

**Existing and planned measures
on the promotion of equality for ethnic minorities**

Vocational Training

Various courses and facilities of vocational education and training are provided through the Vocational Training Council (VTC), the Employees Retraining Board (ERB) and the Construction Industry Council (CIC) to eligible persons who are able to meet the admission requirements, irrespective of their race or ethnic origin.

In particular, to cater for the needs of non-Chinese speaking persons, a number of courses and programmes are conducted in English. Specific courses such as those in Cantonese are also specifically designed to meet their needs.

A. Vocational Training Council

Services
concerned

- The VTC offers a wide range of vocational and professional education and training programmes. To ensure vocational education and training services are accessible to all irrespective of race, special consideration has been taken to cater for the needs of ethnic minorities.

Existing
Measures

Dedicated vocational and professional education and training programmes for non-Chinese speaking (NCS) students

- VTC offers dedicated programmes to NCS youth and adults to meet their multifarious training needs. These programmes include diploma courses in business, design and hospitality, for secondary school leavers, Applied Learning courses for senior secondary students, Vocational Development Programmes for non-engaged youth, short courses on vocational Chinese and vocational skills.

Acceptance of alternative Chinese Language qualifications

- Where a programme requires specific standard in Chinese Language of the Hong Kong Diploma of

Secondary Education (HKDSE) for admission, alternative Chinese Language qualifications or HKDSE Applied Learning Chinese will be considered.

Support services

- NCS students of pre-employment programmes are provided with various support services to help them better cope with study and adapt to campus life. These services include academic and learning support, activities to foster integration with local students and community and counseling and advisory support for articulation and career development.
- Assessment of future work
- VTC will continue to maintain and promote the policy of equality and work closely with the non-governmental organizations and secondary schools serving ethnic minority groups to ensure the relevance of the programmes offered.
- Additional Measures Taken / To Be Taken
- To promote racial equality in its learning and working environment, VTC has drawn up guidelines for reference by its operation units.
 - Training and sharing sessions will continue to be arranged for staff and students to increase their awareness and sensitivity on racial equality.
 - VTC will continue to organize activities to promote a culture of inclusion and facilitate integration between local and NCS students.
 - The Committee on Compliance with Race Discrimination Ordinance will continue to monitor the implementation of the above measures.
- Public Enquiries
- Enquiries on the above measures can be directed to VTC Senior Office/Headquarters (Academic Services) at 2836 1766.

B. Employees Retraining Board

Services
Concerned

- The Employees Retraining Board (ERB) provides training courses and services to enhance the skills, quality, employability and competitiveness of the labour force (with an education attainment of sub-degree or below). The full-time placement-tied courses are employment-oriented, and aim at helping the unemployed secure jobs through suitable skills training and placement follow-up services. The part-time "Skills Upgrading Scheme Plus" enable the labour force to update and upgrade their skills. The part-time generic skills training courses, encompassing foundation skills such as workplace languages, numeracy and information technology, aim at enhancing the overall quality of the labour force.
- With a view to improving the employability of the ethnic minorities and facilitating their integration into the local community, the ERB provides dedicated training courses conducted in English since mid-2007 to suit the aspirations and training needs of the ethnic minorities. Special measures and services are provided to facilitate and support their training and job search.

Existing
Measures

Dedicated courses for the ethnic minorities

- In 2017-18¹, the ERB offers 12 placement-tied and 26 "Skills Upgrading Scheme Plus" and generic skills training courses conducted in English and dedicated for the ethnic minorities, with 800 training places reserved.
- The ERB offers an integrated job-search course tailored made for the ethnic minorities named "Employment Set Sail". Conducted in English, the course aims to enhance their understanding and knowledge of the local employment market, work culture, job-seeking means and job-search skills.
- Currently, the ERB offers 11 language courses (including workplace Cantonese, workplace Putonghua, workplace Chinese (reading and writing) and English) dedicated for

¹ As at 30 September 2017.

the ethnic minorities. In 2015-16, ERB established the "Task Force for Reviewing Language Courses" to examine comprehensively its language training courses. The aim is to assist the ethnic minorities to overcome communication barriers and uplift their employability through enriching the practicality and articulation of the language courses, and for the building up of progression pathway for them. In 2016-17, the ERB revamped the existing 2 Chinese (reading and writing) courses to become 4 new Chinese (reading and writing) courses with more practical hours involving real life contexts incorporated. The ERB will continue to strengthen its support towards the ethnic minorities' Chinese language training and put in place a structured Chinese language training scheme to help the ethnic minorities enhance their Chinese proficiency for purposes of social integration and employment.

- The ERB offers dedicated training courses targeting non-engaged youth of the ethnic minorities aged between 15 and 24 under the Youth Training Programme. In 2017-18, the Programme offers altogether 4 different streams of skills training courses for the young trainees.
- Since June 2008, the ERB has convened meetings with the focus group to identify training and employment needs of the ethnic minorities, and to advise on strategies for promoting ERB courses and services to the ethnic minorities. The focus group comprises ethnic minority groups, social services organisations, training bodies (TBs), employers and relevant government bodies. The ERB will continue to develop new courses for the ethnic minorities with reference to the advice of the focus group.

Special measures and support services

- The ERB requests TBs to arrange English speaking staff to provide services to the ethnic minorities and encourage TBs to use the Government interpretation services when rendering the ERB services.
- The ERB has been handling on a flexible basis the requirement of class size for training courses dedicated

for the ethnic minorities.

- Interpretation services in class by teaching assistants who can speak English and ethnic minority languages are arranged where necessary to enhance the effectiveness of learning.
- Ethnic minority trainees who have completed the placement-tied courses are provided with six-month placement follow-up service, whereas a three-month placement follow-up period is generally provided for other trainees.
- With a view to encouraging TBs to develop more new courses catered for the needs of the ethnic minorities, the ERB has extended the coverage of its existing Course Development Incentive Scheme to include courses dedicated for the ethnic minorities.
- To foster awareness of the ethnic minorities to the available training opportunities, the ERB has issued promotional leaflets in English and 6 ethnic minority languages (including Hindi, Urdu, Nepali, Indonesian, Tagalog and Thai) for distribution to the ethnic minority groups via different channels. The Course Prospectus is prepared in English, and advertisements have been placed in different newspapers in English, Urdu and Nepali to promote the courses for the ethnic minorities.
- The ERB will update the promotional leaflet introducing the ERB courses and services for the ethnic minorities in order to arouse their understanding of the ERB, and interest of enrolling courses and using services offered by the ERB.
- To reach out to the ethnic minorities and gauge their training needs, the ERB staffs actively conduct visits to community centres and religious gatherings of the ethnic minorities from time to time.
- To further enhance its promotional efforts, the ERB has been in close contact with the Support Service Centres for Ethnic Minorities operated by non-government

organisations and funded by the Home Affairs Department (HAD) in the dissemination of service information of the ERB to the ethnic minorities. The ERB regularly updates information of the ERB courses and services in the “Your Guide to Services in Hong Kong” published by the HAD for the ethnic minorities.

- ERB also distributes its promotional leaflet to the ethnic minorities through the social service organisations under the “Ambassador Schemes” of HAD, with a view to promoting ERB courses and services to them.
- Targeted support services are offered for the ethnic minorities at the ERB Service Centres in Sham Shui Po², Kwun Tong, and Tin Sui Wai to meet their specific needs. The ethnic minorities can register as members of the Service Centres and make use of the training and employment support services provided by these centres, including dedicated workshops and group activities for the ethnic minorities on job search skills, interviewing skills, vocational English and Cantonese.
- Since 2011-12, ERB has been providing the Training Consultancy Service to people requiring more personalised support and advice on the ERB courses, Training Consultants would provide recommendation on suitable training and assist ethnic minorities to enrol in the ERB courses by assessing their training needs and job aspirations through face-to-face interview. Training Consultants would also proactively liaise with district associations and social services organisations to conduct seminars and workshops to promote the courses and services of the ERB targeting the need of the ethnic minorities.
- The ERB also sponsors TBs to organise district-based promotional activities targeting the ethnic minorities and employers. The ERB will continue to explore more channels to reach out to the ethnic minorities.

² ERB Service Centre in Sham Shui Po will cease operation on 1 December 2017.

Staff training

- To promote understanding of the culture of the ethnic minorities and enhance the sensitivity of staff in rendering services to the ethnic minorities, the ERB organised workshops in collaboration with different organisations, including “Unison” and “Equal Opportunities Commission”, on the characteristics of the ethnic minorities for the staff of the ERB and TBs. To further enhance the knowledge and skills in teaching Chinese language for the ethnic minorities, the ERB also arranged TBs offering dedicated courses for the ethnic minorities to participate in the workshops organised by the University of Hong Kong.
- In March 2017, the ERB organised a sharing session for the TBs on “Measures in Support of Trainees with Special Needs”. Similar training sessions will be conducted periodically by the ERB for briefing staff of newly appointed TBs.

Assessment of Future Work

- The ERB will continue to gauge the views of the ethnic minority groups on its current measures and support services, and continue to develop dedicated courses and services to meet their training needs. The ERB convenes regularly with TBs and Technical Advisors to evaluate the operation and effectiveness of the trainings. The ERB also collects feedbacks from trainees and TBs through class visits, course evaluation surveys and course review questionnaires with a view to continuously improve the quality of the trainings and services for the ethnic minority groups.

Additional Measures Taken / To Be Taken

- Since 2010-11, the ERB has begun to prepare English training materials for selected courses provided to members of the general public (the medium of instruction of which being Cantonese). The ethnic minorities who can speak and comprehend Cantonese can also attend the courses. In 2017-18, the ERB offers 2 such courses covering Business and Healthcare Services industries.
- Since 2016-17, ERB has launched the "Training Support Services Subsidies"(Subsidies) for TBs to develop

supplementary training materials and provide learning support services. It will facilitate the ethnic minorities who can speak and comprehend Cantonese to attend some 500 ERB training courses provided to members of the general public. In 2018-19, the ERB will extend the Subsidies to cover more course categories and uplift the percentage of maximum subsidy level in order to encourage TBs to apply for the Subsidies to cater for the needs of the ethnic minorities.

- Non-school-attending ethnic minorities could receive subsidy from the HAD to study in 12 specified ERB language courses, with the aim of encouraging the ethnic minorities to engage in life-long learning and to enhance transferable job skills.
- In 2013-14 and 2014-15, the ERB collaborated with the HAD to organise “Taster Programme” in HAD’s Support Service Centres for Ethnic Minorities on a pilot basis. Furthermore, the ERB has been offering dedicated training courses at these Support Service Centres since 2015-16. Through reaching out to the ethnic minorities in these support service centres, the ERB encourages the ethnic minorities to enrol in training courses offered by the ERB.
- In 2015-16, the ERB organised district guided tours in Kwun Tong, Wong Tai Sin, Shum Shui Po and Kwai Tsing. Through the collaboration with district organisations, local residents, including the ethnic minorities, could visit the ERB Service Centres, TBs and participate in employer activities to obtain more training and employment information, and enrol in courses or apply for jobs.
- In 2015-16, the ERB funded TBs to organise 4 district-based promotional activities, assisting the ethnic minorities to enrol in ERB courses. In 2016-17, the ERB launched the “Promotion Programme for Courses and Industries”, funding TBs to collaborate with district organisations to organise district-based promotional activities to promote the ERB courses as well as job opportunities and career prospects of different industries.

4 dedicated activities were organised in the year to cater for the needs of the ethnic minorities. In 2017-18, ERB will continue to provide funding to TBs to organise district-based promotional activities which include 4 dedicated activities for the ethnic minorities, with a view to providing more opportunities for them to learn more about ERB courses and employment information of different industries.

- The ERB set up 10 "ERB Service Spots" in 2016-17 as a pilot scheme in Kwai Tsing and Tsuen Wan in collaboration with social service organisations to provide enquiry and enrolment services for the ERB courses, organise industry seminars and taster courses, and assist public members to register for the ERB Training Consultancy Service. ERB will launch 12 "ERB Service Spots" in Kowloon West in early 2018. The ethnic minorities can make use of such services.
- In 2016-17, a new outreaching Training Consultancy Service was introduced. Training Consultants would visit different NGOs and organisations to provide individual or group training consultancy service to the ethnic minorities. The service will be enhanced in 2017-18.
- Since 2014-15, the ERB has been organising "Career Talks for School" for upper-form ethnic minority students. Senior executives of corporations were invited as the speakers to share with the students the career prospects, working environment and entry requirements, etc. The ERB representatives also introduced to the students the ERB courses and services which were suitable for the ethnic minority young people.
- In 2015-16, the ERB conducted a thematic survey on "Recruitment of Ethnic Minorities" to collect up-to date information on the strategies, considerations and implementation issues of employers pertaining to recruitment, training and management of the ethnic minorities.
- The ERB organised an "Employer Sharing Session" on "Recruiting Ethnic Minorities", to introduce to employers

the training courses available for the ethnic minorities. Representatives of employers and TBs were invited to share their experiences in promoting and supporting the employment of the ethnic minorities.

- Enquiries
- For enquiries, please call the Training Consultant of ERB at 2338 1791.

C. Construction Industry Council

- Services
Concerned
- The CIC is committed to creating a working and living environment that provides equal opportunity, and is free of any discrimination, harassment and vilification for all its employees, trainees, visitors and the public.

- Under Section 29 of the Construction Industry Council Ordinance, the CIC has established the “Construction Industry Training Board” to provide training courses and trade testing services for the construction industry.

Existing
Measures

Policy

- The CIC has formulated its Equal Opportunity Policy to ensure that all employees shall not discriminate, harass or vilify any other employee of CIC, trainee, visitor, or any CIC service users. The Equal Opportunity Policy has been endorsed by the CIC and issued to all CIC staff.

Staff Training

- CIC arranges regular training courses on Equal Opportunities to both front line staff and managerial staff to pursue its Equal Opportunity Policy. Representatives of the Equal Opportunities Commission (EOC) would share with CIC’s staff the Race Discrimination Ordinance with focus on areas related with vocational training.

Training and Trade Test Services to Ethnic Minorities

- CIC currently offers 3 full-time short courses in English to equip the trainees who wish to pursue a career in the construction industry with specific craft skills. Trainees will receive daily allowances during the course of training. To further enhance the services, CIC will recruit additional translators to assist in the delivery of training courses.
- CIC currently offers 15 part-time safety-related courses in English to enhance the safety awareness of non-Chinese speaking in-service construction practitioners.
- CIC has rolled out 5 part-time courses under “Skills Enhancement Courses for Ethnic Minorities” in 2015 to train registered general workers to become registered semi-skilled workers for the relevant trades.
- English test papers are available for most trade tests and plant operating certification tests. CIC also allows the candidates to be accompanied by their translators during testing.

Promotional Activities

- CIC conducts the following promotional activities to attract ethnic minorities to attend training courses and trade test organised:
 - Regular visits to in-service ethnic minority practitioners;
 - Outreach activities to ethnic minorities through organisations serving them and media channels they regularly contact; and
 - Work experience programmes for ethnic minorities, such as career talks, taster programmes and job matching fairs cum family fun days, to raise their understanding of the construction industry;

- CIC has developed English teaching materials for Liberal Studies. CIC collaborates with relevant secondary schools and non-governmental organizations serving ethnic minority group to let ethnic minority students have a more thorough understanding of the construction industry.

Ethnic Minority Service Team

- In view of the increasing number of ethnic minorities practitioners, CIC has set up the Ethnic Minority Service Team to enhance its services and support to ethnic minorities, including:
 - Regularly visiting related organizations and communities to promote CIC services;
 - Providing interpretation and translation services to candidates and trainees; and
 - Organizing and participating in activities to promote CIC services.

Assessment of Future Work

- CIC will review its Equal Opportunity Policy every year.
- CIC will continue to provide the most updated information to its staff and trainees to increase their awareness and sensitivity on racial equality.
- CIC would keep under review the demand and effectiveness of the above courses.
- CIC will continue to seek opinions from ethnic minority groups on the current measures and support services provided in relation to construction training and trade test, and will develop courses and services in response to their needs.

Additional Measures Taken / To Be Taken

Provision of courses

- CIC will consider offering other appropriate courses and trade tests in English should the demand arise in future.

Trade Testing Paper in Ethnic Minorities Languages

- Launch the pilot scheme to provide trade test papers in three languages (i.e. Nepali, Hindi and Urdu) for the trades that are more popular among ethnic minorities. CIC will consider translating other test papers to the 3 mentioned languages.

Ethnic Minority Service Team

- With the formation of the Ethnic Minority Service Team, it is expected the scope of services for ethnic minorities will be expanded. CIC is planning to form focus groups to study the trade-specific needs of ethnic minority practitioners.

Enquiries

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**Vocational Training Council
Employees Retraining Board
Construction Industry Council
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