

Staffing Establishment

Sheltered Workshop (SW)^{Note}	
Capacity: 100 places	
Ranks/ Posts	No. of Staff
Social Work Officer	0.2
Social Work Assistant	1
Workshop Instructor I	1
Workshop Instructor III	5
Assistant Clerical Officer	1
Clerical Assistant	1
Motor Driver	1
Enrolled Nurse	1
Ward Attendant	0.5
Workman II	3

Note: Agency-based Occupational Therapy Service is provided for the service unit which is in need of occupational therapy service.

Remarks: The above staffing establishment is used solely for the purpose of calculating recurrent subvention and should not be used for benchmarking the manpower and staff mix of the subvented service unit. Non-governmental organisations, which are held publicly accountable for use of public funds, have the flexibility to deploy subvention and arrange suitable manpower to meet the requirements as set out in Funding and Service Agreements and are accountable for the service and staffing needs.