

14 July 1986

His Excellency Sir David Akers-Jones, KBE, CMG, JP
Acting Governor of Hong Kong.

Your Excellency,

Pay Level Survey for Non-Directorate Staff

On 4 February 1986 the Executive Council advised and Your Excellency ordered that the Standing Commission on Civil Service Salaries and Conditions of Service be invited to conduct in the 1986/87 financial year a Pay Level Survey covering all staff in the civil service below the Directorate level so as to assess whether or not the present remuneration of the civil service below the Directorate level, including both salaries and fringe benefits, is broadly in line with that of employees in the private sector doing comparable work.

2. To enable the survey to proceed we set ourselves the task of designing a methodology for : -

- (a) job evaluation; and
- (b) valuation of fringe benefits.

In the course of designing such a methodology we appointed consultants to give professional advice. We also set up a Pay Level Survey Advisory Committee to gather views from the Administration, the staff consultative councils, private sector organisations and institutional bodies, and other interested parties.

3. We have the honour to submit our proposed methodology for the above Pay Level Survey. Part One of the methodology is on job evaluation, Part Two on the valuation of fringe benefits. Upon confirmation that this methodology should be used the Pay Level Survey itself will proceed.

4. In order that we could meet the requirement of submitting the findings of the Pay Level Survey within this financial year for your consideration, it will be necessary for the proposed methodology to be confirmed by the Government by the middle of August.

We have the honour to be
Your Excellency's obedient servants,

(S.Y. Chung)
Chairman

Kim Y.S. Cham

Therese H.C. Chan

Sunny Choi Shun-shing

Stanley G. Elliott

Victor K.K. Fung

Vincent H.C. Ko \

Alice Lam

Gordon M. Macwhinnie

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Andrew K.W. So