution 年齡分佈			
				35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上
Shore- Based 駐岸	Marine Law and Insurance 海事法律 及保險	551 Maritime Lawyer; Admiralty Lawyer 海事律師	68	39.7%	55.9%	2.9%	1.5%
		552 Maritime Arbitrator 海事仲 裁員	4	50.0%	50.0%	0.0%	0.0%
		553 P&I / Insurance Manager ; Claims Manager ; Marine Expert 保險事務經理 ; 申 索經理 ; 海事專家	116	19.8%	61.2%	13.8%	5.2%
		554 P&I / Insurance Officer ; Claims Officer 保險事務主 任 ; 申索主任	77	26.0%	59.7%	11.7%	2.6%
		555 Marine Insurance Underwriter 海事保險核保 人	21	33.3%	66.7%	0.0%	0.0%
		505 Other Managers (Marine Law and Insurance) 其他海事法 律及保險經理	6	0.0%	100.0%	0.0%	0.0%
		595 Other Staff (Marine Law and Insurance) 其他海事法律 及保險員工	177	20.0%	80.0%	0.0%	0.0%
		Sub-total 小計	469	26.7%	61.6%	8.8%	2.9%
	Training and Education 教育及 培訓	561 Professor ; Lecturer ; Instructor ; Trainer 教授 ; 講師 ; 教導員 ; 導師	107	13.9%	64.4%	18.8%	3.0%
		596 Other Staff (Training and Education) 其他教育及培 訓員工	26	-	-	-	-
		Sub-total 小計	133	13.9%	64.4%	18.8%	3.0%
	Account and Finance 會計及財務	571 Ship Finance Manager 船舶 融資經理	28	7.1%	46.4%	42.9%	3.6%
		572 Ship Leasing Manager 船舶 租賃經理	6	0.0%	66.7%	33.3%	0.0%
		507 Other Managers (Account and Finance) 其他會計及 財務經理	8	0.0%	85.7%	14.3%	0.0%
		597 Other Staff (Account and Finance) 其他會計及財務 員工	346	23.5%	69.1%	7.0%	0.3%
		Sub-total 小計	388	21.2%	67.6%	10.6%	0.6%
	Safety and Risk Management 安全 及風險管理	581 Safety / Risk Manager ; Auditor ; OHSE Manager 安 全經理 ; 審計師 ; 職業健 康、安全、環境經理	105	6.3%	72.9%	19.8%	1.0%
		598 Other Staff (Safety and Risk Management) 其他安全及 風險管理員工	74	8.8%	88.2%	2.9%	0.0%
		Sub-total 小計	179	7.3%	79.3%	12.8%	0.6%

Sector 界別	Job Category 職務類別	Principal Job 主要職務		Total no. of full-time employees 全職僱員 人數	Age Distribution 年齡分佈			
					35 or below 35 或 以下	36 - 55	56 - 64	65 or above 65 或 以上
Shore- Based 駐岸	Other Staff of Supporting Services 其他支援員工	599	Other staff of supporting services, e.g. general human resources, finance, IT and administration works. 其他 支援員工，例如參與一般人 力資源、財務、資訊科技或 其他行政工作	1 456	25.9%	55.6%	14.6%	3.9%
			Sub-total 小計	1 456	25.9%	55.6%	14.6%	3.9%
	Sub-total – Shore-Based 小計 – 駐岸			14 078	16.4%	62.0%	18.1%	3.6%
Total 總數				27 323	27.2%	52.5%	16.2%	4.1%

Notes:

Shore-based personnel in Ocean Going, River Trade, Local Vessel companies are grouped under Shore-Based sector

遠洋輪、內河船、本地船舶公司的岸上工作人員歸納於駐岸行業。

Excluding Yacht refer to water transport, mid-stream operation, government department, etc.

“不包括遊艇”是指水上運輸、中流作業、政府部門等。

“Other Managers” (i.e. job codes 501, 502, 503, 504, 505, 507) includes business analysis manager, ship license manager, bunker manager, etc. “Other Staff” (i.e.. job codes 591, 592, 593, 594, 595, 596, 597, 598) includes safety supervisor, operation officer, operation clerk, crane operator, artisan, oiler, etc.

「其他經理」(職位編號 501、502、503、504、505 及 507)包括業務分析經理、船隻牌照經理、供油經理等。「其他員工」(職位編號 591、592、593、594、595、596、597 及 598)包括安全主任、運作主任、操作文員、吊機手、技工、加油員等。

Supplementary Statistics from the Marine Department

I. Number of Graduates Joining the Seagoing Training Incentive Scheme (SGTIS) (up to 31 March 2021)

Year of Graduation	Training Providers							
	MSTI	IVE	HKU	HKUST	PolyU		Others	
	Deck Cadet	Engineer Cadet	Engineer Cadet	Engineer Cadet	Deck Cadet	Engineer Cadet	Deck Cadet	Engineer Cadet
2020	15	0	0	0	0	0	0	0
2019	20	7	0	0	3	0	2	0
2018	30	5	1	1	3	0	2	0
2017	36	5	0	1	2	0	0	1
2016	36	7	0	2	0	2	3	1
2015	24	7	2	3	6	0	2	0
2014	39	9	1	2	6	4	0	0
2013	24	6	1	1	10	3	0	0

Note

- The SGTIS aims at encouraging Hong Kong youngsters to take on and complete sea-going training with a view to developing their future careers in the port and maritime support industries. Eligible applicants can receive monthly subsidy in 3 phases.
(<https://www.hkmpb.gov.hk/en/manpower/sgtis.html>)
- Full names of training providers:
 MSTI - The Maritime Services Training Institute
 IVE - The Hong Kong Institute of Vocational Education
 HKU - The University of Hong Kong
 HKUST - The Hong Kong University of Science and Technology
 PolyU - The Hong Kong Polytechnic University
 Others - e.g. Overseas universities

II. Number of Registered Seafarers Working On-board Ocean-going Vessels

	As at 31 December 2020
Officers	70
Ratings	1
Total	71

III. Number of Registered Seafarers Working On-board River-trade Vessels

	As at 31 December 2020
Officers	307
Ratings	346
Total	653

(The statistics of II & III were obtained by the Marine Department in a survey in 2020. The figures presented above only represent the officers/ratings employed by those companies who were willing to respond to the survey. Thus, the figures may be smaller than the actual ones.)

IV. Number of Licensed Local Vessels

	As at 31 December 2020
Class I	386
Class II	1 975
Class III	6 390
Class IV	10 880
Total	19 631

V. Number of People Holding Local Vessel Certificates

Types of Certificates	As at 31 December 2020
Coxswain Grade 1 Certificate	1 827
Coxswain Grade 2 Certificate	4 930
Coxswain Grade 3 Certificate	10 647
Engine Operator Grade 1 Certificate	4 425
Engine Operator Grade 2 Certificate	356
Engine Operator Grade 3 Certificate	6 224
Pleasure Vessel Grade 1 Certificate	7 778
Pleasure Vessel Grade 2 Certificate	41 214
Total	77 401

VI. Posts of the Marine Department Requiring Seafaring Experience

Posts	As at 31 December 2020	
	Establishment	Strength
Deputy Director of Marine (D3)	1	1
Assistant Director of Marine (D2)	7	6
Principal Marine Officer (D1)	4	3
Principal Surveyor of Ships (D1)	7	4
Hydrographer (D1)	1	1
Senior Marine Officer	19	11
Marine Officer	39	29
Assistant Marine Officer		
Marine Controller	15	6
Assistant Marine Controller	51	56
Senior Surveyor of Ships	22	17
Surveyor of Ships	41	34
Assistant Surveyor of Ships		
Total	207	168

海事處提供的補充統計數字

I. 參與航海訓練獎勵計劃(SGTIS)的畢業生人數 (截至 2021 年 3 月 31 日)

畢業年份	培訓機構							
	MSTI	IVE	HKU	HKUST	PolyU		其他	
	甲板實習生	輪機實習生	輪機實習生	輪機實習生	甲板實習生	輪機實習生	甲板實習生	輪機實習生
2020	15	0	0	0	0	0	0	0
2019	20	7	0	0	3	0	2	0
2018	30	5	1	1	3	0	2	0
2017	36	5	0	1	2	0	0	1
2016	36	7	0	2	0	2	3	1
2015	24	7	2	3	6	0	2	0
2014	39	9	1	2	6	4	0	0
2013	24	6	1	1	10	3	0	0

註：

3. 計劃鼓勵香港青少年接受及完成海上訓練，以發展他們未來在港口及海事支援行業的事業。合資格申請人可在三個階段獲發每月津貼。
(<https://www.hkmpb.gov.hk/tc/manpower/sgtis.html>)

4. 院校全名：

MSTI – 海事訓練學院

IVE – 香港專業教育學院

HKU – 香港大學

HKUST – 香港科技大學

PolyU – 香港理工大學

其他 – 海外大學或其他

II. 遠洋輪業註冊海員人數

	截至 2020 年 12 月 31 日
高級海員	70
普通海員	1
總計	71

III. 內河船業註冊海員人數

	截至 2020 年 12 月 31 日
高級海員	307
普通海員	346
總計	653

(上述 II 及 III 的數據來自海事處於 2020 年進行的調查。由於數字只包括願意提供資料的公司，故統計數字或會少於實際數字。)

IV. 持牌本地船隻數目

	截至 2020 年 12 月 31 日
第 I 類別	386
第 II 類別	1 975
第 III 類別	6 390
第 IV 類別	10 880
總計	19 631

V. 持有本地合格證明書的人數

證書類別	截至 2020 年 12 月 31 日
船長一級證明書	1 827
船長二級證明書	4 930
船長三級證明書	10 647
輪機操作員一級證明書	4 425
輪機操作員二級證明書	356
輪機操作員三級證明書	6 224
遊樂船隻一級操作人證明書	7 778
遊樂船隻二級操作人證明書	41 214
總計	77 401

VI. 需具備海上經驗的海事處職位

職位	截至 2020 年 12 月 31 日	
	編制	實際人數
海事處副處長 (D3)	1	1
海事處助理處長 (D2)	7	6
首席海事主任 (D1)	4	3
首席驗船主任 (D1)	7	4
海道測量師 (D1)	1	1
高級海事主任	19	11
海事主任	39	29
助理海事主任		
海事監督	15	6
助理海事監督	51	56
高級驗船主任	22	17
驗船主任	41	34
助理驗船主任		
總計	207	168

Sampling Plan of the 2020 Manpower Survey of the Maritime Services Industry**2020 年海事服務業人力調查抽樣計劃**

Sector 界別	Branch 門類	Employment Size 僱員人數	Sample Size 樣本數目
I. Ocean Going Sector 遠洋輪業			
1.	Ship Agents and Managers; Local Representative Offices of Overseas Shipping Companies 船務代理及管理人；海外船公司駐港辦事處 (HSIC 5011, 5012)	1-9	124
		10-19	19
		20-49	25
		50-99	9
		100-199	11
		200 & over 200 及以上	3
		Supplementary 補充樣本	5
2.	Ship Owners of Sea-going Vessels 遠洋輪船船東 (HSIC 5013)	1-9	9
		10-19	4
		20-49	1
		50-99	-
		100-199	-
		200 & over 200 及以上	-
		Supplementary 補充樣本	3
3.	Operators of Sea-going Vessels 遠洋輪船營運者 (HSIC 5014)	1-9	6
		10-19	5
		20-49	4
		50-99	2
		100-199	1
		200 & over 200 及以上	1
		Supplementary 補充樣本	1
4.	Supplementary Samples - Ship Owners and Managers 補充樣本 - 船東及管理人	Supplementary 補充樣本	9
Sub-total for Ocean Going Sector (Branches 1 - 4) 遠洋輪業小計（門類 1 至 4）			242
II. River Trade Sector 內河船業			
5.	Ship Owners and Operators of Vessels Moving Between Hong Kong and the Ports in Pearl River Delta 往來香港與珠江三角洲港口的船隻船東及營運者 (HSIC 5015)	1-9	15
		10-19	15
		20-49	7
		50-99	1

Sector 界別	Branch 門類	Employment Size 僱員人數	Sample Size 樣本數目
		100-199	3
		200 & over 200 及以上	1
		Supplementary 補充樣本	2
Sub-total for River Trade Sector (Branch 5) 內河船業小計（門類 5）			44
III. Local Vessel Sector 本地船舶業			
6.	Inland Water Transport 港內水上運輸 (a) Licensed and franchised ferry services 持牌及專營渡輪服務 (HSIC 502101)	1-9	2
		10-19	5
		20-49	-
		50-99	2
		100-199	2
		200 & over 200 及以上	2
	Supplementary 補充樣本	2	
	(b) Kaito and non-scheduled inland water passenger transport and Inland freight water transport (Supplementary Samples) 街渡及非固定航線港內水上客運服務	Supplementary 補充樣本	65
7.	Mid-stream Operation 中流作業 (HSIC 522202)	1-9	35
		10-19	9
		20-49	-
		50-99	2
		100-199	1
		200 & over 200 及以上	-
Supplementary 補充樣本	8		
8.	Supplementary Samples - Yacht Club and other yacht services^ 補充樣本 - 遊艇會及其他遊艇服務^	Supplementary 補充樣本	34
Sub-total for Local Vessel Sector (Branches 6 - 8) 本地船舶業小計（門類 6 至 8）			169
IV. Shore-Based Sector			
9.	(a) Container Terminal and Marine Cargo Terminal Operators 貨櫃碼頭及貨運碼頭營運者 (HSIC 522201)	1-9	-
		10-19	-
		20-49	1
		50-99	2
		100-199	2
	200 & over 200 及以上	4	
	(b) Port Facilities Operators; Service Activities Incidental to Water Transportation n.e.c. (Supplementary Samples)	Supplementary 補充樣本	46

Sector 界別	Branch 門類	Employment Size 僱員人數	Sample Size 樣本數目
	港口設施營運者；其他水上運輸輔助服務活動 (補充樣本)		
10.	Shipbrokers 船隻經紀 (HSIC 522906)	1-9	81
		10-19	2
		20-49	3
		50-99	-
		100-199	-
		200 & over 200 及以上	-
		Supplementary 補充樣本	3
11.	Classification Societies; Consultants and Surveyors (Supplementary Samples) 船級社；顧問及驗船公司 (補充樣本)	Supplementary 補充樣本	51
12.	Marine Equipment; Shipbuilders and Repairers 海事設備；造船廠及修船廠 (HSIC 301100, 301200 & part of 331500)	1-9	19
		10-19	15
		20-49	-
		50-99	2
		100-199	1
		200 & over 200 及以上	2
13.	Marine Insurance (Supplementary Samples) 海事保險 (補充樣本)	Supplementary 補充樣本	19
14.	Maritime Law (Supplementary Samples) 海事法 (補充樣本)	Supplementary 補充樣本	11
15.	Ship Finance (Supplementary Samples) 船舶融資 (補充樣本)	Supplementary 補充樣本	5
16.	Ship Registration and Port Authorities (Supplementary Samples) 船舶註冊及港口當局 (補充樣本)	Supplementary 補充樣本	5
17.	Other Maritime Services (Supplementary Samples) 其他海事服務 (補充樣本)	Supplementary 補充樣本	34
Sub-total for Shore-Based Sector (Branches 9 - 17) 駐岸行業小計 (門類 9 至 17)			308
Grand Total 總計			763