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RULES AS TO LEAVE, PENSION, &c.,

IN

HONG KONG.

1. Subject to the necessities of the Service, leave of absence on half salary may be granted to members of the permanent Government Service, after a period of four and a half years' resident service, without any special grounds. It may be given before the expiration of that period in cases of serious indisposition or of urgent private affairs. In the absence of special grounds, the leave in such case must not exceed one-sixth of the officers' resident service; on special grounds it may exceed that period by six months.

2. The Governor will not in any case grant leave on half salary for a period of more than nine months at a time, but that period may be extended by the Secretary of State on the ground of ill-health or of urgent private affairs or for such other reasons as may appear to him to be sufficient. In exceptional cases extensions of leave without pay may be granted.

3. In addition to the above, vacation leave on full pay may be granted, if no inconvenience or expense is caused thereby, not exceeding three months during, and in respect of, any two consecutive years.

4. At the request of any officer who may be eligible for the grant of any period of leave on half salary, the Governor may commute the whole or any portion of such leave into one-half the period of leave with full salary, provided that the total period of commuted and uncommuted leave, together with any period of vacation leave that may be granted, does not exceed ten months at a time. No officer can claim as a right to commute his leave in this manner, the decision whether commutation can or cannot be allowed being wholly within the discretion of the Governor.

5. Officers attached to an educational institution are not entitled to vacation leave under the rule stated above in paragraph 3. When in the Colony they enjoy the ordinary vacations of the institution to which they are attached. When taking long leave outside the Colony they may be allowed to draw full pay during the first three months of their leave unless a school vacation has immediately preceded the grant of leave, in which case full pay may be drawn during two months only. The remainder of the leave in either case is on half salary, and half pay only can be drawn during any school vacation falling within the period of an extension of leave.

6. The present rule as to superannuation is that, in the case of ill-health, an officer holding a pensionable appointment may be allowed to retire on a pension after ten full years' resident service; otherwise he must have attained the age of 55. For ten full years' resident service fifteen-sixtieths of the average annual salary of the retiring officer's fixed appointments for three years prior to retirement may be awarded, to which one-sixtieth may be added for each additional year's service; but no addition will be made in respect of any service beyond 35 years. For pension purposes absence on vacation leave counts as full service, and leave on half pay as half service.

7. A deduction of 4 per cent. is made from the salaries of all members of the permanent Government Service, as a contribution towards the provision of pensions for the widows and orphans of Government officers.

8. The currency of Hong Kong is based on the silver dollar. For purposes of payments in the Colony salaries fixed in sterling are converted into dollars, as to 80 per cent. at the rate of 1s. 9d., and as to 20 per cent. at a rate fixed by the Government, and based upon the average exchange value of the dollar during the month ending on the fifteenth of the month for which salary is to be paid.

COLONIAL OFFICE,
March 1913.

NOTE.—Further information can be obtained on personal application at the Eastern Department of the Colonial Office.