

# Stakeholder Engagement 持份者參與



As a socially responsible organization, we are keen to foster a harmonious culture and sustainable future with our stakeholders through organizing a variety of campus outreach activities.

## Caring Our Staff

As key driving force of our sustainable development, besides directly contributing to campus initiatives, our staff can also assist in knowledge transferring to students and the public. Therefore, the University strives to provide favourable environment and opportunities to facilitate career advancement.

理大是一間重視社會責任的機構，我們經常舉辦各類校園外展活動，與持份者一同推動和諧文化及可持續發展。

## 關顧員工

員工是我們可持續發展進程的中流砥柱，他們不但可直接為校園內的各類事項出力，還可以協助理大將相關的重要知識傳遞到學生和公眾。我們明白員工的可貴，因此悉力創造優越的環境及提供多種機會，扶助他們在教學、科研等領域的發展。

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## Staff Engagement

PolyU is a caring employer for all our employees, offering equal opportunity to qualified and suitable persons. We commit to establishing and implementing an effective system and mechanism to handle staff grievances and appeals in a fair and reasonable manner.

To facilitate communication between staff and management and ensure the quality of staff life, two staff associations have been established. Polytechnic University Staff Association (PUSA) is a registered trade union for full-time staff to discuss and negotiate with the management on issues related to staff benefits and terms of services. To raise environmental and socio-political awareness among staff, PUSA has also collaborated with other units in PolyU or organizations to arrange activities such as Used-

## 員工參與

理大對每位員工也關心愛護，為合資格人員提供平等機會。我們矢志設立及推行完善的系統與體制，確保可公平合理地處理員工的不滿和申訴。

為促進員工與管理層間的溝通，以及確保員工生活的質素，本校特別組成兩個員工組織。香港理工大學教職員協會 (PUSA) 是全職人員的註冊工會，代表僱員與管理層商議關於員工福利和服務條件的事宜。為提高員工的環保及社會政治意識，PUSA 經常聯同理大其他單位或機構協辦活動，例如舉行「二手物品回收運動」收集職員及學生的舊物



1. Spring Dinner  
春茗
2. Staff Games Day  
職員運動會
3. Tai O Excursion  
大澳旅行
4. Chinese Pastry & Cake Making  
with Tea Appreciation Workshop  
中式糕餅製作及品茶工作坊
5. New Year Eve Party  
除夕派對

1	2
3	4
5	

items Collection Campaign to collect used items from staff and students and then sold to the needy at very low prices. Another staff association, PolyU Staff Club, has organised various activities including recreational, social and sports activities for their members to promote social interaction within PolyU as well as between PolyU and the community.

### Staff Continuing Development

To meet the diverse professional development needs of teaching staff, the Educational Development Centre offers extensive staff development programmes to support them. In 2011/12, over 130 workshops and seminars were organized for our teaching staff. In addition, our teaching staff from various departments participated in a total of 109 learning and teaching development projects on a wide range of topics during the reporting period. These included a number of pilot projects related to the new elements in four-year curriculum such as service learning and freshman seminars.

The Human Resources Office offers a wide range of in-house training programmes. Some training programmes are specific for certain staff categories, while others welcome all staff members. Occasionally, there are also programmes designed for a particular department(s) to suit their training needs.



品，以極低廉的價格轉售給貧困人士。另一個員工組織是香港理工大學職員會所。該會籌辦的會員活動頗多元化，包括康樂、社交聯誼及運動，致力促進理大人員之間和理大與社會各界的社交聯繫。

### 員工持續發展

我們的教育發展中心設有完備的員工發展培訓課程，並向教職員提供度身設計的支援服務，務求滿足他們個別的专业發展需要。2011/12 年度，我們為本校教職員舉辦了超過 130 次工作坊及研討會。匯報期內各院系的教職員共參與 109 個不同主題的學習及教學發展項目，當中包括多個關於四年學制新元素的試驗計劃，例如社區服務及新生研討會。

人力資源處設有多類校內培訓課程，部份專為某類職員度身設計，其他則歡迎所有員工參加。此外，人力資源處亦不時為個別院系設計課程，以滿足他們的特定培訓需要。

Apart from the aforementioned provision of in-house training programmes, PolyU also supports its staff members to pursue other professional development. The range of activities includes, but is not limited to:

- (a) Academic programmes leading to higher academic awards
- (b) Industrial attachment or attachment to another institution for a specified period of time as, for example, visiting scholars
- (c) Exchange visits/study visits
- (d) Conference attendances
- (e) Workshops
- (f) Seminars
- (g) Short courses (local or overseas)
- (h) The invitation of Visiting Experts to the department for the benefit of all staff within the department
- (i) Participation in the process of course/subject development and evaluation, and teaching enhancement
- (j) Participation in special interest groups formed within the department
- (k) Participation in networks of staff from other universities/organizations
- (l) Participation in academic/industrial associations and/or networks internationally
- (m) Provision of consultation to other universities, to government or to the community (in the broad sense)
- (n) Visit to industry or to exhibitions to keep up-to-date with new technologies, know-how and procedures

除了上述校內培訓課程，理大也支持員工尋求其他專業發展。這方面的活動包括但不限於：

- (a) 修讀更高學術資格的學術課程
- (b) 指定期限的行業人才交流暫派工作或暫駐於其他機構，例如訪問學者
- (c) 交流外訪 / 考察外訪
- (d) 出席會議
- (e) 工作坊
- (f) 研討會
- (g) 短期課程 (本地或海外)
- (h) 邀請訪問專家到學院指導全學院人員
- (i) 參與開發和評審課程 / 科目，以及優化教學
- (j) 參與學院的特別興趣組
- (k) 參與其他大學 / 機構的員工網絡
- (l) 參與國際性學術 / 行業協會及 / 或網絡
- (m) 向其他大學、政府或公眾提供諮詢服務 (廣義上)
- (n) 訪問行業機構或展覽，掌握最新技術、專業技巧及程序

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On case by case basis and subject to approval, staff members may obtain financial assistance (e.g. air passages, course fees and examination fees, subsistence allowance) and study leave, which may be full-pay or no-pay in nature.

### Staff Benefits

PolyU endeavours to provide competitive compensation and benefits to its employees so as to attract and retain talent for the provision of high quality education services.

PolyU provides staff members with medical benefits. For non-temporary staff members, as well as their eligible family members, medical benefits are provided through medical insurance scheme. For temporary staff members with not less than 3 months' aggregate service, on-campus medical services are provided on a concessionary basis.

In compliance with the relevant legislation, PolyU provides its staff members with retirement benefits through the University's Mandatory Provident Fund (MPF) Scheme and schemes under the Occupational Retirement Schemes Ordinance (ORSO), except for those who are exempt persons under the legislation.

### Retirement Benefit Coverage for Full-time Staff (as at 30 June 2012)

全職僱員的退休福利 (截至 2012 年 6 月 30 日)

Fund Type 基金類別	No. of Staff 員工人數	Percentage 百分率
Mandatory Provident Fund 強制性公積金	2,532	52%
Superannuation Fund 退休金	929	19%
Others 其他	54	1%
Not applicable 不適用	1,331	28%

我們亦會按個別情況，在取得有關批准後向員工提供經濟援助 (例如飛機票、培訓課程費用及考試費、膳宿津貼) 及全薪或無薪進修假期。

### 員工福利

理大致力為僱員提供具競爭力的薪酬和福利，藉以留住人才提供優質的教育服務。

理大的員工可享有醫療福利。非臨時員工和合資格家屬可參與醫療保險計劃，獲得醫療保障；總服務期不少於 3 個月的臨時員工使用校內醫療服務可享有優惠。

理大遵照相關法例，透過大學的強制性公積金 (強積金) 計劃和《職業退休計劃條例》下的計劃為員工提供退休保障 (法例豁免人士除外)。

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Housing benefits are also provided to certain groups of staff members, subject to relevant regulations. Nearly one fifth of the full time staff is entitled to the housing benefits.

For full-time staff that has worked in PolyU for over 15 years, they and their spouse are eligible for using the Long Serving Retiree's Card<sup>1</sup> after retirement. The retirees are entitled to enjoy a variety of benefits including medical and dental services, use of PolyU library, and car parking and sports and recreational facilities within the campus, etc.

遵從相關規例，符合特定聘用條件的員工可享有房屋福利。現時近五分之一全職員工均可享有房屋福利。

在理大服務滿 15 年的全職員工退休後，其本人和配偶可有權使用「榮休職員證<sup>1</sup>」。榮休員工可享多種福利，包括醫療、牙醫服務、使用理大圖書館、校園車位、體育及康樂設施等。

<sup>1</sup> For the details of the eligibility for Long Serving Retiree's Card, please refer to Human Resources Office's website.  
申領榮休職員證的資格請參閱人力資源處網站。

**Staff Recognition**

To recognise staff with outstanding performance or achievement, PolyU adopts the following two-tier award system.

- First Tier: “Faculty/School Awards for Outstanding Performance/Achievement” and “Outstanding Performance/Achievement Awards for Non-academic Staff”
- Second Tier: “The President’s Awards for Excellence Performance/Achievement”

The award winners in the first tier are eligible to be nominated for the highest accolade of “The President’s Awards for Excellence Performance/Achievement” and a presentation ceremony was held on 25 November 2011 for the award winners this year.

**Winners of the President’s Awards for Excellence Performance/Achievement in 2011**  
 2011年「校長特設卓越表現/成就獎」得獎者

Award 獎項	Award Winner(s) 得獎者
Teaching (Individual) 教學 (個人獎項)	Dr Henry Chan - Associate Professor, Department of Computing 電子計算學系副教授陳峻斌博士
	Prof. Iris F.F. Benzie – Associate Head and Chair Professor, Department of Health Technology and Informatics 醫療科技及資訊學系副系主任兼講座教授 Iris F. F. Benzie 教授
Research and Scholarly Activities (Individual) 研究及學術活動 (個人獎項)	Prof. Chen Xiaojun – Associate Head and Professor, Department of Applied Mathematics 應用數學系教授兼副系主任陳小君教授
	Dr Su Zhongqing – Assistant Professor, Department of Mechanical Engineering 機械工程學系助理教授蘇翠慶博士
Services (Individual) 服務 (個人獎項)	Dr Vincent T.Y. Ng – Associate Head and Associate Professor, Department of Computing 電子計算學系副教授兼副系主任 吳道義博士
Services (Team) 服務 (團隊獎項)	Dr Ong Chung-wo, Prof. Helen Chan, Mr Matthew Wong, Mr Eugene Ng, Dr Wong Yuen-wah, Dr Lam Chi-hang, Dr Mak Chee-leung, and Dr Lo Veng-cheong, Department of Applied Physics 應用物理學系王聰和博士、 陳王麗華教授、黃文翰先生、 吳宇謙先生、黃元華博士、林志恒博士、 麥熾良博士、羅永祥博士

**表揚傑出員工**

為嘉許表現傑出或成就驕人的員工，理大特設兩級嘉獎制度。

- 第一級：「學院特設傑出表現/成就獎」及「非教學人員傑出表現/成就獎」
- 第二級：「校長特設卓越表現/成就獎」

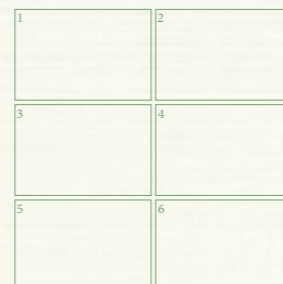
第一級得獎者可獲提名競逐最高榮譽的「校長特設卓越表現/成就獎」。本年度頒獎典禮已於2011年11月25日圓滿舉行。

To foster a sense of belonging among our staff, the Long Service Award Scheme has been introduced since 1990. An award presentation ceremony was held on 20 January 2012 for a total of 286 staff members to acknowledge them for their years of dedication and devotion. Among them, 20 staff members had served PolyU for 35 years, 32 for 30 years, 40 for 25 years and 115 for 15 years.

為增進員工的歸屬感，我們於1990年開設「長期服務員工獎」計劃。本年度頒獎典禮於2012年1月20日舉行，共有286位員工獲獎。校方感謝他們忠心及衷誠地為理大服務多年，其中20位員工已在本校任職35年；32位任職30年；40位任職25年；115位任職15年。



The President's Awards for Excellence Performance/Achievement Ceremony  
「校長特設卓越表現/成就獎」頒獎典禮



#### Environmental Week Activities in March 2012 2012年3月環保週的活動

- 1&2. Environmental Talks on Low Carbon Living and Climate Change  
低碳生活和氣候變化環境講座
3. Environmental Film Show  
環境電影欣賞會
4. Exhibition on Green Living  
綠色生活展覽
5. Workshop on Growing Indoor Plants  
種植室內植物工作坊
6. Photo on Green Campus  
綠色校園攝影比賽作品

## Nurturing Our Young Generation

### Environmental Week

The PolyU Environmental Week was first organized in 2009/10. This first event aimed to raise awareness of energy saving and resource conservation. Activities included poster exhibitions, film shows, TV programme, seminars and campaigns were held. To continue with the success, the second Environmental Week was held in 2010/11. Focusing on low-carbon living and plant preservation, many activities and campaigns were organized. The “Use Less Plastic and Styrofoam Campaign” was extended for over 6 months after the event.

The third PolyU Environmental Week, themed “Green Living, Living Green”, was held on 26-30 March 2012. In order to encourage the PolyU community to adopt a green living style and reduce carbon footprints, different activities were organized. These included environmental talks on low carbon living and climate change, an environmental film show, an exhibition on green living, a green workshop on growing indoor plants and a photo competition portraying the green campus.

## 培育年青一代

### 環保週

理大環保週於 2009/10 年度首辦，以增進節能和保護資源的公眾意識為目標，活動包括海報展覽、電影欣賞會、電視節目、研討會及推廣運動，反應十分理想。2010/11 年度，我們再接再厲，舉行第二屆理大環保週，主題為低碳生活和植物保育，活動和計劃編排得密密麻麻，當中「少用塑膠及發泡膠」運動更在環保週後繼續推行逾 6 個月。

2012 年 3 月 26 至 30 日舉行的第三屆理大環保週主題為「綠色生活」。為鼓勵理大師生及員工擁抱環保的綠色生活和減少碳足印，我們安排了連串推廣活動，包括低碳生活和氣候變化環境講座、環境電影欣賞會、種植室內植物工作坊和以綠色大學校園為題的攝影比賽。

## Cultivating Socially Responsible Entrepreneurship

A series of events were organized in 2011/12, to spread the idea of “Do Well, Do Good” entrepreneurship among PolyU community, and to nurture socially responsible entrepreneurs and leaders of tomorrow. More than 3,000 participants from local and overseas joined the events and 2 of the programmes are highlighted below.

PolyU Micro Fund Scheme has been launched since 2011. The scheme awarded seed funding and prize to good business proposal and innovative ideas for building sustainable society. The scheme provided opportunities for students and young graduates to experience real life by implementing the proposal in society. 5 Awardees in 2011 have got about HK\$ 2 million funding support from different schemes to run the business. Continual entrepreneurial support would be provided through mentorship programme with entrepreneurs, networking with business sectors, etc.

## 倡導企業家履行社會責任

2011/12 年度，我們舉辦連串活動，向理大師生宣揚「有利且有善」(Do Well, Do Good) 的創業文化，致力培育樂於承擔社會責任的企業家和明日領袖。是次活動共吸引逾 3,000 位本地及海外參加者，以下介紹其中 2 個項目。

理大微型基金計劃於 2011 年設立，專門提供啟動資金和獎金資助有利於建造可持續發展社會的優良商業計劃及創新意念。本計劃讓學生和年青畢業生有機會在社會實踐其商業構想，獲得真實的營商體驗。2011 年 5 位得獎者成功獲不同計劃資助，共籌得約 200 萬港元資金創業，並可通過包括「理大創業師友計劃」和商界人脈網絡等活動持續獲得創業支援。



Micro Fund Scheme for Innovation and Entrepreneurship Awards Presentation Ceremony 2011  
2011 年理大微型基金計劃頒獎典禮



Beyond Entrepreneurship Forum  
跨越平凡創新天論壇

In October 2011, PolyU organized the “Beyond Entrepreneurship Forum: How to develop an innovation-driven venture”. This forum provided a platform to connect the experience and insight of local and overseas young entrepreneurs. With an aim to encourage the youngsters to set up innovative ventures with high sustainable values and impacts as well as boosting entrepreneurial culture in Hong Kong, so that the business of youngsters can be beneficial to the society. The forum attracted more than 280 local and overseas young entrepreneurs and founders of start-up companies. A group of over 40 investors and entrepreneurs from the Silicon Valley “Geeks on a Plane” (GOAP) also joined the forum. Mr Nicholas W. Yang, PolyU Executive Vice President, officiated the event and gave the welcoming address. Two keynote speeches were given by Mr Jonathan Siegel from GOAP and PolyU alumnus Dr Johnny Ng, Chairman of Goldford Venture. Local entrepreneurs and GOAP shared experience with the participants through panel discussion.

2011年10月，理大舉辦「跨越平凡創新天：如何開展以創新創意為本的企業」創業論壇，提供平台讓本地和海外年青企業家交流經驗與見解。是次論壇旨在鼓勵年青人開展以創意為本和深具可持續價值的企業，同時在香港發揚創業文化，讓年青人有機會造福社會。活動吸引了超過280位本地及海外年青企業家和新成立企業創辦人出席，此外並邀得逾40位矽谷Geeks on a Plane (GOAP)投資者及企業家參與。理大行政副校長楊偉雄先生主持開幕儀式並致歡迎辭，隨後GOAP考察團的Mr Jonathan Siegel及理大校友高鋒創投主席吳傑莊博士分別主講兩場專題講座。本地企業家及GOAP代表亦透過小組討論跟與會者分享經驗。



Alumni Planting Event  
校友植樹活動

### Alumni Activities

In November 2011, Federation of PolyU Alumni Associations and the Leisure and Cultural Services Department jointly organized the seventh annual planting event. The event promoted environmental protection and greening in the community, and raised funds for The Community Chest of Hong Kong. About 1,200 PolyU alumni, their families and friends joined the event. More than 5,000 shrubs and saplings were planted in Jordan Valley Park.

With the support of the Tai Po Environmental Association, more greening activities were included in the planting event, such as cartoons and video, “Environmental Family Handicraft Workshop”, booth showing inventions from PolyU, and games about recycling and LOHAS cleaning DIY. Cartoon Greening Ambassadors were recruited to promote energy saving, healthy eating and butterfly conservation. These activities helped teaching the next generation about environmental protection and the importance of sustainability.

### 校友活動

2011年11月，理大校友會聯會和康樂及文化事務署第七次聯合舉辦一年一度的植樹活動，一起推廣環保及社區綠化之餘也為香港公益金籌募善款。約1,200名理大校友和家人及親友齊來參與，在佐敦谷公園種植5,000多株灌木及樹苗。

是次植樹得蒙大埔環保會支持，加插多項綠化活動，例如播放動畫和視頻、環保家庭手工藝工作坊、理大發明展攤、回收再造及樂活清潔自己動手做遊戲。大會請來動畫綠化大使宣傳節約能源、健康飲食和蝴蝶保育，透過這些活動向下一代灌輸環保知識及可持續發展的重要。

### Involvement in the Community

The “PolyU Serves” Community Service Campaign was launched in 2012 to further engage PolyU students from various disciplines to organize sustainable projects to serve the community. Over 75 non-governmental organizations were invited to become PolyU partners for this important initiative commemorating PolyU’s 75th anniversary celebration. With this new campaign, PolyU can secure more sponsorship and support from different sectors of society for developing and launching more new initiatives in the future. By launching the new “PolyU Serves” Community Service Campaign alongside the introduction of credit-bearing “service-learning” subject, it was expected that 3,000 PolyU students would participate in around 70 projects per year in the next few years.



Over 75 non-governmental organizations were invited to become PolyU partners in the The “PolyU Serves” Community Service Campaign  
逾 75 間非政府機構獲邀參與「理有心」社會服務計劃擔任理大夥伴

Supporting the international sport occasion, the Standard Chartered Hong Kong Marathon, PolyU has sent a running team since 2009. In 2011, more than 3,300 runners in PolyU Running Team participated in the event and formed the biggest

### 投入社區

2012 年開展的「理有心」社會服務計劃旨在動員各學術領域的理大學生推行可持續發展項目為社會服務。我們邀請逾 75 間非政府機構擔任理大夥伴，參與這項為慶祝建校 75 周年而推行的重大計劃。透過這套新計劃，我們亦希望獲得社會各界的贊助和支持，以更好地在將來發展及推展新計劃。隨着推行「理有心」社會服務計劃與將「服務學習」納入學分課程互相配合，估計未來數年每年約有 3,000 名理大學生參與約 70 個服務項目。

理大一直以來熱心支持國際體育盛事「渣打香港馬拉松」，自 2009 年至今每年派隊參賽。2011 年，理大的賽隊人強馬壯，成員超過 3,300 人，規模打

team ever for the event. In February 2012, we have increased to 3,600 runners, joining the Standard Chartered Hong Kong Marathon together with hundreds of cheering team members and volunteers from PolyU. PolyU was an active participant, for every 20 runners, one was from PolyU. By sending forth the largest single team, PolyU won the Most Supportive Group Award Top Prize for the third consecutive year and set a new record in the event.

PolyU provided different support for the runners. Before the marathon running, trainings such as seminars and scheduled practice were organized. Free physiotherapy service was provided by the Department of Rehabilitation Sciences to PolyU runners on the day of the event.

破參與這項慈善賽歷來的紀錄。2012 年 2 月，我們增加到 3,600 位理大跑手，再加上數百名啦啦隊員和義工浩浩蕩蕩出戰渣打香港馬拉松，全場每 20 名跑手中便有一名來自理大。理大憑着這支陣容鼎盛的最強大團隊，連續第三年贏得「最鼎力支持大獎」冠軍，並創下新紀錄。

理大在多方面支援跑手，賽前先後舉辦多次研討會和安排定期訓練，此外康復治療科學系亦於比賽當天為理大跑手提供免費物理治療服務。



PolyU teamed up for the Standard Chartered Hong Kong Marathon  
理大組成強大賽隊參加渣打香港馬拉松