

機構事務

Corporate Affairs

本會致力加強內外聯繫、建立品牌、資訊科技、研究調查、財務監控等各項支援服務，從而提升機構效益。人力資本是機構賴以成功的關鍵之一，故此，僱員培訓及人力發展也是本會的重要工作項目。

The Society puts greater efforts on various supporting services including internal and external communications, brand-building, information technology, research study as well as financial control and monitoring in order to enhance the overall corporate efficiency. While human capital is one of the key factors for corporate success, staff training and talent development is an important item in the corporate agenda.

推廣及公共關係

Promotion and Public Relations

「一個機會•一個未來」是本年度的宣傳主題。我們透過不同渠道，推動給予更生人士機會重新融入社會；同時亦透過媒體專訪，探討更生人士及精神病康復者面對的困難，以及家屬的處境，希望帶出更多正面訊息，爭取大眾支持。

本會多年來支持及參與香港社會服務聯會舉辦的「商界展關懷」計劃，年內也出席「商界展關懷」社區伙伴合作展 2015，以「育更生人士•創共融未來」為標題，並以轄下社會企業韓廚麵作賣點，準備泡菜及梅子茶供參觀人士品嚐。展覽除了嘉許一直支持更生康復的愛心僱主外，也提供一個交流機會，讓有意聘請本會服務使用者的僱主、擔任義工的公眾人士及跟本會的社會企業明朗服務有限公司合作的機構，獲得更多有關本會服務的資訊，希望公眾接納更生人士，給予他們貢獻社會的機會，促進共融。

此外，本會也舉辦街頭募捐、慈善義賣等，直接與公眾人士溝通，介紹本會服務。

Adopting "A Chance • A Future" as the promotion theme for the year, the message of giving ex-offenders a chance to reintegrate into the society was promoted via various channels. Difficulties faced by ex-offenders, ex-mentally ill persons and their families were featured in media interviews with an aim to creating positive messages and inviting support from the public.

We had been supporting and participating in the Caring Company programme organised by the Hong Kong Council of Social Service for years. During the year, we attended the Caring Company Partnership Expo 2015 with the theme "Nourish Ex-offenders • Establish a Harmonic Future" and featured our social enterprise Chef's Noodle at our exhibition booth. Visitors were served with Kimchi and plum tea. At this occasion, caring employers who had rendered continuous support to offender rehabilitation were recognised. This served as an opportunity for exchange, enabling companies interested in hiring ex-offenders, volunteers from the community and organisations in co-operation with our social enterprise Bright Services Company Limited to obtain more information on our services. With all these efforts, we hoped that ex-offenders would be accepted and given a chance to serve the community, thus resulting in social inclusion.

We also strove to have direct contact with the general public in order to introduce our services. Charity activities such as donation appeal on streets and charity sales were held.



韓廚麵同工介紹餐飲服務。
Staff of Chef's Noodle introduces its food and beverage services.

藉着街頭義賣活動接觸市民，讓他們多加認識本會的工作及更生人士的需要。
Through street charity sales, we hope to enhance public awareness of our work and the needs of ex-offenders.



籌募經費及拓展資源

Fund Raising and Resources Development

本會繼續透過月捐計劃，協助剛出獄人士添置牀單、被子、小電器等日用品，讓他們先行安頓下來，務求自力更生，開展新生活。我們亦積極申請慈善基金及舉辦籌款活動，用以發展及推動更生康復、精神健康及預防犯罪服務。

於二零一四年八月二十九日及三十一日，本會與鄧樹榮戲劇工作室首次合作，上演兩場「Ozproperty Investment 88 冠名贊助《打轉教室》香港善導會慈善專場」。本會副贊助人、主席、副主席及多名委員粉墨登場，與女律師協會及協青社合作，為原有劇本注入新元素。這項慈善活動為預防犯罪教育服務籌得善款約港幣 \$73 萬。本會再接再厲，於十一月二十三日舉行第二屆「甦 Walk」慈善行山賽，邀請參加者給予更生人士及精神病康復者正能量，鼓勵他們重新融入社會。超過 600 人參與是次活動，籌得善款接近港幣 \$30 萬。善款用以拓展在囚人士、更生人士及其子女的支援服務。

Through a monthly donation project to raise funds, we continued to help the newly discharged people to start a new life and support themselves later after settling down. Some daily necessities were prepared such as sheets, blankets and small electric appliances. Charity funds were sought and charity events were organised to develop more offender rehabilitation, mental health and crime prevention services.

In co-operation with Tang Shu-wing Theatre Studio, the "Ozproperty Investment 88 Presents: The Detention — SRACP Charity Drama" was staged on 29 and 31 August 2014 for charity purpose. With support from the Hong Kong Federation of Women Lawyers and Youth Outreach, SRACP's Vice-Patron, Chairperson, Vice-Chairperson and committee members, new elements were introduced into the comedy. This charity event succeeded in raising about HK\$730,000 for providing crime prevention education services. On 23 November 2014, the SRACP Charity Walk was held again following its previous success to solicit public support to ex-offenders and the ex-mentally ill persons, enabling them to reintegrate into the society. Over 600 participants took part in the event while some HK\$300,000 was raised for support services for offenders, ex-offenders and their children.



《打轉教室》香港善導會慈善專場謝幕。
Take a curtain call at the end of the "Detention — SRACP Charity Drama".



積極支持「甦 Walk」慈善行山賽 2014。
Render full support to 2014 SRACP Charity Walk.

資訊科技

Information Technology

網頁設計

本會資訊科技組年內繼續為不同活動製作網頁，並定期把活動最新消息傳遞給社會大眾，包括「甦 Walk」慈善行山賽 2014、「穿出新天地 2014」、「商界展關懷」社區伙伴合作展等。此外，本會的社會企業明朗服務有限公司首次參與「無障礙網頁嘉許計劃（網站組別）」並喜獲金獎，展現正面形象。網站為視障人士及長者提供無障礙體驗，方便他們從網站獲取資訊。

Website Design

Our Information Technology division continued to create event websites which provided regular updates, such as SRACP Charity Walk 2014, Fashion for a Better Future 2014 and Caring Company Partnership Expo. Bright Services Company Limited, our social enterprise, joined the Web Accessibility Recognition Scheme and received the Gold Award (Website Stream). With its barrier-free experience feature, the website helps promote a positive corporate image by providing the visually impaired and the elderly with more information.

知識分享平台

為配合知識管理的發展，本會自二零一零年起使用知識分享平台，透過機構最新動態報導、共用文件及表格、經驗分享及交流，讓同工更快捷準確地掌握本會資訊，並加強部門聯繫。新入職員工亦可從簡介會認識分享平台的基本概念及功能。本年度共有 10,160 人次登入使用知識分享平台，較去年上升逾 1,200 人次。

SRACP Portal

To tie in with knowledge management development, a sharing platform SRACP Portal has been in place since 2010 to enable a more effective sharing of corporate updates, documents and professional experience among staff and to strengthen the ties between divisions. New recruits could learn about the basic concepts and functions about the Portal at the briefing session for them. In 2014/2015, a total of 10,160 logins were recorded, an increase of 1,200 person times when compared with the year before.

多媒體製作

本會就部分大型活動製作多媒體訊息，包括在「甦 Walk」慈善行山賽 2014 活動前後不斷更新社交平台內容。

Multimedia Production

Multimedia messages were prepared for some large-scale activities. For instance, SRACP Charity Walk 2014 website and social media page were updated before and after the event.

系統使用及開發

年內，本會為義工發展服務及健康教育服務開發資料庫及管理系統，加強資訊管理及質素。捐贈管理資料庫亦已完成並投入服務。此外，本會使用以下電腦系統支援各個服務單位。

System Development and Usage

During the year, databases and systems were developed for volunteer development services and health education services to strengthen information management and quality. A Donor Management Database had been completed and is in operation. Below shows computer systems currently in use by our service units.



明朗服務有限公司獲頒發「無障礙網頁嘉許計劃(網站組別)」金獎
Bright Services Company Limited receives Gold Award (Website Stream) at Web Accessibility Recognition Scheme.

「蹺 Walk」慈善行山賽 2014 網頁
SRACP Charity Walk 2014 event website



研究調查 Research Study

研究發展

本會定期為不同服務單位進行「服務使用者意見調查」，藉此提升服務質素。年內，職業發展服務及法院社工服務都進行了問卷調查，了解不同服務使用者的需要、對服務滿意程度以及意見。整體而言，服務使用者對本會服務感到滿意，調查所得意見更有助提升服務質素。

此外，本著貫徹「實證為本」的服務理念，本會年內完成多項支援服務發展的研究。

社會康復服務方面，本會完成《休閒娛樂與社會康復》研究。結果顯示，休閒模式及空餘時間與重犯風險有重大關係。研究指出合適的休閒娛樂不但有助提升更生人士的身心健康，亦有助減低重犯風險。因此，研究建議定期為更生人士舉辦多元化的休閒活動，協助他們減低重犯機會，發展正面人生。

精神健康服務方面，本會完成兩項關於精神復元過程的研究，藉此了解精神復元的主要元素，並提供更適切的服務。在《社交連繫在精神復元中的重要性》研究，結果發現社交連繫及支援在精神復元過程當中極為重要，然而，大部分精神健康綜合社區中心的服務使用者未能得到足夠的社交連繫與支援。因此，研究建議舉辦朋輩支援小組及義工外展服務，協助服務使用者建立良好的社交連繫，從而獲得適切的社交支援。

在《優勢為本介入模式成效》研究當中，發現精神健康綜合社區中心的服務使用者在不同領域

Research Projects Completed

To further enhance our services, Service Users' Opinion Survey is conducted on a regular basis for different units. During the year, questionnaire surveys were conducted for Employment Development Service and Court Social Work Service units. In general, service users who responded were satisfied with our services while opinions collected could help further improve our service quality.

To continue with our evidence-based service rationale, a number of studies on support services development were conducted during the year.

An exploratory study on the relationship between leisure/recreation and social rehabilitation services was conducted. Research findings showed that the ways to spare one's leisure time had significant association with the risk of recidivism. With appropriate leisure and recreational activities, well-being of ex-offenders could be enhanced while the risk of recidivism could be reduced. It is recommended that regular leisure/recreational activities for ex-offenders could be held to reduce recidivism and assist them to lead a positive life.

In the area of mental health services, two studies were conducted on the recovery process of people with mental illness to enable a better understanding of the key elements in recovery so that more tailored services can be provided. Findings from the "Social Connections of Service Users in Integrated Community Centres for Mental Wellness (ICCMWs)" study indicated that social connections and support played an essential role in recovery. However, service users in most ICCMWs did not have sufficient social connections and support. Therefore, it is recommended that peer support group and outreach voluntary service be provided to assist service users in developing their social network, thus enjoying the needed social support.

系統 System	使用系統的服務單位 Units Using the System
人事管理系統 Human Resources Management System	全會 All units
財務管理系統 Finance Management System	總辦事處 Head Office
電郵及過濾濫發郵件系統 Email and Spam Controller System	全會 All units
知識分享平台 SRACP Portal	全會 All units
CPMS 個案管理系統 Case Performance Management System	社會服務中心及法院社工服務 Social Service Centres and Court Social Work Service
LS/CMI 服務水平 / 個案管理量表 Level of Service/Case Management Inventory	社會服務中心 Social Service Centres
僱主網絡管理資料庫 Employment Management Database	職業發展服務 Employment Development Service
捐贈管理資料庫 Donor Management Database	機構傳訊部 Corporate Communications Division
問卷調查系統 Online Survey System	社區教育及預防犯罪服務 Community Education and Crime Prevention Service
賣旗管理系統 Flag Day Management System	賣旗工作小組及旗站 Flag Day Working Group and Flag Stations

技術支援

資訊科技組為全會電腦、伺服器、周邊配件、網絡及相關資訊科技設備提供技術支援，包括諮詢熱線、遙距控制、到場支援及意見分析。每年本會都為資訊科技設備進行審計，檢視設備狀態及使用者需求，就更換殘舊或破損設備，作出安排。

Technical Support

Technical support was provided for all computers, servers, network systems and IT related peripheral equipment through channels like enquiry hotline, remote control, on-site support and consultation. IT audit is conducted annually to monitor the condition of IT equipment and users' needs so that replacement plans for old and damaged equipment can be worked out.

擁有不同優勢：只要協助他們發展及利用優勢，有助他們增強整體安康以及對未來抱有希望。研究結果也顯示優勢為本介入模式具有高應用性及成效，能促進服務使用者精神復元。

除了自行研究外，本會亦致力推動社福界的實證研究工作，多次參與由社會服務實踐研究小組舉辦的研討會，與不同社福機構分享如何推動實證研究工作。

現正進行的研究

面對香港人口老化，不同社會服務需要作出調整，配合需要。本會社會服務中心的服務使用者亦出現人口老化現象，現時約 16% 年齡為 60 歲或以上。因此，本會現正積極探討年老服務使用者的需要及更生康復情況，提供更適切的服務。

未來方向

協助在囚人士及更生人士改過遷善是本會其中一項主要工作，「停止重犯」仍是當中重要一環。本會將於來年深入研究「停止重犯」的要素與障礙，藉此加深了解更生人士的需要，期望提供更適切的更生服務，減低重犯的機會。

精神健康服務方面，有關精神健康綜合中心及中途宿舍所採用的「服務單位復元環境問卷」，本會將進一步考證精神復元的概念，並且審視本會精神健康服務對精神病復元的影響。

Through a study "Effectiveness of Strengths-Based Case Management for People with Mental Health Problems in Hong Kong", it was found that service users at ICCMWs had different strengths of their own. By guiding them to utilise these strengths for recovery, their well-beings and the sense of hope could be enhanced. Research findings also revealed that Strengths Model and Strengths Assessment are highly applicable and effective in improving service users' recovery process.

Apart from internal research, we also encouraged evidence-based research in the social service sector. We actively participated in seminars and workshops organised by Practitioner-Researcher Group, during which the Society's experiences in evidence-based research were shared with other non-governmental organisations.

Research Projects in Progress

Modifications in social services need to be made to meet the different needs arisen out of an ageing population in Hong Kong. This is also true for our services at Social Service Centres. At present, about 16% service users of our Social Service Centres are aged 60 or above. In view of this, we are studying the rehabilitation progress and needs of elderly ex-offenders so that more suitable services can be designed.

Future Plans

Rehabilitation for offenders and ex-offenders is a main focus of the Society while "desistance from crime" is a key. In the coming year, we will study in depth desisting factors and related obstacles so as to further enhance our understanding of the needs of ex-offenders, provide more suitable rehabilitation services and reduce recidivism.

As far as mental health services are concerned, a study will be conducted to investigate into the idea of recovery at ICCMWs and halfway houses, and to evaluate the impact of our services on service users' recovery using DREEM (Developing Recovery Enhancing Environments Measure) assessment.



大學講師及精神科醫生就研究報告發表意見，會員也分享參與「優勢為本」介入模式研究的得著及感受。
University lecturer and psychiatrist give views on survey results while service users share what they gained and felt after engaging in the strengths-based research study.

職員訓練及人才發展 Staff Training and Talent Development

為推動專業及高質素的社會服務，本會非常重視員工培訓及發展。二零一四年四月，本會成立資訊科技及人才發展部，專責統籌、策劃及執行本會在職員培訓、專業發展、知識承傳等範疇的工作。年內，資訊科技及人才發展部透過人才發展協調會議，檢視不同職級同工的工作發展路線圖，並配以合適的員工訓練及發展項目，繼續遵循本會以專業精神為基礎，追求卓越及持續學習的使命。

本會籌辦多項切合工作需要及服務發展的訓練，並資助不同職級同工參與外間培訓活動，加強同工的前線工作知識。課程類型包括機構主導課程、服務主導課程、前線實務課程、單位資助活動、海外交流活動等。全年由本會津貼及資助參加培訓活動的同工共 1,102 人次。

此外，本會繼續透過專業發展工作小組及臨牀發展工作小組，在社會康復、預防犯罪服務和精神健康服務範疇持續推動專業服務發展，並鼓勵同工在相關議題進行研討及互助學習。

善導培訓中心於二零一五年一月成立，專門為現正從事或有志投身更生康復、預防犯罪和精神健康服務的人士，提供培訓及專業證書課程，協助他們了解犯罪行為、精神病患、成癮及導致違法的高危行為以及應採取甚麼介入手法，提升工作效能及質素。培訓中心亦舉辦有助回應社會問題的創新培訓課程，合力締造包容而安全的社會。

We value training and development needs of our staff considering the importance of providing more professional and quality social services. In April 2014, an Information Technology and Talent Development Division was established to plan, co-ordinate and implement staff training, professional development and knowledge exchange programmes. During the year, career development roadmaps for different ranks of staff were reviewed and staff training and development programmes were designed through talent development co-ordination meetings. Through this exercise, we continued to honour our mission of upholding professionalism and pursuing excellence with a learning culture.

The Society organised different in-house training tailored to work and service needs, and subsidised staff of different ranks to participate in external training programmes, enabling them to enhance their knowledge and competency in frontline practices. The types of programmes included corporate-led training, service-led training, frontline service training, unit-based training and overseas activities. A total number of 1,102 beneficiaries was recorded.

Through Professional Development Working Group and Clinical Development Working Group, professional enhancement on social rehabilitation, crime prevention and mental health services continued while staff members were encouraged to make more in-depth study on these topics and learn from each other.

SRACP Training Centre was set up in January 2015 to offer training programmes and certificate courses for people who are providing or interested in providing offender rehabilitation, crime prevention and mental wellness services, enabling them to understand criminal act, mental illness, as well as addictive and high-risk behaviours, and explaining intervention approaches so that they can enhance work efficiency and quality. The Training Centre also organises training courses which offer new and innovative solutions to social problems, thus contributing to an inclusive and safe society.

本會與大學及大專院校保持緊密連繫，並為社會工作、犯罪學及輔導課程的學生提供實習機會，支援本地社會服務教育發展。年內，本會安排 26 名香港大學、香港中文大學、香港城市大學、香港理工大學、香港浸會大學及香港樹仁大學的學生於不同服務單位進行實習。

We maintained close contacts with universities and tertiary institutes and supported education development in the area of social services by providing placement opportunities for students taking social work, criminology and counselling courses. During the year, fieldwork placements at our service units were arranged for 26 students from the University of Hong Kong, the Chinese University of Hong Kong, City University of Hong Kong, The Hong Kong Polytechnic University, the Hong Kong Baptist University and the Hong Kong Shue Yan University.



本會執行委員會主席李瀚良法官帶領同工參與銀川雙邊會議 2014，並於會後參觀司法所。
The Hon Mr Justice Patrick Li and our staff participate in Yinchuan Bilateral Conference in 2014, and visit local judicatory institute.

課程類型 Programme Categories	主題 Topics	參與人次 No. of Beneficiaries
外間個人培訓 External training for individuals	切合服務及工作所需的外間培訓。 External training relevant to service and work setting	179
機構主導課程 Corporate-led training	新員工導向活動、管理級同工培訓、探訪小欖精神治療中心、服務表現監察制度訓練活動及員工工作表現評核。 Induction programme for new staff, training for management team, visit to Siu Lam Psychiatric Centre, training activities for Standard Performance Monitor System and workshops on staff appraisal.	416
服務主導課程 Service-led training	復元模式及優勢評估、心靈內化治療、犯罪風險及需要評估、現實治療法及戲劇治療運用於特殊學習需要學生。 Recovery model and strengths-based assessment, Mentalisation-based therapy, Level of Service/Case Management Inventory (LS/CMI), Reality therapy, and drama therapy for students with special education needs (SEN).	217
前線實務課程 Frontline service training	非暴力危機介入、動物輔助治療、認識特殊學習需要學生及認識性小眾。 Non-violent crisis intervention training, Animal-assisted therapy, understanding SEN students, and understanding sexual minority.	155
單位資助活動 Unit-based training	團隊建立及臨床督導。 Team building and clinical supervision.	96
海外交流活動 Overseas exchange	第一屆減低危害國際研討會(澳門)、第二十屆愛滋病國際會議(墨爾本)、廣州市社區矯正及社工服務考察團、第十屆 Annual Reintegration Puzzle Conference 2014(新加坡)及銀川雙邊會議。 First International Symposium on Harm Reduction in Macau, 20th AIDS International Conference in Melbourne, Guangzhou study tour, 10th Annual Reintegration Puzzle Conference 2014 in Singapore, and Yinchuan Bilateral Conference.	39

職員活動 Activities for Staff

於二零一四/二零一五年度，職員福利會為同工及親屬舉行多項康樂活動和興趣班，包括「風水與生活」、「情人節蛋糕製作班」，還有適合一家大小的「自拍日」、「Art Jamming」及「新春行大運·美味海鮮宴」。當然，一年一度的週年聚餐仍是吸引最多同事及親友參加的活動，筵開 10 席，共有 120 位員工及家屬出席。

In 2014/2015, the Staff Welfare Association organised diversified recreational activities and interest classes, including "Feng Shui and daily life", "baking cake to celebrate Valentine's Day", "selfie day", "art jamming" and "hiking cum seafood feast" which suited families best. The annual gathering was still the most attractive activity to members. Some 120 colleagues and their relatives attended.

職員福利會繼續參加由懲教署體育會舉辦的赤柱秋季賣物會，以及由社工總會舉辦的社工盃足球和籃球比賽。

The Association continued to support the Stanley Autumn Fair organised by the Sports Association of the Correctional Services Department, as well as the Soccer and Basketball Cup competitions organised by the Hong Kong Social Workers' General Union.

此外，職員福利會亦就強積金、侍產假及「機構改進計劃」向機構反映意見，擔當同工與機構之間的溝通橋樑。

The Association served as a bridge between staff members and the Society. During the year, it helped reflect views of staff members on Mandatory Provident Fund, paternity leave and the Agency Enhancement Project.



同工與親友一同參加「新春行大運·美味海鮮宴」。
Colleagues participate in a hiking activity with their families and friends before a seafood feast.

同工扮演聖誕老人，與小朋友玩遊戲，令聖誕週年聚餐倍添氣氛。
More festive atmosphere at annual Christmas gathering when our colleague dresses up as Santa Claus and plays with children.

