

Women's Commission

**Women Employment -
Promotion of Family-friendly Employment Practices and
Consolidation of Part-time jobs**

Purpose

This paper is to brief Members on the measures taken by the Labour Department (LD) on the promotion of family-friendly employment practices (FFEP) and part-time jobs.

Promoting Family-friendly Employment Practices

2. LD is dedicated to encouraging employers to adopt “employee-oriented” good management measures and to implement FFEP with a view to helping employees achieve a better balance between work and family lives.

3. LD regularly reminds employers to grant employees various kinds of statutory leaves such as rest days, statutory holidays, annual leave, maternity leave and paternity leave as stipulated under the Employment Ordinance so as to allow employees to take rest and stay with their families. LD also encourages employers to, having regard to the individual circumstances of their enterprises, offer their employees with benefits that are more favourable than the statutory requirements and provide them with flexible and varied work arrangements and support to cater for employees' special needs at different stages of life. Suggested FFEP include introducing flexitime, five-day work week, work from home and part-time jobs, granting employees with special casual leave, marriage leave, parental leave and compassionate leave, and providing medical protection, child care services and counselling services on stress or emotional management as well as setting up nursery room in the workplace to facilitate breastfeeding by working mothers, etc.

4. LD, as one of the facilitators in promoting FFEP, has been

disseminating relevant information to the community through various publicity channels and promotional activities such as publications, large-scale seminars, thematic exhibitions, promotional video, newspaper articles, promotional messages published in the journals of major employers' associations, trade union federations and in public transport network, as well as regular meetings and exchanges with business executives and human resources managers.

5. In 2015-16, LD will continue to enhance the publicity efforts in promoting FFEP by publishing a series of news supplements on successful experiences of enterprises in implementing FFEP. The series will be compiled into a casebook for wide distribution to related parties to encourage more employers to adopt FFEP. Furthermore, LD has been organising thematic seminars for human resources managers and corporate executives from time to time. Academia specialising in human resources strategy and representatives of enterprises that have put in place FFEP are invited to share their insight in implementing relevant practices. LD is also collaborating with employers and employees in the catering industry to devise industry-based practical guidelines in implementing FFEP. LD will continue to promote FFEP with a view to cultivating a family-friendly employment culture so as to facilitate employment for women and employees with family commitments.

Promoting part-time jobs

6. LD provides comprehensive and free employment services for job seekers, including women, through a network of 13 job centres, two industry-based recruitment centres, the Telephone Employment Service Hotline, the "Interactive Employment Service" (iES) website and numerous vacancy search terminals installed at various locations across the territory. In view that some job seekers, especially women, wish to find part-time work to suit their family or other needs, LD continues to enhance its promotional efforts in encouraging employers to provide more part-time vacancies. During January to May 2015, LD received 86 370 part-time vacancies from the private sector, representing an 18.4% increase over the same period last year.

7. LD has set up a dedicated webpage on part-time vacancies at the iES website to facilitate job seekers who wish to find part-time jobs to

identify suitable vacancies. District-based thematic job fairs are also organised to help job seekers find part-time jobs. Job seekers can submit job applications and attend interviews with employers on the spot to speed up the job search process.

8. In addition, LD will starting from September 2015 extend the Employment Programme for the Middle-aged¹ to cover part-time jobs (i.e. jobs with working hours between 18 and less than 30 a week) to encourage employers to provide more suitable part-time job opportunities for people aged 40 or above.

Advice Sought

9. Members are invited to note and provide comments on this paper.

Labour and Welfare Bureau
Labour Department
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¹ The Employment Programme for the Middle-aged at present encourages employers, through the provision of on-the-job training allowance for 3 to 6 months, to employ job seekers aged 40 or above with employment difficulties in full-time jobs (i.e. jobs with working hours of at least 30 a week) and provide them with on-the-job training.