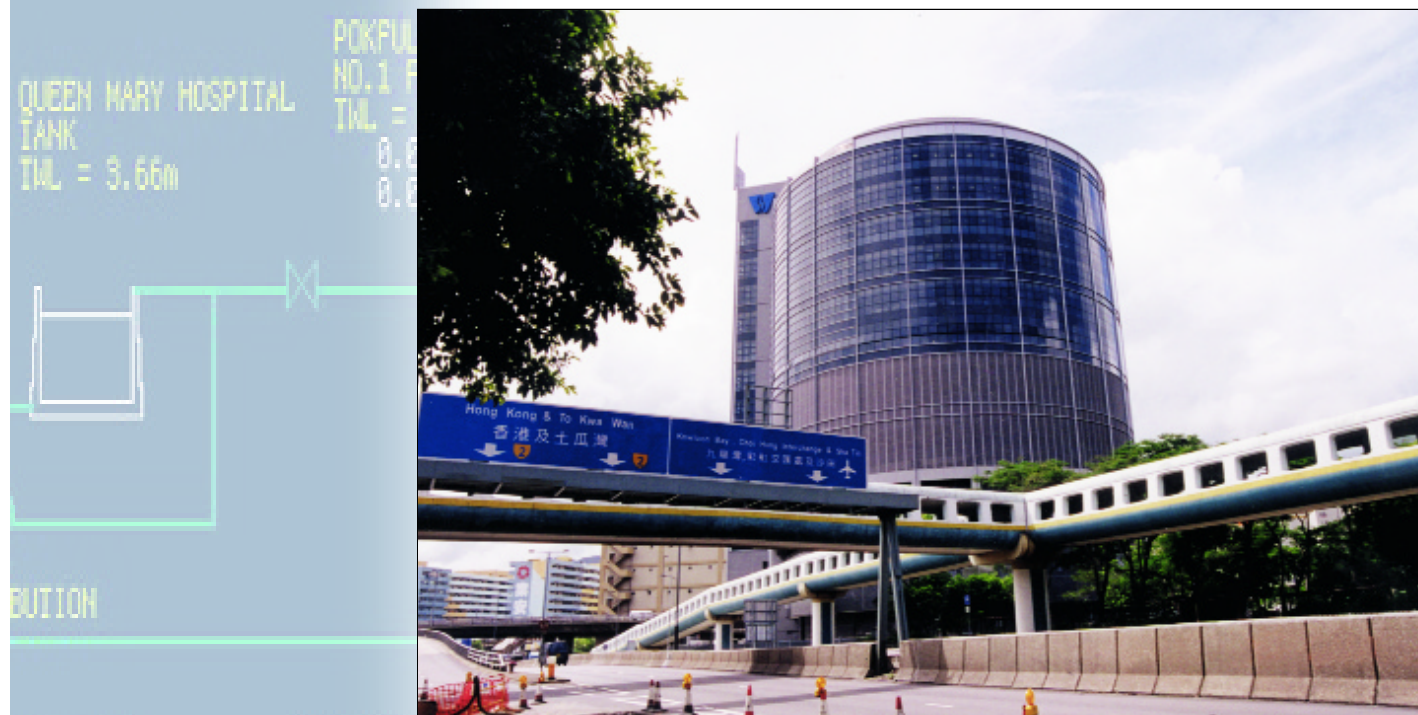


HONG ISLAND - F.W. DISTRICT

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新落成的水務署九龍東區大樓(九龍東分署)。

The newly completed Kowloon East (Mainland South East) Regional Building.

應付需求轉變

過去數十年，香港的供水系統須配合人口增長、新市鎮發展與居民遷移、大量建築工程，以及工業用水需求減少但住宅用戶和服務業用水需求上升而不斷擴展。

這方面的工作成效良好，與六十年代跟廣東省當局達成協議，獲得穩定和可靠的供水，有莫大關係。

行政及策劃科由一名助理署長掌管，每年都會檢討長遠的用水需求預測。檢討結果顯示，供水系統有需要擴展，以應付新發展計劃的用水需求。

行政及策劃科會在各項基本工程計劃的策劃階段，審慎評估工程的規模、所涉費用及可完成目標的日期，以便進行監察，確保計劃能夠在不超出預算的情況下如期完成。

另一方面，該科又為九龍及新界四個分區策劃興建廠房，其中九龍東及西貢區和九龍西及葵青區的廠房預計在二零零零年中建成。

開拓新水源

香港人口預計在未來二十年將會劇增，為應付用水需求，我們於一九九九年十二月委聘顧問找出本港所有可供開拓的水源，並提出方案作進一步的可行性研究。

Coping with Demand Shifts

Hong Kong's water supply system has had to cope in recent decades with population growth, new town developments and large movements of people, extensive construction works, and demand shifts from the industrial sector to the domestic and service sectors.

It has been successful in this largely due to the agreement reached in 1960 for the regular and reliable supply of water from Guangdong province.

Long-term demand forecasts are reviewed each year by the Administration and Planning Branch, headed by an Assistant Director, and these show the need for an extension of the water supply to meet new developments.

Through careful assessment of the scope, cost considerations and achievable target dates at planning stages of capital works projects, a reliable watch is kept on the completion of all projects on time and within budget

Meanwhile, two of the four Mainland Regional Depots - those of the Mainland South East and South West regions - are expected to be completed by mid-2000.

Development of New Resources

With the expected rapid growth of population in the next 20 years, a consultant was engaged in December 1999 to identify all possible water resources that can be developed to meet Hong Kong's need and to recommend options for further feasibility study.

Staff Training

Staff are sent overseas regularly on study visits and to attend conferences to keep up with developments in the water supply industry. During the year some 20 officers visited the Mainland, Japan, Malaysia, Singapore, Philippines, Chile, Argentina, the US and UK.

Special Chinese and English courses are being developed by the City University of Hong Kong for junior staff. During the year, some \$3 million was spent on staff training.

Information Systems Strategy Study

The importance of information technology for overall efficiency and effectiveness, as well as for long-term business planning, has for long been recognised by the Department.

A feasibility study has been undertaken on the implementation of the first stage of an Information Systems Strategy Plan. Begun in September 1999, and nearing completion, the study is based on the recommendations of an initial study on strategic planning of information systems and technology for use by the WSD.

A feasibility study will also be undertaken on the second stage of the Plan and is expected to be completed by next year.

Geographical Information System

A compatible geographical information system will be developed on the implementation of Stage Two of the Information Systems Strategy Plan, which will form the foundation for improvement in operational efficiency.



員工參加部門舉辦的講座。
Staff attending an in-house seminar.

員工培訓

本署經常派員前往海外考察或出席會議，以了解供水業的最新發展。年內，本署約派出20名人員分別前赴內地、日本、馬來西亞、新加坡、菲律賓、智利、阿根廷、美國和英國等地觀摩考察。

香港城市大學正為本署編訂特別為初級人員而設的中英文課程。年內，用於員工培訓的開支約為300萬元。

資訊系統策略研究

本署早已洞悉資訊科技極為重要，既可提高整體的工作效率和效益，也有助釐定長遠的工作計劃。

有關資訊系統策略計劃第一階段實施的可行性研究於一九九九年九月展開，現已接近完成。這項研究是根據本署使用資訊系統及科技的策略性規劃初步研究所提建議進行的。

上述計劃的第二階段可行性研究，預計於明年完成。

地理信息系統

資訊系統策略計劃的第二階段將會發展一套兼容的地理信息系統，為部門提高運作效率奠定基礎。

辦公室自動化計劃

本署的辦公室電腦設施已隨著政府辦公室自動化計劃第二期於年底實施而獲得提升。在這項計劃下，本署網絡已與政府網絡接駁起來。

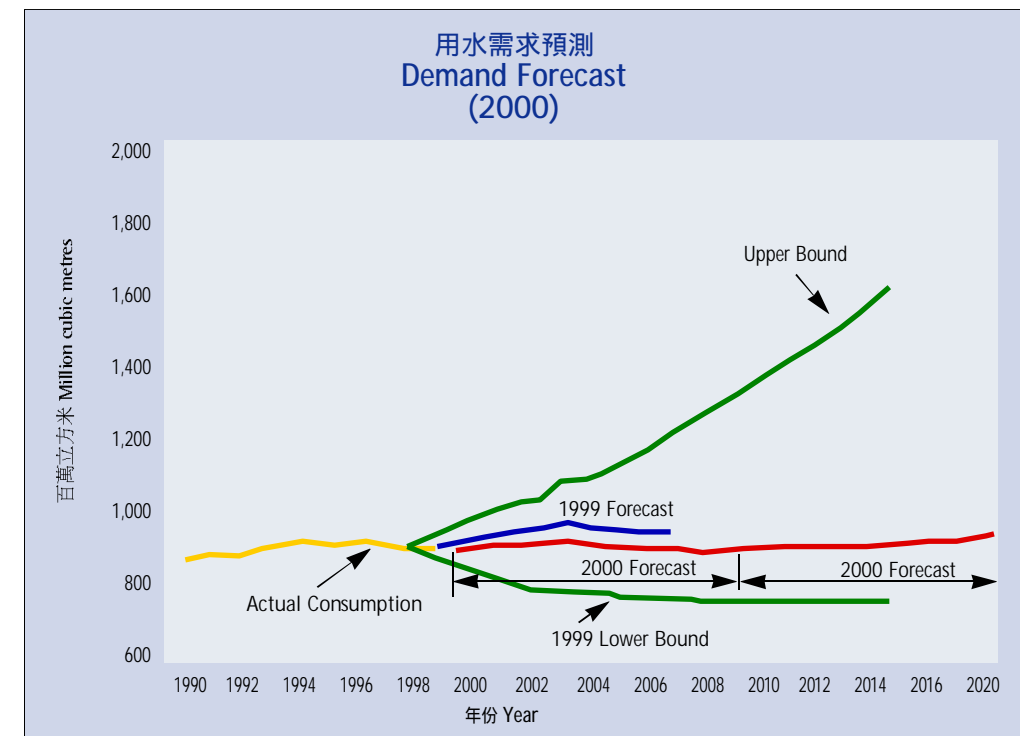
水務署網絡使用者現時可透過政府網絡與其他部門通訊，並取用資料和電子服務。



供九龍西分署辦公的水務署九龍西區大樓。
The new Kowloon West Regional Building that houses the Mainland South West Region.

分部和分組的工作

- 策劃部主要負責供水系統和電腦系統的策劃工作。
- 資訊系統組主要負責加強資訊科技的應用，藉此提高數據和資料處理，以及管理和運作方面的效率。
- 訓練組負責為員工提供所需的培訓，致力提升他們的語文水平和管理能力。
- 專業統計組負責提供統計方面的意見及支援服務、進行用戶及員工意見調查、分析統計資料和就特定的範圍進行研究，以及檢討部門彙集統計資料的方式。
- 技術行政組負責執行多項工作，包括就技術事宜和大約2 000名土木工程系別員工的管理提供支援、協助製備周年預算、檢討各工程部的組織結構，以及擬訂部門福利策略。



Automation Programme

The second phase of the Government Office Automation (GOA) Programme for the WSD was implemented in late 1999. Apart from providing office information facilities, the programme connects the WSD network to the overall government network structure.

Users of this can now communicate electronically with other departments and can access a wealth of information and electronic services through the government network.

Divisions and Units

- The Planning Division's major functions include planning water supply systems and computer systems.
- The Information Systems Units' key function is to enhance information technology applications for greater efficiency in dealing with data and information, as well as with management and operations.
- The Training Unit is responsible for the training and development needs of staff, and has devoted a lot of attention to raising the language standard and managerial competence of staff.
- The Professional Statistical Services Unit is responsible for providing statistical advice and supporting services, conducting opinion surveys on customers and staff, undertaking statistical analyses and research on specific areas and reviewing the compilation of statistics with the Department.
- Among its activities, the Technical Administration Unit provides support on technical matters and management of some 2 000 staff in the civil streams, helps prepare annual estimates, conducts reviews on organisation and structure of engineering divisions, and formulates department welfare strategy.