



DAILY INFORMATION BULLETIN

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POST OFFICE SALES SYSTEM A BIG SUCCESS
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THE SALES SYSTEM INTRODUCED BY THE POST OFFICE TWO YEARS AGO TO PROMOTE SPEEDPOST AND OTHER POSTAL SERVICES AND TO IMPROVE CUSTOMER RELATIONS, PARTICULARLY WITH THE BUSINESS COMMUNITY, HAS BEEN VERY SUCCESSFUL.

SOME 160 FIRMS AND ORGANISATIONS SIGNED CONTRACTS WITH THE POST OFFICE IN 1980 TO USE THE SPEEDPOST SERVICE, AN INCREASE OF 17 PER CENT OVER THE 1979 FIGURE.

IN ADDITION, SOME 100 000 ITEMS WERE HANDLED FROM OTHER CUSTOMERS ON NON-CONTRACT TERMS. REVENUE PRODUCED FROM THE SERVICE IN 1980 AMOUNTED TO MORE THAN \$14 MILLION, REPRESENTING A 60 PER CENT INCREASE OVER THE PRECEDING YEAR.

TWO POSTAL SERVICE REPRESENTATIVES APPOINTED UNDER THE SALES SYSTEM VISIT FIRMS AND ORGANISATIONS TO EXPLAIN THE FULL RANGE OF POSTAL SERVICES THE POST OFFICE HAS TO OFFER. THEY ALSO KEEP IN CLOSE CONTACT WITH MAIN USERS OF POSTAL SERVICES IN ORDER TO HAVE A BETTER UNDERSTANDING OF THEIR REQUIREMENTS AND PROBLEMS. ANY FIRM WISHING TO DISCUSS POSTAL MATTERS WITH A POSTAL SERVICE REPRESENTATIVE CAN CONTACT MR LEE KI-PONG OR MR CHEUNG KANG-CHING ON 5-2671108.

+SINCE THE SYSTEM WAS STARTED, SOME 2 500 CALLS HAVE BEEN MADE TO CUSTOMERS, FIRMS AND ORGANISATIONS,+ SAID MR LEE KI-PONG, ONE OF THE POSTAL SERVICE REPRESENTATIVES.

+AFTER RECEIVING ADVICE FROM OUR REPRESENTATIVES, SOME MAIN USERS OF POSTAL SERVICES IMPROVED THEIR METHOD OF POSTING. THIS HAS RELIEVED THE POST OFFICE OF SOME WORK AND HAS RESULTED IN A BETTER SERVICE TO THE USERS,+ HE EXPLAINED.

+FOR EXAMPLE, ADVICE HAS BEEN GIVEN TO FIRMS AND ORGANISATIONS WITH COMPUTER ADDRESS FILES ON HOW TO CODE AND SEGREGATE THEIR ENVELOPES ACCORDING TO DELIVERY AREAS.+

+THE SET UP OF MAIL ROOMS WITHIN CERTAIN FIRMS AND ORGANISATIONS HAS ALSO BEEN IMPROVED WITH THE HELP OF THE POSTAL SERVICE REPRESENTATIVES,+ MR LEE ADDED.

TO GIVE USERS OF POSTAL SERVICES SOME IDEA OF THE OPERATION OF THE POST OFFICE, THE POSTAL SERVICE REPRESENTATIVES HAVE ARRANGED VISITS TO THE GENERAL POST OFFICE ON SATURDAYS TO ILLUSTRATE MAIL HANDLING PROCEDURES AND OTHER MATTERS OF INTEREST TO USERS OF THE POST.

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TICD PUTS OUT GUIDE TO INDUSTRIAL INVESTMENT
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A 60-PAGE GUIDE TO INDUSTRIAL INVESTMENT IN HONG KONG HAS BEEN PUBLISHED BY THE TRADE INDUSTRY AND CUSTOMS DEPARTMENT.

ILLUSTRATED IN FULL COLOUR, ITS 12 CHAPTERS ENDEAVOUR TO ANSWER QUESTIONS LIKELY TO BE ASKED BY AN OVERSEAS INDUSTRIALIST INTERESTED IN ESTABLISHING A WHOLLY-OWNED MANUFACTURING FACILITY OR JOINT VENTURE OPERATION IN HONG KONG.

TOPICS COVERED IN THE GUIDE RANGE FROM THE CHOICE OF INDUSTRIAL SITES TO MANPOWER AND WAGES, FROM COMMUNICATIONS TO RECREATION FACILITIES.

PRINTED IN ENGLISH AND JAPANESE, +HONG KONG INTO THE '80S : INDUSTRIAL INVESTMENT+ WILL SHORTLY ALSO BE AVAILABLE IN GERMAN AND FRENCH.

DESIGNED BY THE GOVERNMENT INFORMATION SERVICES, COPIES OF THE GUIDE ARE AVAILABLE AT \$12 FROM THE GOVERNMENT PUBLICATIONS CENTRE ON THE GROUND FLOOR OF THE GPO BUILDING, CONNAUGHT PLACE.

FOLLOWING A FOREWORD BY THE GOVERNOR, AND AN EXPLANATION AS TO WHY MANY INTERNATIONAL COMPANIES HAVE SUCCESSFULLY ESTABLISHED PROJECTS HERE, THE PUBLICATION ADVISES THAT ALTHOUGH THE GOVERNMENT DOES NOT STIPULATE WHICH INDUSTRIES SHOULD OR SHOULD NOT BE DEVELOPED, THOSE MOST LIKELY TO SUCCEED ARE COMPANIES WHICH HAVE REASONABLY HIGH LEVELS OF TECHNOLOGY- WHICH ARE EXPORT-ORIENTED OR PROVIDE A SERVICE TO MANUFACTURING INDUSTRY.

THE AVAILABILITY OF LAND AND FACTORY BUILDINGS IS EXPLAINED IN DETAIL, INCLUDING LAND AUCTIONS, THE CRITERIA FOR SITES ON INDUSTRIAL ESTATES, TENDERS AND PRIVATE TREATIES, BUYING FROM PRIVATE DEVELOPERS, AND THE GROWTH OF THE INDUSTRIAL TOWNS AND ZONES. COSTS TOO, OF BUILDING FACTORIES AND BUYING OR LEASING PREMISES, INCLUDING COMMERCIAL BUILDINGS, ARE ALL COVERED.

OF VITAL INTEREST TO AN OVERSEAS INDUSTRIALIST IS THE AVAILABILITY OF MANPOWER, AND LABOUR COSTS. THESE QUESTIONS, AS WELL AS LEGISLATION COVERING HOLIDAYS AND WORKING HOURS, INDUSTRIAL HEALTH AND SAFETY, AND WORKMEN'S COMPENSATION ARE ANSWERED, TOGETHER WITH REFERENCES TO THE GOVERNMENT AND NON-GOVERNMENT ORGANISATIONS THAT CAN ASSIST.

GOVERNMENT BUREAUCRACY COULD BE A DAUNTING ASPECT WHEN INVESTING OVERSEAS, SO THE GUIDE, IN A CHAPTER ENTITLED +CUTTING THE RED TAPE+ INTRODUCES THE TICD'S +ONE-STOP+ UNIT, WHICH PROVIDES, ON BEHALF OF ANY GOVERNMENT DEPARTMENT, ACCURATE AND SWIFT INFORMATION AND ADVICE.

TOGETHER WITH SEVERAL NON-GOVERNMENT INSTITUTIONS, THE GOVERNMENT HELPS TO MAINTAIN A VARIETY OF SERVICES TO MEET INDUSTRY'S NEEDS. PRODUCT TESTING AND QUALITY CERTIFICATION, HEALTH AND SAFETY STANDARDS, PATENTS, DESIGNS, TRADE DESCRIPTIONS AND TRADE MARKS, AND EXPORT CREDIT INSURANCE ARE JUST SOME GIVEN IN A CHAPTER CALLED +SERVING INDUSTRY+.

/TECHNICAL EDUCATION

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TECHNICAL EDUCATION AND TRAINING, RANGING FROM THE WORK OF THE HONG KONG TRAINING COUNCIL AND THE TRAINING CENTRES RUN BY THE CONSTRUCTION AND CLOTHING INDUSTRIES, TO THE FLOW OF STUDENTS THROUGH UNIVERSITIES AND OTHER POST-SECONDARY SCHEMES, SHOW THAT HONG KONG AIMS TO PROVIDE HIGHLY-TRAINED TECHNICAL PERSONNEL.

ONE CHAPTER DEALS WITH EVERY ASPECT OF FINANCE AND TAXATION, WHILE ANOTHER DETAILS THE PROVISION AND COST OF POWER, WATER AND FUEL SUPPLIES.

COMMUNICATIONS - TELEGRAPHIC, AIR, ROAD AND RAIL - AND CARGO HANDLING - BY SEA, LAND OR AIR - ARE FULLY EXPLAINED.

THE GUIDE POINTS OUT THAT NOT ONLY IS KWAI CHUNG CONTAINER TERMINAL, IN TERMS OF THROUGHPUT, THE LARGEST IN ASIA, IT IS THE THIRD LARGEST IN THE WORLD AFTER NEW YORK AND ROTTERDAM.

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ABERDEEN CENTRE HELPS DISABLED TO FULLER LIFE
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THE ABERDEEN REHABILITATION CENTRE PAVES THE WAY FOR THE DISABLED TO RETURN TO THE COMMUNITY FOR A FULLER LIFE.

THE CENTRE PROVIDES SOCIAL AND VOCATIONAL REHABILITATION WITH RESIDENTIAL CARE FOR MORE THAN 250 DISABLED PERSONS, WITH PARTICULAR EMPHASIS ON VOCATIONAL TRAINING.

ABOUT TWO-THIRDS OF ITS TRAINEES ARE MENTALLY RETARDED, OTHERS ARE THE PHYSICALLY HANDICAPPED, THE BLIND, THE DEAF, THE DISCHARGED MENTAL PATIENTS AND THE ELDERLY INFIRMED.

THEY HAVE BEEN ADMITTED TO THE CENTRE EITHER BY REFERRALS OF GOVERNMENT DEPARTMENTS, VOLUNTARY AGENCIES OR BY APPLYING THEMSELVES INDIVIDUALLY.

+SERVICES IN THE FORM OF VOCATIONAL TRAINING, A SHELTERED WORKSHOP, WORK ACTIVITIES GROUP, CASEWORK, GROUP WORK, MEDICAL CARE, ADULT EVENING CLASS AND REFERRAL FOR EMPLOYMENT ARE OFFERED TO THE RESIDENTS,+ SAID THE SUPERINTENDENT OF THE CENTRE, MRS JUDITH MA.

+THROUGH THESE SERVICES, THEY WILL BE EQUIPPED WITH THE NECESSARY KNOWLEDGE, EXPERIENCE AND SKILLS WHICH WILL ENABLE THEM TO OBTAIN OPEN EMPLOYMENT UPON COMPLETION OF THEIR TRAINING, AND BE FINANCIALLY INDEPENDENT.+

/MRS MA

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MRS MA POINTED OUT THAT THE CENTRE'S EFFORTS ARE DIRECTED TOWARDS ACCLIMATISING THE TRAINEES TO A WORK MILIEU, MOTIVATING THEM TO MAKE THE TRANSITION FROM THE ROLE OF A DEPENDENT HANDICAPPED PERSON TO THAT OF A PRODUCTIVE WORKER, AND HELPING THEM TOWARDS PERSONAL OR SOCIAL GROWTH WHICH WILL ENABLE THEM TO ADAPT SUCCESSFULLY TO THE LIFE IN THE COMMUNITY.

THERE ARE FIVE VOCATIONAL TRAINING CLASSES IN THE CENTRE, NAMELY CARPENTRY, GARDENING, INDUSTRIAL MACHINE SEWING, TAILORING AND DOMESTIC HELP.

TRAINEES ATTENDING THESE CLASSES ARE FROM 16 TO 40 YEARS OLD, AND WILL NORMALLY COMPLETE THE TRAINING IN TWO YEARS, SHE SAID.

SHE ADDED THAT THE JOB PLACEMENT UNIT OF THE SOCIAL WELFARE DEPARTMENT AND THE SELECTIVE PLACEMENT UNIT OF LABOUR DEPARTMENT WILL ASSIST TRAINEES IN SEEKING OPEN EMPLOYMENT WHEN THEY COMPLETE THEIR TRAINING.

MRS MA SAID REMUNERATIVE OCCUPATIONS ARE OFFERED IN THE CENTRE TO THE SEVERELY DISABLED WHO CAN NEITHER FIT INTO THE COMPETITIVE OPEN EMPLOYMENT, NOR TAKE UP VOCATIONAL TRAINING.

+THESE INCLUDE JOBS OF THREAD CUTTING, PLASTIC TOY AND FLOWER ASSEMBLING AND PACKING AND SEALING, OFFERED IN ACCORDANCE WITH TRAINEES' INTEREST AND RESIDUAL CAPABILITY.+

ACCORDING TO MRS MA, TRAINEES WITH REGULAR ATTENDANCE IN VOCATIONAL TRAINING CLASSES AND SHELTERED WORKSHOP ARE GIVEN INCENTIVE PAYMENTS IN ADDITION TO THEIR WAGES.

MENTALLY RETARDED YOUTHS WITH I.Q. BELOW 40, WHO ARE UNABLE TO TAKE UP VOCATIONAL TRAINING BUT ARE IN NEED OF INTENSIVE SOCIAL TRAINING ARE TRAINED IN THE WORK ACTIVITIES GROUP AND ARE UNDER CLOSE SUPERVISION IN THEIR DAILY ACTIVITIES.

+TRAINING PROGRAMMES OF THE GROUP EMPHASISE SPECIALLY ON SKILLS OF SELF CARE, COMMUNICATION, SENSORY AND MOTOR, SOCIAL COMPETENCE AND WORK HABIT FORMATION,+ SHE SAID.

THERE ARE CASEWORK SERVICES TO HELP TRAINEES SOLVE THEIR PROBLEMS AND IN PLANNING THEIR RETURN TO THE COMMUNITY AT THE END OF THEIR COURSES, AS WELL AS GROUP WORK SERVICES TO ENRICH THEIR SOCIAL LIFE.

TO BROADEN THE OUTLOOK OF TRAINEES AND TO INCREASE THEIR EMPLOYMENT PROSPECTS, THE CENTRE IN COOPERATION WITH THE EDUCATION DEPARTMENT, OFFERS EVENING CLASSES IN CHINESE, ENGLISH AND GENERAL SUBJECTS.

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TUEN MUN TO HOLD +TAI HING WEEK+

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THE NEWLY-ESTABLISHED LOCAL AFFAIRS COMMITTEE OF TAI HING ESTATE IS ORGANISING ITS FIRST EVENT FOR THE 40 000 RESIDENTS.

THE EVENT, +TAI HING WEEK+, IS AIMED AT ENCOURAGING RESIDENTS' INTEREST IN COMMUNITY AFFAIRS AND TRANSPORT DEVELOPMENT IN THE NEW TOWN.

IT IS ALSO HOPED A BETTER UNDERSTANDING BETWEEN GOVERNMENT AND RESIDENTS WILL BE ACHIEVED THROUGH THE VARIOUS ACTIVITIES.

THESE INCLUDE A VARIETY SHOW, CONCERTS, AN EXHIBITION, A CHILDREN'S GAMES DAY AND A TOUR AROUND THE ESTATE FOR THE ELDERLY, BEGINNING ON MAY 23.

THERE WILL ALSO BE ESSAY WRITING AND LOGO DESIGN COMPETITIONS.

THE TRANSPORT GROUP OF THE ESTATE IS ALSO INVOLVED IN PLANNING THE ACTIVITIES, WHICH ARE BEING FUNDED BY THE DISTRICT BOARD.

SET UP IN JANUARY THIS YEAR, THE TAI HING LOCAL AFFAIRS COMMITTEE COMPRISES REPRESENTATIVES FROM THE DISTRICT OFFICE, POLICE, SCHOOL PRINCIPALS, MUTUAL AID COMMITTEE MEMBERS, WOMEN AND YOUTH ASSOCIATION MEMBERS, VOLUNTARY AGENCIES AND SHOPS. IT IS CHAIRED BY TUEN MUN ASSISTANT DISTRICT OFFICER, MISS SARAH WU.

A SPOKESMAN FOR THE COMMITTEE SAID IT WAS SET UP TO PROMOTE A SENSE OF BELONGING AND TO IMPROVE THE LIVING ENVIRONMENT.

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GRANTS OFFERED FOR TECHNICAL TEACHERS COURSE

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YOUNG PEOPLE WISHING TO TAKE UP THE TEACHING OF TECHNICAL OR COMMERCIAL SUBJECTS CAN APPLY FOR A THREE-YEAR, FULL-TIME TEACHER TRAINING COURSE TO BE CONDUCTED BY THE HONG KONG TECHNICAL TEACHERS' COLLEGE IN SEPTEMBER THIS YEAR.

THE MINIMUM QUALIFICATION IS A HONG KONG CERTIFICATE OF EDUCATION WITH GRADE D OR ABOVE IN ENGLISH LANGUAGE (SYLLABUS B), GRADE E OR ABOVE IN THREE OTHER SUBJECTS INCLUDING CHINESE LANGUAGE, AND GRADE C OR ABOVE IN THE VARIOUS RELEVANT TECHNICAL OR COMMERCIAL SUBJECTS.

FEES ARE \$800 A YEAR, IN 10 MONTHLY INSTALMENTS, AND STUDENTS ARE ENTITLED TO APPLY FOR INTEREST-FREE LOANS UP TO \$2 400 A YEAR.

NEEDY STUDENTS MAY BE OFFERED A MAINTENANCE GRANT OF UP TO \$2 000 A YEAR, AN EDUCATION DEPARTMENT SPOKESMAN SAID.

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BUT THIS SUM IS REPAYABLE IF, ON COMPLETION OF THE COURSE, THE RECIPIENT FAILS TO TAKE UP A TEACHING POST APPROVED BY THE DIRECTOR OF EDUCATION, HE SAID.

CURRENT FORM V STUDENTS MAY ALSO APPLY FOR THE COURSE.

APPLICATION FORMS ARE AVAILABLE FROM THE COLLEGE AT 373 QUEEN'S ROAD EAST, WAN CHAI, HONG KONG. COMPLETED FORMS SHOULD BE RETURNED TO THE COLLEGE BY MAY 30.

THE COLLEGE IS ALSO RUNNING ITS FINAL BLOCK RELEASE INDUSTRIAL TRADE INSTRUCTORS' COURSE FOR THE CURRENT ACADEMIC YEAR NEXT MONTH.

THE COURSE WILL REQUIRE FULL-TIME ATTENDANCE AT THE COLLEGE FOR TWO WEEKS.

APPLICANTS SHOULD BE EMPLOYED AS A TRADE OR WORKSHOP INSTRUCTOR OR AN EXPERIENCED WORKER WHO WILL TAKE UP INSTRUCTION DUTIES.

APPLICATION FORMS MAY BE OBTAINED FROM THE COLLEGE AND SHOULD BE COMPLETED AND RETURNED BY MAY 19.

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POLYTECHNIC OFFERS ORAL SKILLS COURSE FOR JOURNALISTS
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THE HONG KONG POLYTECHNIC, AT THE REQUEST OF THE JOURNALISM TRAINING BOARD OF THE HONG KONG TRAINING COUNCIL, WILL OFFER AN INTENSIVE COURSE IN ENGLISH ORAL COMMUNICATION SKILLS FOR WORKING JOURNALISTS NEXT MONTH.

THE COURSE, WHICH IS PART OF A SERIES OF PRACTICAL COURSES AND WORKSHOPS PLANNED BY THE BOARD TO UPGRADE THE STANDARD OF JOURNALISM IN HONG KONG, AIMS AT ENABLING WORKING JOURNALISTS TO BE MORE EFFECTIVE IN COMMUNICATING IN ENGLISH IN JOB-RELATED SITUATIONS.

IT IS SCHEDULED TO BE HELD FROM JUNE 1 TO 26, WITH THREE THREE-HOUR SESSIONS PER WEEK. THE COURSE FEE IS \$555.

THE CONTENTS OF THE COURSE INCLUDE COMMUNICATION SKILLS, TECHNIQUES OF QUESTIONING AND INTERVIEWING, USING THE TELEPHONE FOR ENQUIRIES, LISTENING COMPREHENSION SKILLS AND ORAL PRESENTATION.

LECTURES ON THE SIGNIFICANT FEATURES OF ENGLISH, NATIONAL VARIETIES AND CONVERSATIONAL SKILLS WILL BE GIVEN IN ADDITION TO PRACTICAL WORK IN THE LANGUAGE LABORATORY.

ENROLMENT IS LIMITED TO 20, AND THOSE INTERESTED SHOULD APPLY EARLY.

COMPLETED APPLICATION FORMS SHOULD BE RETURNED TO MISS EVELYN MAN OF THE POLYTECHNIC'S DEPARTMENT OF LANGUAGES BEFORE MAY 27.

ENQUIRIES SHOULD BE DIRECTED TO MISS MAN ON TELEPHONE 3-638344, EXT. 291, OR MR FRANK NG OF THE LABOUR DEPARTMENT ON 5-284783 DURING OFFICE HOURS.

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