



澳門生產力暨科技轉移中心

MACAU PRODUCTIVITY AND TECHNOLOGY TRANSFER CENTER

年報 **2013**
ANNUAL REPORT

終身學習 • 自我增值 • 提升你我生產力
Lifelong **Learning** for Continuous **Upgrading** to **Enhance** Productivity



目錄

1 簡介

- 1.1 背景及使命
- 1.2 功能

2 營運報告

- 2.1 主席報告
- 2.2 理事長財政帳目報告
- 2.3 監事會意見書
- 2.4 外部核數師報告書

3 年度回顧

- 3.1 進修·實踐終生學習
- 3.2 時尚·創意的搖籃
- 3.3 企業·提升競爭力
- 3.4 社會責任·為可持續發展
- 3.5 員工·分享
- 3.6 現行服務及項目
- 3.7 研討會及工作坊
- 3.8 專業培訓範疇

4 附錄

- 附錄一 組織架構 (2012-2014)
- 附錄二 社員名錄
- 附錄三 經費來源及運用
- 附錄四 中心參與的機構

Contents

Introduction

Background and Mission	03
Functions	03

Operation Reports

Chairman's Report	05
Financial Report of the Director General	10
Report of the Supervisory Board	16
External Auditor's Report	18

Annual Review

Continuing Education · The Practice of Lifelong Learning	21
Fashion · Cradle of Creative Arts	29
Companies · Enhancing Competitiveness	32
Social Responsibility · Seeking Sustainable Development	37
Staff · Sharing	39
Existing Services and Projects	40
Seminars and Workshops	43
Scope of Professional Training	44

Appendices

Appendix I Organizational Chart (2012-2014)	47
Appendix II List of Associates	49
Appendix III Sources & Application of Funds	51
Appendix IV Participation of CPTTM in other Institutions	52

註： i. 年報的內容以中文為準，英文譯本只供作參考。

Notes: This Annual Report is a document in Chinese. The English translation is provided for reference purpose only.

ii. 營運報告經 2014 年第一次社員大會通過。

The Operation Reports have been adopted by the first General Assembly of 2014.

1 簡介 Introduction



1.1 背景及使命

澳門生產力暨科技轉移中心成立於1996年，是一個由澳門政府及民間合辦的非牟利組織，多年來一直本著協助本地企業提升生產力及競爭力、優化本地人力資源質素的宗旨來開展各項工作。

中心專注於提供優質服務，亦致力履行及推動社會責任。對內方面，中心投放相當資源去建設一個學習型的組織，讓員工可作多元化的發展。為促進本澳經濟的可持續發展，在協助本地人士及機構提升競爭力的同時，亦不忘推廣工作倫理、企業社會責任及培育新生代的環境保護意識。

1.2 功能

中心現階段已發展成為一個集專業培訓、考試，以及企業管理和技術諮詢的綜合性服務機構；工作方向包括推進經濟多元發展、善用和開發人力資源、推動資訊科技應用、提升企業的經營管理和技術水平，以及支援本地人士和企業把握區域合作發展的機遇。

中心設有五個提供對外服務的單位，分別是：

1. 成衣技術部
2. 對外合作暨拓展部
3. 資訊系統及科技部
4. 優質管理部，以及
5. 培訓發展部。

中心除了提供實務與前瞻性並重的專業培訓課程和考試外，還經常舉辦其他類型活動，例如研討會、工作坊、展覽會、技能競賽及考察交流團等。

近年來，為配合特區政府的產業適度多元化策略、協助本地企業更好掌握經濟變化所帶來的機遇，中心各服務單位均強化了它們在管理和技術上所提供的諮詢服務，例如成衣技術應用、資訊科技應用、中小企業技術中介、管理營商諮詢，以及海內外標準訊息搜尋和傳播等。

1.1 Background and Mission

The Macau Productivity and Technology Transfer Center ("CPTTM") is a non-profit organization jointly established in 1996 by the Macao Government and the private sector. Over the years, CPTTM has been working toward the mission of assisting local enterprises to enhance their productivity and competitiveness and optimizing the quality of local human resources.

CPTTM is dedicated to providing quality services, as well as to performing and promoting social responsibilities. Internally, it has invested a considerable amount of resources into the building of a learning organization so as to enable diversified development of the staff. Externally, in an effort to promote sustainable economic development in Macao, while assisting the local individuals and enterprises to sharpen their competitive edge, CPTTM has been committed to promoting work ethics and corporate social responsibilities and cultivating the awareness of environmental protection among the new generation.

1.2 Functions

CPTTM has now grown into a comprehensive provider of services in professional training, examination, and corporate management and technology consultation; it is now working toward the directions of promoting diversified economic development, making effective use and development of human resources, promoting application of information technology, and enhancing the level of corporate management and technology, as well as supporting local individuals and enterprises to seize the opportunities in regional cooperation.

CPTTM has 5 departments providing services to the public, namely:

1. Apparel Technology Department;
2. External Cooperation and Marketing Department;
3. Information System and Technology Department;
4. Quality Management Department, and
5. Training Development Department

Apart from providing professional training courses and examinations which are both practical and forward-looking, CPTTM often organizes other types of activities, such as seminars, workshops, exhibitions, skill competitions and study tours, etc.

In recent years, in an effort to support the MSAR Government in its adequate industry diversification strategy and assist the local enterprises in capitalizing on the opportunities brought about by economic changes, the various CPTTM departments have all enhanced their services in management and technology consultation, for example, the application of apparel technology and information technology, technology intermediary service for small and medium sized enterprises (SMEs), advisory service on management and operation, as well as search and dissemination of information about national or overseas standards, etc.

2 營運報告

Operation Reports

2.1 主席報告

過去一年，我們秉持特區政府施政方針，培養經濟社會進步所需的本地人才，大力推動並扶持產業的成長，支持個人及企業實現升級轉型。在就業情況持續理想，失業率進一步下跌至1.7%，我們更要鼓勵大眾不能滿足亮麗的經濟成績。

中心竭誠開展多元培訓、考試和專業認證，從人才培養上為澳門的可持續發展提供有力保障。2013年共開辦了1,107項課程，學員人次有21,889；跟去年相比分別有3.7%和9.2%跌幅。公開課程有567項，錄得近15%升幅，學員人次及學時亦分別有15.3%及11.3%升幅。機構委託課程有503項，學員人次11,950，與2012年比較委託課程有20.8%增長，學員人次及學時都分別錄得26.1%及16.1%下跌。

2.1 Chairman's Report

Throughout the past year, we have continued to further the implementation of the MSAR Government's policy objectives for the cultivation of local talents required for economic and social progress, vigorously promoted and supported the growth of industry, and supported the upgrading and transformation of individuals and enterprises. The employment situation continued to improve with the percentage of unemployed falling further to 1.7%. Although this may appear satisfactory to the public we must not be complacent.

The Macau Productivity and Technology Transfer Centre (CPTTM) earnestly undertakes diversified training and examination sessions, as well as professional certifications, with the aim of sustaining the continued development of Macao. In 2013, a total of 1,107 courses were opened with 21,899 students, a reduction of 3.7% and 9.2% respectively when compared to the previous year. 567 courses were available to the public, which corresponds to a 15% increase, whilst the number of participants and course hours also increased; by 15.3% and 11.3% respectively. Altogether 11,950 students participated in 503 courses commissioned by institutions. Although the number of courses was up by 20.8% from 2012, both the number of participants and course hours suffered a decline of 26.1% and 16.1% respectively.



為了啟發青年人的創意及職業導向，並提升他們的就業力，與本澳學校合辦《中學職業技術課程》及《大學生就業工作坊系列》，續辦《青少年培訓系列》及與其他機構/社團合作推廣，讓學員參與不同類別的競賽，擴闊其視野。當中經本中心選拔和培訓的參賽同學繼2012年Excel項目獲得世界第二名，2013年更上一層樓在美國舉行的「2013 Microsoft Office技能全球大賽」中的Word項目獲得全球第一名。另一名代表，在Powerpoint項目中亦取得全球第7名。

為促進在職人士持續進修及行業發展，去年繼續與不同團體合辦培訓課程。當中包括服裝行業、服務業、資訊科技行業、房地產評估業、化驗行業、物流行業以及建造業等。為配合特區政府推動終生學習，向教育暨青年局申請公開課程及由中心所統籌的公開考試納入該計劃。自2011年8月計劃開始至2013年12月，共錄得9,325名學員人次使用該計劃報讀公開課程，佔總收生人數64%。繼續拓展多元學習模式，如「手語系列課程」、系列文憑課程。與澳門幸運博彩業職工總會合辦課程，為從業員提供第二技能培訓，課程編排以配合輪班工作人員的需要。

經濟社會穩步發展，知識及技能更需要提升，以開拓區域或國際合作空間。新增的考試包括TOEFL iBT考試、美國運輸及物流協會（AST&L - Global Logistics Management）國際物流管理及CFSP（Certified Food Safety Professional）食品安全管理專業認證考試、多益（TOEIC）口語及寫作考試及維修電工（高級）國家職業資格考試。成功申請成為CPA Australia會計考試中心。2013年考試中心共錄得4,393名考生，比去年同期增加4.2%。四大考試類別，包括資訊科技、行業技能、商務及管理以及語言。報考資訊科技有670人次，行業技能有219人次，商務及管理有2711人次，語言有793人次。而參與「國家職業資格考試」有128名考生。

With the aim of inspiring the creativity and career-orientation of young people, as well as improving their employability, CPTTM jointly organised "Secondary School Technical and Vocational Education Programmes" and the "University Students Career Workshop Series" and is continuing to hold the "Youth Training Series" in conjunction with local schools. It also cooperates with other organisations/associations to encourage students to participate in different types of competitions so as to broaden their horizons. One participant, selected and trained by CPTTM, achieved first place in the WORD category of the "2013 Microsoft Office Worldwide Competition" held in the United States; one place better than the second place finish in the EXCEL category of the same competition in the previous year. Another representative attained seventh place in the POWERPOINT category.

For the purpose of maintaining promotion of continuance of education of the workforce and the development of local industries, CPTTM continued to organise training courses in conjunction with several institutions, including those from industries such as apparel, services, information technology, real estate appraisal, laboratory, logistics and construction, etc. In line with the Government's promotion of lifelong learning, CPTTM applied to the Education and Youth Affairs Bureau for the public courses and public examinations coordinated by CPTTM to be included into its planning. In the period since the plan was initiated in August 2011 until December 2013, a total of 9,325 students, 64% of the total enrolment, used it to take part in public courses. CPTTM continued to expand diversified learning models such as "Sign Languages courses" and a series of diploma courses. CPTTM also jointly organised courses with the Macau Gaming Industry Labourers Association to provide a second source of skills training for workers, as well as programmes to meet the needs of shift workers.

As the economy and society continue to develop steadily, we need to enhance and elevate knowledge and skills in Macao in order to open up regional or international opportunities for cooperation. Newly added examinations include the TOEFL iBT exam, the AST&L-Global Logistics Management, the CFSP (Certified Food Safety Professional), the TOEIC Speaking and Writing Tests and the Electrical Maintenance (Senior) National Vocational Qualifications Examination. CPTTM has also achieved success in becoming the CPA Australia Accounting Examination Center. In 2013, the examination centre registered a total of 4,393 students, an increase of 4.2% from last year. The four major types of examination included information technology with 670 applicants, industry skills with 219 applicants, business and management with 2,711 applicants and languages with 793 applicants. Also, 128 students participated in the National Vocational Qualification Examination.

為了讓學員能持續向時裝業發展，提供技術培訓，組織學員及品牌參與境內外比賽、展覽及交流活動。開拓年青人的創意空間，協助業界綜合生產力仍然是主要工作。「MaConsef時裝系列的孵化計劃」及創意設計工作室，不但為學員及設計師提供一個創作平台，同時提供多方位的支援。「澳門時尚廊」定期舉辦不同類型的時裝及相關藝術活動，做到「推出去、引進來」的發展方向。我們不斷開拓相關的化妝及美容認證課程，如City and Guilds《化妝證書考試》和《美容證書及文憑考試》，以及去年首辦的澳洲Central Institute of Technology《甲藝考試》。為了讓學員有持續進修的機會，與聖若瑟大學合辦『時裝設計及製作學士課程』，為有志升讀時裝設計的學員有機會繼續研修。估計可於2014年9月開辦首屆學士課程。除了中心開辦的公開課程，與中學及機構合辦了多個與時裝設計、製作、形象造型設計等相關的課程。藉此宣傳本地文創藝術，使青少年對時尚創意有更深入的認識。

In order for students to continue the development of the fashion industry, CPTTM provided technical training and organised the participation of students and brands in domestic and foreign competitions, exhibitions and exchange activities. Enhancing the creativity of young people and helping the industry to integrate productivity are still the major works enduring for CPTTM. The fashion incubator programme of the MaConsef fashion series and the creative design studio not only provide a creative platform for students and designers, but also multi-faceted support. The Macao Fashion Gallery regularly organises different types of fashion and art related activities, with the aim of implementing the "Pushing out, introduce into" policy orientation. We continue to develop cosmetics and beauty-related certification programmes such as the City and Guilds' <Makeup Certificate Examination> and <Beauty certificate and diploma examinations> as well as the Australian Central Institute of Technology's "nail art examination", which was organised for the first time last year. In order to give students the opportunity to continue their education, CPTTM jointly organised the "Fashion Design and Production Bachelor" programme with the University of St. Joseph, which provided an opportunity for aspiring fashion design students to continue their training. It is forecast that the first session of this degree course will begin in September 2014. Aside from the public courses run by CPTTM, it also jointly organised several courses related to fashion design, production and image design alongside high schools and organisations, thereby publicising local cultural and creative arts and enabling young people to gain a deeper understanding of fashion creativity.



與多間國際專業培訓機構簽訂成為授權培訓中心，提供多項專業培訓課程及考試。設於「數碼匯點」的資訊科技專業考試(普爾文考試及VUE考試)，為學員及其他人士提供便捷的考試平台。去年組織了學員參與多項比賽。其中在「2013年港澳青少年網絡技能競賽」，澳門隊在中學組9個金獎席位中共奪得6金4銀的佳績。為進一步提高澳門中學生及大專學生在機械人科普上之技術及經驗，計劃進行「澳門機械人科普進階培訓計劃」，以籌備參加「世界職業技能競賽-移動機械人項目」。

為了提升業界經營管理水平，減低人力資源短缺問題，中心分別推出較便宜的資訊科技系統。首階段以試點向本澳餐飲業推行〈無線點餐系統〉，借出無線點餐系統供餐廳員工試用。〈僱員資料管理系統 - 計糧易〉、〈小企業·會計易〉以及〈小企業·零售易-ONE-POS軟件〉為業界及小企業，以至首次創業人士提供簡單便捷的系統輔助。

在推動企業實現優質及現代化管理方面，「國際管理系統首次認證/認可資助計劃」去年共接獲26個個案。申請機構以服務業及工程/建築業為主。新增個案包括一些會展業務及賭場貴賓服務的機構。管理諮詢輔導個案亦增至72項，內容主要有關產品檢測及國際管理系統認證。另一項以協助本地生產商提高產品質量及安全性，開拓本地及海內外市場的「代送外檢測服務」，去年共處理了2,382個服務個案。

因應本地「食品安全法」在2013年10月生效，已安排「食品安全管理工具書」修訂工作。獲環境保護局委託，開展了「澳門綠色學校環境管理指南」一系列的簡介會及應用培訓課程。為了協助中小型的零售企業們採用良好管理模式，另一套工具書-「零售服務管理工具書」預計在2014年第1季完成。

The CPTTM signed agreements with a number of international professional training institutions to become an authorised training centre offering a number of professional training courses and examinations. Located at the Cyber-Lab, the Information Technology Professional Examination (Prometric and VUE test) provides a convenient examination platform for students and other people. Last year, CPTTM organised students to participate in many competitions and the team from Macao achieved success by winning 6 gold medals and 4 silver medals out of 9 gold medal categories in the Secondary School Section at the "2013 Hong Kong - Macao Youth Networking Skills Competition". To further enhance the skills and experience of Macao secondary and tertiary students in the field of robotics, CPTTM plans to conduct the "Macao Robotics Advanced Training Programme" in preparation for participation in the "World Skills Competition – Mobile Robotics Project".

In order to improve the industry's operation and management level and reduce the human resources shortage problem, CPTTM introduced lower cost IT systems. The first phase saw the introduction of the <wireless ordering system> to Macao's food and beverage industry in a pilot format, allowing the system to be tested by restaurant employees. The <EIMS – Introductory training on employee information management system>, <SQL-Ledger> and <ONE-POS software> all provide simple and convenient supplementary systems to companies, small enterprises and even first-time entrepreneurs.

In promoting enterprises to achieve quality and modern management, the International Management System Standards First-time Certification / Recognition Incentive Subsidy Scheme received a total of 26 cases with applicants mostly from the service and engineering / construction industries. The new cases include exhibition business and casino VIP services agencies. The number of management consultancy cases dealing mainly with product testing and international management system certification also increased to 72. The "Lab Test Delivery Service", which assists local manufacturers to improve product quality and safety as well as develop local and overseas markets, numbered 2,382 cases last year.

In response to the local "Food Safety Law" which came into effect in October 2013, CPTTM carried out the revision of the "Food Safety Management Manual". Commissioned by the Environmental Protection Bureau, CPTTM carried out a series of briefings and application training courses on "A Guide to Environmental Management in Green Schools". To help small and medium sized retail businesses adopt good management practices, another set of manuals titled the "Retail Services Management Manual" is expected to be completed in the first quarter of 2014.

「環保小先鋒 (EnviroKids)」- 兒童環保行動去年已舉行第七屆，共有193名學生參與。目的是向新一代建立環境管理概念，將正面的環保訊息廣泛傳遞。

隨著本地經濟增長，中小企業對支援服務的需求有增無減。接獲的求助個案共計40宗，已完成31宗。個案類別主要以查詢本澳投資環境與政策的最多，這顯示無論是本澳的或外來的投資者都希望尋求更多本澳營商環境和政府政策資訊。另外，隨著特區政府青年創業計劃的推出，一些創業顧問的求助也明顯較以前多。為此，我們聯同中心其他專責部門提供全面的輔導。進入第三季，當局宣佈接受企業進入橫琴的申請，我們輔導了多家企業撰寫計劃書。

葡語輔導服務目的是協助本澳企業、社團及個人解決在葡語應用上所遇到的困難。服務的機構包括政府部門、社團和企業；服務的市民包括公務員、企業僱員和學生。

謹代表理事會，特別感謝特區政府的支持以及向全體社員、監事會、諮詢會、各委員會成員以及全體員工致以衷心的謝意。

EnviroKids – Last year's "Children's Environmental Action" was the seventh edition of the event, with altogether 193 students participating. The purpose of EnviroKids is to establish an environmental management concept for the new generation and to pass along positive environmental messages in as widespread a manner as possible.

The seemingly perpetual expansion of the local economy ensures that the demand for support services for small and medium enterprises (SMEs) expands in parallel, unabated. CPTTM received a total of 40 requests for assistance, of which 31 cases completed. As the majority of cases were concentrated on queries about Macao's investment environment and policies, this shows that both local and foreign investors are hoping to find more information on local business environment and government policies. In addition, as the Government plans to launch youth entrepreneurship, the number of cases requesting entrepreneurial consultancy were significantly higher than before. For this reason, we collaborated with CPTTM's other dedicated departments to provide comprehensive counselling. Going into the third quarter, as the Authorities announced its acceptance of enterprises' applications for entry into Hengqin, many of them had been counselled by us in writing their proposals.

The purpose of Advisory Service on Business Portuguese is to assist local enterprises, associations and individuals to solve problems encountered in using Portuguese. Organizations served include government departments, associations and enterprises whilst citizens served include civil servants, corporate employees and students.

On behalf of the Board of Directors, I would like to give special thanks to the support of the SAR Government and express my heartfelt gratitude to all the associate members, Supervisory Board, Advisory Board, members of the various committees as well as all the staff.



理事會主席
楊俊文



Eric Yeung, Ph.D.
Chairman of the Board of Directors

2.2 理事長財政帳目報告

項目及活動

受惠於對外服務及合辦活動收入的增加，帶動2013年度的“項目及活動”收入增加24%(約719萬)至3,757萬(澳門元、下同)。當中來自培訓的收入佔54%(2012: 62%)、展覽會收入佔7%(2012: 7%)、公共服務¹收入佔16%(2012: 12%)、其他項目及活動的收入佔23%(2012: 19%)。年內，“項目及活動”成本的增幅為20%，較收入的增幅為低，帶動2013年的毛利增加37%(約245萬)至903萬，毛利率亦從2012年的21% 提升至24%。

人事費用

為配合服務發展，中心僱員人數從2012年底的88人，增加至2013年底的100人。同時，為彌補通脹帶來的影響，中心自2013年5月起，跟隨澳門公務員薪酬調整幅度，將每薪俸點的薪酬調升6.06%。此外，中心在2013年對僱員公積金供款比例從2012年的8% 調升至10%。基於以上因素，帶動2013年度整體的人事費用上升19% (約468萬)至 2,872 萬。

折舊及攤銷費用

2013年度的“折舊及攤銷費用”較2012年增加22% (約56萬) 至307萬，主要是因應資產之續年增加所致。

其他經營費用

“其他經營費用”主要包括中心各辦事處的租金、管理費、水電費、維修保養及清潔費等日常開支。該項開支較2012年增加15%(約91萬)至691萬，主要是受活動增加及物價上升等因素影響。

其他開支

為鼓勵本地個人持續進修、提升競爭力及推動環保，中心在年內延續推行一系列的支援計劃。當中包括：「人力資源提升獎勵計劃」(約336萬，獲學費資助的學員達4,700人次)；

2.2 Financial Report of the Director General

Projects and Activities

Benefitting from the increase in revenue generated from external services and joint activities, the overall revenue from “Projects and Activities” in 2013 rose by 24% (approximately MOP7.19 million) to MOP37.57 million, of which 54% was from training (62% in 2012), 7% from exhibitions (7% in 2012), 16% from public services (12% in 2012), and 23% from other projects and activities (19% in 2012). During the year, the cost of “Projects and Activities” increased by 20%, which was lower than the increase in revenue, thereby driving gross profit to increase by 37% (approximately MOP2.45 million) to MOP9.03 million; the gross profit margin also increased to 24% from 21% in 2012.

Personnel Expenses

To cope with service development, the number of CPTTM employees increased from 88 by the end of 2012 to 100 by the end of 2013. At the same time, to compensate for the impact of inflation, with effect from May 2013, CPTTM adopted the level of pay adjustment of the public sector and increased the salary index by 6.06%. In addition, CPTTM increased its contribution to the employee provident fund from 8% in 2012 to 10% in 2013. Given the above factors, the overall personnel expenses in 2013 increased by 19% (approximately MOP4.68 million) to MOP28.72 million.

Depreciation and Amortization Cost

Compared to 2012, the “depreciation and amortization expenses” in 2013 increased by 22% (approximately MOP560,000) to MOP3.07 million due mainly to the continued increase in assets year on year.

Other Operating Expenses

“Other Operating Expenses”, mainly comprised of the day-to-day expenses at various CPTTM premises, such as rent, management fees, utilities expenses, as well as repair, maintenance and cleaning expenses, rose by 15% (approximately MOP910,000) to MOP6.91 million when compared to 2012. This was mainly due to factors such as the increase in the level of activity and the hike in prices.

Other Expenses

To encourage local residents to continuously upgrade themselves, enhance competitiveness and promote environmental protection, CPTTM continued to provide a series of incentive programs during the year, including the “Award Scheme for Human Resources Upgrading” (approximately MOP3.36 million of course fee subsidies for 4,700 enrollments), the “Free-of-Charge Training for the Unemployed” (approximately MOP100,000 of course fee subsidies for 57 enrollments,

1 主要包括“代送外檢測服務”、“國家職業資格考試服務”、“數碼印布服務”、“標準搜尋及銷售服務”、“設施租賃服務”、“製衣模版製作服務”、“電腦繡花起版服務”、“服裝起辦服務”、“CAD/CAM系統操作技術顧問服務”、“小企業會計易-軟件應用支援服務”、“計量易-僱員資料管理系統應用支援服務”及“圖書借閱服務”等。

1 Which were mainly comprised of “Lab Test Delivery Service”, “China National Vocational Qualification Assessment Service”, “Digital Fabric Printing Service”, “Standards Search & Sales Service”, “Facility Rental Service”, “Production of Plastic Templates Service”, “Production of Computerized Embroidery Samples”, “Proto Sample Making Service”, “Garment CAD / CAM Application Service”, “Easy Accounting Software and Technical Support for SMEs”, “Easy Payroll Software and Technical Support for SMEs” and “Library Service”.

「失業人士免費就讀計劃」(約10萬,獲資助學員共57名,不包括社會保障基金對失業人士的學費資助);「中壯年人士就業培訓計劃」(約5萬,學員達2,700人次);「時裝創意教育獎學金計劃」(約4萬,獲資助名額一名);「國際管理系統標準認證資助計劃」(約32萬,獲審批的個案達16宗);「全澳及全球中學生Office軟件比賽」(約22萬);及「兒童環保行動計劃」(約3萬)。以上開支合共412萬(2012年:353萬)。

財務費用

2013年度“財務費用”約10萬,主要是銀行手續費,該項開支較2012年度增加約3萬。

其他收入

年度錄得的“其他收入”約98萬,當中包括(a)“利息收入”及(b)“兌換收益”:

(a) 利息收入

基於穩健原則,中心歷年一直將資本及所有未動用資金在本澳銀行作澳門元定期存款。考慮到人民幣持續升值,且定期存款利率較澳門元優厚,故經理事會同意後,自2011年中將資本當中1,200萬澳門元轉以人民幣在本澳銀行作定期存款。由於年內各定期存款帳戶的利率普遍較2012年為高,2013年度“利息收入”隨之增加約3%(約2萬)至63萬。

(b) 兌換收益

包括來自因人民幣定期存款升值而確認入帳的兌換收益約35萬(2012:約21萬)。

excluding the part of fees subsidized by the Social Security Fund for the unemployed), the “Employment Training Program for the Middle-Aged” (approximately MOP50,000 for 2,700 enrollments), the “Scholarship for Higher Education in Fashion Design & Creativity” (approximately MOP40,000 of subsidy for one student), the “Subsidy Scheme for Certification to International Management System Standards” (approximately MOP320,000 for 16 approved applications), the “Office Software Competition for Macau Secondary School Students and participation in Worldwide Competition” (approximately MOP220,000) and the “EnviroKids Program” (approximately MOP30,000). The total expenditure for the above amounted to MOP4.12 million (MOP3.53 million in 2012).

Financial Expenses

The amount of “Financial Expenses” in 2013 was approximately MOP100,000, mainly comprised of bank charges. It increased by approximately MOP30,000 compared to 2012.

Other Revenues

The amount of “Other Revenues” recorded for the year was approximately MOP980,000, which included (a) Interest Income and (b) Exchange Gain.

(a) Interest Income

In accordance with the conservative principle, CPTTM used to place its capital and unused funds in Macau Pataca fixed deposit accounts in local banks. Given the continuing appreciation of Renminbi and its higher interest rates as compared to the Pataca, with the approval of the Board of Directors, MOP12 million of capital funds was placed in Renminbi fixed deposit accounts in local banks during mid-2011. As the interest rates of various fixed deposit accounts were generally higher as compared to 2012, the amount of “Interest Income” in 2013 increased by approximately 3% (around MOP20,000) to MOP630,000.

(b) Exchange Gain

This included a recognized exchange gain of approximately MOP350,000 (approximately MOP210,000 in 2012), which was due to the appreciation of Renminbi in the fixed savings account.



營運結果

在上述各項主要因素帶動下，2013年度錄得的帳面虧損增加14%(約415萬)至3,291萬(2012年: 2,876萬)，該項虧損在年內已全數透過政府資助彌補。直至2013年底，中心的資本維持完整，共2,475萬。

營運經費

年內，中心的經費來源總額共8,625萬，當中55%是來自政府撥款(包括年初結餘768萬及2013年度撥款4,000萬)，其餘45%是來自本身收入。2013年度的經費運用總額共7,183萬，當中45%用作項目活動、40%用作人事開支、10%用作一般行政，其餘5%用作資本開支。在2013年底，中心尚有經費結餘1,442萬，將留作下一財政年度運用。

績效回顧

回顧中心歷年的表現，一直貫徹審慎理財、量入為出的宗旨運用政府資源服務社會。因應社會經濟發展的最新形勢，切實為本澳的企業及個人提升競爭力，回歸至今每年的財務狀況都表現穩健，當中自2006年開始有較明顯的突破後，其後逐年表現向好。現簡介如下：

Operating Results

Driven by the aforementioned factors, the book loss recorded in 2013 increased by 14% (approximately MOP4.15 million) to MOP32.91 million (MOP28.76 million in 2012). This loss was fully compensated by government subsidies during the year. As of the end of 2013, CPTTM's capital remained intact at MOP24.75 million.

Sources & Application of Funds

During the year, the sources of funds for CPTTM totaled MOP86.25 million, of which 55% was from government subsidies (including a balance of MOP7.68 million at the beginning of the year and MOP40 million provided during 2013) and 45% from self-generated income. The total amount of funds used in 2013 was MOP71.83 million, of which 45% was for project activities, 40% for personnel expenses, 10% for general administration and 5% for capital expenditures. At the end of 2013, CPTTM had a balance of MOP14.42 million, which was to be reserved for use in the next financial year.

Performance Review

In retrospect, CPTTM has always practiced prudent financial management in its use of public resources to serve the community throughout the years. Since the handover of Macau to China, while maintaining a solid financial situation, CPTTM has been striving to enhance the competitiveness of individuals and companies in Macau in line with the latest socio-economic trends. After achieving a significant breakthrough in 2006, its performance remained on the healthy track year after year, as summarized below:



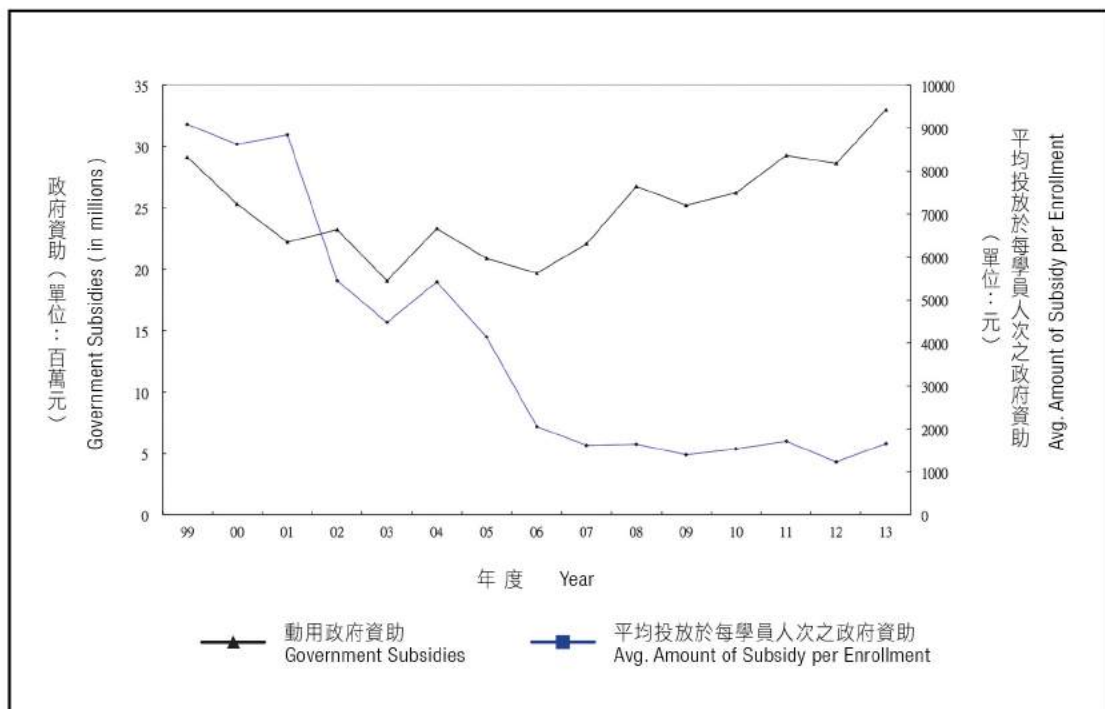


善用資源、確保營運效率、維持生產力

考慮到中心所提供的主要服務為培訓課程，我們採用“平均投放於每學員人次之政府資助”作為一個衡量營運效率的指標。隨著學員人次的持續增長，該指標自2006年大幅下降50%至2,051元(2005年: 4,138元)，隨後自2007至2013這7年間一直保持在1,700元左右及以下。

Effective Use of Resources to Ensure Operating Efficiency and Maintain Productivity

As the provision of training courses is one of CPTTM's key services, the “average amount of government subsidy per enrollment” has been adopted as an indicator to measure operational efficiency. With the continued growth in the number of enrollment, the value of this indicator fell sharply by 50% to MOP2,051 in 2006 (MOP4,138 in 2005) and remained at around or below MOP1,700 during the last seven years from 2007 to 2013.

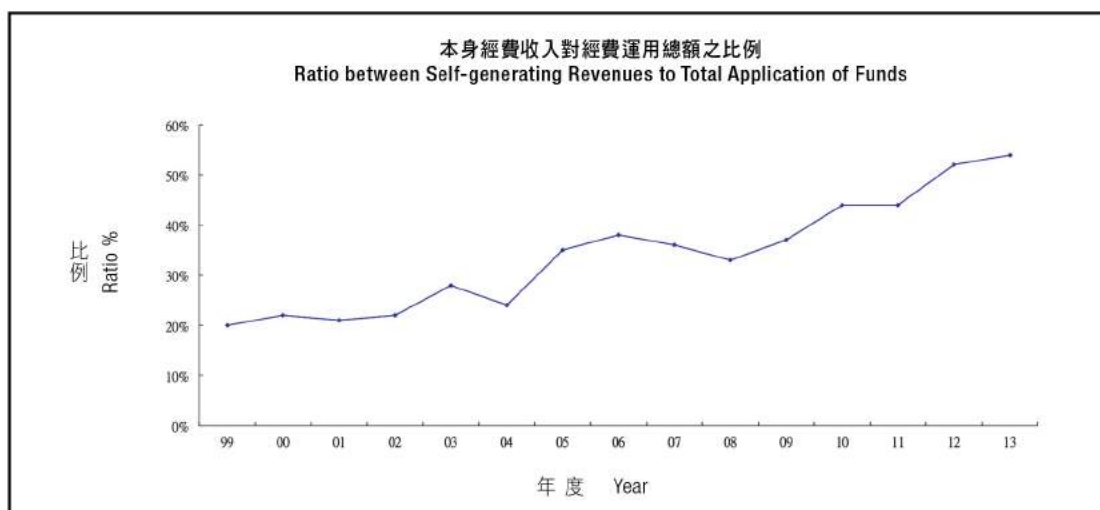


提升本身收入

在2006年度，來自本身的“經費收入”(不包括政府資助)對“經費運用總額”的比例持續增長至38%。隨後自2007至2012年這6年間一直維持在33%至52%之間，在2013年度更提升至54%，創歷年新高。

Increase in Self-Generated Revenue

In 2006, the ratio between “Operating Revenue” (government subsidies not included) and “Total Amount of Funds Used” continued to grow to 38%. In the following six years (2007 to 2012), the ratio was maintained within the range of 33% to 52%; in 2013, it rose to a record-high of 54%.



持續發展培訓、提升人力資源

在2006年度，學員人次(包括“機構委託培訓課程”及“公開課程”)大幅增加90%至9,598人(2005年5,050人)。隨後於2007至2011年這5年間一直維持在13,000至18,000人次左右，隨後自2012年度起至2013年度均超過20,000人次。

Continuously Developing our Training Service for the Upgrading of Human Resources

In 2006, the number of enrollments (including “corporate training” and “public courses”) increased significantly by 90% to reach 9,598 (5,050 in 2005). During the five-year period of 2007 to 2011, the number of enrollments stayed within the range of 13,000 to 18,000; during 2012 to 2013, the annual figure surpassed 20,000.

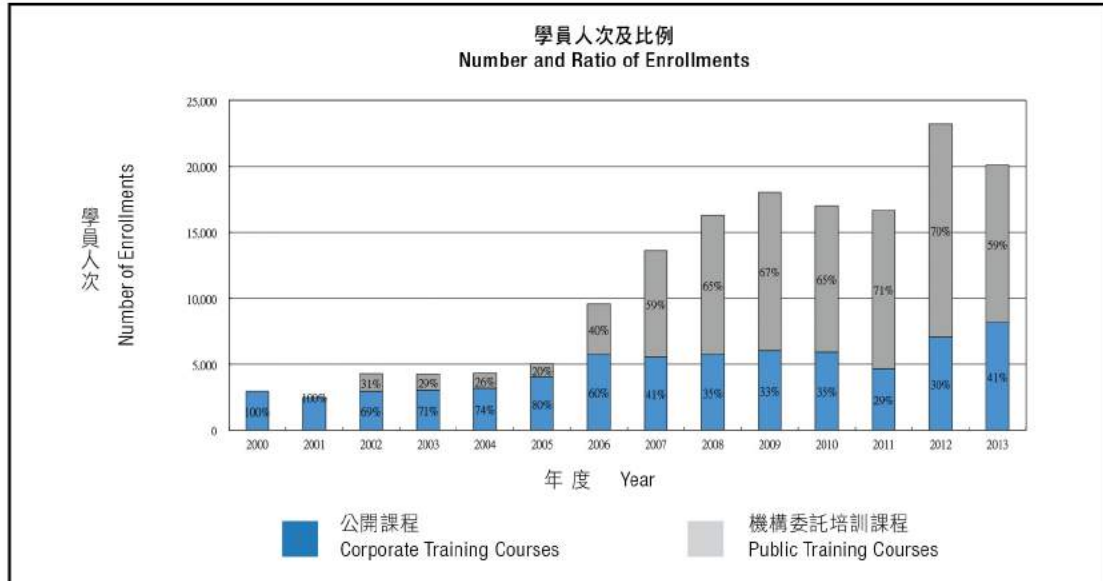


促進在職培訓、提升本地機構競爭力

在2006年度，參與“機構委託培訓課程”的學員人次佔總課程學員人次(包括“機構委託培訓課程”及“公開課程”)的比例大幅上升至40% (2005年:20%)。隨後於2007至2012年這6年間一直維持在59%至71%之間。因應行政公職局於年內暫緩委託本中心舉辦公務員培訓課程，故相關比例在2013年有所回落，但仍維持在59%。

Promoting On-the-Job Training for Enhancing Competitiveness of Local Organizations

In 2006, the number of enrollments in “corporate training” as a percentage of the total (including “corporate training” and “public courses”) rose significantly to 40% (20% in 2005). In the following six years (2007 to 2012), the percentage stayed within the range of 59% to 71%. As the Public Administration and Civil Service Bureau (SAFP) temporarily withdrew commissioning CPTTM to organize training courses for civil servants in 2013, the percentage was lowered but still maintained at 59%.



展望

為配合本地經濟的持續發展，來年，我們將致力優化培訓課程和各項服務活動的素質。我們的團隊，會用創新的思維，透過不斷檢討和學習，繼續提升中心的績效，致力貢獻社會。

Outlook

In the coming year, CPTTM will strive for further improvement in the quality of training courses and services, so as to cope with the ongoing development of the local economy. The CPTTM team is committed to enhance its performance and contribution to the community through innovative thinking, continuous review and learning.

致意

中心能順利開展各項服務及活動、妥善管理內部行政及提升營運績效，實有賴領導團隊的功勞。在此，特別感謝澳門特別行政區政府及本中心全體社員多年來的支持；感謝理事會、監事會、諮詢會及其各委員會成員，所付出的寶貴時間與專業才能，使中心受惠良多；最後，感謝全體職員所付出的承擔和努力，使中心發展至成熟的管理水平及順利開展各項配合中心宗旨及展望的工作。

Acknowledgement

CPTTM's ability to deliver various services and activities, to ensure proper internal administration as well as to enhance operational performance, owes much to the efforts of the management team. Here we would like to give special thanks to the Macau SAR Government and all CPTTM Associates for their support; to the Board of Directors, the Supervisory Board, the Advisory Board and Committee members for their valuable time and expertise contributed for CPTTM; and last but not least, to all CPTTM staff for their commitment and efforts, which has brought CPTTM to a level of management maturity that enables it to undertake various initiatives according to its mission and vision.


理事長
孫家雄


Shuen Ka Hung
Director-General



澳門生產力暨科技轉移中心
CENTRO DE PRODUTIVIDADE E TRANSFERÊNCIA DE TECNOLOGIA DE MACAU
MACAU PRODUCTIVITY AND TECHNOLOGY TRANSFER CENTER

監事會意見書

社員大會主席、

各位社員：

過去的一年，生產力中心在理事會的領導和努力開拓、全體社員的積極參與下，工作得以順利開展，財務健全，運作正常。按照中心章程，監事會審慎監察了中心二零一三年度的理事會工作報告以及財務報告，亦審閱了由核數師所提交之審核報告。監事會對理事會的工作予以充分肯定。

監事會報告完畢，多謝各位！

二零一四年三月二十一日，於澳門。

主席

高開賢

中華總商會代表

監事

鍾聖心

澳門特區政府代表

監事

余振棠

南粵(集團)有限公司代表





澳門生產力暨科技轉移中心
CENTRO DE PRODUTIVIDADE E TRANSFERÊNCIA DE TECNOLOGIA DE MACAU
MACAU PRODUCTIVITY AND TECHNOLOGY TRANSFER CENTER

Parecer do Conselho Fiscal

Senhor Presidente da Assembleia Geral,

Caros Associados,

Com a liderança e empenho da Direcção no desenvolvimento e a participação activa dos Associados, os trabalhos do CPTTM no ano passado foram realizados com sucesso, com a contabilidade em ordem e a operação normal. Em conformidade com os Estatutos do CPTTM, o Conselho Fiscal examinou criteriosamente o Relatório de Trabalhos e as Contas do CPTTM relativos ao ano 2013, elaborados pela Direcção, e apreciou o Relatório Financeiro apresentado pelo auditor. O Conselho Fiscal dá um parecer plenamente afirmativo aos trabalhos da Direcção.

Terminado o Parecer do Conselho Fiscal. Obrigado!

Macau, aos 21 de Março de 2014.

Presidente

Kou Hoi In

Representante da
Associação Comercial

Vogal

Chong Seng Sam

Representante do
Governo da R.A.E.M.

Vogal

Yu Zhen Tang

Representante de
Nam Yue (Group) Co. Ltd.



崔世昌核數師事務所

CSC & ASSOCIADOS – Sociedade de Auditores

Avenida da Praia Grande 815, Edifício Centro Comercio Talento 4º andar, Macau

澳門南灣大馬路 815 號才能商業中心四樓 電話 Tel: (853)28322121 傳真 Fax: (853)28355212

核數師報告書

致澳門生產力暨科技轉移中心各股東

本核數師(以下簡稱「我們」)已審核隨附載於第5頁至第21頁澳門生產力暨科技轉移中心(「本中心」)的財務報表,該財務報表由二零一三年十二月三十一日的資產負債表以及截至該日止年度的收支表組成,亦包括重大會計政策的摘要和解釋附註。

管理層對財務報表的責任

根據澳門特別行政區之《一般財務報告準則》之規定編製和呈報財務報表是管理層的責任。這些責任包括:設計、實施和維持適當的內部控制,以避免因舞弊或錯誤而導致在編製及呈報財務報表方面出現重大誤報;選擇和運用適當的會計政策;作出合理的會計估計;以及保存適當和正確的會計紀錄。

核數師的責任

我們的責任是在實施核數工作的基礎上對上述財務報表發表意見,並根據聘任條款僅向整體股東報告,除此之外本報告別無其他目的。我們不會就本報告的內容對任何其他人士負責或承擔責任。

我們按照澳門特別行政區之《核數準則》和《核數實務準則》實施了核數工作,該準則要求核數師遵守有關職業道德的規範,以及要求核數師計劃和實施核數工作,以合理確信財務報表是否不存在重大誤報。

核數工作包括實施適當的核數程序,以獲取支持財務報表內的金額及披露內容的核數證據。這些程序依據核數師的專業判斷來作出選擇,包括對舞弊或錯誤而引致的財務報表存在重大誤報的風險所作的評估。在對這些風險作出評估時,核數師考慮了與被審核實體財務報表的編製及呈報相關的內部控制,以便設計適當的核數程序,但並非為了對被審核實體內部控制的有效性發表意見。核數工作亦包括評價管理層所採用的會計政策的適當性和會計估計的合理性,以及評價財務報表的整體反映。

我們相信,我們已獲得了充分和適當的核數證據,為發表核數意見提供了合理的基礎。

核數意見

我們認為,上述的財務報表符合澳門特別行政區之《一般財務報告準則》,在所有重要方面真實和恰當地反映了澳門生產力暨科技轉移中心於二零一三年十二月三十一日的財務狀況以及截至該日止年度的經營結果。

梁煒銓



梁煒銓核數師
崔世昌核數師事務所

澳門,二零一四年二月七日

崔世昌核數師事務所

CSC & ASSOCIADOS - Sociedade de Auditores

Avenida da Praia Grande No.815, Edifício Centro Comercial Talento, 4º andar, Macau

澳門南灣大馬路 815 號才能商業中心四樓 電話 Tel: (853) 28322121 (5 lines) 傳真 Fax: (853) 28355212

Report of the Auditors

To the members of

Centro de Produtividade e Transferência de Tecnologia de Macau

We have audited the accompanying financial statements of Centro de Produtividade e Transferência de Tecnologia de Macau (the "Center") set out on pages 5 to 21 which comprise the balance sheet as of 31 December 2013, and the income and expenditure account for the year then ended, and a summary of significant accounting policies and other explanatory notes.

Management's responsibility for the financial statements

The management is responsible for the preparation and the true and proper presentation of these financial statements in accordance with the General Financial Reporting Standards of Macao. This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and the true and proper presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. This report is made solely to you, as a body, in accordance with the terms of our engagement, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this report.

We conducted our audit in accordance with Macao Auditing Standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and true and proper presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Opinion

In our opinion, the financial statements give a true and proper view, in all material aspects, of the financial position of the Center as of 31 December 2013, and of the results of its operations for the year then ended in accordance with the General Financial Reporting Standards of Macao.



Leong Vai Chun, Auditor
for CSC & Associates, Auditors

Macao
7 February 2014

3 年度回顧

Annual Review

3.1 進修·實踐終身學習

整體表現

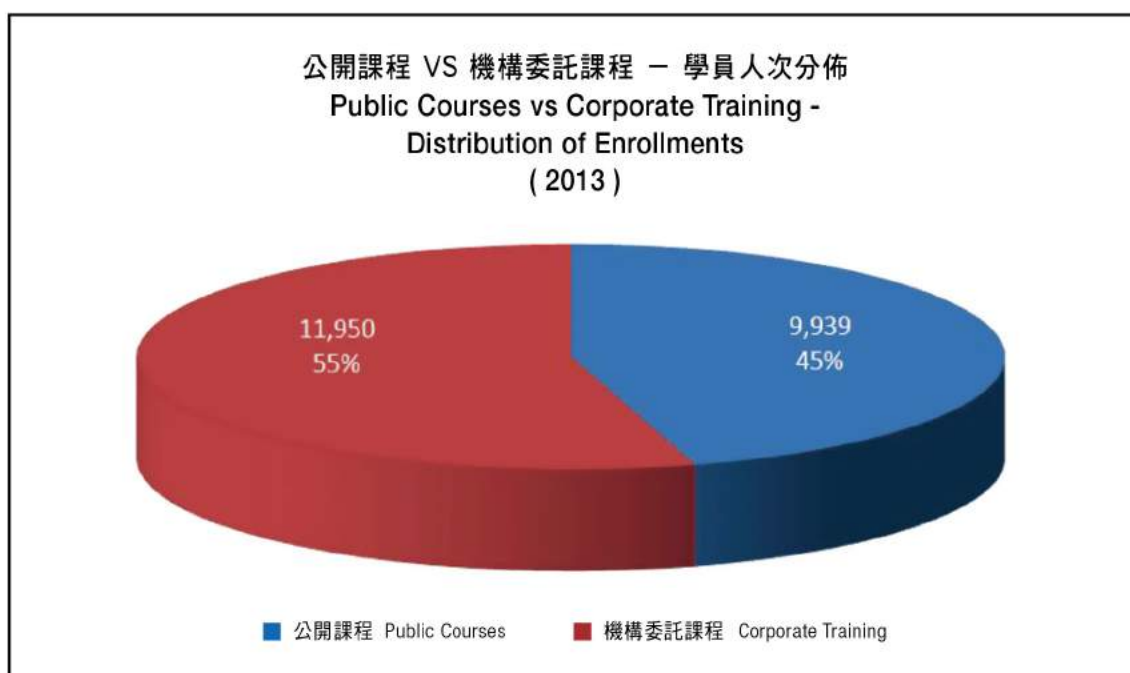
2013年，中心舉辦了1,107個課程，學時與去年相若，為23,842小時，共計學員人次21,889名。中心繼續配合個別企業/機構的需要，為它們「度身訂做」培訓課程的同時，亦積極拓展公開課程，其數目及學員人次同比均錄得約15%之增長。

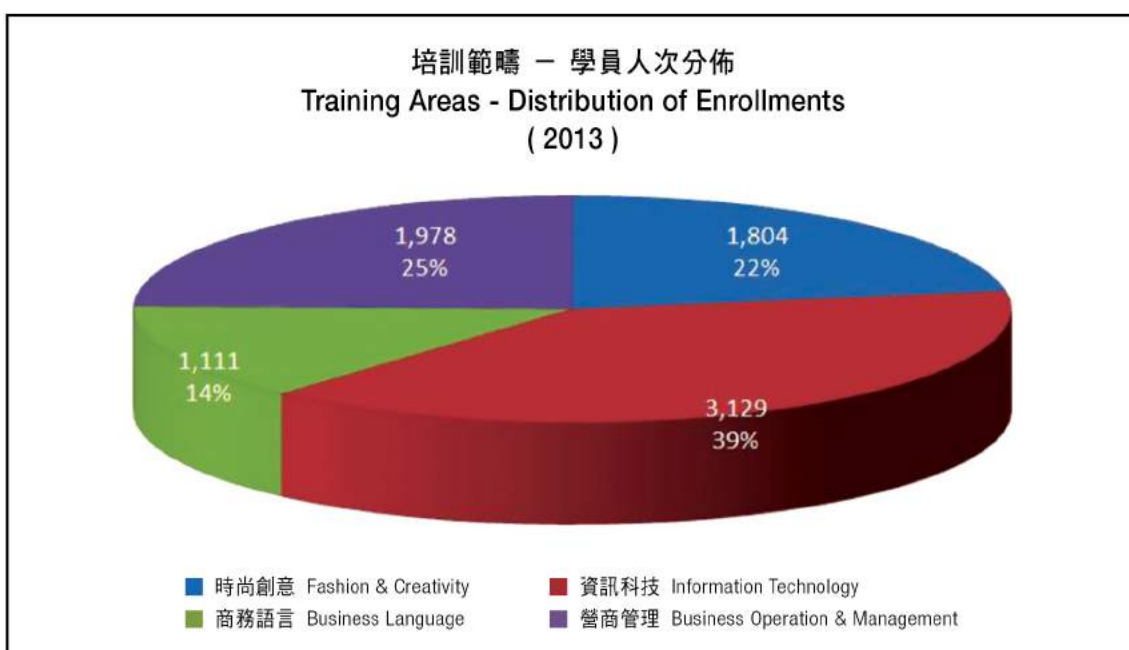
3.1 Continuing Education - The Practice of Lifelong Learning

Overall Performance

In 2013, CPTTM held 1,107 courses, providing 23,842 hours of training (similar to that of previous year) for a total of 21,889 enrollments. While continuing to serve the needs of individual companies / organizations by providing them with "tailor-made" training courses, CPTTM also actively expanded its public courses – the number of public courses and enrollments registered an increase of 15% year on year.

2013年 / Year 2013	公開課程及研討會 / Public Courses & Seminars		機構委託培訓課程 / Corporate Training		總計 / Total	
課程數目 / No. of courses	604	54.6%	503	45.4%	1,107	100%
學員人次 / No. of enrollments	9,939	45.4%	11,950	54.6%	21,889	100%
學時 / No. of training hours	15,436	64.7%	8,406	35.3%	23,842	100%





促進在職人士持續進修

在2013年，中心為促進行業從業員發展而設的課程，主要有：

1. 服裝行業 — 重點推出提升服裝營銷人員技巧的新課程，以及高級晚裝、高級婚紗製作等工藝課程；
2. 個人形象設計 — 重點拓展髮型設計系列；
3. 服務業 — 全面展開銜接英國City & Guilds 認證的「前線服務系列」；
4. 資訊科技(IT) — 專業技術課程以網上程式開發及網絡技術為主；應用軟件方面則有課程管理系統、電子書製作、Google Analytics網站使用情況分析及Google Sketchup室內設計等；
5. 商務語言 — 今年主要拓展情境應用英語及中英商業文件翻譯課程；

Promoting Continuing Education of the Employed

In 2013, the featured training courses launched by CPTTM to foster the development of practitioners in different sectors were as follow:

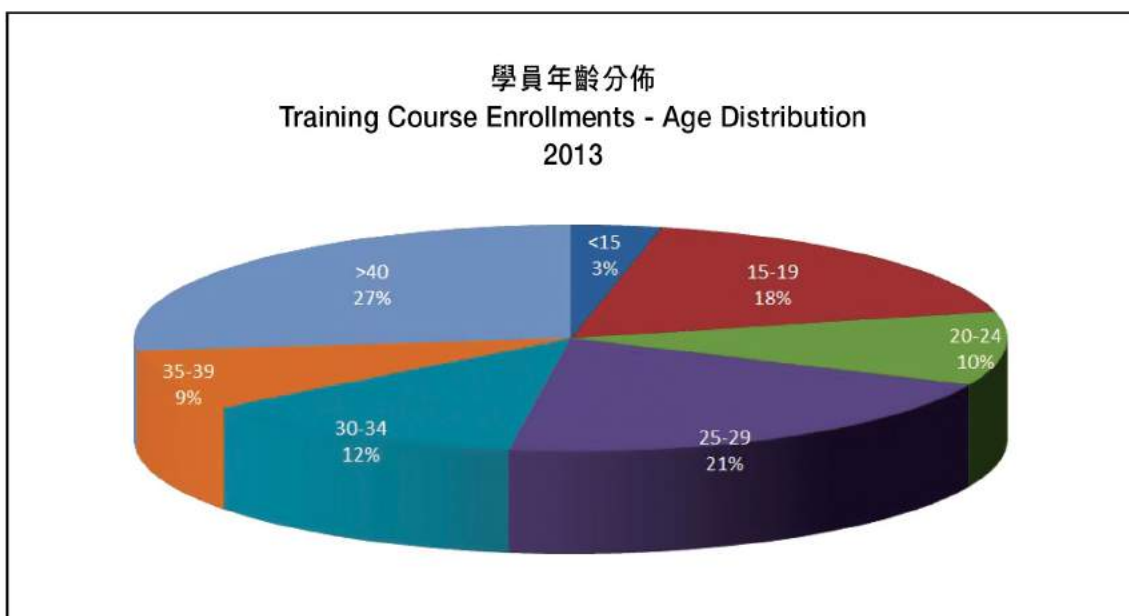
1. The apparel sector – the new courses focused on enhancing the techniques of apparel merchandisers, as well as the technical skills of constructing haute evening wear and wedding gowns;
2. The personal image design sector – focused on developing the training series on hairstyling;
3. The service sector – completed the launch of the “Training Series on Frontline Service training series,” having it aligned with the City & Guilds Qualifications (UK);
4. The information technology (IT) sector – for professional IT training, the focus was on web-based programming and networking technology; for application-oriented training, among the featured courses were course management system, e-Book production, Google Analytics & website usage analysis, as well as Google Sketchup for interior design;
5. Business languages – the focus of 2013 was to develop training courses in situational English and translating business correspondence (Chinese/English);

6. 行政及管理技能 — 重點拓展人力資源管理、管理知識認證、項目管理認證、專業培訓認證；而在國際管理系統標準方面，新增了的課程包括有ISO 10002投訴管理、ISO/IEC 27000資訊安全管理、ISO/IEC 17025實驗室管理、ISO 31000風險管理及GRI可持續發展報告等。

此外，中心繼續向成功完成指定培訓系列的學員頒發專業文憑，當中包括《時裝設計及製作》、《人力資源管理專業文憑》、《Linux管理員專業文憑》、以及《商品展示設計專業文憑》。

6. Executive and managerial skills – the focus was to develop the training series on human resources management, management knowledge certification, project management certification and professional training certification; on the part of international management standards, among the new courses launched were ISO 10002 Complaints Management, ISO/IEC 27000 Information Security Management, ISO/IEC 17025 Laboratory Management, ISO 31000 Risk Management and GRI Sustainable Development Reporting.

In addition, CPTTM continued to award Professional Diplomas to students who have successfully completed designated training series in “Fashion Design and Manufacturing”, “Human Resources Management”, “Linux Administrator Professional” and “Visual Merchandising.”



提升中年人士職業技能

現時中心的《中年人士培訓系列》主要以電腦應用及語言兩項職業技能為主，今年新增課程有：如何使用社交網站、相片處理及Android平板電腦應用課程。2013年的公開課程學員人次有432名。自2005年推出以來，累計學員人次達4,555名。另一方面，中心為澳門工會聯合總會「中壯年人士就業輔助培訓計劃」繼續免費提供《職場致勝之道課程》。在2013年，共開辦了77班，學員人次2,758名。自2006年至2013年，累計學員人次達37,415名。

啟發青年人創意及職業志向

不論是《青少年培訓系列》，又或是為本地中學、大學、青年團體及教育暨青年局所舉辦的課程，目的都是為了啟發青年人的創意及職業導向，並加深他們在正規教育以外的行業知識、職場技巧及職業技能：

1. 《中學職業技術課程》—在2013/14學年，繼續與中葡職業技術學校合辦「三年制高中創意時裝設計及製作課程」和「職業技術導向的特殊教育課程 一辦公室助理、中西式餐飲服務、酒店房務、花藝包裝、麵包烘焙及廚工實務」；
2. 為教育暨青年局的「2013年度暑期活動」開辦了34項共60班次的課程，學員人次為1,004名。課程類別包括服飾設計及形象、電腦科技及創意思維、自我管理及職場技巧；



Enhancing Occupational Skills of the Middle-aged

Currently, the "Training series for the Middle-aged" offered by CPTTM focuses on two occupational skills: computer application and language. Among the new courses launched in 2013 were "How to Use Social Networking Website," "Photo-editing" and "Android Tablet Application". Altogether there were 432 enrollments for the year, with the cumulative total reaching 4,555 enrollments since the launch of the series in 2005. On the other hand, CPTTM continued to offer the free-of-charge "Success at the Workplace Series" for the "Middle-aged Employment Assistance Training Program" hosted by the Macau Federation of Trade Unions. In 2013, 77 classes were held for 2,758 participants; the cumulative number of enrollments reached 37,415 during the period of 2006 to 2013.

Inspiring Creativity and Career Aspiration of the Youth

The common purpose of the "Youth Training Series" and the other courses organized for local secondary schools, universities, youth associations and the Education and Youth Affairs Bureau is to inspire creativity and career orientation among the young people, to enhance their knowledge about different industrial sectors, as well as to equip them with workplace and vocational skills beyond the scope of formal education:

1. The "Vocational Training Program for Secondary Schools" – For the 2013/14 academic year, CPTTM continued to co-organise the "3-year Creative Fashion Design and Manufacture Program" and the "Occupational Skills-oriented Special Education Program (Office Support, Chinese/Western Catering Service, Hotel Housekeeping, Flower Arrangement, Bakery Skills and Kitchen Support) with the Escola Luso-Chinesa Técnico-Profissional;
2. Organized 34 courses (60 classes) for the "2013 Summer Activities Program" hosted by the Education and Youth Affairs Bureau (DSEJ), which had 1,004 enrollments. The topics of training included apparel/accessories design & image, computer technology & creative thinking, as well as self-management & workplace skills;





3. 為本澳中學提供餘暇課程，主題包括語言及司儀技巧、資訊科技及服飾創意；
4. 為大專院校舉辦「大學生就業工作坊系列」，包括求職及面試技巧、人際溝通、創意問題解決等。

以競賽提升青少年的職業技能

2013年，中心主辦了六項職業技能競賽：

1. 《澳門青少年創意流行時裝技術大賽》－本屆主題為《魅力海洋》，共有35人報名參加；
2. 《第九屆港澳青少年網絡技能大賽》－中心培訓了10隊中學組及3隊大學組參賽，中學組獲得6金4銀的佳績；
3. 《第五屆全澳中學生Office技能比賽》－參賽項目包括Word、Excel及2013年新增的Powerpoint，共有165名來自本澳18家中學的學生參加，較去年增長約90%；勝出的三位澳門代表於7月份前往美國參加「Microsoft Office技能全球大賽」，當中Word 2010的王嘉暉及Powerpoint 2010的何慧賢分別獲得該項目的第一名及第七名；
4. 《第四屆澳門時裝畫藝術大賽》－是次主題為『都市魅力－讓生活更美好』，比賽設有學生組及公開組，分別收到104份及110份作品，較去年增長約24%；
5. 《第二屆全澳中學生3D電腦角色設計比賽》－比賽題目是“學習推廣大使”的角色設計；比賽分高中組及初中組，兩組共收到11份作品；
6. 『第一屆澳門創意化妝及造型設計比賽』－賽事分為三個組別，包括動漫角色扮演、舞台創意化妝及新娘創意化妝，活動在銀河娛樂集團－悅榕莊宴會廳圓滿舉行。



3. Provided extracurricular courses for local secondary schools, with topics on languages, emcee skills, information technology and fashion creativity;
4. Organized the "Career Training Workshop Series for University Students" for tertiary education institutions, with topics on job search and interview skills, interpersonal communication and creative problem solving.

Enhancing the Youth's Occupational Skills through Competition

In 2013, CPTTM hosted 6 vocational skill competitions:

1. The "Macau Creative Fashion Technology Competition for the Youth" - this year's theme was the "Allure of the Sea"; there were 35 contestants;
2. The "9th Hong Kong-Macau Youth Networking Skills Competition" - CPTTM trained 10 teams of secondary school students and 3 teams of university students to take part in the event, eventually winning 6 gold and 4 silver medals in the secondary school category;
3. The "5th Office Software Competition for Macau Secondary School Students" - the competition had 3 categories, Word, Excel and Powerpoint (added in 2013). There were 165 contestants from 18 local secondary schools participated in this event, an increase of approximately 90% from the previous year. Winners of the 3 categories went on to represent Macau in the "Worldwide Competition on Microsoft Office", which was held in the United States in July. Among these three representatives, Wong Ka Fai came in 1st in the Word 2010 category and Ho Wai In finished in 7th place in the Powerpoint 2010 category;
4. The "4th Macau Fashion Illustration Contest" - the theme for this year was "Urban Charm - A Better Life". The competition was divided into the students' group and the open group, which received 104 and 110 pieces of work respectively, an overall increase of approximately 24% over the previous year;
5. The "2nd Computer 3D Animated Character Design Competition for Secondary School Students" - the character to be designed was the "Learning Ambassador". The competition was divided into 2 groups: junior high and senior high; a total of 11 pieces of works were received;
6. The "1st Macau Creative Makeup Design Competition" - the competition was divided into 3 groups: anime role-play, creative stage makeup and creative bridal makeup. It was held at the Galaxy Entertainment - Banyan Tree Ballroom.



此外，中心亦獲勞工事務局委託，擔任『第42屆世界職業技能競賽』中「流行時裝技術」、「美容護理」和「電腦網絡系統管理」三個項目的代表單位，負責選拔和培訓本地參賽者，並以專家代表之身份參與，賽事於7月上旬在德國萊比錫舉行，其中《流行時裝技術》的代表麥泳詩獲得了第五名，而「電腦網絡系統管理」的代表蔡佳成獲得卓越表現獎章。中心成衣技術部高級經理關治平再次連任為下屆流行時裝技術項目總專家。

與其他團體合辦行業進修課程

中心分別與不同的政府部門及本地社團合辦進修課程：

1. 「房地產評估專業培訓系列」－繼續與澳門房地產評估業協會合辦有關課程，自2008年起推出以來至2013年，共舉辦了八期基礎課程及四期進階課程，累計學員人次324名；
2. 「馬交影藝新思維2013進階課程」－與澳門望德堂區創意產業促進會合辦有關課程，舉辦了1班，學員人次21名；
3. 「GLM國際物流管理認證課程系列」－此課程系列是與澳門付貨人協會合辦，得到美國運輸與物流協會認可，自2012年至2013年，共舉辦了3期GLM I 助理物流師認證課程及1期GLM P 物流師認證課程，累計學員人次52名；
4. 「實驗室管理系列」－此系列是與澳門化驗師公會合辦，自2012年至2013年，分別開辦了「ISO 15189:2007 (CNAS/CL02) 醫學實驗室質量管理體系內審員培訓班」、「測量不確定度」，以及「ISO/IEC 17025系統課程」三項課程，累計學員人次58名；



In addition to the above, CPTTM was also appointed by the Labour Affairs Bureau (DSAL) to be the representative unit to select and train local contestants and participate as experts in 3 categories ("Fashion Technology", "Beauty Therapy" and "IT Network Systems Administration") of the "42nd WorldSkills Competition" held in early July at Leipzig, Germany. Mak Weng Si came in 5th in the "Fashion Technology" category and Choi Kai Seng achieved the Medallion for Excellence in the "IT Network Systems Administration" category. Victoria Kuan, Senior Manager of CPTTM Apparel Technology Department, was re-elected as the Chief Expert of the "Fashion Technology" category in the next competition.

Co-organizing Continuing Education Programs with Other Organizations

CPTTM co-organised various courses with different public departments and local associations:

1. The "Professional Training Series of Real Estate Valuation" - CPTTM continued to host this series with the Macau Property Evaluation Association. Since its launch in 2008 to 2013, 8 rounds of foundation training and 4 rounds of application training were held with a cumulative total of 324 enrollments;
2. The "Professional Training Program on New Thinking in Macau Film Art" - co-organized with the Creative Industries Promotion Association of the St. Lazarus Parish, one round of training was held, which had 21 students;
3. The "Training Series for GLM (Global Logistics Management) Certification" - this series was co-organized with the Macau Shipper's Association and recognized by the American Society of Transportation & Logistics (AST&L). From 2012 to 2013, 3 rounds of GLM I Certification course and one round of GLM P Certification course were held, with a cumulative total of 52 enrollments;
4. The "Training Series on Laboratory Management" - co-organized with the Macau Laboratory Technologist Association, 3 courses were held during 2012 to 2013, namely "ISO 15189:2007(CNAS/CL02) Medical Laboratory Quality Management System Internal Auditor Training Course", "Measurement of Uncertainty" and "ISO/IEC 17025 Implementation"; there were a cumulative total of 58 enrollments;



5. 「建造業AutoCad」課程，與建造業總工會合辦，參加的學員人次24名；
6. 「爐具及其有關裝設知識」課程，首次與經濟局及燃料安全委員會合作舉辦，參加的學員人次30名；
7. 「澳門水務工程從業員實務工作坊」，首次與海事及水務局合辦，參加的學員人次24名。

5. The “AutoCAD Training for the Construction Industry” was co-organized with the Macao Construction Industry General Union, which had 24 students;
6. The first “Gas Stove Installation Essentials” training course was organized in cooperation with the Macao Economic Services (DSE) and the Fuel Safety Commission of Macao (CSC); there were 30 students;
7. The first “Practical Workshop for Plumbers” was co-organized with the Marine and Water Bureau (DSAMA); there were 24 students.

鼓勵在職人士持續進修、爭取專業認證

中心在2013年，繼續參與特區政府的「持續進修發展計劃」，向教育暨青年局申請將公開課程及由中心所統籌的公開考試納入該計劃內。自2011年至2013年，獲批課程累計為1,430項，共錄得9,325名學員人次曾使用該計劃報讀公開課程，佔總收生人數64%。公開考試方面，獲批考試累計為1,101項。

Encouraging the Employed to Pursue Continuing Education and Strive for Professional Certification

In 2013, CPTTM continued its participation in the “Continuing Education Development Program” of the Macao SAR Government, applying with the Education and Youth Affairs Bureau (DSEJ) to have both public courses and public examinations hosted by CPTTM included in the Program. During 2011 to 2013, 1,430 rounds of courses were approved, with 9,325 enrollments using the Program to enroll, accounting for 64% of total enrollments. For public examinations, 1,101 rounds were approved.

在公開/專業考試服務方面，2013年新增的考試包括：

On the part of public/professional examination service, the following examinations were added in 2013:

- ◆ TOEFL iBT 考試；
- ◆ 美國運輸及物流協會（AST&L）GLM P（Global Logistics Management）國際物流管理及CFSP（Certified Food Safety Professional）食品安全管理專業認證考試；
- ◆ 多益（TOEIC）口語及寫作考試，及
- ◆ 維修電工（高級）國家職業資格考試。

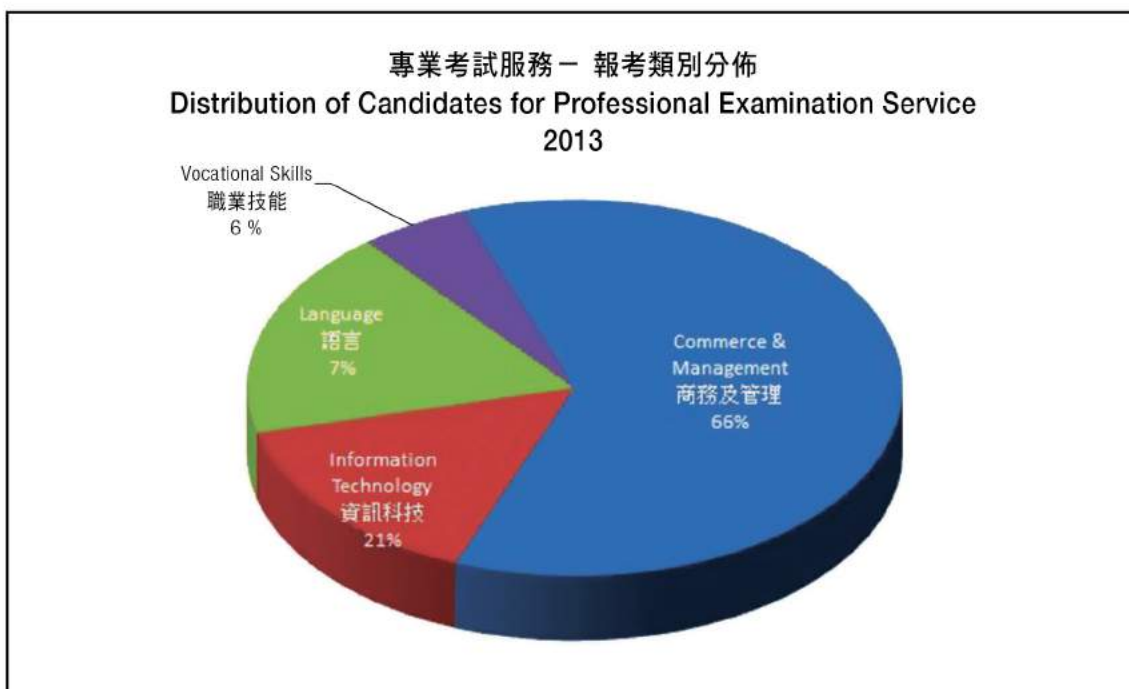
- ◆ The TOEFL iBT Test;
- ◆ The GLM P (Global Logistics Management) Certification and CFSP (Certified Food Safety Professional) Certification of the American Society of Transportation & Logistics (AST&L);
- ◆ The TOEIC Speaking and Writing Tests, and
- ◆ The China National Vocational Qualification Assessment for Electrical Maintenance (Advanced Skill Level).

此外，作為ATA（全美測評軟件系統（北京）有限公司）行業考試中心，亦提供考場予財政局進行中國註冊會計師考試。

Furthermore, as an examination center for ATA Testing Authority (Beijing) Limited, CPTTM also served as the testing site for the Finance Services Bureau (DSF) to hold the China Certified Public Accountant (CPA) Examinations.

在2013年，共有4,393名考生參加中心所組織的各類型公開/專業考試，比去年增加約4.2%。當中包括資訊科技、商務及管理、語言，以及職業技能(包括國家職業資格考試)。自2001年至2013年，考生人次累計已超過20,000名。

In 2013, 4,393 candidates registered to take part in various public/professional examinations hosted by CPTTM, an increase of approximately 4.2% from the previous year. The types of examinations included information technology, business & management, language and vocational skills (including the China National Vocational Qualification Assessment). During 2001 to 2013, there were a cumulative total of over 20,000 candidates.



3.2 時尚·創意的搖籃

學以致用

中心續辦〈第十一屆時裝設計及製作文憑課程(2012)〉，畢業表演於〈澳門服裝節2013〉期間圓滿舉行，共展出了10名學員的50套作品。在過去十一屆的課程，培育了逾百名學員，部份學員更成為本澳時裝業的骨幹。

為讓畢業學員能親身體驗一個原創設計系列誕生背後的商業運作，自2009年起，每年均推行〈MaConsef時裝孵化計劃〉。2013年度的MaConsef設計團隊共有5位成員，創作主題以多元化的文化藝術為主，分4個系列進行，共30套服裝。中心帶領MaConsef團隊前往香港參加〈2013香港國際春季成衣及時裝材料展〉，以及〈2013香港時裝節〉，以開闊視野及汲取設計靈感，在香港時裝節更舉辦專場『澳門時尚匯演』，與澳門其他3個服裝品牌ZICS、Nega C及Nubiano一同發佈最新系列，共展出了73套時尚及華麗服裝，向外界展示原創的時裝設計成果。

為本地時裝設計及品牌打造發展平台

為推動及協助本澳服裝業的發展，中心繼續與澳門貿易投資促進局在「第十八屆澳門國際貿易投資展覽會」進行期間合辦「澳門服裝節」。獲新濠博亞娛樂公司冠名贊助活動：〈新濠天地2013澳門服裝節〉，共舉行了5場時裝表演、2場專題研討會，參與的設計師/品牌共50個，演出的服飾共365套、入場觀眾超過2,000人次。其中展出了29位本澳著名時裝設計師/公司的最新作品；同場還設置了12組本澳時裝設計師/公司的作品於時尚風格展示區。金業公會的珠寶時裝匯演專場獲7間珠寶金飾公司參加，42套名貴珠寶首飾與華服互相輝映。

3.2 Fashion - Cradle of Creative Arts

From Theory to Practice

CPTTM continued to organize the "11th Diploma Program in Fashion Design and Manufacture (2012)"; the graduation show was held during the "Macau Fashion Festival 2013", in which a total of 50 outfits from 10 students were exhibited. The past 11 rounds of this Program had trained over one hundred students, with a number of them became the backbone of the local fashion industry.

To enable the graduates to experience the commercial aspects of launching an original design series, CPTTM has been organizing, on a yearly basis, the "MaConsef Fashion Incubator Program" since 2009. The MaConsef design team of 2013 had 5 members, who developed 4 collections (with 30 outfits) around the theme of diversity in cultural arts. CPTTM led the MaConsef team to attend the "Interstoff Asia Essential 2013 – Spring" exhibition and the "Hong Kong Fashion Week 2013", with the objective to broaden the team members' horizon and get design inspiration. In the "Hong Kong Fashion Week", the team also hosted its "Macau Gala Show" together with 3 other fashion labels from Macau (ZICS, Nega C and Nubiano), which together showcased 73 stylish and magnificent outfits of their latest collections, demonstrating their design originality to the outside world.

Building Development Platform for Local Fashion Designers and Labels

To promote and assist the development of the apparel sector in Macau, CPTTM continued to co-organize with the Macao Trade and Investment Promotion Institute (IPIM) the "Macau Fashion Festival" during the "18th Macao International Trade and Investment Fair". Under the title sponsorship by Melco Crown Entertainment, the "City of Dreams - 2013 Macao Fashion Festival" hosted 5 fashion shows and 2 seminars. There were altogether 50 fashion designers/labels participated in the event, showcasing 365 outfits, which attracted an audience of over 2,000. The Festival also featured the latest collections by 29 established fashion designers/companies from Macau; collections of 12 local fashion designers/companies were on display in the exhibition area. In the house show of the Macau Goldsmiths' Guild, 7 jewellery companies participated and showing 42 sets of luxury jewellery perfectly match with magnificent gowns from local labels.



為推廣服裝節，中心分別為本地及外地的時裝設計師安排不同的特約專訪，透過中文、葡文、英文的電子、平面及網上媒體播出以作宣傳，加強推廣功效。

中心延續與文化局合辦〈澳門時尚廊〉，旨在推動文化創意產業，展示時尚服裝資訊，透過定期舉辦不同類型的時裝及相關藝術活動，將時尚廊構建成為一個集時裝藝術教育、學術交流、文化展示與溝通的一個藝廊。在2013年，先後舉辦了《苗服珍藏暨活化創意展》、《韓澳蒼春夏時裝展》、《創·變原創音樂劇服裝展》及《時尚旅程－澳葡時裝設計師交流展》四個時裝展覽。此外，與望德堂區創意產業促進會合辦了《3春夏時裝表演活動》、《時尚瘋堂－春夏時裝表演》等多個活動。全年時尚廊共接待約 8,500名參觀者。

此外，時尚廊為進一步加強推廣文創產品，於館內設置『3D虛擬試衣』設備，將本澳設計師的文創產品資料輸入，供參觀人士瀏覽，也藉此提供多一個渠道為設計師宣傳其創作。

To promote the Fashion Festival, CPTTM arranged interview opportunities for local and overseas fashion designers, which were broadcasted by different electronic, print and online media, in Chinese, Portuguese and English, for even greater publicity effect.

CPTTM continued its collaboration with the Cultural Affairs Bureau (ICM) in running the "Macao Fashion Gallery", as a means to promote the cultural and creative industries and showcase fashion information. Different types of fashion and art-related activities were scheduled to transform the Gallery into an art space that brought together fashion art education, academic exchange, cultural exhibition and communication. In 2013, the Gallery held 4 fashion exhibitions, namely: the "Heritage of Hmong and Revival of their Art Exhibition", the "Korea Macao Encounter Spring/Summer Fashion Exhibition", the "Magics of Creation - Costume Exhibition for Original Musical "Myth of Fox" and the "Lisboa to Macao - A Fashion Journey". In addition, a number of activities were organized with the Creative Industries Promotion Association of the St. Lazarus Parish, such as the "3 Spring/Summer Fashion Show" and the "Fashion São Lázaro - Spring/Summer Show". For the entire year, the Gallery received around 8,500 visitors.

In addition, to enhance the promotion of cultural and creative products, a set of "3D Virtual Fitting Room" was set up at the Gallery; the data of local cultural and creative products were input into the system for visitors to try on, providing another channel of promotion for the designers.



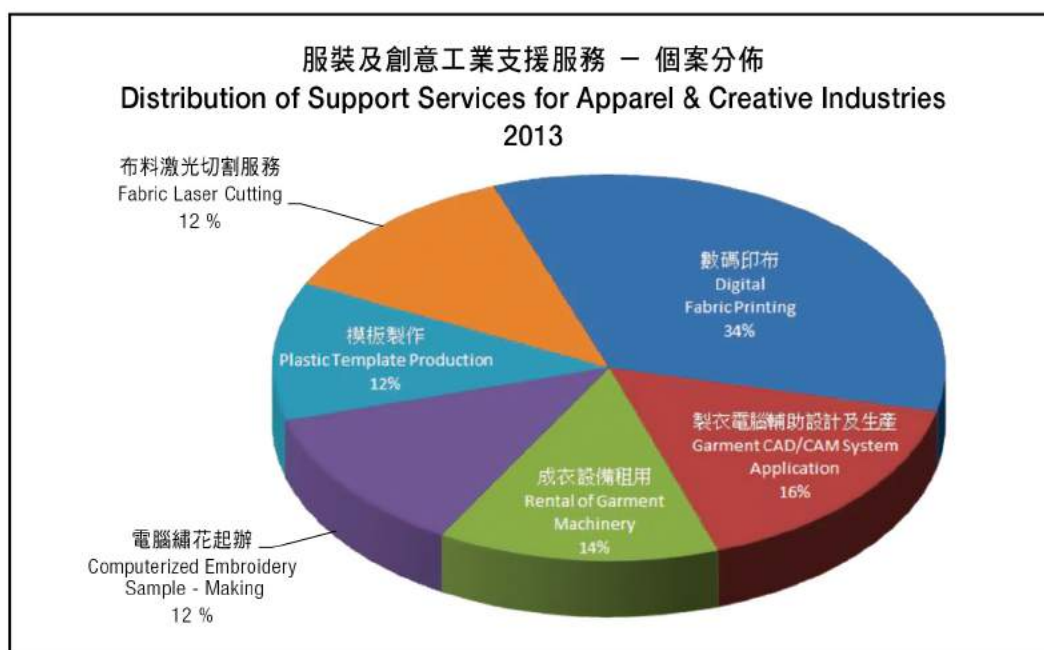


提供技術支援服務

中心一直為業界及有需要人士提供服裝生產技術輔助，包括電腦輔助生產(CAD/CAM)系統顧問及服務、數碼印布服務、電腦繡花服務、模版製作服務、製衣設備使用服務、時裝資訊站使用服務、服裝起辦服務以及代送外檢測服務(成衣類)。於2013年12月中，中心添置了一台激光切割機，隨即也新增了布料激光切割服務，協助時裝設計人士將其設計與激光切割技術結合。

Providing Technical Support

CPTTM has been providing the industry practitioners with technical support for apparel production, including the Garment CAD/CAM Application Service, the Digital Fabric Printing Service, the Production of Computerized Embroidery Samples, the Production of Plastic Templates, the utilization of garment machinery & equipment, the use of Fashion Information Gallery, the Proto Sample Making Service and Lab Test Delivery Service (for apparel). During mid-December 2013, CPTTM added a laser-cutting machine and launched the "Fabric Laser-cutting Service" to assist fashion designers to integrate design with laser-cutting technology.



時尚及行業資訊

中心繼續舉辦研討會，以及在澳門日報撰寫「姿采版」內〈時尚時裳〉及〈特區衣飾〉專欄，為服裝業界介紹有關國際品牌趨勢及行業管理的最新資訊。

Providing Fashion and Industry Information

CPTTM continued to organize seminars and contribute articles to the "Fashion in Vogue" and "Apparel of MSAR" columns under a featured section in the Macao Daily News, providing the apparel sector with information about the latest trends of international labels and clothing management.

3.3 企業·提升競爭力

提供創業及營商培訓系列

2013年為配合特區政府「青年創業援助計劃」，開辦了三期「創業全科課程」，共有103人報讀。在「營商培訓系列」方面，共錄得1,543人次分別報讀有關出入口業務管理、會計/財務管理、採購/存貨管理、前線服務、零售、商業銷售管理、人力資源管理、管理人技巧、行政人員技巧、辦公室/商務軟件應用，以及營銷和品牌攻略的公開課程。

為企業「度身訂造」的培訓課程

積極為個別企業「度身訂造」培訓課程，以配合他們員工的工作時間及學習需要。續與銀河娛樂集團簽署長期培訓合作協議，為其員工提供辦公室軟件、設計軟件應用、語言、管理、以及職業技能等課程。

應用資訊科技及自由軟件

中心〈資訊系統推廣室〉為企業提供有關應用資訊科技的專業意見，並繼續推廣免費的開源（自由）軟件；繼Office軟件、〈小企業·會計易〉軟件、防病毒軟件、〈計糧易——僱員資料管理系統〉後，於2013年新推出了〈小企業·零售易〉的軟件，並提供相應的支援及培訓課程，此新軟件共銷售了124套。〈小企業·會計易〉自2006年至2013年已銷售/派發了超過2,000套。上述各行小企業軟件工作坊已累計有1,400多人參與。

〈資訊系統推廣室〉為了解用家的意見，特別就〈小企業·會計易〉進行了問卷調查，從調查結果所得，用家對此軟件均給予正面的評價。



3.3 Companies - Enhancing Competitiveness

Providing Training Series on Business Startup and Enterprise Operation

In 2013, to support the “Young Entrepreneurs Aid Scheme” launched by the Macao SAR Government, CPTTM hosted 3 rounds of the “Full Course in Business Startup Essentials,” with 103 enrollments recorded. On the part of “Training Series on Enterprise Operation”, there were altogether 1,543 enrollments in various public courses, such as import/export business management, accounting/financial management, purchasing/inventory management, front-line service, retail & business selling, human resources management, managerial skills, executive skills, Office/business software applications, as well as marketing and brand strategy.

Tailoring Training Programs for Companies

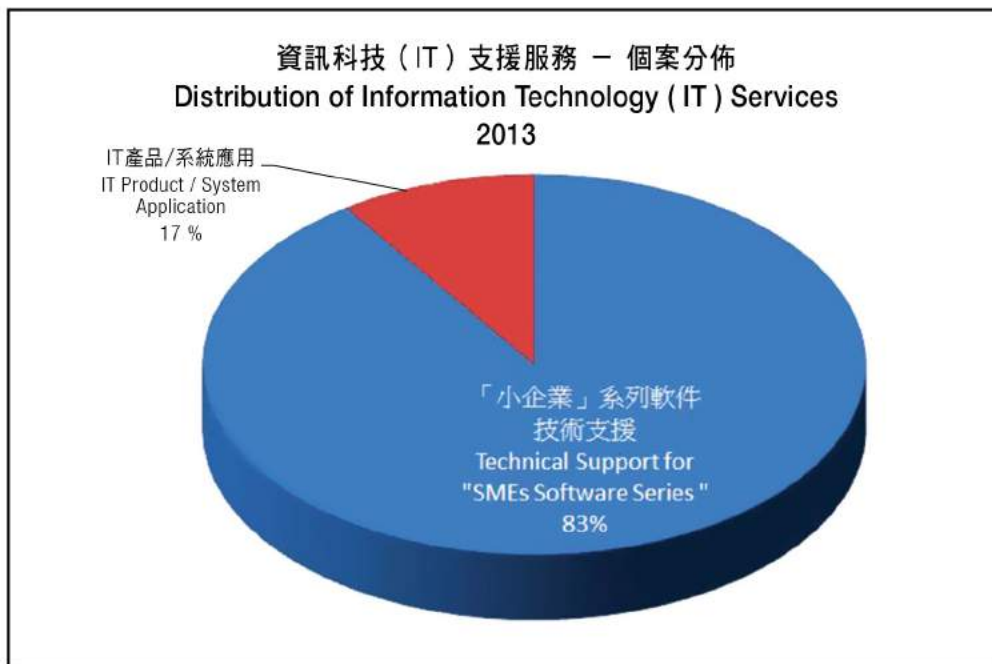
CPTTM actively provides “tailor-made” training courses for individual companies, so as to meet the working hours and learning needs of their employees. CPTTM continued its long-term training cooperation agreement with the Galaxy Entertainment Group Limited, providing its employees with training in the areas of Office applications, design software applications, languages, management and vocational skills.

Advising Companies in the Application of Information Technology and Free Software

The CPTTM “Information Systems Promotion Unit (ISPU)” provides professional advice to companies on the use of information technology and continues to promote open source (free) software applications. In addition to Office applications, “Easy Accounting for SMEs”, anti-virus software and “Easy Payroll for SMEs”, CPTTM launched the “Easy POS for SMEs” software in 2013, with corresponding technical support and workshops provided; 124 sets of this new software were sold. During 2006 to 2013, over 2,000 sets of the above SMEs software series were either sold or distributed, with more than 1,400 enrollments in the introductory workshops.

In order to understand the users’ opinions, ISPU specifically conducted a survey about “Easy Accounting for SMEs.” According to the survey results, the feedback from the users was positive.





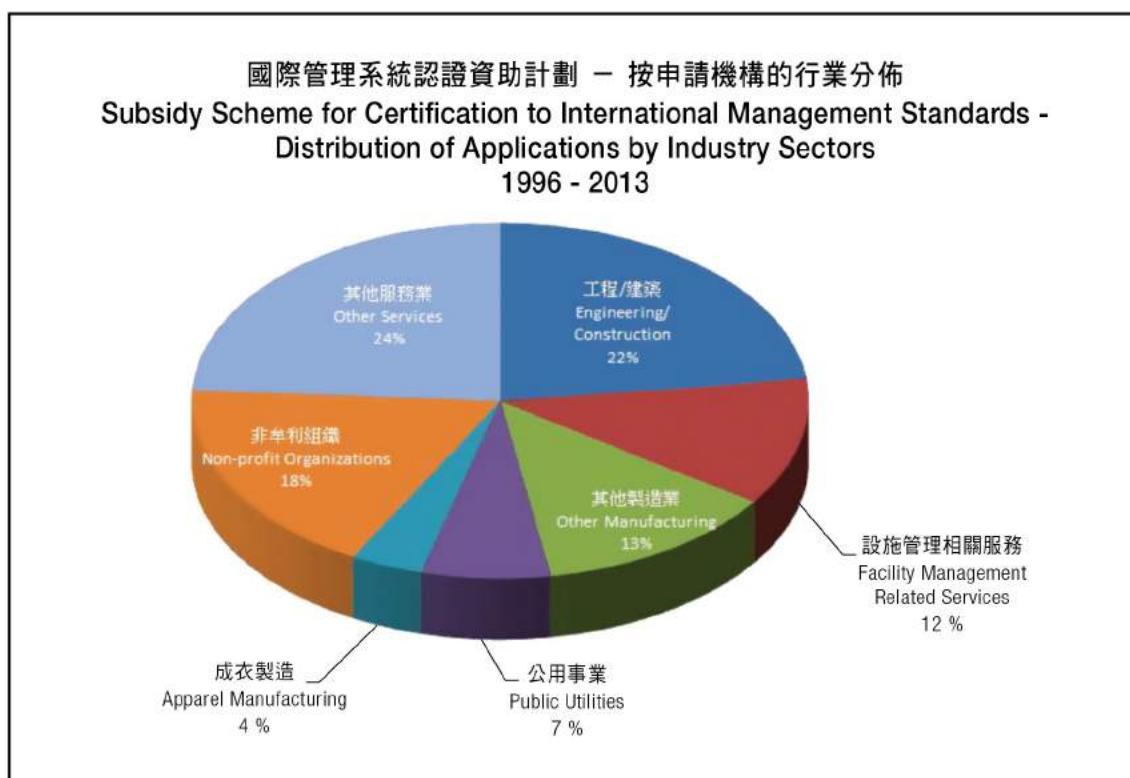
支持企業實行系統化管理、爭取國際認證

中心繼續透過〈國際管理系統認證資助計劃〉、出版〈國際標準快訊〉，以及舉辦工作坊、研討會、為有需要的機構提供諮詢及技術支援等交流活動，協助企業掌握管理發展的趨勢，實行符合國際標準的管理系統。由1996年至2013年末，〈國際管理系統認證資助計劃〉總計有266個資助申請，其中214個成功考獲認證。

Supporting Companies in the Implementation of Systematic Management Models and in their Attempts to Obtain International Certification

CPTTM continued to implement the "Subsidy Scheme for Certification to International Management System Standards", publish the "International Management Standards Update", organize workshops and seminars, and provide different organizations with advisory service, technical support and exchange activities; the objectives were to assist the companies to keep abreast of the management trends and implement a management system according to international standards. During 1996 to 2013, the "Subsidy Scheme for Certification to International Management System Standards" received a total of 266 applications, of which 214 applications have been successfully certified.





推廣食品安全管理

為協助本澳食品行業逐步提升其管理水平至國際標準，中心繼續免費向業界提供一套三冊的〈食品安全管理工具書〉（餐飲業、烘焙業及冷藏食品業）。在2013年，有關食品安全管理標準的重點推廣包括有HACCP、ISO 22000及FSSC 22000。同時，為因應食品安全法在2013年的生效，中心與民政總署食安中心，以及法務局等加強合作，舉辦多項活動，包括「粵澳食品安全交流及合作」中山學習團、「食品安全法專題講座」及「食品安全管理趨勢」研討會等。

為配合食品餐飲行業專業人員的發展，與澳門付貨人協會合作展開美國運輸與物流協會認可之「CFSP食品安全管理人員認證課程」；此外，亦與廣東食品藥品職業學院、香港職訓局合作進行“深化粵港澳食品安全高技能人才培訓”。

Promoting Food Safety Management

To assist the food industry in Macau to gradually improve their level of management to conform to international standards, CPTTM continued to provide the “Food Safety Management Toolkit” (a set of three volumes, one for catering, one for bakeries and one for frozen food handlers) for free. In 2013, the focus of promoting food safety management standards was on HACCP, ISO 22000 and FSSC 22000. At the same time, in response to the promulgation of the “Food Safety Act” during the year, CPTTM strengthened its cooperation with the Food Safety Centre of the Civic and Municipal Affairs Bureau (IACM) and the Legal Affairs Bureau (DSAJ) by organizing a number of activities, including a “Study Mission to Zhongshan for Guangdong-Macau Food Safety Exchange & Cooperation,” as well as seminars on “The Food Safety Act” and “Food Safety Management Trends.”

To support the professional development of practitioners in the catering sector, in cooperation with the Macau Shipper’s Association, CPTTM has launched the “Training Course for CFSP <Certified Food Safety Professional> Certification,” recognized by the American Society of Transportation & Logistics (AST&L). In addition, CPTTM has been working jointly with the Guangdong Food and Drug Vocational College and the Hong Kong Vocational Training Council on a project for “Enhancing the Training of High-Skilled Food Safety Professionals for the Guangdong-Hong Kong-Macau Region.”

推廣個人資料保護及資訊安全管理

為協助企業認識「個人資料保護法」的基本法律規定，以及在管理中遵守有關法律的實務工作，中心於2013年，除與個人資料保護辦公室繼續合辦「《個人資料保護法》與人事資料管理」課程外，亦增加舉辦「《個人資料保護法》及ISO 27000資訊安全管理」講座，以及「推行 ISO/IEC 27001工作坊」和「ISO/IEC 27002控制措施管理課程」；各項活動共有336人次參與。

促進澳門產品質量及安全

為協助本澳生產商提升其產品的質素及安全性，中心「代送外檢測服務」現時的服務範圍包括成衣、電子產品、食品、藥品、合成機油、清潔衛生用品、水泥及混凝土、防火隔音建材及其他傢俱共九個類別的測試。2013年，共處理了2,381個申請個案。自2010年2月至2013年，累計處理超過7,800個申請個案。

協助企業完善會計系統

中心繼續為企業提供會計實務工作坊、財務管理課程及諮詢服務，當中包括為<小企業·會計易>自由軟件提供軟件使用輔導班，參加者主要來自零售業、建築/工程、貿易/批發、公共部門/社團，以及金融、保險和商業服務。

提供管理及技術諮詢服務

中心全年共處理了112宗管理諮詢個案，當中包括：

- 管理系統及標準諮詢 — 72宗個案，主要是有關國際管理系統認證，包括ISO 9001質量管理標準的應用、ISO 14001環境管理標準、ISO 22000食品安全管理標準；所需服務以資訊提供為主，其次是有關產品檢測，其他為內部審核、風險評估等技術上的支援；
- 中小企業中介服務 — 40宗個案，主要分為五類：1) 本澳投資環境與政策的查詢；2) 企業內部管理的顧問意見；3) 企業產品/技術的推廣；4) 企業尋找合作伙伴；5) 創業顧問服務。

Promoting Personal Data Protection and Management of Information Security

To facilitate enterprises in understanding and complying with the basic requirements of the "Personal Data Protection Act" in their management practices, apart from continuing co-organizing the "Managing Personnel Data under the <Personal Data Protection Act'>" with the Office for Personal Data Protection, CPTTM also launched the "Personal Data Protection Act and ISO 27000 Information Security Management" seminars, as well as "ISO/IEC 27001 Application Workshop" and "ISO/IEC 27002 Security Techniques for Information Security Management Training". There were altogether 336 enrollments in these different activities.

Promoting Product Quality and Safety in Macau

To assist local manufacturers to improve the quality and safety of their products, the scope of CPTTM's "Lab Test Delivery Service" currently covers 9 categories: apparel, electronics, food, pharmaceuticals, synthetic oil, cleaning & sanitary products, cement & concrete, fire & sound proof construction materials and other furniture. In 2013, a total of 2,381 applications were processed; during February 2012 to 2013, the cumulative number of applications received was more than 7,800.

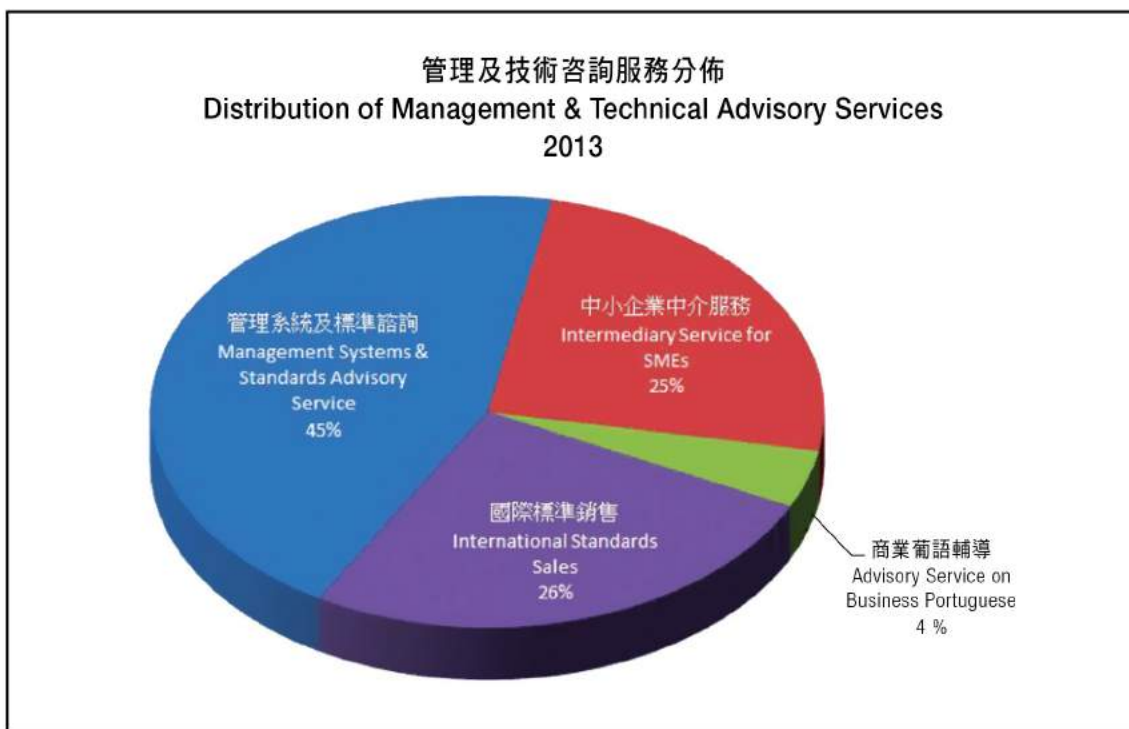
Assisting Companies to Improve their Accounting System

CPTTM continued to provide companies with accounting practices workshops, financial management courses and advisory service; among which was the "Introductory Training on Easy Accounting for SMEs", which was mainly participated by individuals from the sectors of retail, construction/engineering, trade/wholesale, public sector/associations, as well as finance, insurance and commercial services.

Providing Management and Technical Advisory Services

During the year, CPTTM processed a total of 112 cases requesting for management advice, including:

- The Management Systems and Standards Advisory Service — there were 72 cases, mainly related to international management system certification such as the application of ISO 9001 Quality Management Standard, the ISO 14001 Environmental Management Standard and the ISO 22000 Food Safety Management Standard; the type of services required was mainly informational, followed by enquiries about product testing and technical support for internal audit, risk assessment etc.;
- Intermediary Service for SMEs — there were 40 cases, classified into 5 main categories: 1) enquiries about the investment environment and policies in Macau; 2) consultation about how to manage a company; 3) product/technology promotion; 4) business partner search and 5) consultation about business startup.



促進技術交流

2013年，由中心組織參與的展覽活動有：

- 澳門國際環保合作發展論壇及展覽(MIECF)；
- 第十一屆中國·海峽項目成果交易會 - 與澳門貿易投資促進局聯合組織了十六家從事環保、資訊科技等行業的企業參展；
- 第十五屆中國國際高新技術成果交易會 - 組織了十家本澳科研企業/機構參加。

Promoting Technical Exchanges

In 2013, CPTTM organized participation in the following exhibitions:

- The Macao International Environmental Co-operation Forum and Exhibition (MIECF)
- The 11th China Cross-Strait Technology and Projects Fair – in collaboration with the Macao Trade and Promotion Institute (IPIM), CPTTM organized 16 companies involving in environmental protection or information technology to participate in the exhibition;
- The 15th China Hi-Tech Fair - CPTTM organised 10 local companies / organizations involving in scientific research to participate in the exhibition.



3.4 社會責任·為可持續發展

為響應保護環境，中心於2013年成功考取了ISO 14001環境管理系統的認證。

環保 – 企業管理篇

隨著環保成為社會可持續發展的重要課題，近年亦有較多機構推行ISO 14001環境管理系統及考取認證，中心繼續為這些機構提供：

- 認證鼓勵及諮詢服務；
- 資訊服務 - 協助企業掌握海內外市場在產品安全及環保方面的法規要求，以及為本地業界推廣「綠色零售」、「綠色旅遊」、「綠色會展」、「綠色建築」等理念及技術；
- 經驗交流活動 - 為環境保護局〈2012環保酒店獎〉作為支持單位，以及擔任獎項確認評審工作。

3.4 Social Responsibility – Seeking Sustainable Development

In response to the call for environmental protection, CPTTM attained the ISO 14001 Environmental Management System certification in 2013.

Environment Protection – Corporate Management

As environmental protection has become an important topic for the sustainable development of a society, there has been an increasing number of organizations implementing the ISO 14001 Environmental Management System and seeking its certification in recent years. CPTTM continued to provide them with:

- Incentive for certification and advisory service;
- Information service - assisting local companies to keep abreast of the regulatory requirements about product safety and environmental protection in local and overseas markets, as well as promoting the concepts and technologies for “green retail”, “green tourism”, “green exhibition” and “green construction”;
- Experience-sharing activities - CPTTM was one of the supporting units for the “2012 Green Hotel Award” hosted by the Environmental Protection Bureau (DSPA), serving on the award confirmation panel.



環保 — 知識技術篇

為配合本地機構落實進行環境管理，中心定期舉辦「綠色管理培訓系列」，當中包括ISO 14001 環境管理、環保採購(與環境保護局合辦)、廢物管理及室內空氣質素管理。此外，中心亦繼續擔任環境保護局第三屆〈環保教案設計獎勵計劃〉的協辦單位，進行宣傳及評審工作，以及為本澳學校舉辦「澳門綠色學校環境管理指南」簡介會及應用培訓課程。

環保 - 兒童/青年教育篇

中心向本澳三年級至六年級小學生推行的〈EnviroKids — 兒童環保行動〉已進入第八年，累計有23家小學，超過3,500名學生參加。學生透過少用膠袋、減少製造廢物等行動，將低碳生活的概念落實到日常生活中。

企業社會責任

中心向業界發放有關ISO 26000社會責任指引及企業可持續發展報告標準的訊息及培訓。另外，亦繼續與澳門聾人協會等合辦「手語系列課程」，對象為有意聘用聽障人士的企業僱主、主管及相關機構人士，培訓其掌握手語溝通技巧，目的是促進他們與聽障員工的溝通，協助其融入工作環境。自2012年至2013年，共有127名人士參與。



Environment Protection – Knowledge and Technology

To support the implementation of environmental management measures by local organizations, CPTTM regularly organized the “Training Series on Green Management,” namely the ISO 14001 Environmental Management System, Green Purchasing (co-organized with DSPA), Waste Management and Indoor Air Quality Management. In addition, CPTTM continued to serve as one of the co-organizers of the “3rd Award Scheme for Environmental Protection Teaching Project” hosted by DSPA, assisting its promotion and project assessment. It also implemented briefings and training courses for local schools about how to apply the “Green School Management Guidebook”.

Environment Protection – Children / Youth Education

The “EnviroKids Program”, an activity undertaken by CPTTM that was geared towards local primary 3 to 6 students, entered its 8th year, in which over 3,500 students from 23 primary schools have participated. Through actions such as using fewer plastic bags and reducing the amount of waste, students put the concept of low-carbon living into practice.

Corporate Social Responsibility

CPTTM provided information and training courses on ISO 26000 Social Responsibility Guidelines and Sustainability Reporting Standards to local industries. In addition, CPTTM also continued to co-organize the “Training Series on Sign Language” with the Macau Deaf Association; the target audience were employers, supervisors and personnel from organizations who intended to hire the hearing-impaired. By teaching the participants sign language, the series aims to facilitate their communication with the employees who have hearing-impairment, so as to support the latter to get better integrated into the work environment. During 2012 to 2013, there were 127 enrollments.



3.5 員工·分享

3.5 Staff · Sharing



中心職員勇奪羽毛球女子單打冠軍
CPTTM staff won the Gold Medal in the
Badminton Competition, Women's Single



2013公共機構體育競技大會
Sports Festival for Public Entities 2013



春節聯歡晚宴幸運得獎者
Lucky group in Spring Dinner



齊心行善百萬行
Participation in Charity walk for Millions



領取年資服務獎
Service award



同事參加香港遊的愉快時光
Jolly time of CPTTM staff in Hong Kong Tour

3.6 現行服務及項目 Existing Services and Projects

服務 Services	部門/單位 Department / Unit
培訓及考試服務 Training & Examination Services	
專業進修培訓 (包括公開課程及機構委託課程) Professional Training Courses (including public courses and corporate training courses)	培訓發展部 Training Development Department
專業/公開考試服務 Professional/Public Examination Service - 資訊科技 (IT專業技術、Office軟件應用、中文輸入法、圖像/網頁/動畫設計、資訊保安、全國計算機技術與軟件專業技術資格(水平)考試等) Information Technology (professional competencies, Office softwares, Chinese input method, image/webpage/animation design, information security, National Computer and Software Technology Qualifications Exams etc) - 商務及管理 (ISO國際管理標準認識水平及評審; 項目管理; 管理原理; 商務資格; 物流管理; 食品安全管理) Commerce & Management (ISO international management standards knowledge & auditing; project management; management principles; business qualifications; logistics management; food safety management) - 職業技能 (培訓及評審、美容、化妝、甲藝、客戶服務、衝突處理、銷售及國家職業資格考試) Occupational Skills (training & assessment, beauty therapy, make-up, nail art, customer service, conflicts handling, selling and China National Vocational Qualification Assessment) - 商務語言 (英語) Business language (English)	專業考試資源中心 Professional Examination Resources Unit
圖書借閱服務 Library Service	總辦事處 - 圖書室 Library at Head Office 成衣技術匯點 - 時裝資訊站 Fashion Information Gallery at House of Apparel Technology
管理及技術諮詢 Management & Technical Advisory Services	
中小企業綜合服務 Support Services for SMEs	對外合作暨拓展部 External Cooperation & Marketing Department
商業葡語輔導 Advisory Service on Business Portuguese	對外合作暨拓展部 External Cooperation & Marketing Department
管理諮詢 (包括資料查詢、管理系統差距分析、風險評估及內部審核等) Management Advisory Service (including information enquiry, gap analysis, risk assessment and internal auditing for management systems etc)	優質管理部 Quality Management Department
標準搜尋及銷售 (包括ISO 標準、中國國家標準等) Standards Search & Sales Service (including ISO standards, China National Standards etc)	優質管理部 Quality Management Department
代送外檢測服務 Lab Test Delivery Service	優質管理部及成衣技術部 Quality Management Department & Apparel Technology Department

服務 Services	部門/單位 Department / Unit
資訊科技支援 Information Technology Support Services	
資訊系統應用支援 (包括軟件系統、數碼產品、視像會議、數碼文件/圖像處理、網站製作等) IS Application Advisory Service (including software systems, digital products, video-conferencing, digital document & image-processing, website production, etc)	資訊系統推廣室 Information System Promotion Unit
IT支援討論區 IT Support Forum (www2.cpttm.org.mo/forum)	資訊科技部 Information Technology Department
自由軟件推廣 Open Source Software Promotion	資訊科技部 Information Technology Department
「小企業·會計易」軟件及支援(包括提供自由軟件及使用輔導班) Open Source Accounting Software for SMEs & Technical Support (including provision of software and tutorial session)	資訊系統推廣室及資訊科技部 Information System Promotion Unit, Information Technology Department
「計糧易 - 僱員資料管理系統」軟件及支援(包括提供自由軟件及使用輔導班) Open Source Employee Information Management System (EIMS) & Technical Support (including provision of software and tutorial session)	資訊系統推廣室及資訊科技部 Information System Promotion Unit, & Information Technology Department
「小企業·零售易」軟件及支援(包括提供自由軟件及使用輔導班) Open Source Easy POS Software for SMEs & Technical Support (including provision of software and tutorial session)	資訊系統推廣室及資訊科技部 Information System Promotion Unit, & Information Technology Department
服裝及創意工業支援 Support Services for Apparel & Creative Industries	
電腦輔助生產(CAD/CAM)系統顧問及服務 Supporting Services for Garment CAD/CAM Systems	成衣技術部 Apparel Technology Department
製衣設備使用服務 Garment Equipment Usage Service	成衣技術部 Apparel Technology Department
模版製作服務 Production of Plastic Templates Service	成衣技術部 Apparel Technology Department
數碼印布服務 Digital Fabric Printing Service	成衣技術部 Apparel Technology Department
電腦繡花起辦服務 Production of Computerized Embroidery Samples	成衣技術部 Apparel Technology Department
服裝起辦服務 Proto Sample Making Service	成衣技術部 Apparel Technology Department
布料激光切割服務 Fabric Laser Cutting Service	成衣技術部 Apparel Technology Department
<MaConsef> 時裝系列孵化計劃 The <MaConsef> Fashion Incubator	成衣技術部 Apparel Technology Department

服務 Services	部門/單位 Department / Unit
鼓勵計劃 Incentive Schemes	
時裝創意教育獎學金 Scholarship for Higher Education in Fashion Design & Creativity	成衣技術部 Apparel Technology Department
國際管理系統標準認證資助計劃 Subsidy Scheme for Certification to International Management System Standards	優質管理部 Quality Management Department
實驗室認可資助計劃 Subsidy Scheme for Laboratory Accreditation	優質管理部 Quality Management Department
失業人士免費就讀計劃 Free-of-Charge Training for The Unemployed	培訓發展部 Training Development Department
IT導師孵化計劃 IT Instructor Incubation Scheme	資訊科技部 Information Technology Department
中小學生IT創意培育計劃 IT Creativity Fostering Scheme for Primary and Secondary School Students	資訊科技部 Information Technology Department
銷售/派發中的書刊 Publications Currently Available for Sale / Distribution	
服裝從業員實用指南 Garment Handbook	成衣技術部 Apparel Technology Department
服裝生產計劃與管理運籌 Guidebook for Garment Production & Operation Management	成衣技術部 Apparel Technology Department
敏捷軟件開發的必備技能 Essential Skills for Agile Development	資訊科技部 Information Technology Department
良好管理指南之「食品安全管理工具書」(三冊) Good Management Guidebook –Food Safety Management Toolkit (3 volumes)	優質管理部 Quality Management Department
通訊 Newsletters	
生產力論壇 (半月刊, 刊登於澳門日報) Productivity Forum (semimonthly, published in Macao Daily News)	生產力論壇編輯小組 Productivity Forum Editorial Group
國際管理標準動向 (雙月刊) International Management Standards Updates (bimonthly)	優質管理部 Quality Management Department
「衣訊」- 成衣技術通訊 (季刊) Apparel Technology Newsletter (quarterly)	成衣技術部 Apparel Technology Department
i-Channel	資訊系統推廣室 Information System Promotion Unit
檢測標準訊息 (月刊) Testing Standards Updates (monthly)	優質管理部 Quality Management Department
其他為可持續發展的項目 Other Projects for Sustainable Development	
兒童環保行動 - 環保小先鋒 (包括環保須知小冊子、習作簿及組織學習活動) The EnviroKids Program (including Environmental Awareness Booklet, Workbook and organizing learning activities)	優質管理部 Quality Management Department

3.7 研討會及工作坊 Seminars and Workshops

由中心主辦之研討會 Seminars Hosted by CPTTM	
持續進修及自我增值 Continuing Professional Development & Upgrading	
LCCI 電腦化會計工作坊 2013	Workshop on LCCI Computerized Accounting 2013
企業管理 Enterprise Management	
中小企業援助計劃知多D工作坊	Workshop on Support Schemes for SMEs
專為服裝行業而設 For the Apparel Industry	
紮染創意產品工作坊	Workshop on Tie-Dye Creative Products
兩岸四地服裝業高峰論壇	Mainland, Taiwan, Hong Kong and Macao Fashion Summit
從時裝到舞台服裝之多元化發展	The Diversification from Fashion to Stage Costumes
服裝品牌故事座談會	Seminar on the Story of Fashion Labels
如何在市場建立銷售品牌	How to Build a Fashion Brand in a Market
時裝設計的方法	Fashion Design Methodologies
國際管理標準 International Management Standards	
認識OHSAS 18001 職業健康安全管理 (為建築行業而設)	Understanding OHSAS 18001 Occupational Health & Safety Management (for the Construction Sector)
認識「食品安全法」	Understanding the "Food Safety Act"
食品安全管理趨勢	The Trend of Food Safety Management
「個人資料保護法」 及ISO / IEC 27000資訊安全管理	The "Personal Data Protection Act" & ISO / IEC 27000 Information Security Management System
環境及職業健康安全管理	Environmental, Occupational Health & Safety Management
資訊科技 Information Technology	
Windows 8應用開發初探及利用Visual Studio 2012 進行應用程式生命週期管理	Exploring Applications Development with Windows 8 and Using Visual Studio 2012 for Application Lifecycle Management
Windows Server 2012 新功能解構	Understanding the New Functionalities of Windows Server 2012
Exchange 2013及 SharePoint 2013 新功能、新架 構、新效益	The New Functionalities, Structure and Benefits of Exchange 2013 and SharePoint 2013
在Sharepoint 2013上進行現代化應用開發工作坊	Workshop on Modern App Development with SharePoint2013
Windows 8 應用開發工作坊	Hands-on Lab for Applications Development with Windows 8
Google Apps 雲端應用未來新趨勢研討會	The Future Trends of Using Google Apps
Microsoft Office 2013, Office 365使用簡介會	Introducing the Microsoft Office 2013 and Office 365 Application
超越平面界限：走進3D打印世代	3D Scanning and Printing
為外界機構承辦之研討會 Seminars Organized for External Organizations	
兩岸四地職業技術教育研討會	Mainland, Taiwan, Hong Kong and Macao Vocational-Technical Education Seminar
「IT 人是穿恤衫的藍領？如何提升IT人在公司內 的形象？」專業交流會	Professional Exchange Seminar on The Image of IT People at the Workplace
閉路電視系統之通知申報講座	Notification Requirement on CCTV System
教育雲工作坊	Workshop on the "Education Cloud"
2013澳門互聯網管治論壇	2013 Macau Internet Governance Forum
Office 服裝大改造	Transforming Office Wear

3.8 專業培訓範疇 Scope of Professional Training

類別 Categories	系列 Series
時尚及創意 Fashion & Creativity	個人形象設計 (包括化妝、美容、美髮、美甲、模特兒培訓等) Personal Image Design (including make-up, beauty therapy, hairdressing, nail care and fashion modeling, etc)
	時裝設計 Fashion Design
	時裝描繪 Fashion Illustration
	時裝製作 Fashion Making
	紙樣製作 Pattern Making
	針織服裝製作 Knitwear Manufacturing
	商品展示設計 Visual Merchandising
	禮品包裝 Gift Wrapping
	布料設計 Fabric Design
	服飾製作 Accessories Making
	服裝配料應用 Applications of Garment Accessories
	採購、營銷及管理 Merchandising & Management
	手語 Sign Language
IT專業技術及IT應用 Professional IT & IT Applications	軟件開發 Software Development
	系統和網絡管理 System and Network Administration
	數據庫管理 Database administration
	IT 管理 (包括IT服務管理、資訊保安、IT變更管理等) IT Management (including IT services management, information security, IT change management, etc)
	創意設計 (專為網頁設計、廣告設計、專業排版及建築行業而設) Creative Design (for web design, advertising design, desktop publishing and construction sectors)
	青少年 IT 創意 Youth IT Creativity
	中年人士基礎 IT 職業技能 Fundamental IT Skills for the Middle-Aged
商務語言技能 Business Language Competencies	中文 (普通話、廣東話) Chinese (Putonghua, Cantonese)
	英語 English
	法語 French
	葡語 Portuguese
	德語 German
	日語 Japanese
	韓語 Korean

類別 Categories	系列 Series
行政及管理技能 Executive & Managerial Competencies	秘書及行政實務 Secretarial & Administrative Practices
	會計實務 Accounting Practices
	行政人員Office軟件使用技巧 Office Software Applications for Executives
	督導及管理技巧 Supervisory & Managerial Skills
	人力資源管理 Human Resources Management
	項目管理 Project Management
	風險及危機管理 Risk & Crisis Management
	活動管理 Event Management
創業、營商及企業發展 Entrepreneurship & Enterprise Operation & Development	創業 Business Startup
	貿易業務管理 Managing a Trading Business
	採購、存貨管理 Purchasing & Inventory Management
	會計、財務管理 Accounting & Financial Management
	營銷及品牌攻略 Marketing & Brand Management
	前線服務 Frontline Service
	零售、商業銷售 (Retail Selling & Business Selling)
	國際管理系統標準 (包括優質管理、綠色管理、服務管理、職業健康及安全管理、食品安全管理、能源管理、實驗室管理、資訊安全管理、資訊服務管理、風險管理、綜合管理及可持續發展) International Management System Standards (including quality management, green management, service management, occupational health and safety management, food safety management, energy management, laboratory management, information security management, IT service management, risk management, integrated management and sustainability development)
其他行業技能 Other Occupational Competencies	房地產評估 Real Estate Valuation
	客戶及零售服務 Customer & Retail Service
	導師技巧 Trainer Skills & Techniques
	物流管理 Logistics Management
	物業管理 Property Management
	會議及展覽管理 Convention & Exhibition Management

4 附錄

Appendices



4 附錄一：組織架構 (2012-2014) / Appendix I: Organizational Chart (2012 - 2014)

社員大會主席團	General Assembly
主席：澳門出入口商會 (吳榮恪先生)	President: Macau Importers & Exporters Association (Mr Vitor Ng)
副主席：澳門廠商聯合會 (鄧君明先生)	Vice-President: Industrial Association of Macau (Mr Tang Kuan Meng José)
副主席：利昌製衣廠有限公司 (黃志成先生)	Vice-President: Fábrica de Artigos de Vestuário Lee Cheung, Lda. (Mr Wong Chi Seng)
秘書：保利達洋行有限公司 (陳細鈿先生)	Secretary: Polytex Corporation Ltd. (Mr Chan Sai Tin)
秘書：澳門特別行政區政府 (婁桃絲女士)	Secretary: Macao SAR Government (Ms Rita Santos)

理事會	Board of Directors
主席：寶法德玩具有限公司 (楊俊文博士)	Chairman: Empresa Industrial Perfekta Toys, Lda. (Dr Yeung Tsun Man Eric)
副主席：澳門特別行政區政府 (孫家雄博士 – 兼理事長)	Vice-Chairman: Macao SAR Government (Dr Shuen Ka Hung - Director General)
理事：澳門特別行政區政府 (莫苑梨女士 – 兼副理事長)	Member: Macao SAR Government (Ms Mok Iun Lei - Deputy Director General)
理事：南光集團有限公司 (宋曉冬先生)	Member: Nam Kwong Group Company Ltd. (Mr Song Xiaodong)
理事：何桂鈴女士	Member: Ms Ho Kuai Leng
理事：嘉明洋行有限公司 (鄧君明先生)	Member: Agência Comercial Carmen (Imp. & Exp.), Lda. (Mr Tang Kuan Meng José)
理事：崔煜林先生	Member: Mr Chui Yuk Lum António
理事：澳門特別行政區政府 (戴建業先生)	Member: Macao SAR Government (Mr Tai Kin Ip)
理事：澳門特別行政區政府 (孔令彪先生)	Member: Macao SAR Government (Mr Hung Ling Biu)

監事會	Supervisory Board
主席：澳門中華總商會 (高開賢先生)	Chairman: Macau Chamber of Commerce (Mr Kou Hoi In)
監事：南粵(集團)有限公司 (龍秋霞女士)	Member: Nam Yue (Group) Co. Ltd. (Ms Long Qiuxia)
監事：澳門特別行政區政府 (鍾聖心女士)	Member: Macao SAR Government (Ms Chong Seng Sam)

4 附錄二: 社員名錄 Appendix II: List of Associates

政府及公共部門	Government & Public Sector
澳門特別行政區政府	Macao SAR Government
澳門基金會	Macao Foundation
工商業發展基金	Industrial & Commercial Development Fund
澳門貿易投資促進局	Macao Trade and Investment Promotion Institute
澳門大學	University of Macau
澳門理工學院	Macao Polytechnic Institute
科學技術發展基金	Science & Technology Development Fund
基金會及商會 *	Foundations & Associations *
澳門繁榮促進會	Associação Promotora do Desenvolvimento de Macau
澳門葡國台灣貿易商會	Câmara de Comércio Portugal-Macau-Taiwan
東方基金會	Fundação Oriente
澳門廠商聯合會	Industrial Association of Macau
澳門紡織商會	Macao Textile Merchants Association
澳門中華總商會	Macao Chamber of Commerce
澳門出入口商會	Macao Importers & Exporters Association
銀行業 *	Banking Sector *
澳門商業銀行	Banco Comercial de Macau, SA
大西洋銀行	Banco Nacional Ultramarino, SA
中國銀行(澳門分行)	Bank of China (Macao Branch)
滙豐	HSBC
工業 *	Industrial Sector *
嘉明洋行(出入口)有限公司	Agência Comercial Carmen (Imp. e Exp.), Lda.
德昌洋行有限公司	Agência Comercial Glória, Lda.
僑光集團有限公司	Chiao Kuang Group Ltd.
寶法德玩具有限公司	Empresa Industrial Perfekta Toys, Lda.
開明製衣廠有限公司	Fábrica de Artigos de Vestuário Hoi Meng, Lda.
鴻昌製衣廠有限公司	Fábrica de Artigos de Vestuário Hong Cheong, Lda.
利昌製衣廠有限公司	Fábrica de Artigos de Vestuário Lee Cheong, Lda.
橫濱製衣廠有限公司	Fábrica de Artigos de Vestuário Pan Pan, Lda.
德祥製衣廠有限公司	Fábrica de Artigos de Vestuário Tac Cheong, Lda.
大地置業有限公司	Goodland Ltd.
豪運工業有限公司	Indústrias Têxteis Belo Horizonte, Lda.
元成興實業有限公司	Iun Seng Heng Indústria e Comércio, Lda.
鑑隆實業有限公司	Kam Long Industrial Co. Ltd.
康澤工商	Liu's - Comércio e Indústria, Lda.
澳門光電儀器有限公司	Macao Electro-Optics Instrument Co., Ltd.
澳門紡織品有限公司	Macao Textile Ltd.
保利達洋行有限公司	Polytex Corporation Ltd.
新時製衣廠有限公司	Sans Clothing Factory Ltd.
清華寶法德技術開發有限公司	Tsinghua-Perfekta Development Center Ltd.

4 附錄三：經費來源及運用 Appendix III Sources & Application of Funds

(單位:萬澳門元)
(Unit: Ten Thousand MOP)

	2013				2012
	百分比 Percentage	實際 Actual	預算 Budget	執行率 Implementation Rate	實際 Actual
經費來源 SOURCES OF FUNDS					
2012年初經費結餘 Balance at the Beginning of 2012	9%	768	0		521
政府年度撥款 Annual Subsidies from the Government	46%	4,000	4,000	100%	3,109
本身收入 Self-generating Income	45%	3,857	2,759	140%	3,120
總額 TOTAL (1)	100%	8,625	6,759	128%	6,750
經費運用 APPLICATION OF FUNDS					
項目活動 Projects and Activities *	45%	3,255	2,869	113%	2,717
人事開支 Personnel Expenses	40%	2,872	2,835	101%	2,404
一般行政 General Administration	10%	701	690	102%	608
資本開支 Capital Expenditure	5%	355	365	97%	253
總額 TOTAL (2)	100%	7,183	6,759	106%	5,982
2013年底經費結餘 (1) – (2) BALANCE AT END OF 2013 (1) – (2)		1,442			768

- * 當中786萬屬其他機構委託本中心進行項目的開支，相關開支已全數收回並包括在本身收入內
Approximately MOP 7.86 million out of the total were the expenditures for projects designated by other organizations, related income was already included in self-generating income.

4 附錄四：中心參與的機構 Appendix IV Participation of CPTTM in other Institutions

澳門物品編碼協會

澳門生產力暨科技轉移中心在澳門特區政府和工商界的支持下，於2000年註冊成立了澳門物品編碼協會(GS1 Macau)，並向國際物品編碼協會取得958為澳門地區代號。

澳門物品編碼協會是國際物品編碼協會(GS1)的地方會員，是澳門唯一獲授權簽發和管理GS1條碼的機構。自成立以來，協會致力推動國際條碼及其相關技術的應用，藉此提升本地企業的營運效率，從而提升其競爭力。目前，澳門地區的公司會員(用戶)已超過150名，遍及10多個行業。

澳門創新科技中心

澳門創新科技中心作為一個科技孵化中心，提供全面的配套服務，目的是令有潛質的科技產品和服務概念能在最短的時間內，轉化為商品生產。

澳門發展及質量研究所

澳門發展及質量研究所是一個以歐洲先進科技知識及技能作後盾的非牟利科學及技術組織，主要功能是向本澳及鄰近地區的工業提供優質價廉的專業檢測服務。

澳門科學館股份有限公司

澳門科學館股份有限公司股東包括澳門基金會、澳門科技發展基金和澳門生產力暨科技轉移中心，主要負責澳門科學館的營運和管理工作。

GS1 Macau

Initiated by Macau Productivity and Technology Transfer Center, GS1 Macau (formerly EAN) was established in 2000, with the support from the Macao SAR Government and the local business community, and was allocated the prefix 958 for Macao by GS1.

As a member organization of GS1, GS1 Macau is the only organization that is authorized to assign and administer GS1 barcodes locally. Since its establishment, GS1 Macau has been dedicated to the promotion of GS1 barcode application and related technologies so as to improve the efficiency of the local enterprises thus increasing their competitiveness. There are more than 150 corporate members (users) in Macao currently in over 10 industries.

MANETIC – The Macau New Technologies Incubator Centre

MANETIC, an incubation center for technological enterprises, provides a full range of supporting services, aiming to speed up the commercialization of technological products and service concepts that have good market potential.

IDQ – The Institute for the Development and Quality, Macau

IDQ is a non-profit institute for science and technology, backed by advanced European know-how and expertise. Its key role is to provide high-quality, cost-effective testing and inspection services for the industrial sectors of Macao and nearby regions.

The Macao Science Center Limited

The shareholders of the Macao Science Center Limited include the Macao Foundation, the Science and Technology Development Fund and CPTTM. The Macao Science Center Limited is responsible for the operation and management of the Macao Science Center.



澳門生產力暨科技轉移中心

MACAU PRODUCTIVITY AND TECHNOLOGY TRANSFER CENTER

Tel: (853) 2878 1313

Website: www.cpttm.org.mo

Fax: (853) 2878 8233

E-mail: cpttm@cpttm.org.mo

行政辦公室 Administration Office

澳門新口岸上海街中華總商會大廈六樓
Rua de Xangai 175, Edf. ACM., 6º Andar, Macau

管理發展及圖書室 Management Development & Library

澳門新口岸上海街中華總商會大廈七樓
Rua de Xangai 175, Edf. ACM., 7º Andar, Macau

成衣技術匯點 The House of Apparel Technology

澳門漁翁街海洋工業中心第二期十樓
Rua dos Pescadores, Edf. Industrial Ocean, II Fase, 10º Andar, Macau

數碼匯點 The Cyberlab

澳門馬統領街廠商會大廈三樓
Rua Comandante Mata e Oliveira, Edf. Associação Industrial, 3º Andar, Macau