



照顧者友善就業

Carer Friendly Employment

我們知道照顧者是 We understand that carers are:

正在無酬地照顧缺乏自理人士的人。

People who provide unpaid care to individuals who lack self-care abilities.

我們明白及認同 We acknowledge and recognize that:

明白照顧者在工作上有限制，須視乎個別照顧情況而定： Carers have limitations in their work and it depends on individual caregiving situations:

1. 未必可全職工作，可能每天工作數小時或每星期工作數天；
They may not be able to work full-time and may work a few hours per day or a few days per week.
2. 未必可加班工作；
They may not be able to work overtime.
3. 有機會因為需要陪同家人覆診或突發照顧事件而更改原定工作時間；
They may need a flexible work schedule to accompany family members to medical appointments or deal with unforeseen caregiving events.
4. 有機會帶同照顧對象上班。
They may need to bring the care recipient to work.

認同照顧者： We recognize carers' :

1. 無酬工作經驗
(包括照顧經驗、義工經驗、興趣發展等)是寶貴的；
Valuable unpaid work experience (including caregiving experience, volunteering experience, personal development, etc.);
2. 從這些經驗中培養了良好個人特質
(包括價值觀、態度、技能和知識)；
Good personal qualities (including values, attitudes, skills, and knowledge);
3. 有能力和經驗投入勞動市場，貢獻社會。
Capability and capacity for social contribution.

主辦機構



賽馬會照顧達人計劃
Jockey Club All Brilliant Carers Project

捐助機構



香港賽馬會慈善信託基金
The Hong Kong Jockey Club Charities Trust

公司現為在職的照顧者提供支援，實踐「照顧不離職」，支援僱員平衡親職及工作責任，措施如下（請於□內√）：
We provide support for employing carers and practising a “carer-friendly policy” with the following measures (please √ within the □):

- 優先聘請照顧者，承諾聘用一定比例的照顧者；
Prioritise hiring carers and committing to hiring a certain percentage of carers.
- 推行照顧者重返職場的職業支援及配對計劃；
Implement career support and matching programs for carers returning to the workplace.
- 共享職位，把現有全職職位分拆予兩位或以上的照顧者；
Practise “job sharing” by splitting an existing full-time position among two or more carers.
- 因照顧責任而獲得彈性工作時間安排；
Provide flexible work arrangements due to caregiving responsibilities.
- 設立有薪照顧假，每年____日；
Establish paid caregiving leave of ____ days per year.
- 照顧者放取照顧假時，會安排其他員工替補其工作；
Arrange employees to cover the workload when carers take caregiving leave.
- 有提供緊急託管服務，或在特殊情況下容許帶同照顧對象上班；
Provide emergency care services or allow carers to bring the care recipient to work in exceptional circumstances.
- 較法例長的有薪或無薪產假和侍產假；
Provide longer paid or unpaid maternity and paternity leave than mandated by law.
- 因照顧需要可獲批准停薪留職；
Allow unpaid leave for caregiving needs.
- 提供母乳餵哺友善措施及設施（如哺乳時間、哺乳室、冷藏設施等）；
Provide breastfeeding-friendly measures and facilities (such as breastfeeding time, lactation room, refrigeration facilities, etc.).
- 設專屬支援照顧者員工的僱員，為有需要的照顧者員工提供相關社區資源及企業的照顧者友善措施情況；
Assign dedicated employee support for carer employees, providing relevant community resources and information on carer-friendly measures within the company.

其他 Others: _____

公司名稱及蓋印： Company Name and Stamp:	聯絡人姓名及職銜： Name and Position of Contact Person: _____ (_____)
	聯絡人電話： Phone: _____
	聯絡人電郵： Email: _____
	簽署約章日期： Date of Charter Signing: _____