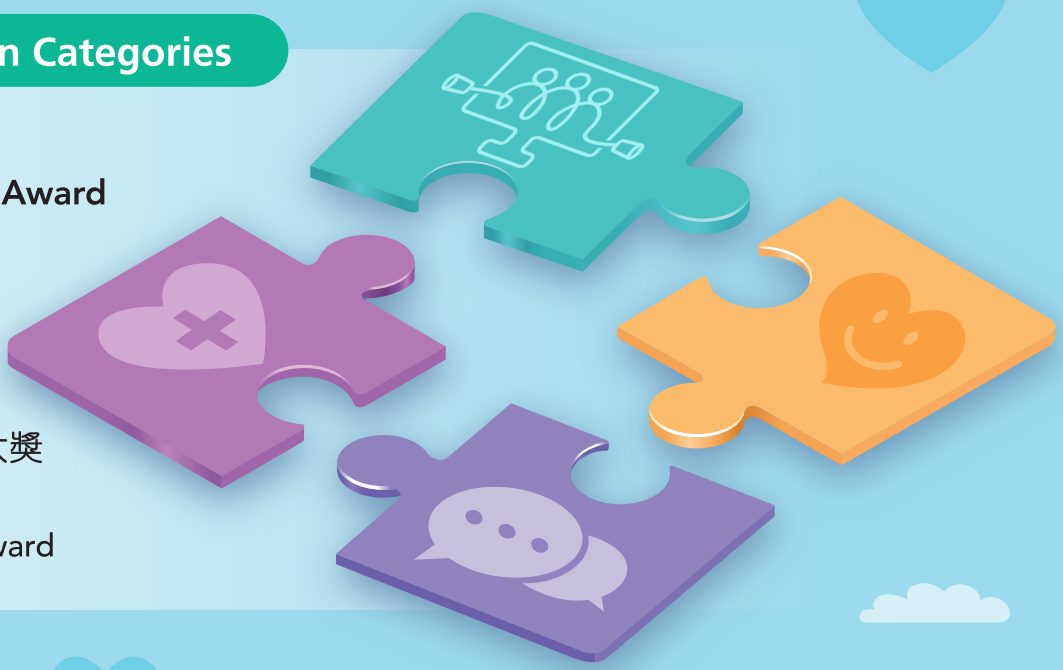
截止報名及遞交報告日期
Deadline for Enrolment and Submission of Reports : 12 • 09 • 2025

職場精神健康大獎
Workplace Mental Health Award 2025-26

比賽項目 Competition Categories

職場精神健康大獎
Workplace Mental Health Award

- 精神健康友善機構大獎
  Mental Health-Friendly Organisation Award
- 精神健康友善卓越機構大獎
  Mental Health-Friendly Supreme Organisation Award



職業安全健康局
Occupational Safety & Health Council

勞工處
Labour Department

衞生署
Department of Health

網上報名 Online Enrolment
https://sms.oshc.hk/oha

簡介 Introduction

為了嘉許在職場推廣心理健康而表現傑出的機構，職安局、勞工處及衞生署舉辦「職場精神健康大獎」，以特別表揚積極實踐《精神健康職場約章》中行動項目的機構，並暫定於2026年1月8日 (星期四) 舉辦「職場精神健康大獎分享會暨頒獎典禮」。

Aiming to promote mental health in the workplace, the Occupational Safety and Health Council, the Labour Department, the Department of Health, the Department of Health launch the "Workplace Mental Health Award" to specially recognise organisations that actively implement the action items outlined in the "Mental Health Workplace Charter". The Workplace Mental Health Award Forum and Award Presentation Ceremony will tentatively be held on 8 January 2026 (Thursday).

職場精神健康大獎 Workplace Mental Health Award 2025-26

大獎分為兩個組別，分別為「精神健康友善機構大獎」及「精神健康友善卓越機構大獎」。

今年度特設「融洽職場人際關係」推廣主題，鼓勵機構在工作間推廣多溝通，建立正面的人際關係，建設一個互相尊重和友善的工作環境。機構完成相關行動項目及遞交證明，可獲得嘉許為**「融洽職場機構」**。

There are 2 categories under the Award: "Mental Health-Friendly Organisation Award" and "Mental Health-Friendly Supreme Organisation Award".

This year, an annual promotional theme titled "Harmony Workplace Interpersonal Relationship" is set to encourage organisations to enhance communication in the workplace, establish positive interpersonal relationship, and create a mutually respectful and constructive work environment. Organizations that achieved related action items and provided evidence will be recognized as **"Harmony@Workplace Organisation"**.

甲 部 Section A 獎項及評審標準 Types of Award and Judging Criteria

職場精神健康大獎 Workplace Mental Health Award

- 「精神健康友善機構大獎」— 金、銀、銅及優異獎
  Mental Health Friendly Organisation Award – Gold, Silver, Bronze and Merit Awards
- 「精神健康友善卓越機構大獎」— 金、銀、銅及優異獎
  Mental Health Friendly Supreme Organisation Award – Gold, Silver, Bronze and Merit Awards
- 分別設有「企業 / 機構組」及「業務部 / 中小企組」
  There will be "Enterprise / Organisation Category" and "Branch / Small and Medium Enterprise (SME) Category".

好心情@健康工作間報名表格
Enrolment form of
Joyful@Healthy Workplace
http://bit.ly/44KcCS8

精神健康職場約章報名表格
Enrolment form of
Mental Health Workplace Charter
https://bit.ly/46LJoFe

評審標準 Judging Criteria

報告須依照以下評審標準撰寫 The report should include following elements:

A. 精神健康友善機構大獎 Mental Health Friendly Organisation Award

完成《精神健康職場約章》**中目標 I*至少三個行動**。目標 I 的內容圍繞在職場推廣心理健康，包括建設一個互相尊重和正面的工作環境，推廣積極聆聽和溝通，鼓勵求助等，並促進對精神困擾的及早識別和及時治療。

Completed **at least 3 actions under Objective I*** of List of Action Items of the Mental Health Workplace Charter. Objective I is to promote mental well-being at workplace including a respectful and positive environment, active listening and communication, encourage help-seeking, and facilitate early identification of mental distress and timely treatment.

B. 精神健康友善卓越機構大獎 Mental Health Friendly Supreme Organisation Award

完成《精神健康職場約章》中**目標 I 和 II*各至少三個行動**，目標II內容是為有精神困擾的同事創造一個包容和友善的工作環境。

Completed **at least 3 actions each under Objectives I and II*** of List of Action Items of the Mental Health Workplace Charter. Objective II is to create an inclusive and friendly workplace environment for colleagues with mental distress.

精神健康職場約章報名表格
Enrolment form of
Mental Health Workplace Charter
https://bit.ly/46LJoFe

* 《精神健康職場約章》中目標 I 和 II 的相關詳情，請見附錄 (第9及10頁)
For further details about Objectives I and II, please refer to Appendix (see pages 9 and 10)

評分會根據 Assessment

- 為達至相關目標下的行動項目 (目標 I：行動項目A–H；目標 II：行動項目I–L) 而落實的措施 / 計劃 / 活動的質素、多樣性及創意；
  Assessments are based on the quality, variety of measures / programmes / activities and creativity implemented by organisations to achieve appropriate action items under Objectives I & II. (Objective I: Action items A-H; Objective II: Action Items I-L);

- 今年度特設「融洽職場人際關係」推廣主題，鼓勵機構在工作間推廣多溝通，建立正面的人際關係，建設一個互相尊重和正面的工作環境，評審亦會特別考慮在相關行動項目 (例如A, B, D, F, G, H) 中體現「融洽職場人際關係」主題的推廣和實踐，以及其他有助推廣「融洽職場人際關係」的措施 / 計劃 / 活動或有效推廣和實踐精神健康友善工作環境的行動或例子。
  This year, an annual promotional theme titled "Harmony Workplace Interpersonal Relationship" is set to encourage organisations to enhance communication in the workplace, establish positive interpersonal relationships, and create a mutually respectful and constructive work environment. Assessments will also consider the initiatives related to the action items (for example, A, B, D, F, G, H) and other measures, plans, or activities that contribute to promoting "Harmony Workplace Interpersonal Relationships" or effectively promote and practice a mental health-friendly work environment.

備註 Notes:

(1) 所有簽署《精神健康職場約章》的機構不論是「精神健康友善機構」或「精神健康友善卓越機構」，均可參加「職場精神健康大獎2025-26」。
*Regardless of the title obtained in Mental Health Workplace Charter, all signatories of the Charter may compete for **"Workplace Mental Health Award 2025-26"**.*

(2) 有關行動例子，可參考《精神健康職場約章》及由衞生署及精神健康諮詢委員會制訂的《精神健康手冊 — 職場篇》。
For more examples of action items, please refer to "Mental Health Workplace" Charter and the "Workplace Mental Health Guide" by Department of Health and Advisory Committee on Mental Health.

《精神健康手冊 — 職場篇》
"Workplace Mental Health Guide"
http://bit.ly/3Ozwz5Z

今年特設：**「融洽職場機構2025-26」嘉許** 新
A special recognition has been introduced: **"Harmony@Workplace Organisation 2025-26"** New

遞交《精神健康職場約章》在相關行動項目# (例如A, B, D, F, G, H) 或其他有關推廣「融洽職場人際關係」的最少2張相片 / 影片 / 報告 / 相關紀錄*，並附上簡單文字描述，例如舉辦有關精神健康的講座 / 工作坊 / 活動 / 推廣等，有助促進員工交流、強化人際關係、提升團隊合作、營造融洽工作氣氛等，即可獲得嘉許為「融洽職場機構」。

Submit at least 2 photos / videos / reports / related records*, with simple text description, related to the action items# (for example, A, B, D, F, G, H) of the "Mental Health Workplace Charter", such as hosting lectures / workshops / events / promotions concerning mental health. These activities help promote employee communication, strengthen interpersonal relationship, enhance teamwork, and create a harmonious work atmosphere, which will qualify for "Harmony@Workplace Organisation" recognition.

* 機構上傳的有關資料有機會用作宣傳物料素材，如遞交相片或影片，建議提交高清版本
The information uploaded by the organization may be used as promotional material. It is recommended to submit high-definition versions if submitting photos or videos

行動項目A, B, D, F, G, H，請見附錄 (第9及10頁)
For further details about Action Items A, B, D, F, G, H, please refer to Appendix (see pages 9 and 10)

加分項目 Bonus Marks Item(s)

參賽機構如符合下列條件，可獲加分以茲鼓勵：
Additional score(s) will be given if the enrolled organisations have:

- 已簽署「好心情@健康工作間」約章
  Signed the "Joyful@Healthy Workplace" Charter
- 不少於6名員工或總僱員人數的10%員工已報讀精神健康急救標準課程 (證書須獲澳洲《精神健康急救國際》認可)
  At least 6 employees or 10% of the total number of employees have enrolled in the Standard Mental Health First Aid course (the certificate must be recognized by "Mental Health First Aid International", Australia)

乙部 Section B 參加資格 Eligibility

職場精神健康大獎 Workplace Mental Health Award

- 必須為《精神健康職場約章》簽署機構。
  Should be one of the signatories of the "Mental Health Workplace Charter".
- 企業組：接受工業經營或非工業經營的企業/機構，包括所有政府部門及公營機構參加。
  Enterprise / Organisation Category: open to enterprises and organisationsof industrial undertaking or non-industrial undertaking, including government departments and public organisations.
- 業務部/中小企組：接受附屬公司、個別地盤/工作場所、個別部門或中小企(其母公司或其他關聯公司(如有)均符合中小企定義：即任何從事製造業而在本港僱用少於100人，或非製造業而在本港僱用少於50人的企業)參加。
  Branch / SME Category: open to subsidiary, individual construction site / workplace, individual division or SME (its parent company, i.e. any manufacturing businesses which employ fewer than 100 persons in Hong Kong; or any non-manufacturing businesses which employ fewer than 50 persons in Hong Kong).
- 接受在截止報名日期前最少一年內，按照商業登記條例(第310章)在本港註冊及營運的所有工業經營或非工業經營的公司、機構、附屬公司或個別部門參加。
  Open to all companies and organisations of industrial undertaking or non-industrial undertaking, including subsidiaries or individual divisions which are registered under the Business Registration Ordinance (Chapter 310) and operating in Hong Kong for at least one year prior to the closing date for entry.
- 接受所有政府部門及公營機構參加。
  Open to all government departments and public organisations.
- 不論是製造、建築、維修或提供服務的地方，一律必須在香港境內。
  The scope of all entries, be it related to manufacturing, construction, maintenance or delivery of service, must be within the territory of Hong Kong.
- 參賽機構必須具備有效的商業登記證(政府部門及公營機構除外)。
  Entrants must possess a valid business registration certificate (except government departments and public organisations).
- 如機構委派個別工作場所參賽須要符合下列條件：
  For individual workplace of enterprise / organisation participating in the award scheme, it must satisfy the following criteria:
  - 位處於香港 The workplace is located in Hong Kong.

- 如參賽的是地盤，其建築工程為期最少七個月（不包括保養期）。參賽地盤或項目須於2025年6月1日至2026年1月31日期間有工程進行。如有特殊原因，參賽機構未能符合工期要求，可於截止遞交報名日期前，個別以書面陳述原因，再由評審團考慮及商議。
  If the entry is a construction site, the construction works undertaken should last for last least 7 months excluding the Defects Liability Period. The construction site / project should have construction works undertaken during the period between 1 June 2025 and 31 January 2026. If the organisations is not able to meet this criteria with special reasons, please submit a written statement of reasons before the deadline for enrolment. The judging panel will discuss for the arrangement.

- 在截止報名日期前12個月內，該參賽的機構或工作場所並無發生任何嚴重*或致命意外，或收到由勞工處發出的暫時停工通知書。
  There has been no serious or fatal accident in that organisation/workplace in the 12 months preceding the enrolment deadline, nor has it received a suspension notice from the Labour Department.

- 在評審結果公布前，該參賽的機構或工作場所如發生任何嚴重*或致命意外；或收到由勞工處發出的暫時停工通知書，參賽資格將被取消。
  Entry will be automatically disqualified any time before the announcement of assessment results if a serious accidents* or fatal accident has happened in that organizatio/workplace ; or if that organization / workplace has received suspension notice from the Labour Department.

- 入圍機構須派出代表於2026年1月的「職業健康大獎分享會暨頒獎典禮」上向與會者分享經驗及最佳實務，否則其參賽資格可能會被取消。
  The shortlisted companies should send representative(s) to share their experiences and best practices on the Occupational Health Award Forum cum Award Presentation Ceremony in January 2026. Those which fail to comply may be disqualified.

* **備註 Remarks:**

嚴重意外事故包括以下一項或多於一項的情況：
"Serious incident" means an incident involving either one or a combination of the following:

i. *身體嚴重受傷（導致喪失一臂或一腿或截肢；或導致或可能導致永久地完全殘廢）*
   Serious bodily injury (Resulting in a loss or an amputation of a limb; or which has caused or is likely to cause permanent total disablement to the injured)

ii. *導致或造成身體嚴重受傷事故（但未及上述的嚴重程度）；或對工作場所或附近的物業造成破壞而對公眾安全構成威脅。（參考發展局工務技術通告DEVB TCW No. 3/2009）*
   Dangerous occurrence or incident at workplace leading to or resulting in an injury that is considered serious (but not up to the extent as described above), or damage to works or property on or adjacent to the workplace that posed a potential threat to public safety.
   (With reference to DEVB TCW No. 3/2009 Works Technical Circulars, Development Bureau)

丙 部 Section C 參賽過程 Participating Procedures

評審團 Judging Panel

1) 評審團及主辦機構對參賽機構的資格及參賽類別，以及整個獎項計劃的賽果及各項事宜均擁有最終決定權，並具約束力。參賽機構必須遵從主辦機構及評審團作出的任何決定。
All decisions made by the judging panel and the organiser are final and binding in all matters relating to the award scheme such as the eligibility of applicants, the award category that the applicant can enter and the result of award presentation. Participating companies that submit an entry are expected to abide by whatever decisions made by them.

2) 參賽機構轄下的任何地盤或項目如發生嚴重事故（見前頁備註），或嚴重影響公眾信心及觀感，評審團及主辦機構有權不頒發任何或所有獎項，該機構的參賽資格亦可被取消。
If a serious incident (see remarks in previous page) has happened in any construction site / project under the participating company or / and seriously affects public confidence and perception, the panel reserves the right to withhold any or all awards and its entry may risk disqualification.

3) 評審團認為參賽機構的安全及健康標準值得表揚，方會頒發獎項。評審團亦有權不頒發任何或所有獎項。
Awards will be presented only where the judging panel is satisfied that the entrant's safety and health standard is commendable. The panel reserves the right to withhold any or all awards.

4) 若參賽機構所遞交之報告水準未達評審團所訂之要求，評審團保留接納其報告內容之權利，而該參賽機構及 / 或項目將不獲發嘉許證書 / 參與證書。
The judging panel reserves the right not to accept any submission that does not reach the standard set by the judging panel and such entrant would not receive the certificate.

5) 參賽機構簽署參賽表格，即同意職安局可向勞工處及 / 或相關機構提供就是次比賽之報名資料，以作核對其安全紀錄。
By signing the enrolment form, enrolled organisations agree that the Occupational Safety and Health Council reserves the right to submit the application information to Labour Department and / or related organisations for verifying the safety record.

評審程序 Assessment Process

評審工作由2025年9月開始，分三個階段進行，包括初步甄選、詳細評核及最後評選。
The assessment for all awards starts from September 2025. This involves a three-stage process – preliminary review, detailed assessment and final judging.

1. 初步甄選 Preliminary review

- 主辦機構會對參賽機構進行初步甄選，主辦機構亦會視乎需要與政府部門核實參賽項目的資料，入圍的參賽機構將進入下一輪評核。
  The organiser will conduct an initial screening of entrants. The organisers may validate the information with government departments when neccessary. Suitable applicants will be shortlisted for further assessment.

2. 詳細評核 Detailed assessment

- 評審小組會視察經過初步甄選入圍的機構，並會晤有關員工以深入了解該公司參賽項目的實際運作情況，從而按照評審準則，進一步就公司的有關文件及其他資料核實該參賽項目的各項內容。評核結果會提交予評審團作最後評選。評審小組將於2025年10月22日至11月7日期間前往入圍機構/參賽項目作實地評核。凡入圍大獎的公司及機構，必須於實地評審期間展示及示範其參賽項目（包括所涉及的裝置）。倘未能安排評審團進行實地評審，或該參賽項目未能於實地評審期間展示及示範，該機構的參賽資格可被取消。如評審工作因其他情況而未能如期進行，實地評審將延期或以其他形式進行，當中包括但不限於網上形式或由入圍機構以錄像形式進行評審。
  During the second stage, the assessment team will visit the shortlisted entries. Responsible staff of the company involved will be interviewed to verify the results stated in the enrolment form and the supporting documents, in accordance with the judging criteria. The results of the assessment will then be presented to the judging panel for final review. On-site assessment will be conducted during 22 October to 7 November 2025. The short-listed entry should present the project details (including the involved equipment) during the on-site assessment. Shall the short-listed entry fails to arrange for an on-site assessment or unable to present the project details during the on-site assessment, it may risk disqualification. If the site visit could not be conducted due to other circumstances, the site assessment may postpone or shall be conducted in other means, including but not limited to online assessment with video recording.

3. 最後評選 Final judging

- 評審團會選出各獎項的最後得獎名單。
  The judging panel will make the final decision on the winner list of the awards.

分享會暨頒獎典禮暫定於2026年1月8日（星期四）舉行，成功通過實地評審的入圍機構須派員親身於當日向與會者分享最佳實務經驗，否則參賽資格可能會被取消。
The Forum and Award Presentation Ceremony will tentatively be held on 8 January 2026 (Thursday), shortlisted entries successfully passed the on-site assessment should send representative(s) to share their experience and best practices. Those which fail to comply may be disqualified.

重要日期 Important Dates

2025年9月12日(星期五) **12 September 2025 (Friday)**	**截止報名、遞交報告及補充資料 *** **Deadline for enrollment, submission of report and supporting information***
2025年10月22日至11月7日 (12個工作天) 22 October – 7 November 2025 (12 working days)	實地評核入圍機構 Site visit to shortlisted entries
2026年1月8日 (星期四) (暫定) 8 January 2026 (Thursday) (Tentatively)	職場精神健康大獎分享會暨頒獎典禮 Workplace Mental Health Award Fourm and Award Presentation Cermeony

* *遲交將不予受理。Late submission will not be accepted.*

參加辦法 Application Procedures

- 機構必須填妥網上表格報名參賽。參賽機構必須按評審標準撰寫及網上遞交不多於5頁的報告（不包括照片）。如補充資料檔案太大，亦可上載至雲端並將有關連結，張貼到報告內，一併呈交，中英文均可。每份報告連補充資料 (以一個檔案計) 不得超過10MB，**遲交將不予受理**。
  Please submit the enrollment and report (either in English or Chinese) in accordance to the judging criteria in no more than 5 pages, in which photos are excluded. Supporting information such as documents, statistic or audiovisual materials can be incorporated in the report submission to facilitate the assessment. If the size of supporting information is too big, it is suggested to upload to the cloud and embed the link in the report. Each report should be not exceed 10 MB in size. **Late submission will not be accepted**.

網上報名表格 Online Enrolment

https://sms.oshc.hk/oha

遞交報告平台 Report Submission

https://bit.ly/oha_report

查詢 Enquiries

WhatsApp: 9738 4174（只限文字回覆 Text reply only）

電郵 E-mail : ohaward2025@oshc.org.hk

附錄：《精神健康職場約章》行動項目清單
Appendix: Mental Health Workplace Charter – List of Action Items

目標 I
Objective I

在職場推廣心理健康，內容包括建設互相尊重和正面的工作環境，推廣積極聆聽和溝通，鼓勵求助，並協助及早識別和及時治療精神困擾問題（A至H共八個項目）
To promote mental well-being at the workplace, which includes building a respectful and positive work environment, promoting active listening and communication, encouraging help-seeking, and facilitating early identification and timely treatment of mental distress (A-H, eight items)

項目 Item	行動 Action	例子 Examples
A	舉辦促進交流的公司家庭聚會和愉快有趣的活動 Organise corporate family gatherings that facilitate exchange, as well as enjoyable and interesting activities	舉辦公司家庭同樂日和節日慶祝活動 Organise corporate family fun days and festival celebrations 舉辦興趣小組、義工服務（如探訪安老院舍）、體育活動和其他康樂活動 Organise interest groups, voluntary activities (e.g. visits to residential care homes for the elderly), sport activities and other recreation activities
B	舉辦講座 / 工作坊 / 活動以加強員工在工作時的正面思維和互相尊重 Organise talks / workshops / activities to strengthen the positive mind and mutual respect of staff during work	安排有關正面思維、壓力管理、培養抗壓能力、聆聽、給予反饋和解決衝突的講座 / 工作坊 / 活動 Arrange talks / workshops / activities regarding positive thinking, stress management, resilience building, listening, giving feedback and conflict resolution
C	推動有關精神健康的資訊交流 Promote exchange of information on mental health	提高對常見精神健康問題（例如焦慮和抑鬱）的關注 Raise awareness on common mental health issues such as anxiety and depression
D	提供精神健康支援服務的資訊，鼓勵尋求協助 Encourage help-seeking behaviour by providing information on mental health support services	安排熱線、輔導人員和僱員協助計劃 Arrange for a hotline, counsellors and employee assistance programmes
E	舉辦有關精神健康的講座 Organise talks on mental health	由具備專門知識或個人經驗的講者進行深入探討 Arrange for speakers with expert knowledge or personal experience to conduct in-depth discussions
F	向員工提供培訓，讓他們學習解決衝突、提供朋輩支援及處理精神健康緊急狀況的基本技巧 Offer training to staff to equip them with basic skills in resolving conflicts, providing peer support and handling mental health emergencies	舉辦或安排員工參加有關精神健康及溝通技巧的訓練課程 Organise or arrange for staff to attend training courses on mental health and communication skills 提供有關朋輩支援的指導，例如開展有關精神健康的對話，以及以尊重和非批判的態度進行聆聽的方法等 Provide guidance on offering peer support, covering topics such as the ways to start a conversation regarding mental health and listen with a respectful and non-judgmental attitude
G	鼓勵同事互相聆聽和分享有關精神健康的經驗 Encourage colleagues to listen to each other and share mental health-related experiences	鼓勵同事互相聆聽和分享有關精神健康的經歷，例如：在同事自願的情況下，讓他們分享處理壓力、焦慮或抑鬱情緒的方法；資深員工亦可組織分享會並帶頭進行討論 Encourage colleagues to listen to each other and share mental health-related experiences, e.g. sharing the ways they deal with stress, anxiety or depressive mood in a voluntary manner; senior staff members may also organise sharing sessions and lead the discussions
H	引入導師計劃，以促進有關精神健康問題的交流 Introduce a mentorship scheme to facilitate exchange on mental health-related concerns	利用非正式場合進行聆聽、鼓勵求助和促進康復 Make use of informal settings to listen, encourage help-seeking and promote healing

目標 II
Objective II

為有精神困擾的同事創造包容和友善的工作環境（I至L四個項目）
To create an inclusive and friendly workplace environment for colleagues with mental distress (I-L, four items)

項目 Item	行動 Action	例子 Examples
I	指派團隊 / 統籌人員實行所承諾的措施 Assign a team / coordinator to implement the measures committed	安排人員或團隊跟進機構承諾實行的行動項目和收集意見 Arrange for a staff member or team to follow up on the action items committed by your organisation and collect feedback
J	制訂人力資源政策，關心有精神健康需要的僱員，並為他們提供有利康復的環境 Formulate human resources policies to care for employees with mental health needs and provide them with an environment that facilitates their recovery	為有精神健康需要的同事安排合適崗位 / 工作環境；建立鼓勵同事接受所需診治 / 參加精神健康培訓課程的環境（例如設立彈性工作時間）；調整工作安排，協助有精神健康需要的僱員重返工作崗位 Arrange suitable positions / work environment for colleagues with mental health needs; build an environment that encourages colleagues to receive necessary medical treatment / attend training courses on mental health (e.g. setting flexible working hours); adjust work arrangements to help employees with mental health needs return to work
K	落實工作與生活平衡的措施 Implement measures to promote work-life balance	實施五天工作周；就員工個人發展、興趣或需要提供獎勵或特殊假期（如關顧家庭假等）或彈性工作安排 Implement a five-day week work mode; provide employees with incentives, special leaves (e.g. family care leave) or flexible working hours with regard to their personal development, interests, or special needs 除非屬偶爾及無可避免，否則應避免在辦公時間外安排工作 Avoid arranging for work outside office hours unless it is occasional and strictly unavoidable 為工作訂立優次 Prioritise work 定期與員工溝通，以深入了解他們的個人需要及提供適當協助 Communicate regularly with employees to better understand their individual needs and provide appropriate assistance
L	提供就業機會予已康復或正在康復的精神病患者 Offer job opportunities to persons recovered or recovering from mental health issues	透過勞工處展能就業科或相關非政府機構招聘有關求職者 Recruit the job seekers concerned through the Selective Placement Division of the Labour Department or relevant non-governmental organisations

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