

性別主流化

GENDER MAINSTREAMING



把兩性的觀點及需要納入主流考慮
以達致兩性平等

Making the perspectives and needs of
both genders mainstream consideration
for achieving gender equality

序言



性別主流化是聯合國為促進婦女權益和兩性平等而倡議的全球策略。1995年在北京舉行的聯合國第四次世界婦女大會上通過的《北京行動綱要》確立了這項策略。此後，很多國家相繼在決策過程中採納性別主流化的概念。

自2002年起，在婦女事務委員會(婦委會)的建議和協助下，政府已在多個政策和工作範疇逐步推行性別主流化。為推動性別主流化，婦委會制訂性別主流化檢視清單，並不時向政府、各行業，及公眾推廣性別主流化。

在2015年施政報告中，行政長官接納婦委會的建議，要求所有政策局及部門由2015-16年度開始，在制定主要政府政策及措施時須參考性別主流化檢視清單並應用性別主流化。

我們期望透過出版《性別主流化手冊》，提升政府人員對性別主流化的認識和性別敏感度，協助各人員在工作上應用性別主流化，使政府的政策和服務能夠充分考慮男性和女性的需要和關注。

婦女事務委員會
2015年

Foreword



Gender mainstreaming is the United Nations’ global strategy to promote women’s interests and achieve gender equality. It was established in 1995 upon adoption of the Beijing Platform for Action at the United Nations Fourth World Conference on Women held in Beijing. Many countries have since implemented gender mainstreaming in policy-making.

Since 2002, with the advice and support of the Women’s Commission, the Government started to implement gender mainstreaming in various policy and programme areas. To facilitate the introduction of gender mainstreaming, the Commission developed a Gender Mainstreaming Checklist, and promoted gender mainstreaming to Government, various industries and public from time to time.

In the 2015 Policy Address, the Chief Executive accepted the recommendations of the Commission that, starting from 2015-16, all bureaux and departments should be required to refer to the checklist and apply gender mainstreaming to formulating major government policies and initiatives.

We hope that this guidebook helps government officers understand more about gender mainstreaming and enhance their gender sensitivity. It will facilitate their application of gender mainstreaming at work, so that public policies and services can take proper account of the needs and concerns of both women and men.

Women’s Commission
2015



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認識 性別主流化



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♀♂ 引言 INTRODUCTION

性別主流化是聯合國為促進婦女權益和兩性平等而提議的全球策略，以確保兩性可以同等享有並受惠於社會的資源和機會，從而促進婦女發展，達致兩性平等。

Gender Mainstreaming is a global strategy advocated by the United Nations for the promotion of women's advancement and gender equality. It seeks to ensure that women and men have equitable access to, and benefit from, society's resources and opportunities, with the aim of achieving women's advancement and gender equality.

男女的生命歷程、需要和經驗均可能有異。一些政策和措施因而可能會對男性及女性產生不同的影響。為盡量減少對某性別造成不公平或不便，我們有需要把性別作為一個獨立的考慮因素，確保男性和女性得到平等和公平的對待。

Women and men may be different in their development, needs and experiences in life. A policy or measure may therefore impact on women differently than on men. To minimise gender-based unfairness or inconvenience, we need to make gender an independent consideration to ensure fair and equitable treatment between women and men.

性別考慮為何重要？

- 一些設於公共場所的育嬰設施使用含有女性特徵的標誌（例如穿裙子的人形圖案），可能令男士誤以為該育嬰設施只准女士使用，阻礙兩性平等使用該設施。
- 女士往往需要在商場或戲院的洗手間外排隊，相反男士則較少遇到同類情況。設置相同數目的男女洗手間，會否對男女造成不同的影響？



WHY IS GENDER CONSIDERATION IMPORTANT?

- Babycare signage in public places often depicts femininity, such as a human figure in a dress. It may create a misunderstanding that the facility is provided for women only. This will hinder the equal access to the facility by both women and men.
- Women queuing up outside the toilet is a common scene in shopping arcades and cinemas, but much less so in the case of men. Is the male/female toilet compartment ratio of 1:1 affecting men and women differently?

延伸閱讀 1

育嬰間設置指引

2008年年初，食物及衛生局推出新措施，邀請建築署、衛生署、政府產業署、屋宇署及房屋署共同制訂「育嬰間設置指引」。政府已於2008年8月向政策局及部門傳閱有關指引，鼓勵在政府及公共處所加設合適的育嬰間設施。屋宇署亦會發出指引，供私營機構參考。

FURTHER READING 1

ADVISORY GUIDELINES ON BABYCARE FACILITIES

In early 2008, the Food and Health Bureau initiated the formulation of the first Advisory Guidelines on Babycare Facilities in collaboration with the Architectural Services Department, Department of Health, Government Property Agency, Buildings Department and Housing Department. The guidelines were subsequently issued to bureaux and departments in August 2008 to encourage the provision of suitable



在草擬有關指引時，當局曾與哺乳母親舉辦討論小組，以收集她們對合適育嬰室條件的意見。指引擬稿亦經過修訂，顧及她們的需求，包括育嬰室應使用中性形象而非女性形象的標誌，以示男女均可進入育嬰室；以及應在母乳餵哺區張貼「餵哺範圍，女士專用」指示牌，標示只限女性進入。

babycare facilities in government and public premises. Guidelines for the private sector were also issued by the Buildings Department.

During the drafting process of the guidelines, discussion groups with breastfeeding mothers were held to collect suggestions for desirable babycare rooms. The draft was then modified accordingly. The guidelines suggest, for example, using gender-neutral signage rather than female logos to indicate that both males and females can use the babycare room, and posting a notice of “Breastfeeding Area for Women Only” (餵哺範圍，女士專用) to indicate that only females are allowed in the breastfeeding area.

延伸閱讀 2

男女洗手間數目的規範

由於女性一般使用洗手間的時間較長，如果男女廁格的比例相同，女廁便有可能出現排隊現象。

屋宇署了解到近年公眾場所女廁經常排隊，而且輪候需時，顯示公眾場所的女廁不敷應用。因此，屋宇署曾就為女性提供的衛生設備進行深入和全面的研究及檢討，

FURTHER READING 2

NUMBERS OF MALE AND FEMALE TOILETS

Given that women generally need more time in the toilet, queues are more likely to form in female toilets than in male toilets if the ratio of male/female toilet compartments is 1:1.

The provision of female toilets in public places was found inadequate in recent years, as evidenced by the long waiting time and queues. In response, the Buildings Department conducted an in-depth and comprehensive review on the provision of sanitary fittings

包括實地調查不同處所內衛生設備的供應、使用量、等候時間、使用時間和滿意程度，並參考其他國家所採納的標準，以及諮詢不同持份者包括婦女團體。

根據檢討結果，屋宇署提出修訂相關法例的建議，按照對不同類別場所內男性和女性使用人數的評估，提升衛生設備供應的標準。屋宇署建議採納1:1.5的比例(取代現時1:1的比例)作為估算處所內男性和女性人數，以進一步提升女性衛生設備供應的標準。署方預期商場／百貨公司、電影院和公眾娛樂場所的女性衛生設備將會分別增加60%、160%和150%。

for women. The review involved on-site surveys on sanitary fitments in various premises, including the provision, utilisation, queuing time, usage time and level of satisfaction. Standards adopted by other countries were also studied. Stakeholders, including women's groups, were consulted.

Based on the findings of the review, the Buildings Department proposed legislative amendments to improve the provision of sanitary fitments according to the estimated numbers of male and female users in different types of premises. An enhanced male/female ratio of 1:1.5 (instead of the current ratio of 1:1) was recommended for assessing the numbers of men and women in a premises, and the provision of sanitary fitments for women would be enhanced accordingly. It was expected that female sanitary fitments in shopping arcades/department stores, cinemas and places of public entertainment would increase by 60%, 160% and 150% respectively.



甚麼是性別主流化？

性別主流化是指在設計、實施、監察和評估法例、政策和計劃時，把兩性的觀點和經驗納入主流考慮範圍，使有關法例、政策和計劃能顧及男性和女性獨有的需要和關注。通過這個帶有性別觀點的思考過程，性別主流化致力確保兩性可以同等享有並受惠於社會的資源和機會，從而達致兩性平等。



為何要應用性別主流化？

提升工作成效

性別主流化的目標旨在促使決策者在制定政策和措施時，考慮反映男女情況的重要社會指標，並協助他們平衡男女的需要，讓決策者作出更明智的決定，達致更妥善的管治。這種決策方式可使新政策和法例，或現行政策和法例的修訂更廣為市民所接受，增強有關工作的成效。

WHAT IS GENDER MAINSTREAMING?

Gender mainstreaming is to mainstream the consideration of women's and men's perspectives and experiences into the design, implementation, monitoring and evaluation of legislation, public policies and programmes, so that the gender-specific needs and concerns of women and men can be addressed by those legislation, public policies and programmes. Through this gender-sensitive deliberation, gender mainstreaming seeks to achieve gender equality by ensuring that women and men have equitable access to, and benefit from, the resources and opportunities available in society.

WHY DO WE NEED TO APPLY GENDER MAINSTREAMING?

Enhancing outcomes

Gender mainstreaming is useful for policy-makers in the formulation of policies and measures. It steers them to considering the conditions of women and men in major social parameters, and helps them balance the needs of women and men and arrive at the decision most conducive to good governance. This policy-making approach can help new or revised policies and laws achieve higher public acceptance and hence greater effectiveness.

性別主流化亦有助執行政策和措施的人員識別男女在不同環境的需要、關注、限制、權益和取向。機構人員如能在處理日常事務和推行政策過程中顧及性別觀點，將可更有效照顧使用者的需要，使工作效率提高。

國際規範和政策承諾

性別主流化是聯合國為促進婦女權益及兩性平等而提議的全球策略。1995年在北京舉行的聯合國第四次世界婦女大會上通過的《北京行動綱要》確立了這項策略。此後，很多國家相繼在決策過程中採納性別主流化的概念。性別主流化獲世界多國確認為現代化的優良政策管理措施。有關聯合國就性別主流化的介紹，可參考聯合國婦女署網站（只有英文版）（<http://www.unwomen.org/en/how-we-work/un-system-coordination/gender-mainstreaming>）。

香港特區政府一直致力促進兩性平等和婦女權益。自聯合國的《消除對婦女一切形式歧視公約》（《婦女公約》）於1996年引入香港後，香港特區政府貫徹履行其在公約下有關消除婦女受歧視的責任。推廣性別主流化是香港特區政府促進兩性平等，提升婦女地位的重要

Gender mainstreaming is also useful for officers responsible for the implementation of policies and measures. It helps them identify the needs, concerns, constraints, interests and orientations of women and men in different situations. This gender sensitivity enables them to be more responsive to customers' needs and hence achieve greater efficiency in daily operation and policy implementation.

International practice and policy commitment

Gender mainstreaming is the United Nations' global strategy to achieve gender equality and promote women's interests. It was established in 1995 upon adoption of the Beijing Platform for Action at the United Nations Fourth World Conference on Women held in Beijing. Many countries have since implemented gender mainstreaming in policy-making. It is considered a good and modern policy management practice all over the world. Please refer to the website of the UN Women, for an introduction on gender mainstreaming by the United Nations. (<http://www.unwomen.org/en/how-we-work/un-system-coordination/gender-mainstreaming>)

The Government of the Hong Kong Special Administrative Region is fully committed to gender equality and women's advancement. Since the United Nations Convention on the Elimination of All Forms of Discrimination against Women was extended to Hong Kong in 1996, it has faithfully discharged its obligations thereunder to eliminate discrimination against women. Promoting gender mainstreaming is one of the major

工作之一。

2002年，婦委會制訂性別主流化檢視清單，以協助政府人員推行性別主流化。自此，在婦委會的建議和協助下，政府在各政策局及部門逐步推廣性別主流化。在2015年施政報告中，行政長官要求所有政策局及部門由2015-16年度開始，在制定主要政府政策及措施時須參考性別主流化檢視清單並應用性別主流化。

initiatives of the Government to advocate gender equality and advance women's status.

In 2002, the Women's Commission developed a Gender Mainstreaming Checklist to assist government officers in implementing gender mainstreaming. Since then, with the advice and support of the Commission, the Government started to promote gender mainstreaming in bureaux and departments. It is required by the Chief Executive in the 2015 Policy Address that, starting from 2015-16, all bureaux and departments should refer to the Gender Mainstreaming Checklist and apply gender mainstreaming when formulating major government policies and initiatives.

常見問答 FREQUENTLY ASKED QUESTIONS

問：若有關的政策、法例或措施是性別中立(gender neutral)的，是否意味不需要性別主流化？

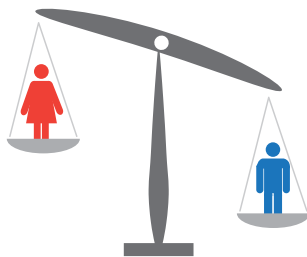
答：某些政策、法例或措施看似與性別沒有明顯關係或影響，男女一視同仁，但基於各種社會及文化背景賦予男女各自的角色及責任，一些對男女採取相同對待的政策和措施，實行起來可能會對男性及女性產生不同的影響。例如商場使用不同的物料作地板及圍欄，固然會產生不同的效果，但表面看來其對男性或女性使用者的影響似乎沒有分別。事實上，如果商場使用反光物料作地板，以及使用玻璃圍欄，可能會令穿裙子的女士尷尬。

因此，我們應該採取性別敏感 (gender-sensitive) 的態度，了解到兩性的特徵、面對的處境而給予適當的對待，以達致真正的公平。例如，懲教署起初為本地成年在囚人士開辦工藝技能等科目的工商業職業訓練課程時，鑑於在囚人口中，男性在囚人士佔絕大多數（約80%），故這類訓練最初只供成年男性在囚人士參加。其後，懲教署汲取了經驗，並了解到女性在囚人士的職業訓練需要，於是從2006年6月開始把職業訓練的對象範圍擴及成年女性在囚人士。考慮到在囚人士的就業需要和培訓意向，懲教署在收集按性別分類的數據後，分別為男女在囚人士設計職業培訓課程，並為成年女性在囚人士開設健康護理及零售服務等切合就業需要的課程。

Q: Is gender mainstreaming not needed for policies, legislation or measures which are gender-neutral?

A: Some policies, legislation or measures may have no apparent bearing or implication on either gender and accord the same treatment to women and men. However, because of the respective roles and responsibilities given to women and men in various social, cultural contexts and backgrounds, a policy or measure giving women and men identical treatment may actually affect them differently. For instance, the effect created by the choice of flooring or fencing materials in a shopping arcade seemingly makes no difference between male and female shoppers, but in fact a reflective floor or a transparent overhead fencing may be a cause of embarrassment for women in dresses.

Therefore, we should adopt a gender-sensitive approach. We need to be conscious of the characteristics and circumstances of genders and accord appropriate treatment to achieve genuine fairness. Take the Correctional Services Department's provision of training for persons in custody as an example. When the department started providing industrial and commercial vocational training, such as craftsmanship, for local adult persons in custody, the training was at first open to male persons in custody only given that the majority of persons in custody are male (about 80%). Since June 2006, having gathered practical experience and recognised the needs of female persons in custody, the department has extended the service to female persons in custody as well. Mindful of their employment needs and training aspirations, trainers make use of sex-disaggregated data to design separate programmes for female and male persons in custody. For example, courses in health care and retailing are offered to female persons in custody to meet their employment needs.



問：性別主流化是否偏重於某個性別的需要？

答：性別主流化的焦點在於將男女的觀點和需要作為重要的考慮因素。因此，性別主流化並沒有忽略男性的需要，反而是着重兩性的需要。就男性的需要而言，上文已提到當局在設計育嬰室的時候會使用性別中立的標誌，令男士亦可進入育嬰室照顧小孩。（詳情見第3及第4頁）

Q: Does gender mainstreaming focus on the needs of one particular gender?

A: Gender mainstreaming sees the perspectives and needs of both women and men as an important consideration. Hence, in no way would gender mainstreaming overlook the needs of men. Rather, it stresses the gender-specific needs of women as well as men. One example of addressing the needs of men is using unisex logos for baby care rooms to indicate that men may also use the facilities to attend to their children, as detailed on page 3 and 4.



問：除了性別因素，不少社會現象或問題可能有各方面的成因（如教育、種族、年齡等因素），過分強調性別主流化會否令我們忽略其他問題的重要？

答：性別主流化只是提倡把兩性的觀點和經驗納入主流考慮範圍，而不是唯一或最重要的考慮因素。應用性別主流化不代表要排除其他考慮因素。負責制訂政策或措施的人員，應平衡各種考慮因素的重要性，作出最合適的決定。

Q: Apart from gender, there may be other factors (such as education, race and age) that contribute to a social phenomenon or problem. Will the significance of other factors be overlooked due to over-emphasis on gender mainstreaming?

A: Gender mainstreaming seeks to set gender-specific perspectives and experiences as one of the mainstream considerations. It does not intend to set them as the sole or overriding consideration by excluding other factors. Officers who are responsible for developing policies or measures should make the most appropriate decision by balancing various factors and considerations.

延伸閱讀 3

與性別主流化有關的概念

社會性別主流化 / 性別觀點主流化

「社會性別主流化」是「性別主流化」(Gender Mainstreaming)的別稱，在中國內地較為常用。中國內地習慣把“Gender”翻譯成「社會性別」，而Gender Mainstreaming通常譯作「社會性別主流化」。

自2002年，政府和婦委會一直使用「性別觀點主流化」作為Gender Mainstreaming的中文譯名。然而，婦委會不時收到外界的意見，認為「性別觀點主流化」一詞比較冗贅，影響政府和婦委會推廣有關概念的成效。在2012年，婦委會開始研究更改Gender Mainstreaming的中文譯名。在廣泛徵詢婦女團體及相關非政府組織的意見，以及參考其他華語地區的譯法後，婦委會於2013年1月起將Gender Mainstreaming的中文譯名，由「性別觀點主流化」改為比較簡潔易明的「性別主流化」，以便政府和婦委會進行有關宣傳工作。

FURTHER READING 3

CONCEPTS RELATED TO GENDER MAINSTREAMING

Chinese terminology: 社會性別主流化 / 性別觀點主流化

“Gender mainstreaming” in Chinese is 性別主流化. The alternative 社會性別主流化 is more commonly used in Mainland China, where “gender” is usually translated as 社會性別.

The term 性別觀點主流化 was used to represent “gender mainstreaming” when the Government and the Women’s Commission started to promote the concept in 2002. However, the general feedback was that the translation was wordy and would be uncondusive to the promotion of the concept. In 2012, the Commission commenced its study for an improved rendition. Extensive consultation with women’s groups and non-governmental organisations was conducted and reference was drawn from other Chinese speaking communities. In January 2013, the Commission changed the official Chinese translation from 性別觀點主流化 to 性別主流化. The more concise term conceivably works better in the publicity work of the Government and the Commission.

兩性平等

性別主流化的目標是達致兩性平等。兩性平等指男性及女性獲得平等的權利、責任及機會。平等並不代表男女會變得一樣，而是指兩性的權利、責任及機會並不取決本身的性別。兩性平等意指兩性的權益、需要及所關注的事項均會被考慮，以及認同男女各式各樣羣體的不同。兩性平等並不只是女性的議題，反而應該關注及全面顧及男性和女性。兩性之間的平等應被視為人權議題和以人為本的持續發展所需的先決條件及指標。

Gender Equality

An aim of gender mainstreaming is achieving gender equality. Gender equality refers to the equal rights, responsibilities and opportunities of women and men. Equality does not mean that women and men will become the same but that women's and men's rights, responsibilities and opportunities will not depend on whether they are born male or female. Gender equality implies that the interests, needs and priorities of both women and men are taken into consideration, recognising the diversity of different groups of women and men. Gender equality is not a women's issue but should concern and fully engage men as well as women. Equality between women and men is seen both as a human rights issue and as a precondition for, and indicator of, sustainable people-centered development.

應用性別主流化

APPLYING GENDER MAINSTREAMING



♂♀各政策局及部門在應用性別主流化時，可運用下列工具或資源：

When applying gender mainstreaming, bureaux and departments can make use of the following tools and resources:

1. 性別主流化檢視清單

為了協助政府人員推行性別主流化，婦女事務委員會參考外國經驗和考慮本地情況後，設計了一份性別主流化檢視清單（檢視清單）。檢視清單包含一系列簡單問題的分析工具，旨在協助政府人員在設計、實施、監察和評估政策的過程中，更有系統地考慮兩性的需要和觀點。（檢視清單載於附錄1）

自2002年起，政府已在多個政策或工作範疇採用性別主流化檢視清單。除了採用檢視清單，很

1. GENDER MAINSTREAMING CHECKLIST

To assist government officers in implementing gender mainstreaming, the Women's Commission has devised a Gender Mainstreaming Checklist incorporating overseas experiences and local circumstances. The Checklist is an analytical tool composed of a list of simple questions to help government officers consider the needs and perspectives of women and men in a more systematic way during the design, implementation, monitoring and evaluation of policies. The Checklist is at Appendix 1.

Since 2002, the Government has applied the Gender Mainstreaming Checklist to various policy and programme areas.

多政策局和部門的人員在其日常工作流程中，亦已採納性別主流化的概念，考慮兩性的需要和觀點。

Apart from using the Checklist, staff of many bureaux and departments have also applied the gender mainstreaming concept by taking into account the needs and perspectives of women and men in the course of their daily work.

延伸閱讀 4

性別主流化檢視清單問題舉例

- 有否按性別編製可能受影響人士的統計數據，並加以考慮及分析？
- 在設計這項法例 / 公共政策 / 計劃時，是否已確認兩性的獨特需要，並加以考慮和配合？
- 這項法例 / 公共政策 / 計劃是否需要特別提及女性或男性？
- 這項法例 / 公共政策 / 計劃對婦女或任何婦女羣體的影響，是否有別於男性？如答「是」，請問影響屬於正面還是負面？
- 這項法例 / 公共政策 / 計劃通過什麼途徑進行宣傳？有關宣傳內容是否顧及性別敏感度？



FURTHER READING 4:

SAMPLE QUESTIONS IN THE CHECKLIST

- Have sex-disaggregated data been collected and considered regarding those likely to be affected?
- Have specific needs of women and men been identified, considered and integrated in designing this legislation/public policy/programme?
- Does this legislation/public policy/programme require any specific reference to women or men?
- Will women or any sub-groups of women be affected differently from men by this legislation/public policy/programme? If yes, in a positive or negative way?
- Through what means is this legislation/public policy/programme promoted? Has the promotional content been presented in a gender-sensitive manner?

2. 性別數據

要達致性別主流化，在分析現時情況時，我們需要有系統及科學化地收集和**分析統計資料、數字**，確保政策及措施並非基於錯誤的假設和定型上。因此，收集及分析按性別分類的數據是推行性別主流化重要的一環。

政府統計處自2001年起出版年刊《香港的女性及男性主要統計數字》，提供有關女性及男性在各方面現況和需要的客觀數據，讓政策局和部門人員及公眾能從性別角度對數據進行分析，從而加深了解兩性的狀況。有關年刊可於政府統計處網頁下載 (http://www.censtatd.gov.hk/hkstat/sub/sp180_tc.jsp)。

2. GENDER DATA

To mainstream gender, we need to collect and analyse statistics and data systematically and scientifically when reviewing the current situation. It serves to ensure that policies and measures are not based on incorrect assumptions or stereotypes. Therefore, the collection and analysis of sex-disaggregated data are essential to gender mainstreaming.

“Women and Men in Hong Kong – Key Statistics” was first compiled in 2001 and is now published yearly by the Census and Statistics Department. It provides objective data on the situations and needs of women and men in various aspects. Bureau and department officers as well as members of the public can better understand the situations of women and men by studying the sex-disaggregated data. The publication is available from the department’s website. (<http://www.censtatd.gov.hk/hkstat/sub/sp180.jsp>)



3. 性別課題聯絡人

為更有效於政府各部門推動性別主流化，勞工及福利局於2003年開始設立「性別課題聯絡人」網絡。現時每個政策局和部門均設有性別課題聯絡人，而74名性別課題聯絡人中有61名為首長級人員。（性別課題聯絡人名單載於附錄2）

性別課題聯絡人在所屬機構內擔當聯絡和諮詢人的角色，協助加深機構人員對性別課題的認識和了解，並在其工作範疇內推廣檢視清單和性別主流化概念的應用。

3. GENDER FOCAL POINT

A government-wide network of Gender Focal Point, initiated by the Labour and Welfare Bureau in 2003, is established to further promote gender mainstreaming in bureaux and departments. Each bureau and department has an officer designated as its Gender Focal Point. Among the existing 74 Gender Focal Points, 61 are of directorate grade. The List of Gender Focal Point is at Appendix 2.

The Gender Focal Points serve as the contact and resource persons within their respective organisations. Their task is to help strengthen the gender awareness and understanding of gender-related issues of their colleagues, promote the Gender Mainstreaming Checklist and implement gender mainstreaming within the scope of their work.



4. 培訓和網上資源

勞工及福利局和公務員事務局一直致力為政府人員提供培訓，加強政府人員對性別課題的認識和觸覺，讓他們掌握在日常工作中採用性別主流化的知識和技巧。

由2001年至今已有超過8 000名各職系及職級的政府人員接受有關性別課題的課堂培訓，當中包括由公務員培訓處舉辦並供所有政府人員參加的研討會，以及為個別政策局及部門轄下人員特設的培訓課程。有關性別課題的培訓亦已納入新聘的政務主任及行政主任的入職培訓課程。此外，新晉升的一級行政主任亦定期獲安排接受有關性別課題的培訓。

為了讓所有政府人員能以更靈活的方式接受有關性別課題的培訓，勞工及福利局在「公務員易學網」提供性別主流化和性別課題的培訓課程，並在勞工及福利局網頁內設立性別主流化網站。性別主流化網站詳載有關性別主流化的介紹，以及曾應用性別主流化的例子，供各政府人員參考。（http://www.lwb.gov.hk/Gender_Mainstreaming/chi/main.html）

4. TRAINING AND ONLINE RESOURCES

Gender-related training is provided by the Labour and Welfare Bureau and the Civil Service Bureau for government officers to enhance their gender sensitivity and understanding of gender-related issues, and strengthen their knowledge and skills of applying gender mainstreaming in their daily work.

Over 8 000 officers of various grades and ranks have received gender-related training since 2001. There are seminars organised by the Civil Service Training and Development Institute which are open to all staff, as well as courses tailor-made for individual bureaux or departments. Newly recruited Administrative Officers and Executive Officers have to receive gender-related training as part of their induction programme. Courses are also provided on a regular basis for newly promoted Executive Officers I.

To enable government officers to receive gender-related training in a more flexible manner, the Labour and Welfare Bureau runs an online programme on gender mainstreaming and gender-related issues via the Cyber Learning Centre Plus. Besides, a website dedicated to gender mainstreaming has been set up on the Bureau's website. The website contains information on gender mainstreaming and examples on its application for reference by all staff. (http://www.lwb.gov.hk/Gender_Mainstreaming/eng/main.html)

5. 諮詢勞工及福利局和相關組織

在評估法例、公共政策或計劃對兩性的影響時，各政策局和部門可諮詢下列組織或人士：

- 勞工及福利局第一分科第二組
- 所屬部門的性別課題聯絡人
- 婦女事務委員會
- 平等機會委員會
- 婦女組織及非政府機構
- 性別課題專家（如大學性別研究中心）

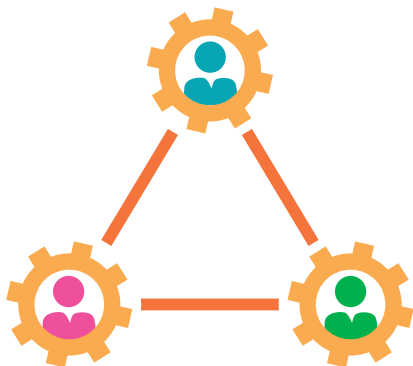
如各政策局和部門希望聯絡婦女組織、非政府機構或性別課題專家，以了解其工作對兩性的影響，可聯絡勞工及福利局第一分科第二組作出安排。

5. ADVICE FROM BUREAU AND RELEVANT ORGANISATIONS

Bureaux and departments may consult the following organisations or individuals when they need to evaluate the gender impact of legislation, public policies or programmes:

- Labour and Welfare Bureau (Team 2 under Division 1)
- Gender Focal Points of respective bureaux or departments
- Women's Commission
- Equal Opportunities Commission
- Women's groups and non-governmental organisations
- Gender experts (e.g. gender research centres of universities)

The Labour and Welfare Bureau (Team 2 under Division 1) may provide assistance for those who want to contact women's groups, non-governmental organisations or gender experts about the gender relevance of their policy and programme areas.



應用性別主流化的實例

Examples on Application of Gender Mainstreaming



實例1：

制定為女性在囚人士而設的重犯風險與更生需要計劃

EXAMPLE 1:

GENDER-SPECIFIC RISKS AND NEEDS PROGRAMME FOR FEMALE PERSONS IN CUSTODY

懲教署一直為在囚人士提供適切的更生服務，協助他們重返社會，成為奉公守法的市民。學術研究及大部分已發展國家的懲教當局均認同，男性及女性在囚人士的需要有別。因此，懲教署一直致力針對女性在囚人士的更生工作制定良好的運作模式。女性在囚人士的待遇政策，旨在給予她們與男性在囚人士同等待遇，以及同等機會獲得工作、醫療護理、教育、市場導向職業訓練、心理服務及其他更生計劃。

Through its rehabilitative services, the Correctional Services Department (CSD) strives to help offenders reintegrate into society as law-abiding citizens. Academic research and correctional administrators of most developed countries both agree that gender makes a difference in terms of offenders' needs. In the light of this, CSD endeavours to develop good rehabilitation practices for its female persons in custody. The policy objective is to give female persons in custody treatment equal to their male counterparts, as well as equal access to work, medical care, education, market-oriented vocational training, psychological services and other rehabilitation programmes.

在女性在囚人口中，有近半數是已婚的成年人。懲教署明白她們在獄中仍希望與家庭保持聯繫並履行母職。《監獄規則》訂明，在囚母親可以在監獄內照顧嬰幼兒，直至嬰兒九個月大或在懲教署署長許可下至幼兒年滿三歲為止。署方會安排在囚母親在育嬰室全面負責照顧嬰幼兒，其間她們可獲豁免從事一般在囚人士的工作。如有子女年齡在六歲以下，在囚母親可獲安排半天親子時間，在最少監管的情況下於親子中心餵飼子女，並與子女玩樂，藉此鼓勵在囚母親履行在家庭擔當的角色，重新建立親子關係，為她們日後重返社會作好準備。

Nearly half of the female penal population are married adults, who may want to maintain family bonds and fulfill their parental responsibility while in prison. CSD recognises these needs. Under the Prison Rules, an incarcerated mother can keep her baby with her in prison until the baby reaches the age of nine months or, if approved by the Commissioner of Correctional Services, until the age of three. The mother will assume full responsibility of attending to the child in the baby ward and be exempted from standard work assignments during the period of child rearing. A mother having a child aged below six can enjoy half-day visits with her child in the Parent-Child Centre where she can feed and play with the child under minimum supervision. These visits allow incarcerated mothers to perform their family role and re-establish parent-child relationship in preparation for their future re-entry into society.



懲教署向在囚人士提供職業訓練，以提升他們的就業能力及協助他們重新融入社會。為配合性別主流化的概念，懲教署取得多間非政府機構及組織的支持，為在囚人士提供全日制及部分時間制的職業訓練，並共同設計適合在囚人士的市場導向職業訓練課程。針對女性在囚人士職業訓練需要的市場導向課程包括電腦應用、商業及零售、餐飲服務和健康護理課程等。

一直以來，懲教署為在囚人士提供的更生服務往往以男性在囚人士的情況作為參考準則，而為男性在囚人士提供的服務亦成為服務的主流。女性在囚人士的需要，被視為與男性在囚人士的需要相同。因此，過去多年為女性在囚人士提供的服務，亦以男性所得的服務為藍本。近年來，北美、英國及澳洲等先進地方均因應男女性在囚人士的更生需要，制訂針對性別的更生服務，並強調為女性在囚人士提供的治療計劃必須是專門、全面及能針對女性的獨特需要。事實上，無論在問題的性質、在罪行的角色、犯罪行為的原因及過程，女性在囚人士與男性在囚人士的差別甚大，而與她們重犯風

Vocational training is also provided to persons in custody to enhance their employability and reintegration into society. Gender mainstreaming is applied in the process. In collaboration with non-governmental organisations and agencies, CSD provides full-time and part-time vocational training for persons in custody. The courses are jointly developed with the organisations and set to be market-oriented. Examples of courses catering the employment needs of female persons in custody include computer application, commerce and retailing, food and beverage services, and health care.

Traditionally, when considering offenders' re-offending risk and services need, the male penal population was treated as the norm. The services to male offenders became the mainstream. Women offenders' needs were treated as the same as male offenders'. Hence, the programs often mirrored the male offenders' for decades. However, advanced jurisdictions in North America, the UK and Australia have been developing gender-responsive rehabilitation services in recent years to address the rehabilitation needs of female and male offenders. They stress that treatment programmes for female offenders must be specialised, holistic and able to meet women's specific needs. As a matter of fact, the problems encountered by females offenders, the role played by them in offences, the reasons why they turn to crime and their means of committing the offences are very different from male offenders. Male

險有關的因素亦有異於男性在囚人士。

國際研究和本地臨床經驗均發現女性在囚人士有獨特的更生需要，她們有較多被虐與受創的經歷、自殘行為及情緒問題。因此，懲教署於2011年3月8日成立了「健心館」，除了運用傳統的認知行為治療，亦加入正向心理學、治療社區的概念和藝術元素，是國際間懲教院所內首創的治療概念。隨着團隊的合作、溝通及支持，健心館在初步成效檢討中證實有正面成果，並於2013年獲婦女事務委員會頒發「性別主流化嘉許獎」，獲得各界的肯定。



在研究設立「健心館」時，懲教署採用了性別主流化檢視清單。基於對性別課題的關注，懲教署在設計「健心館」計劃內容時，曾分析按性別編整的數據(例如在囚人士的臨床概況)。統計資料顯示，女性在囚人士比男性在囚人士可能出現更多抑鬱、焦慮徵狀、自殘行

and female offenders also have different factors for recidivism.

International studies and local clinical experiences showed that female persons in custody who came up with more abuse and trauma experience, self-harm behaviour and emotional problems had specific rehabilitative needs. In response, CSD set up the Psychological Gymnasium – Personal Growth and Emotion Treatment Centre for Women (PSY GYM) on 8 March 2011 to take a pioneering and leading role in the treatment concept in correctional settings in this world. On top of using conventional Cognitive Behavioral Therapy, Positive Psychotherapy together with the use of art and therapeutic environment are also adopted to enhance treatment effectiveness. Thanks to the team's co-operation, advice and support, the preliminary results of PSY GYM treatment programme were proven positive in its review, which was granted the Gender Mainstreaming Award by the Women's Commission in 2013.

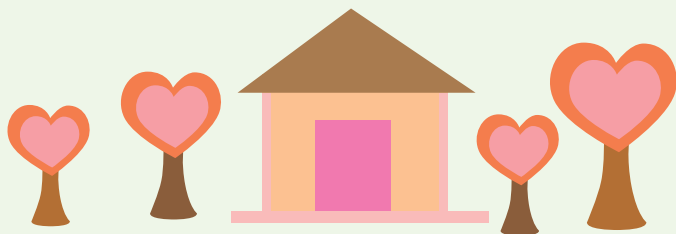
The Gender Mainstreaming Checklist was used during the incubation of PSY GYM. With a gender-sensitive approach, sex-disaggregated data (e.g. clinical profile of offenders) were also employed to develop the PSY GYM programme. Statistics indicate that female offenders may have higher prevalence of depression, anxiety, self-harm and trauma history than male

為和被虐受創的經歷，而兩者的再犯罪風險和更生需要也有分別。由此證明須採用針對性別的計劃，以切合特定服務對象的需要。因此，「健心館」計劃的內容和推行方式均經特別設計，切合女性特有的學習 / 反應模式。

懲教署在設計計劃時，曾收集和考慮按性別編整的數據，並曾徵詢相關專家的意見，以協助部門制定顧及性別觀點的計劃內容。在宣傳計劃時，宣傳內容和發表形式均顧及性別敏感度。此外，宣傳的媒介(包括小冊子、講座 / 研討會 / 工作坊及小組形式鼓勵)亦能有效接觸目標羣體。懲教署亦已為相關人員安排外間和內部舉辦的針對性別課題和治療方法的培訓工作坊。

offenders, and there are differences in re-offending risk and rehabilitation needs. That means gender-specific programmes are necessary to cater for specific groups. The programme contents and delivery modes of PSY GYM are therefore designed to enable individual coaching/interaction suitable for women.

CSD collected and analysed sex-disaggregated data in designing the programme. Relevant experts were consulted to enhance the gender responsiveness of programme contents. On the publicity front, the promotional contents were formulated and delivered in a gender-sensitive manner. The medium of promotion (including booklets, talks/seminars/workshops and motivational enhancement groups) has proven effective in reaching the target groups. External and internal training workshops on gender-specific issues and treatment have also been arranged for relevant staff.



實例2：

諮詢及法定組織成員的委任政策

EXAMPLE 2:

APPOINTMENT POLICY OF ADVISORY AND STATUTORY BODIES



在諮詢及法定組織制度方面，政府的政策目標是諮詢社會上各有關團體和個別人士，以便政府取得最中肯的意見，藉以作出決策和執行法定職能。通過這些組織，社會各界人士和有關團體可在制定政策和籌辦公共服務的初段開始參與有關工作。

民政事務局負責制訂諮詢及法定組織的委任政策，就諮詢及法定組織的委任事宜向各政策局/辦事處發出指引，並監察各政策局和部門是否遵從指引。

當局在2004年就諮詢及法定組織的委任政策應用了性別主流化，並訂下工作目標，在政府委任諮詢及法定組織成員時，以25%作為性別基準，以提升女性參與公共決策的機會。各委任諮詢及法定組織成員的政策局或部門在推薦人選時，必須在推薦書內註明已考慮性別因素。有關段落須闡明該局或委員會當時的男性及女性成員

By maintaining a system of advisory and statutory bodies (ASBs), the Government consults interested groups and individuals in the community extensively so that it can obtain the best possible advice to facilitate its policy-making and discharge of statutory functions. Through these ASBs, a wide cross-section of the community and relevant organisations can participate in the initial stage of policy-making and planning of public services.

The Home Affairs Bureau (HAB) is responsible for the appointment policy of ASBs. It issues guidelines on appointments to ASBs and monitors the compliance by bureaux and departments.

In 2004, HAB introduced gender mainstreaming to the appointment policy of ASBs. A gender benchmark of 25% was set as the working target for appointments to ASBs with a view to enhancing women's participation in public decision-making. All submissions of ASB nominations from bureaux and departments must include a paragraph on gender consideration. The paragraph should state, inter alia, the current gender composition of the board or committee and the impact of

人數，以及委任建議對男女比例有何影響。

民政事務局已採取積極措施，聯絡和物色有能力並願意服務社會的婦女，並已促請各政府政策局和部門鼓勵有興趣參與諮詢及法定組織工作的婦女提交個人資料，以便納入備存可出任諮詢及法定組織成員人選資料的《中央名冊資料索引》。

民政事務局亦去信婦女團體及專業組織，邀請其女性成員提供履歷，供納入《中央名冊資料庫》，以期提升婦女加入諮詢及法定組織的比率。民政事務局亦曾去信負責提名或推薦人選出任諮詢及法定組織成員的專業組織及學會，促請他們提名或推薦更多婦女參與諮詢及法定組織。

諮詢及法定組織的整體女性參與率，在2005年12月已經達到25%的目標。從2010年6月起，政府把性別基準由25%提升至30%。整體而言，政府已在2011年5月達致30%性別的比率基準。截至2014年4月底，有政府委任非官方成員的諮詢及法定組織的整體女性參與率為32%。由2015-16年度開始，政府再把性別基準由30%提高至35%，以推動更多女性參與諮詢及法定組織的工作。

the proposed appointments on gender balance.

HAB has taken proactive measures to reach out and identify women talent who may be interested in taking up public office. It has also urged bureaux and departments to encourage women to provide their curriculum vitae to the Central Personality Index, which is a database of potential candidates for appointments to ASBs.

HAB has written to women's groups and professional associations to encourage contribution of their female members' curriculum vitae to the Central Personality Index so as to enhance women's participation in ASBs. Letters have also been issued to encourage professional associations and institutions which take part in ASB nomination or recommendation to put forward more women candidates.

The overall women's representation in ASBs reached the 25% target in December 2005. In June 2010, the Government raised the gender benchmark from 25% to 30%. The overall figure, again, reached the 30% benchmark in May 2011. As at the end of April 2014, women's representation in ASBs with government-appointed non-official members was 32%. Starting from 2015-16, the Government raises the gender benchmark further from 30% to 35%, to enhance women's participation in the work of these bodies.

實例3：**打擊家庭暴力 - 施虐者輔導計劃****EXAMPLE 3:****BATTERER INTERVENTION PROGRAMME AGAINST DOMESTIC VIOLENCE**

社會福利署（社署）一直為家庭暴力受害人及有需要的家庭提供一連串預防、支援和專門服務，以打擊家庭暴力。另一方面，為減少家庭暴力的行為，社署會為施虐者提供不同類型的輔導服務，藉以協助他們改變其暴力態度和行為。

自2008年起，社署推行施虐者輔導計劃，為涉及虐待配偶／同居情侶的合適施虐者提供輔導，加強他們應對壓力、管理情緒（特別是憤怒）和處理衝突的能力，以及教導他們如何修補和改善關係。根據社署收集所得的數據，家庭暴力個案的施虐者以男性居多（在2013年，男性約佔82%）。然而，社署在檢討施虐者輔導計劃的成效後，考慮到男性和女性施虐者的輔導需要。雖然女性施虐者人數不算多，但認為亦應該開設專為女性而設的輔導小組，以吸引女性參與輔導，並提高輔導的成效。除了編撰適合女性施虐者的輔導內容外，社署考慮到女性的親職需要，在進行輔導的時間上作出配

The Social Welfare Department (SWD) has put in place a series of preventive, supportive and specialised services for victims of domestic violence and families in need to combat domestic violence. On the other hand, to reduce domestic violence, SWD provides diverse counselling services to help batterers change their abusive attitude and behaviour.

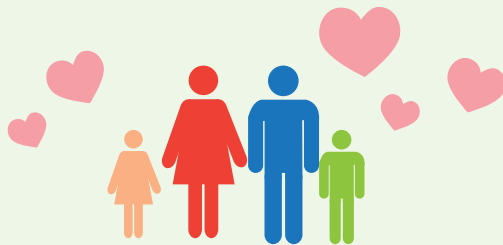
Under the Batterer Intervention Programme (BIP) launched in 2008, SWD provides suitable batterers involved in spouse/cohabitant battering with counselling service to enhance their capability in coping stress, managing emotions (especially anger), resolving conflicts, and teach them ways to repair and improve the relationship. According to SWD's statistics, batterers in domestic violence cases are mostly men (in 2013, about 82% of batterers were male). Nonetheless, during the review on the effectiveness of BIP, SWD had looked into possible counselling needs between male and female batterers. Despite that the number of female batterers was not high, SWD considered that counselling groups tailored for female batterers should be set up to encourage women's participation and enhance the counselling effectiveness.

合，讓需要陪同子女上下課的母親亦可參加輔導小組。此外，社署亦會為有需要參加輔導的女性提供家務管理和託兒服務，免除她們的後顧之憂。社署在宣傳輔導服務和培訓小組導師時亦有使用具性別敏感度的語言，以顧及男性和女性施虐者的感受。

試驗計劃的初步評估顯示，為女性而設的輔導小組，令參加者更願意接受其對暴力和婚姻問題的責任，亦加強了她們處理家庭糾紛和向外界尋求支援的能力。

Besides setting gender-responsive counselling contents, SWD takes account of the parental duties of female participants and arranges the counselling sessions to fit the schedule of mothers who need to take their children to and fro school. Housekeeping and childcare services are also available so that participants with the need can attend the counselling without worrying about household matters. In the promotion of the service and training of group leaders, the language used is chosen with gender sensitivity to take care of the feelings of male or female participants.

According to initial evaluation of the trial programme, participants in the counselling groups tailored for women are more willing to take responsibility in their violence and marital problems. The service has also enhanced their ability to handle family disputes and to reach out for support.



實例4：

針對女性吸煙者的控煙宣傳計劃

EXAMPLE 4:

TOBACCO CONTROL PUBLICITY CAMPAIGN FOR FEMALE SMOKERS



鑑於年輕女性吸煙的情況，衛生署在2009至2010年開展了一項戒煙推廣運動，內容包括編製以婦女為對象的小冊子，並透過電視／電台、廣告牌、巴士車身及互聯網的廣告進行推廣。宣傳資料亦經由提供婦女服務的非政府機構向目標對象派發。自2010年年初，香港吸煙與健康委員會推行了無煙女性運動，目的為防止婦女吸煙，以及鼓勵她們戒煙。

由於男性和女性的吸煙習慣及影響他們吸煙的因素不盡相同，有關部門在計劃的設計階段進行了一項研究調查，收集及分析按性別分類的數字，包括吸煙人數、吸煙原因和他們戒煙理由的資料，務求了解有關女性吸煙的問題。在分析女性吸煙者的資料後，當局進行了針對女性吸煙者的宣傳計劃。除了透過電視宣傳短片以外，有關部門亦與婦女團體合作，加強宣傳計劃在婦女社羣中的滲透和影響力。

In view of the prevalence of smoking among young women, the Department of Health launched a quit-smoking campaign in 2009-2010. The campaign involved production of a gender-specific pamphlet and advertising on TV/radio, billboards, bus surface and the internet. Publicity materials were also distributed to target groups through non-governmental organisations which provided services for women. In early 2010, the Hong Kong Council on Smoking and Health rolled out a Smoke-free Women Campaign to prevent smoking and promote smoking cessation among women.

Women and men have different smoking habits and reasons for smoking. At the design stage of the campaign, organisers conducted a survey to collect and analyse sex-disaggregated data about the numbers of smokers as well as the reasons of smoking and quitting in a bid to gauge the problem of women smoking. Based on the data analysis about women smoking, a campaign targeted at female smokers was launched. Apart from advertising on TV, the cooperation of women's groups was also enlisted to enhance the penetration and effectiveness of the campaign in women's communities.

供制訂法例、公共政策和計劃時使用的 性別主流化檢視清單

GENDER MAINSTREAMING CHECKLIST FOR LEGISLATION, PUBLIC POLICIES AND PROGRAMMES

性別主流化是聯合國為達致兩性平等而倡議全球策略，目的是確保兩性可以同等享有並受惠於社會的資源和機會。鑑於目前婦女¹的需要仍未能完全得到照顧，有些情況下她們在多方面仍處於弱勢，因此有需要特別致力針對婦女的弱勢情況作出改善。

這份清單供負責這項法例 / 公共政策 / 計劃的人員填寫，在填寫時請適當諮詢前線人員的意見。這份清單是一套簡化的分析工具，故所載列的問題均盡可能簡短。如你發現這份清單無法全面反映與這項目有關的約束、限制、困難或考慮因素，煩請另紙列出。

Gender mainstreaming is a global strategy advocated by the United Nations to achieve gender equality. It seeks to ensure that women¹ and men have equitable access to, and benefit from, society's resources and opportunities. Given that women's needs have not been fully addressed and sometimes they are put in a disadvantaged position in many aspects, specific efforts will be required to rectify the disadvantaged position of women.

This Checklist is intended to be completed by officers responsible for this legislation/public policy/programme in consultation with the frontline staff as appropriate. Please note that this Checklist is a simplified analytical tool and questions set out herein are made simple and short as far as practicable. Should there be any constraints, restrictions, difficulties or considerations which you think cannot be fully reflected in this Checklist, please feel free to list them out on a separate sheet.

¹除特別指明外，在清單中“婦女”一詞是泛指成年和未成年的女性。

Unless stated otherwise, “women” used throughout the Checklist refers to both women and girls.

一般資料 GENERAL INFORMATION

法例 / 公共政策 / 計劃*名稱：

Title of the legislation/public policy/programme*:

這項法例 / 公共政策 / 計劃*的目標及主要內容：

Objective and main content of this legislation/public policy/programme*:

可能受影響的羣體 / 人士：

Groups/persons likely to be affected:

請註明這項法例 / 公共政策 / 計劃*現處於決策周期的哪個階段：

Please indicate at what stage this legislation/public policy/programme* is in the policy-making cycle:

- 設計 Design
- 實施 Implementation
- 監察 Monitoring
- 評估 / 檢討* Evaluation/Review*

*請刪去不適用者

* Please delete as appropriate

負責人員 Officer-in-charge:

_____ (姓名 Name)

_____ (職位 Post Title)

_____ (局 / 部門 Bureau/Dept)

_____ (電話號碼 Tel No)

_____ (傳真號碼 Fax No)

I. 設計 DESIGN

是/否/不適用
Y/N/NA

編整和分析按性別分類的資料

Compilation and analysis of gender information

1. 有否按性別編整可能受影響人士的統計數據，並加以考慮分析？
 Have sex-disaggregated data been collected and considered regarding those likely to be affected?

2. 上述統計數據有否顯示情況會因應以下因素而出現性別差異或相互影響？
 Do the data show gender differences or correlations with the following variables:
 - 年齡 age
 - 殘疾 disabilities
 - 教育 education
 - 就業狀況 employment status
 - 族裔 ethnic origin
 - 家庭崗位 family role
 - 入息組別 income group
 - 居留身分 residence status
 - 其他 others (請註明please specify: _____)

3. 請提供上述統計數據的概要。
 Please provide a summary of such data on the above.

是/否/不適用
Y/N/NA

諮詢

Consultation

4. 有否就這項法例 / 公共政策 / 計劃*對兩性的影響諮詢以下組織或人士：

Has any of the following been consulted about the gender impact of this legislation/public policy/programme*:

- a) 性別課題專家(例如婦女事務委員會、性別研究中心、研究性別課題的個別專家)
Gender specialists (e.g. Women's Commission, gender research centres, individual gender experts)
- b) 相關政府決策局或部門(例如勞工及福利局第一分科第二組)
Relevant government bureau or departments (e.g. Team 2/Division 1 of LWB)
- c) 相關法定組織
Relevant statutory bodies
- d) 非政府機構
Non-governmental organisations
- e) 婦女組織
Women's associations
- f) 可能因這項法例 / 公共政策 / 計劃而受到正面 / 負面*影響的婦女
Woman likely to be affected positively/ negatively* by this legislation/ public policy/ programme
- g) 其他 Others (請註明 please specify: _____)

5. 請提供曾接受諮詢的機構或人士的名及其意見摘要：

Please provide names of those consulted and a summary of their views:

* 請刪去不適用者 Please delete as appropriate

是/否/不適用
Y/N/NA

考慮兩性的獨特需要

Considering specific needs of both genders

6. 設計這項法例 / 公共政策 / 計劃時，是否已確認兩性的獨特需要，並加以考慮和配合？

Have specific needs of women and men been identified, considered and integrated in designing this legislation/public policy/programme?

7. 這項法例 / 公共政策 / 計劃是否需要特別提及女性或男性？

Does this legislation/public policy/programme require any specific reference to women or men?

資源

Resources

8. 有否分配資源以照顧已確認的婦女需要？

Have resources been allocated to address the identified needs of women, if any?

考慮對婦女的影響

Considering impact on women

9. 這項法例 / 公共政策 / 計劃對婦女或任何婦女羣體的影響，是否有別於男性？

Will women or any sub-groups of women be affected differently from men by this legislation/public policy/programme?

如答「是」，請問影響屬於正面(正)還是負面(負)？
If yes, in a positive (P) or negative (N) way?

正 / 負*
P/N*

*請刪去不適用者 Please delete as appropriate

是/否/不適用
Y/N/NA

10. 這項法例 / 公共政策 / 計劃是否會(不論是直接或間接，短期、中期或長期)以下列方式推動消除對婦女的歧視：

Will this legislation/public policy/programme, in any way (directly and indirectly, in the short, medium and long-term), promote the elimination of discrimination of women by:

- a) 改善歧視婦女或損害婦女權益的舊法例 / 公共政策 / 計劃；
improving upon any previous legislation/public policy/ programme that was discriminatory or disadvantageous to women;
- b) 通過立法和其他方式保障婦女的權利；
establishing legal and other protection of the rights of women;
- c) 加強婦女的決策角色；
strengthening women's decision-making role;
- d) 增加婦女取得和管控資源的機會；或
increasing women's access to and control of resources; or
- e) 有助增強婦女的能力？
contributing towards empowerment of women?
- f) 其他方式，例如：any other way, e.g. (_____)
- 如答「是」，請詳細說明：
If yes, please elaborate:

11. 這項法例 / 公共政策 / 計劃是否會對婦女(或婦女羣體)造成任何(即使是短暫的)限制或局限？如答「是」，請詳細說明：

Will there be any restrictions or limitations, even of a temporary nature, imposed on women (or sub-groups of women) by this legislation / public policy / programme? If yes, please elaborate:

II. 實施 IMPLEMENTATION

是/否/不適用
Y/N/NA

公眾教育和宣傳

Public education and promotion

12. 這項法例 / 公共政策 / 計劃通過什麼途徑進行宣傳？
Through what means is this legislation/public policy/
programme promoted?
- a) 印刷品 printed materials
 - b) 傳媒 mass media
 - c) 展覽 exhibition
 - d) 講座 / 研討會 / 工作坊 talk / seminar / workshop
 - e) 其他 others (請說明 please specify: _____)
13. 有關宣傳內容是否顧及性別敏感度？
Has the promotional content been presented in a gender-
sensitive manner?
14. 宣傳媒介(例如地點、途徑或時段)能否有效接觸目標羣體？
Is the medium of promotion (e.g. venues, channels or time
slots) effective in reaching the target group?

遣詞用字顧及性別敏感度

Gender-sensitive language

15. 這項法例 / 公共政策 / 計劃 / 相關新聞稿 / 或任何其他相關
的公文是否通篇使用顧及性別敏感度的文字？
Is gender sensitive language used throughout the
legislation/public policy/programme/press releases or any
other related official document?

是/否/不適用
Y/N/NA

對婦女的影響

Impact on women

16. 在實施過程中，婦女或任何婦女羣體受到的影響是否有別於男性(例如在資格、受惠程度、使用機會或提供支援設施方面)? 如答「是」，請詳細說明：

Have women or any sub-groups of women been affected differently from men during the implementation process, e.g. eligibility, level of benefits, accessibility, or availability of support facilities? If yes, please elaborate:

17. 在實施過程中，是否已採取特別措施以照顧婦女的需要? 如答「是」，請詳細說明：

Have there been any special measures to address women's needs during the implementation process? If yes, please elaborate:

III. 監察 MONITORING

是/否/不適用
Y/N/NA

編整和分析按性別分類的資料

Compilation and analysis of gender information

18. 有否收集和編整按性別分類的統計數據和指標(不論質化或量化)，以監察這項法例 / 公共政策 / 計劃的實施過程和成效？

Have sex-disaggregated data and indicators (qualitative or quantitative) been collected or compiled to monitor the process and outcome of this legislation/public policy/ programme?

加入性別課題

Inclusion of gender issues

19. 是否已把性別觀點和關注事宜納入監察機制？如答「是」，請詳細說明：

Have gender perspectives and concerns been included in the monitoring mechanism? If yes, please elaborate:

IV. 評估和檢討 EVALUATION AND REVIEW

是/否/不適用
Y/N/NA

20. 這項法例 / 公共政策 / 計劃的設計、實施情況和成效曾於何時及如何進行評估？

When, and how, was the evaluation of the design, implementation and outcome of this legislation/public policy/programme conducted?

從性別角度分析對婦女的影響

Gender analysis of the impact on women

21. 在評估過程中是否已分析按性別分類的統計數據和指標(不論質化或量化)？

Have sex-disaggregated data and indicators (qualitative or quantitative) been analysed in the evaluation process?

22. 有關分析有否顯示情況會因應以下因素而出現性別差異或相互影響：

Does the analysis show gender differences or correlations with the following variables:

- 年齡 age
- 殘疾 disabilities
- 教育 education
- 就業狀況 employment status
- 族裔 ethnic origin
- 家庭崗位 family role
- 入息組別 income group
- 居留身分 residence status
- 其他 others (請註明 please specify: _____)

如答「是」，請詳細說明：

If yes, please elaborate:

是/否/不適用
Y/N/NA

23. 有否在外部評估期間諮詢以下組織或人士(如適用的話)：

Has any of the following been consulted during external evaluation (if applicable):

- a) 性別課題專家(例如婦女事務委員會、性別研究中心、研究性別課題的個別專家)
Gender specialists (e.g. Women's Commission, gender research centres, individual gender experts)
- b) 相關政府決策局或部門(例如勞工及福利局第一分科第二組)
Relevant government bureau or departments (e.g. Team 2/Division 1 of LWB)
- c) 相關法定組織
Relevant statutory bodies
- d) 非政府機構
Non-governmental organisations
- e) 婦女組織
Women's associations
- f) 現正受到正面或負面*影響的婦女
Women being positively or negatively* affected
- g) 其他 Others (請註明 please specify: _____)

24. 請提供曾接受諮詢的機構或人士的詳細資料及其意見摘要：

Please provide details of the consultees and a summary of their views:

*請刪去不適用者 Please delete as appropriate

是/否/不適用
Y/N/NA

25. 這項法例 / 公共政策 / 計劃是否(不論是直接或間接；短期、中期或長期)已達到以下成效：

Has this legislation/public policy/programme, in any way (directly and indirectly, in the short, medium or long-term), resulted in:

- a) 改善歧視婦女或損害婦女權益的舊法例 / 公共政策 / 計劃；
improving upon any previous legislation/public policy/
programme that was discriminatory or disadvantageous
to women;
- b) 通過立法和其他方式保障婦女的權利；
establishing legal and other protection of the rights of
women;
- c) 加強婦女的決策角色；
strengthening women's decision-making role;
- d) 增加婦女取得和管控資源的機會；或
increasing women's access to and control of resources; or
- e) 有助增強婦女的能力？
contributing towards empowerment of women?
- f) 其他方式，例如：any other way, e.g. _____

如答「是」，請詳細說明：

If yes, please elaborate:

26. 對婦女或任何婦女羣體有否造成任何限制或局限？如有的話，請詳細說明：

Have there been any restrictions or limitations imposed on women or sub-groups of women? If yes, please elaborate:

是/否/不適用
Y/N/NA

27. 負責覆審評估報告的人員是否已確保報告妥善反映這項及其他相關法例 / 公共政策 / 計劃在性別問題上的缺失和成果？
Have staff who are responsible for reviewing the evaluation reports ensured that gender-related omissions and successes in this legislation/public policy/programme and other related ones are properly reflected?

未來計劃

Future planning

28. 是否已借鑑評估結果，以期日後在策劃、實施和監察這項及其他相關法例 / 公共政策 / 計劃時，更加關注性別敏感度？
Have the evaluation findings been used to enhance gender-sensitivity in future planning, implementation and monitoring processes of this legislation/public policy/programme and other related ones?

V. 一般事項 GENERAL

是/否/不適用
Y/N/NA

加強有關人員對性別課題的敏感度

Staff sensitivity and capacity building

- 29.** 有否指定人員或小組負責從性別角度監察這項法例 / 公共政策 / 計劃？如有的話，請提供其資料：

Is there a designated person or team responsible for monitoring this legislation/public policy/programme from the gender angle? If yes, please provide his/her details:

姓名 Name: _____

職位 Post title: _____

聯絡電話 Contact no.: _____

- 30.** 負責以下階段工作的相關人員曾否接受性別課題的指導或培訓？如曾接受的話，請說明：

Have relevant staff responsible for the following stages of work been briefed or given training on gender issues? If so, please specify:

設計 Design: _____

實施 Implementation: _____

監察 Monitoring: _____

評估 Evaluation: _____

- 31.** 有否在員工評核、其他意見收集制度或收集服務對象意見的工作中，加入性別課題的敏感度作為評審項目之一？

Has gender sensitivity been included as one of the attributes in the staff appraisal, other feedback system or customer feedback?

2009年12月
December 2009

性別課題聯絡人名單

LIST OF GENDER FOCAL POINT

政策局 / 部門 Bureau / Department	職位 Post Title
漁農自然護理署 Agriculture, Fisheries and Conservation Department	助理署長(農業) Assistant Director (Agriculture)
建築署 Architectural Services Department	總建築師/2 Chief Architect/2
審計署 Audit Commission	首席審計師(技術行政) Principal Auditor (Technical Administration)
醫療輔助隊 Auxiliary Medical Service	總參事 Chief Staff Officer
屋宇署 Buildings Department	總主任 / 技術支援 Chief Officer / Technical Support
政府統計處 Census and Statistics Department	助理處長(社會統計) Assistant Commissioner (Social)
中央政策組 Central Policy Unit	政府城市規劃師 Government Town Planner
政務司司長辦公室 - 行政署 Chief Secretary for Administration's Office, Administration Wing	首席行政主任(行政) Principal Executive Officer (Administration)
民眾安全服務處 Civil Aid Service	總參事 Chief Staff Officer
民航處 Civil Aviation Department	助理處長(機場標準) Assistant Director-General (Airport Standards)
土木工程拓展署 Civil Engineering and Development Department	部門主任秘書 Departmental Secretary
公務員事務局 Civil Service Bureau	首席行政主任(管理) Principal Executive Officer (Management)
商務及經濟發展局 Commerce and Economic Development Bureau	首席行政主任(行政) / 工商及旅遊科 Principal Executive Officer (Administration) / Commerce, Industry and Tourism Branch
	總行政主任(行政) / 通訊及科技科 Chief Executive Officer (Administration) / Communication and Technology Branch

	旅遊事務助理專員 1 / 旅遊事務署 Assistant Commissioner (Tourism) 1 / Tourism Commission
公司註冊處 Companies Registry	公司註冊處經理 Registry Manager
懲教署 Correctional Services Department	助理署長(更生事務) Assistant Commissioner (Rehabilitation)
政制及內地事務局 Constitutional and Mainland Affairs Bureau	首席助理秘書長(5) Principal Assistant Secretary (5)
香港海關 Customs and Excise Department	助理關長(行政及人力資源發展) Assistant Commissioner (Administration and Human Resource Development)
衛生署 Department of Health	部門主任秘書 Departmental Secretary
發展局 Development Bureau	首席行政主任(工務) / 工務科 Principal Executive Officer (Works) / Works Branch
	首席行政主任(行政) / 規劃地政科 Principal Executive Officer (Administration) / Planning and Lands Branch
渠務署 Drainage Services Department	部門主任秘書 Departmental Secretary
教育局 Education Bureau	首席教育主任(教育統籌委員會及策劃) Principal Education Officer (Education Commission and Planning)
效率促進組 Efficiency Unit	效率促進組助理專員 (1) Assistant Director (1)
機電工程署 Electrical and Mechanical Services Department	總工程師 / 氣體標準A Chief Engineer / Gas Standards A
環境局 / 環境保護署 Environment Bureau / Environmental Protection Department	首席助理秘書長(電力檢討) Principal Assistant Secretary (Electricity Reviews)
財經事務及庫務局 Financial Services and the Treasury Bureau	首席行政主任(G) / 庫務科 Principal Executive Officer (General) / Treasury Branch

	首席助理秘書長(財經事務)3 / 財經事務科 Principal Assistant Secretary (Financial Services) 3 / Financial Services Branch
消防處 Fire Services Department	總部總區副消防總長 Deputy Chief Fire Officer (Headquarters)
食物環境衛生署 Food and Environmental Hygiene Department	助理署長(行政) Assistant Director (Administration)
食物及衛生局 Food and Health Bureau	資源管理及行政主管 Head, Resource Management and Administration
政府飛行服務隊 Government Flying Service	總飛機工程師 Chief Aircraft Engineer
政府化驗所 Government Laboratory	助理政府化驗師(法證事務部) Assistant Government Chemist / Forensic Science
政府產業署 Government Property Agency	副署長 Deputy Government Property Administrator
政府物流服務署 Government Logistics Department	部門主任秘書 Departmental Secretary
路政署 Highways Department	部門主任秘書 Departmental Secretary
民政事務局 Home Affairs Bureau	首席助理秘書長(公民事務)3 Principal Assistant Secretary (Civic Affairs) 3
民政事務總署 Home Affairs Department	助理署長(行政) Assistant Director (Administration)
香港天文台 Hong Kong Observatory	助理台長(拓展、研究及政務) Assistant Director (Development, Research and Administration)
香港警務處 Hong Kong Police Force	助理處長(支援) Assistant Commissioner of Police (Support)
香港郵政 Hong Kong Post	助理署長(組織發展) Assistant Postmaster General (Corporate Development)
入境事務處 Immigration Department	助理處長(管理及支援) Assistant Director (Management and Support)
廉政公署 Independent Commission Against Corruption	助理處長 / 行政 Assistant Director / Administration

政府新聞處 Information Services Department	副處長(2) Deputy Director (2)
稅務局 Inland Revenue Department	總評稅主任(特別任務) Chief Assessor (Special Duties)
創新科技署 Innovation and Technology Commission	總行政主任(行政) Chief Executive Officer (Administration)
知識產權署 Intellectual Property Department	助理首席律師(聆訊)1 Assistant Principal Solicitor (Hearings)1
投資推廣署 Invest Hong Kong	助理署長(三) Associate Director-General 3
公務及司法人員薪俸及服務條件諮詢 委員會聯合秘書處 Join Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Services	助理秘書長(2) Assistant Secretary General (2)
勞工及福利局 Labour and Welfare Bureau	首席助理秘書長(福利)2 Principal Assistant Secretary (Welfare) 2
勞工處 Labour Department	助理處長(政策支援) Assistant Commissioner (Policy Support)
土地註冊處 Land Registry	部門主任秘書 Departmental Secretary
地政總署 Lands Department	高級產業測量師(訓練) Senior Estate Surveyor / Training
法律援助署 Legal Aid Department	助理首席法律援助律師(法律及管理支援) Assistant Principal Legal Aid Counsel / Legal and Management Support
康樂及文化事務署 Leisure and Cultural Services Department	總行政主任(行政) Chief Executive Officer (Administration)
海事處 Marine Department	部門主任秘書 Departmental Secretary
破產管理署 Official Receiver's Office	部門主任秘書 Departmental Secretary
政府資訊科技總監辦公室 Office of the Government Chief Information Officer	總行政主任(行政) Chief Executive Officer (Administration)
通訊事務管理局辦公室 Office of the Communications Authority	副部門秘書 1 Deputy Departmental Secretary 1

規劃署 Planning Department	總城市規劃師 / 專業事務 Chief Town Planner / Technical Services
香港電台 Radio Television Hong Kong	部門主任秘書 Departmental Secretary
差餉物業估價署 Rating and Valuation Department	助理技術秘書 (2) Assistant Technical Secretary (2)
選舉事務處 Registration and Electoral Office	副總選舉事務主任 (委員會及研究/行政) Deputy Chief Electoral Officer (Committee & Research/Administration)
截取通訊及監察事務專員秘書處 Secretariat, Commissioner on Interception of Communications and Surveillance	高級助理秘書 (3) Senior Assistant Secretaries (3)
保安局 Security Bureau	首席管理參議主任 (保安) Principal Management Services Officer (Security)
社會福利署 Social Welfare Department	總社會工作主任 (機構策劃及統籌) Chief Social Work Officer (Corporate Planning and Coordination)
學生資助辦事處 Student Finance Assistance Agency	總行政主任 (持續進修基金) Chief Executive Officer / Continuing Education Fund
工業貿易署 Trade and Industry Department	部門主任秘書 Departmental Secretary
運輸及房屋局 Transport and Housing Bureau	首席助理秘書長 (房屋) (政策統籌) / 助理 署長 (政策統籌) Principal Assistant Secretary (Housing) (Policy Support) / Assistant Director (Policy Support)
運輸署 Transport Department	助理署長 / 巴士及鐵路 Assistant Commissioner / Bus & Railway
庫務署 Treasury	助理署長 (策劃及發展) Assistant Director of Accounting Services (Planning and Development)
大學教育資助委員會秘書處 University Grants Committee	副秘書長 (1) Deputy Secretary-General (1)
水務署 Water Supplies Department	部門主任秘書 Departmental Secretary



婦女事務委員會
Women's Commission