



MANPOWER DEVELOPER

ERB Manpower Developer Award Scheme
2025-26

The Employees Retraining Board (ERB) launched the “ERB Manpower Developer Award Scheme” (the Scheme) to recognise organisations which demonstrate outstanding achievements in manpower training and development as Manpower Developers (MDs). More than 500 organisations from over 30 industries have been accredited as MDs under the Scheme.

As part of the Scheme, the effectiveness of the strategies and practices in manpower training and development of participating organisation will be reviewed and evaluated in accordance with a set of objectives and assessment criteria established by the independent Technical Consultant. Organisations that fulfill the criteria will be acknowledged as MDs within a two-year validity period, subject to renewal every two years.

Through the Scheme, ERB aims to foster a corporate culture that values the importance of manpower training and development, and strengthen partnership with MDs through various employer activities for enhancing the human capital of Hong Kong.

Objectives

Through assessing the level of maturity of manpower training and development strategies and practices of organisations, the Scheme aims to:

- promote and cultivate a corporate culture focusing on manpower training and development
- heighten the awareness of the employers and employees on the importance of on-the-job training and continuous upgrading
- recognise and support employers who are committed to the implementation of manpower training and development
- encourage MDs to exchange with other organisations practical experience, market information, and the latest trends and updates in training

Benefits for Organisations

- **Professional assessment** – the Technical Consultant refers to the assessment criteria under the Scheme to evaluate the training and development initiatives of the participating organisations which helps them review their practices and strategic outcomes.
- **Reinforcing corporate image** – the accreditation during the two-year validity period is conducive to enhancing the corporate image and attraction of talent.
- **Cross-industry sharing** – through participating in ERB’s employer activities and projects, MDs can exchange with other organisations practical experience, market information, and the latest trends and updates in training.
- **Market information** – by consolidating MDs’ performance data on a biennial basis, ERB will compile and disseminate a Benchmarking Report for MD’s reference.
- **ERB information** – MDs can receive first-hand information of ERB courses, employer services and dedicated activities.

Management Structure

To ensure the impartiality and credibility of the Scheme, expertise and support from different sources are enlisted in the management, implementation and promotion of the Scheme.

Technical Consultant

ERB appointed the Hong Kong Quality Assurance Agency as the Technical Consultant of the Scheme to undertake assessments of participating organisations in accordance with the established accreditation mechanism and assessment criteria.

Honorary Advisors (HA)

Honorary Advisors of the Scheme:

- provide valuable advice to help ERB establish the acceptability and credibility of the Scheme
- advise on the assessment mechanism of the Scheme having regard to market development
- review the proposed awardees’ list of the Scheme
- advise on the overall operation and future development of the Scheme

List of HAs (in alphabetical order)

Prof. Randy CHIU, MH

Professor Emeritus, Hong Kong Baptist University and
Visiting Professor, Hong Kong Metropolitan University

Ms. Virginia CHOI, JP

Chairperson,
Continuing Professional Development Alliance

Mr. Lawrence HUNG

President,
Hong Kong Institute of Human Resource Management

Mr. LAM Ming-wing

Chief Human Resources Officer,
The Hong Kong and China Gas Company Limited

Mr. Brian LIU

Deputy Executive Manager, Charities,
The Hong Kong Jockey Club

Mr. Teddy LIU

Founder & CEO,
Corporate & Talent Development Limited

Ms. Queena PUN

General Manager - Rewards and Organisation Development,
The Airport Authority Hong Kong

Ms. Mandy TANG

Director,
Belle Asia Limited

Prof. Peter YUEN

Dean, College of Professional and Continuing Education,
The Hong Kong Polytechnic University

Supporting Organisations (SO)

Supporting Organisations help promote the Scheme and disseminate the latest information through their extensive membership network, and co-organise publicity events with ERB.

List of SOs (in alphabetical order)



Continuing Professional Development Alliance
持續專業進修聯盟



Employers' Federation of Hong Kong
香港僱主聯合會



香港工業總會
FHKI



HKACE



香港人力資源管理學會
Hong Kong Institute of Human Resource Management



HONG KONG INSTITUTE OF MARKETING
香港市場學會



香港人才管理協會
Hong Kong People Management Association



HKRMA



QUALITY TOURISM SERVICES ASSOCIATION
優質旅遊服務協會



中總 125
Since 1900
香港中華總商會 | CGCC



香港中華廠商聯合會
The Chinese Manufacturers' Association of Hong Kong



HKCSS



香港中小型企業總商會
The Hong Kong General Chamber of Small and Medium Business



HKIB
The Hong Kong Institute of Bankers
香港銀行學會



香港董事學會
The Hong Kong Institute of Directors
FOUNDED 1997

Application and Assessment

Eligibility

The Scheme comprises three application categories. Public and private organisations in Hong Kong are welcome to join in their respective category.

Application Category

| Category | Qualification of Application |
|--|--|
| General (Non-SME) | Organisations of: 1. any manufacturing operation employing 100 persons or above in Hong Kong; or 2. any non-manufacturing operation employing 50 persons or above in Hong Kong |
| SME | Organisations of: 1. any manufacturing operation employing less than 100 persons in Hong Kong; or 2. any non-manufacturing operation employing less than 50 persons in Hong Kong |
| Government Department, Public Body and NGO | 1. Government Departments 2. Public Bodies 3. Non-Governmental Organisations (without restriction on the number of persons employed) |

Remarks:

- Non-SMEs and SMEs: organisations should be registered with the Business Registration Office of the Inland Revenue Department.
- Public Bodies: organisations listed in the Schedule of the “Prevention of Bribery Ordinance” (Chapter 201).
- NGOs: organisations which are non-profit making and exempted from tax under section 88 of the “Inland Revenue Ordinance” or established under relevant Ordinances and subsidiary legislation of HKSAR.
- “Number of persons employed” shall include individual proprietors, partners and shareholders actively engaged in the work of the business, and salaried employees of the business, including full-time or part-time salaried personnel directly paid by the business, both permanent and temporary.
- Organisations under all application categories should be in operation for a minimum of one year prior to the date of application; and there has not been any event, litigation, arbitration or administrative proceeding which may adversely affect the operation or the continuation of its business.

Assessment Mechanism

The assessment comprises two stages – preliminary review and assessment interview.

First Stage: Preliminary Review

The Technical Consultant will review the applications based on the information of the application form. Eligible organisations will be shortlisted for the second stage of assessment interview. The Technical Consultant may contact organisations for supplementary information where necessary.

Second Stage: Assessment Interview

An assessment interview will be arranged for shortlisted organisations. The objectives are to further understand the work pertaining to training and development, to review the maturity level of the training and development system, and to verify information provided on the application form. The assessment interview will be conducted either onsite or online, depending on the assessment needs.

Upon the completion of interview, the Technical Consultant will submit a recommended list of MDs to ERB.

Assessment Criteria

The assessment covers five main categories:



| Assessment Category | Coverage |
|--|---|
| 1. Leading a Learning Culture | To examine the commitment of senior management to manpower training and development, and the effectiveness in fostering a learning culture. |
| 2. Resources Planning | To examine the level of importance accorded to manpower training and development by the organisation and the commitment of resources in building a working environment conducive to continuous learning and the outcomes. |
| 3. Training and Development System | To assess the effectiveness of the training and development system in unleashing the potentials of employees and in meeting business objectives. |
| 4. Performance Management | To assess the effectiveness of work pertaining to training and development and its linkage with the overall performance of the organisation. |
| 5. Corporate Social Responsibility in Manpower Development | To examine the commitment of the organisation to corporate social responsibility in manpower development. |

Waiver of Assessment

Organisations could be waived from the assessment on “Corporate Social Responsibility in Manpower Development” when fulfilled any one of the following conditions:

- received an award or recognition related to corporate social responsibility in manpower development in the last five financial years as specified in the application form; or
- under the category of “Government Department, Public Body and NGO”.



Training Innovation Award

In 2025-26, the “Training Innovation Award” will be introduced under the Scheme to recognise organisations that leverage innovative technology and manpower development strategies to promote the learning of new skills within the workforce, in line with social development and market needs.

Application Period

Application for the “ERB Manpower Developer Award Scheme” 2025-26 will be accepted during the period from 7 July to 30 September 2025.

Briefing Session

Organisations interested in the Scheme are welcome to enrol in the briefing sessions. Representatives from ERB and the Technical Consultant will introduce the application and assessment procedures of the Scheme, as well as respond to enquiries.

| | | |
|------------------------|-----------------|--|
| 22 July 2025 (Tuesday) | 3:30pm – 5:00pm | Theatre 1, 1/F, HKPC Building, 78 Tat Chee Avenue, Kowloon Tong |
| 1 August 2025 (Friday) | | |

Please scan the QR code or visit the MD website (www.erb.org/md/en/Enrolment) for the enrolment.



Application Form

Organisations can visit the MD website (www.erb.org/md/en/Apply-Now) to download the application form for their respective application category.

Submission of Application

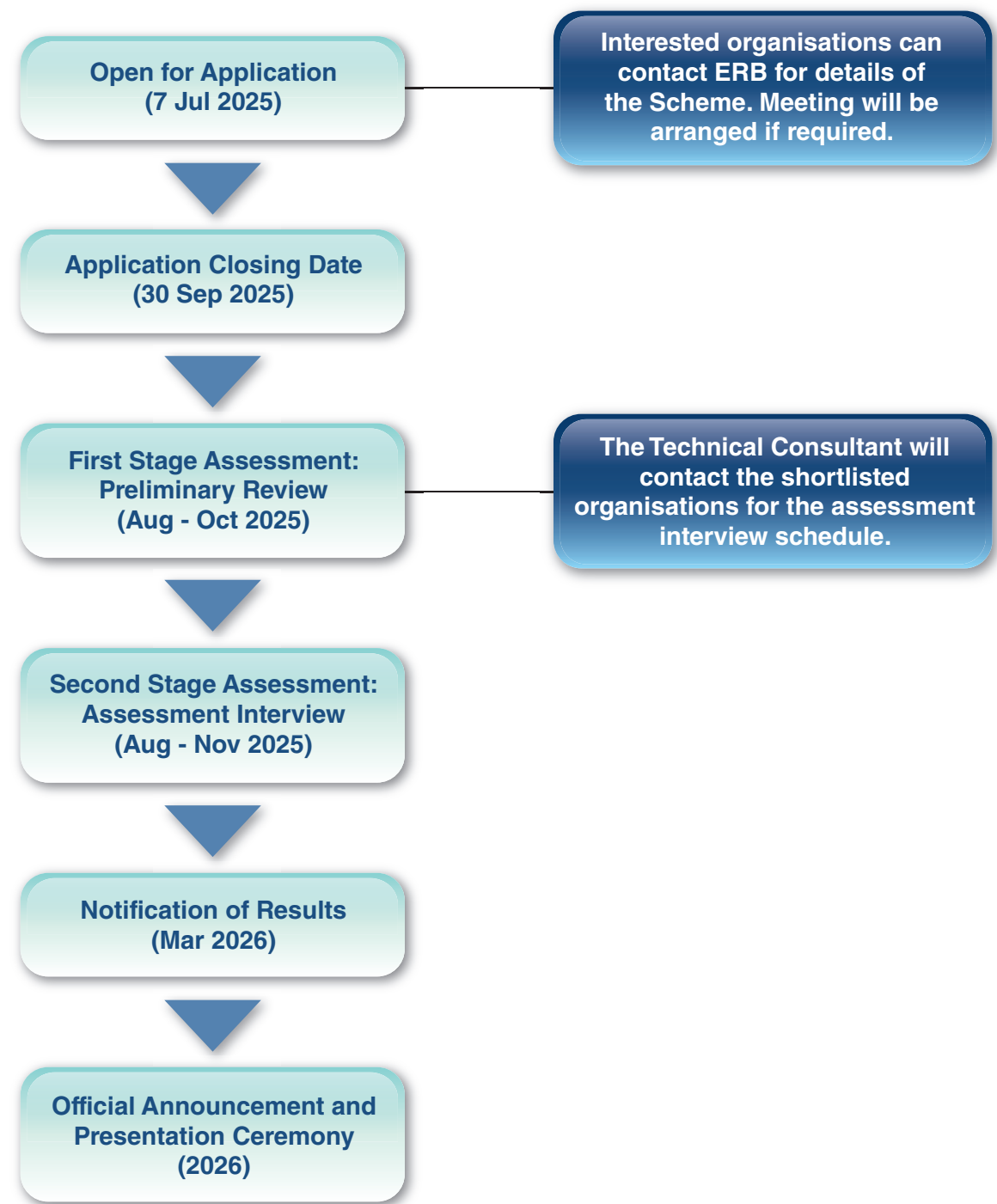
The application is complimentary. Organisations can file their applications with ERB by submitting the following documents on or before the application deadline (i.e. 30 September 2025):

- a completed application form of the respective category; and
- copies of Business Registration Certificate and relevant licenses and permits.

Applications should be submitted to ERB through one of the following channels:

| | |
|----------|---|
| By email | md@erb.org |
| By fax | 2311 1357 |
| By post | Employees Retraining Board, 3/F to 6/F, 10 Siu Sai Wan Road, Chai Wan, Hong Kong (Ref: Application for the “ERB Manpower Developer Award Scheme”) |

Flow of Application and Assessment



Result Announcement and Presentation Ceremony

ERB will notify the participating organisations of the assessment results in March 2026. The two-year validity period for participating organisations in 2025-26 that have been accredited as MDs will be from April 2026 to March 2028. The accredited MDs will be invited to attend the Presentation Ceremony to be held in 2026.

Enquiries

General Enquiries

| | |
|---|----------------------------|
| Employees Retraining Board (Scheme Organiser) | Tel: 3129 1183 / 3129 1286 |
| | Email: md@erb.org |
| | Website: www.erb.org/md |

Enquiries on the Application Form and Assessment Arrangements

| | |
|--|----------------|
| Hong Kong Quality Assurance Agency (Technical Consultant) | Tel: 2202 9330 |
|--|----------------|

Lists of MDs and Super MDs

More than 500 organisations have been accredited as MDs in fostering the culture of manpower training and development. Among those, 220 MDs have been upgraded as “Super MDs”.

List of MDs



Please scan the QR code or visit the MD website (www.erb.org/mdlist/en) for the list of MDs.

List of Super MDs



Please scan the QR code or visit the MD website (www.erb.org/supermd/en) for the list of “Super MDs”.

Remark:

ERB reserves the right of final decision on the Scheme's arrangements. For details of the latest information, please refer to the website.

“ERB Manpower Developer Award Scheme” Presentation Ceremony

Accredited MDs were invited to attend the Presentation Ceremony of the Scheme to celebrate the outstanding achievements in the realm of talent cultivation.



Employer Activities

ERB organises a wide range of employer activities to strengthen the partnership with MDs. An array of employer services is also available to support the recruitment, training and manpower development needs of employers.

Please visit the ERB website (<https://www.erb.org/en/support-services/employer-services>) for details.

Workplace Visits and Career Talks for Schools



Internship Programmes



Grand Prize Award

The “Grand Prize Award” is introduced under the Scheme to encourage and recognise MDs that showcase commitment to corporate social responsibility by providing support to the ERB courses and services. A total of 25 MDs were awarded with the “Grand Prize Award” in 2022-24.

Grand Prize Award Winners 2022-24 (in alphabetical order)

| |
|---|
| Certis Hong Kong and Macau |
| Christian Action |
| City Services Group Limited |
| Cityray Technology (China) Limited |
| Estate Agents Authority |
| Gateway Hotel |
| Hang Yick Properties Management Limited (A Member of Henderson Land Group) |
| HKCT Group Limited |
| HKR International Limited |
| Holiday Inn Golden Mile Hong Kong |
| Hong Kong Examinations and Assessment Authority |
| Hong Yip Service Company Limited (A member of Sun Hung Kai Properties) |
| Kai Shing Management Services Limited (A member of Sun Hung Kai Properties) |
| Link-Pro CPA Limited |
| Many Wells Property Agent Limited |
| Marco Polo Hongkong Hotel |
| Meiriki Japan Company Limited |
| Pacific Coffee Company Limited |
| Prince Hotel |
| Richform Holdings Limited |
| The Murray, Hong Kong, a Niccolo Hotel |
| Ultra Active Technology Limited |
| United Asia Finance Limited |
| Urban Group |
| Well Born Real Estate Management Limited (A Member of Henderson Land Group) |

About the Employees Retraining Board

ERB is a statutory body established in 1992 under the Employees Retraining Ordinance. ERB co-ordinates, funds and monitors training courses and services provided by about 80 training bodies. The service targets of ERB are eligible employees of Hong Kong aged 15 or above. ERB endeavours to provide skills-based training, providing around 700 training courses straddling 28 industries, technology applications and workplace generic skills, and supporting those with different backgrounds and educational attainments in upgrading their skills and staying competitive in the workplace, as well as nurturing talent for various industries.

ERB provides a diverse range of training courses, including placement-tied courses for the unemployed, skills upgrading courses with skills enhancement training, generic skills courses for all industries, dedicated courses for specific service targets such as the youths, new arrivals, persons with disabilities and persons recovered from work injuries, rehabilitated ex-drug abusers and ex-offenders, and ethnic minorities.

ERB actively develops professional certification courses, including “One-examination-two-certificates” courses, examination-preparatory courses, etc. to help trainees advance in their studies. ERB has around 330 courses accredited by the Hong Kong Council for the Accreditation of Academic and Vocational Qualifications which are registered under the “Qualifications Framework”, so as to promote the recognition of the qualifications of ERB graduates.

ERB provides an array of training and support services to assist members of the public in acquiring relevant information and assistance. The “ERB Service Centre” provides information on ERB courses and support services, and hosts a variety of activities on a regular basis. ERB has also set up “ERB Service Spots” in collaboration with social service organisations. These Service Spots provide enquiry and enrolment services for ERB courses, organise industry seminars and taster courses, and assist members of the public in registering for training consultancy service. “ERB Training Net” course search terminals are also available at the “ERB Service Centre”, “ERB Service Spots”, ERB Headquarters, Labour Department Job Centres, etc. Individuals with training needs can also obtain information on ERB through the terminals.

 ERB Hotline: 182 182

 www.erb.org

 Employees Retraining Board (ERB)

(July 2025)