

7.1 如第一章所述，監警會委員分為三個小組，審核投訴警察課提交的調查報告。此外，監警會就不同工作範疇設立了三個專責委員會，更有效地履行職能。

7.2 三個專責委員會的職權範圍和成員名單如下：

嚴重投訴個案委員會

- (a) 訂定準則，用以界定應受委員會監察的嚴重個案；
- (b) 研究和制定監察嚴重投訴個案的特別程序；
- (c) 研究是否需要尋求外間的專業意見或服務，協助審核投訴個案；
- (d) 審核嚴重投訴個案的調查結果，並向主席提出建議；以及
- (e) 提出委員會認為適當並與監察嚴重投訴個案有關的任何事項，供監警會考慮。

成員

主席 石禮謙議員，SBS，JP

委員 李國麟議員，SBS，JP
王沛詩女士，JP
陳嘉敏女士，JP
張達明先生
張仁良教授，BBS，JP
陳培光醫生（由2010年起）
鄭經翰先生，JP（由2010年起）

7.1 As mentioned in Chapter 1, IPCC Members formed themselves into three sub-groups for vetting investigation reports submitted by CAPO. Apart from this, for better discharge of IPCC's functions, three committees have been established under IPCC, dedicated to different areas of work.

7.2 The terms of reference and membership of the three committees were as follows:

Serious Complaints Committee

- (a) To determine the criteria of serious cases that should come under the monitoring of the Committee;
- (b) To examine and determine special procedures for monitoring serious complaints;
- (c) To examine the need to seek outside professional advice or service to facilitate the scrutiny of complaint cases;
- (d) To examine the findings of serious complaint cases after investigation has been completed and put forward its recommendations to the Chairman; and
- (e) To put forward any issues in relation to the monitoring of serious complaint cases for IPCC's deliberation as the Committee deems appropriate.

Membership

Chairman Hon Abraham SHEK Lai-him, SBS, JP

Members Dr Hon Joseph LEE Kok-long, SBS, JP
Ms Priscilla WONG Pui-sze, JP
Ms Carmen CHAN Ka-mun, JP
Mr Eric CHEUNG Tat-ming
Prof Stephen CHEUNG Yan-leung, BBS, JP
Dr CHAN Pui-kwong (since 2010)
Mr Albert Jinghan CHENG, JP (since 2010)

管理委員會

- (a) 監督監警會秘書處的主要工作；
- (b) 審議和批准：
- 周年預算的任何改動；
 - 高級審核主任/高級經理或以下級別僱員的委任、停職及終止僱用；
 - 對監警會服務有所影響的主要行政事宜；以及
 - 估計價值5萬元或以上或涵蓋新項目範疇的擬訂新合約，但不包括宣傳及意見調查委員會權限內的合約或活動；以及
- (c) 提出委員會認為適當的任何行政及管理事宜，供監警會考慮。

成員

主席 楊耀忠先生，BBS，JP

委員 翟紹唐 資深大律師
徐福樂醫生（至2009年止）
林志傑醫生，MH
杜國鏞先生，BBS，JP
（至2009年止）
彭耀佳先生，SBS，JP
（至2010年2月止）
吳克儉先生，JP
鄭經翰先生，JP（由2010年起）

Management Committee

- (a) To oversee major areas of work of the IPCC Secretariat;
- (b) To consider and approve:
- any changes to the Annual Budget;
 - appointment, interdiction from duty, and termination of employment of employees at or below Senior Vetting Officer/Senior Manager ranks;
 - key administrative matters that affect the service of IPCC; and
 - proposed new contracts with estimated value at or above \$50,000 or covering a new area of activity, with the exception of those contracts or activities which come under the purview of the Publicity and Survey Committee; and
- (c) To put forward any administrative and management issues for IPCC's deliberation as the Committee deems appropriate.

Membership

Chairman Mr YEUNG Yiu-chung, BBS, JP

Members Mr JAT Sew-Tong, SC
Dr Michael TSUI Fuk-sun (up to 2009)
Dr Lawrence LAM Chi-kit, MH
Mr Clement TAO Kwok-lau, BBS, JP (up to 2009)
Mr PANG Yiu-kai, SBS, JP (up to February 2010)
Mr Eddie NG Hak-kim, JP
Mr Albert Jinghan CHENG, JP (since 2010)

宣傳及意見調查委員會

- (a) 審議可提升監警會形象和讓市民加深認識監警會的措施；
- (b) 審議和批准已編入預算的宣傳及相關活動，包括：
 - 宣傳物品的內容和設計，例如年報、網頁、短片、刊物和其他宣傳品；
 - 推展宣傳活動；以及
 - 挑選和委聘承辦商協助推展有關計劃；
- (c) 審議和批准推展已編入預算的意見調查工作，以及挑選和委聘承辦商協助推展有關工作；
- (d) 監察(b)和(c)項所載計劃的進度和質素；
- (e) 審議年度宣傳計劃並就計劃提出意見，供監警會考慮；以及
- (f) 提出委員會認為適當並與宣傳有關的任何事宜，供監警會考慮。

成員

主席 謝德富醫生，BBS，JP

委員 林大輝議員，BBS，JP
徐福榮醫生（至2009年止）
阮陳淑怡博士
張妙嫦女士
方敏生女士，BBS，JP
鄭經翰先生，JP（由2010年起）

Publicity and Survey Committee

- (a) To consider measures that could enhance the image and public understanding of IPCC;
- (b) To consider and approve publicity-related activities which have been budgetted for, including:
 - contents and design of publicity materials, such as annual reports, website, videos, publications and other promotional materials;
 - launching of publicity activities; and
 - selection and commissioning of contractors to assist in such projects;
- (c) To consider and approve launching of surveys which have been budgetted for, and selection and commissioning of contractors to assist in such projects;
- (d) To monitor progress and quality of the projects in (b) and (c);
- (e) To consider and advise on annual publicity plan for IPCC's consideration; and
- (f) To put forward any publicity-related issues for IPCC's deliberation as the Committee deems appropriate.

Membership

Chairman Dr TSE Tak-fu, BBS, JP

Members Dr Hon LAM Tai-fai, BBS, JP
Dr Michael TSUI Fuk-sun (up to 2009)
Dr Helena YUEN CHAN Suk-yea
Ms Emily CHEUNG Mui-seung
Ms Christine FANG Meng-sang, BBS, JP
Mr Albert Jinghan CHENG, JP (since 2010)

監警會秘書處

- 7.3 監警會由一個全職的秘書處支援。秘書處由一名秘書長領導，編制共有28名職員。秘書處的主要職責是協助委員審核投訴個案的調查報告和推廣委員會的工作。
- 7.4 隨著監警會成為法定機構，監警會正逐步聘請自己的員工，以取代由政府借調的公務員。截至2010年3月31日，秘書處編制的28個職位中，有15個由監警會僱員出任。我們預計在2012年5月底前（即法定監警會成立三周年前），所有借調到秘書處的公務員會由監警會僱員取代。監警會秘書處的組織圖（截至2010年3月31日）載於附錄VIII。

服務承諾

- 7.5 監警會歡迎任何有助改善我們服務的建議。市民可以親臨、致電或以書面形式，向我們提出查詢和建議。

IPCC Secretariat

- 7.3 IPCC is supported by a full-time Secretariat, headed by a Secretary-General, with a total staffing complement of 28. The major function of the Secretariat is to assist Council Members in examining complaint investigation reports and in promoting the work of IPCC.
- 7.4 As IPCC became a statutory body, it has started recruiting its own staff with a view to replacing the seconded civil servants working at the Secretariat. As at 31 March 2010, out of the total staffing complement of 28, 15 are IPCC employees. It was envisaged that all civil servants would be phased out no later than end of May 2012 (i.e. three years from establishment of statutory IPCC). The organisation chart of the IPCC Secretariat, as at 31 March 2010, is at Appendix VIII.

Performance Pledges

- 7.5 IPCC welcomes any suggestions to improve our service. Members of the public can make enquiries or suggestions in person, by telephone, or in writing.



7.6 監警會認為有效監察投訴警察課處理個案和迅速處理公眾查詢，極其重要。監警會在本報告期內實踐其服務承諾的表現如下：

7.6 IPCC attaches great importance to effective monitoring of CAPO's complaints investigation and efficient handling of public enquiries. The performance of IPCC in meeting its pledges in this reporting period is as follows:

| | 表現指標 (標準回應時間)* | 於指標時間內處理的數目 (達標%) | |
|--|---|--|------------------------------------|
| | Performance Target (standard response time)* | No. Processed Within Target (% within performance target) | |
| 個案的處理 Handling of Cases | | 2009 | 2010 (第一季 first quarter) |
| 一般個案# Normal Cases# | 3個月內 Within 3 months | 2,131 (100%) | 843 (100%) |
| 複雜個案+ Complicated Cases+ | 6個月內 Within 6 months | 894 (100%) | 375 (100%) |
| 覆核個案□ Review Cases□ | 6個月內 Within 6 months | 50 (100%) | 15 (100%) |
| 查詢 Enquiries | | | |
| 致電/親臨 By telephone/in person | 即時 Immediately | 581 (100%) | 115 (100%) |
| 書面 In writing | 10天內 Within 10 days | 361 (100%) | 123 (100%) |

* 由接獲投訴警察課最終調查報告/回應的日期起計

* Measured from the date of receipt of CAPO's final investigation report/response

一般個案：向投訴警察課提出不多於一輪質詢的輕微個案（例如無禮或疏忽職守）

Normal cases: minor cases (such as impoliteness or neglect of duty) with no more than one round of query raised by IPCC with CAPO

+ 複雜個案：所有嚴重的個案（例如毆打或捏造證據），或向投訴警察課提出多於一輪質詢的輕微個案

+ Complicated cases: all serious cases (such as assault or fabrication of evidence) and minor cases with two or more rounds of queries raised by IPCC with CAPO

□ 覆核個案：要求覆核須匯報投訴的調查結果分類的個案

□ Review cases: requests for reviewing the classification of reportable complaints