



中華人民共和國香港特別行政區政府總部教育局

Education Bureau

Government Secretariat, The Government of the Hong Kong Special Administrative Region  
The People's Republic of China

本局檔號 Our Ref.: (11) in EDB(QAD/Ind)/PI/1/1(10)

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來函檔號 Your Ref.:

傳真 Fax Line: 2119 9074

16 May 2023

Dear Principal,

**Upgrading the E-platform for School Development and Accountability (ESDA)  
for the Submission of Key Performance Measures (KPM) Data**

The Education Bureau (EDB) has informed schools that for schools at the last year of the school development cycle and those having collected the KPM data in this school year, they are advised to submit the KPM data via the e-platform for School Development and Accountability (ESDA) on or before 16 Jun 2023 (Friday).

If your school has not yet installed ESDA to version 5.2.3 or above, please ask your System Administrator to login to ESDA and upgrade it to the latest version by using the built-in function so that the school could get access to the latest school self-evaluation tools and submit the KPM data. For details, please refer to paragraph 2.5 on page 36 of the ESDA Operation Manual ([https://www.edb.gov.hk/attachment/en/sch-admin/sch-quality-assurance/performance-indicators/esda/ESDA\\_Operation\\_Manual\\_en\\_v5.0.x.pdf](https://www.edb.gov.hk/attachment/en/sch-admin/sch-quality-assurance/performance-indicators/esda/ESDA_Operation_Manual_en_v5.0.x.pdf))

The school should change the ESDA System Administrator password immediately after upgrading to safeguard the network security of the system (please refer to paragraph 1.4.3 on page 19 of the Operation Manual). School could also create another System Administrator account to facilitate system management (please refer to paragraph 3.5.3 on page 54 of the Operation Manual). For enquiries about the use of ESDA, please contact Ms LAM Sze-man, Assistant Project Officer, on 2892 6476.

Yours faithfully,

(HO Yee-hung)  
for Secretary for Education