

CASE STUDY FOR NON-TEACHING STAFF

Case (1) – Lab Tech (with deferral of ID)

A staff member will be appointed as LT II in an aided secondary school on 21.9.2020.

Qualification(s)	5 subjects passed in HKCEE and relevant requirements stipulated in CoA		2003
Experience	1.9.2009-31.8.2012	LT III	Salaries Grant
	1.9.2012-31.8.2020	LT II	Salaries Grant
	1.9.2020-20.9.2020	No service	
Previous Salary (as at 31.8.2020)	MPS Pt. 15	Incremental Date: 1.9	

Case (1) – Lab Tech (with deferral of ID)

Salary Assessment: [LT II → LT II → no break in service → **c/f**]

(i) Salary Scale: MPS Pt. 8-21 (salary scale effective from 1.10.2010)

(ii) Steps:

Date	MPS Pt.	Remarks
1.9.2012-31.8.2013	8	ID: 1.9 NID: 1.9.2013
1.9.2013-31.8.2014	9	:
1.9.2014-31.8.2015	10	:
1.9.2015-31.8.2016	11	:
1.9.2016-31.8.2017	12	:
1.9.2017-31.8.2018	13	:
1.9.2018-31.8.2019	14	:
1.9.2019-31.8.2020	15	ID: 1.9 NID: 1.9.2020
1.9.2020-20.9.2020		No service for 20 days, ID defers 1m ID 1.9 → 1.10
21.9.2020	16	Pt. 16 ID: 1.10 NID: 1.10.2021

Case (2) – EP (with fractional post)

A staff member will be appointed as EP II in an aided secondary school on 1.9.2020.

Qualification(s)	B.Soc Sci in Psychology	CUHK (23.6.2005)	
	Master Degree in Educational Psychology	HKU (27.6.2010)	
Others	Obtained full membership of the Division of Educational Psychology (DEP) of the Hong Kong Psychological Society	27.6.2011	
Experience	1.9.2011-15.8.2012	EP II in NGO	Subvented by the government
	28.11.2012-30.6.2013		
	1.9.2017-31.8.2020	0.5 EP II in NGO	
Previous Salary (as at 31.8.2020)		\$50,825	

Case (2) – EP (with fractional post)

Salary Assessment: [0.5 EP in NGO → EP in Aided school → **RA**]

(i) Salary Scale: MPS Pt. 23-33 (salary scale effective from 1.10.2010)

(ii) Steps:

Date	ICE counted	Remarks
1.9.2011-15.8.2012	11m	
28.11.2012-30.6.2013	7m	
1.9.2017-31.8.2020	18m	0.5 EP, Compressed ICE: $36m \times 0.5 = 18m$
1.9.2020		<ul style="list-style-type: none">• ICE : $11m + 7m + 18m \rightarrow 36m$ (3y)• Pt 23 + 3y = Pt 26• ID: 1.9 NID: 1.9.2021

Case (3) – School Executive Officer (new post w.e.f. 1.9.2019)

A staff member will be appointed as School Executive Officer in an aided secondary school on 1.9.2020.

Qualification(s)	BA	HKU (28.6.2012)	
Experience	1.9.2012-31.7.2015	ACO	SG
	10.8.2015-31.8.2019	Executive Officer II	HKSAR Government
	2.9.2019-31.8.2020	School Executive Officer	School Executive Officer Grant (SEOG)
Previous Salary (as at 31.8.2020)	MPS Pt. 15	Incremental Date: 1.9	

Case (3) – School Executive Officer (new post w.e.f. 1.9.2019)

Salary Assessment: [School ExO (SEOG) → School ExO (SG) → By **RA**]

(i) Salary Scale: MPS Pt. 15-27 (salary scale effective from 1.9.2019)

(ii) Steps:

Date	ICE counted
2.9.2019-31.8.2020	1y
1.9.2020	Starting salary + post-qualification experience Pt. 15 + 1y ICE = Pt. 16 ID: 1.9 NID: 1.9.2021