

Head 144 — GOVERNMENT SECRETARIAT: CONSTITUTIONAL AND MAINLAND AFFAIRS BUREAU

Controlling officer: the Permanent Secretary for Constitutional and Mainland Affairs will account for expenditure under this Head.

Estimate 2011–12..... **\$388.1m**

Establishment ceiling 2011–12 (notional annual mid-point salary value) representing an estimated 110 non-directorate posts as at 31 March 2011 rising by eight posts to 118 posts as at 31 March 2012 **\$68.6m**

In addition, there will be an estimated 19 directorate posts as at 31 March 2011 rising by one post to 20 posts as at 31 March 2012.

Controlling Officer's Report

Programmes

Programme (1) Director of Bureau's Office	This programme contributes to Policy Area 27: Intra-Governmental Services (Secretary for Constitutional and Mainland Affairs).
Programme (2) Constitutional and Mainland Affairs	This programme contributes to Policy Area 28: Constitutional and Mainland Affairs (Secretary for Constitutional and Mainland Affairs).
Programme (3) Mainland Offices	This programme contributes to Policy Area 6: Commerce and Industry (Secretary for Commerce and Economic Development), Policy Area 10: Immigration Control (Secretary for Security) and Policy Area 28: Constitutional and Mainland Affairs (Secretary for Constitutional and Mainland Affairs).
Programme (4) Rights of the Individual Programme (5) Subvention: Equal Opportunities Commission and Office of the Privacy Commissioner for Personal Data	These programmes contribute to Policy Area 28: Constitutional and Mainland Affairs (Secretary for Constitutional and Mainland Affairs).

Detail

Programme (1): Director of Bureau's Office

	2009–10 (Actual)	2010–11 (Original)	2010–11 (Revised)	2011–12 (Estimate)
Financial provision (\$m)	7.6	10.1	8.3 (–17.8%)	10.2 (+22.9%)
				(or +1.0% on 2010–11 Original)

Aim

- 2 The aim is to ensure the smooth operation of the Office of the Secretary for Constitutional and Mainland Affairs.

Brief Description

3 The Office of the Secretary for Constitutional and Mainland Affairs is responsible for providing support to the Secretary for Constitutional and Mainland Affairs in undertaking political work. This includes the support provided by the Under Secretary and the Political Assistant. The Office is also responsible for providing administrative support to the Secretary for Constitutional and Mainland Affairs in carrying out his duties. The work includes the planning, co-ordination and implementation of all arrangements for the Secretary's public, media and community functions.

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Programme (2): Constitutional and Mainland Affairs

	2009–10 (Actual)	2010–11 (Original)	2010–11 (Revised)	2011–12 (Estimate)
Financial provision (\$m)	119.1	262.0	251.2 (–4.1%)	100.5 (–60.0%)
				(or –61.6% on 2010–11 Original)

Aim

4 The aims are to maintain community confidence in the full and faithful implementation of the Basic Law; to facilitate the implementation of the “One Country, Two Systems” principle and demonstrate its success; to further cultivate and strengthen cordial and constructive working relationship with the Central People’s Government (CPG), other Mainland authorities and the Government of the Macao Special Administrative Region (MSAR) in accordance with the principle of “One Country, Two Systems”; to facilitate the conduct of Hong Kong Special Administrative Region (HKSAR)’s external affairs; to co-ordinate exchanges and co-operation with Taiwan, including liaison with Taiwan organisations in the HKSAR; to enhance community confidence in electoral arrangements and participation in the electoral process; to ensure that the electoral arrangements are open, fair, honest, acceptable to the community and in compliance with the Basic Law; and to continue to take forward Hong Kong’s constitutional development.

Brief Description

5 The Constitutional and Mainland Affairs Bureau’s main responsibilities under this programme are as follows:

- advise bureaux and departments on matters relating to the implementation of the Basic Law;
- facilitate the promotion of public awareness and understanding of the Basic Law;
- facilitate the implementation of the “One Country, Two Systems” principle and demonstrate its success;
- co-ordinate the promotion of closer ties with the Mainland, and facilitate exchanges and co-operation with the Pan-Pearl River Delta (PPRD), Guangdong (including Shenzhen), and other areas including Beijing and Shanghai in the Mainland and the MSAR;
- follow up with the relevant Mainland authorities on how the HKSAR could complement the preparation and implementation of the National Five-Year Plans under the principle of “One Country, Two Systems”;
- advise bureaux and departments on matters relating to the working relationship between the Government of the HKSAR and the CPG, other Mainland authorities and the Government of the MSAR;
- act as a focal point of contact between the Government of the HKSAR and the Mainland authorities as well as the Office of the Commissioner of the Ministry of Foreign Affairs in the HKSAR (MFA Office);
- facilitate the conduct of the HKSAR’s external affairs and ensure consistency with the relevant provisions of the Basic Law and the “One Country, Two Systems” principle;
- co-ordinate and enhance exchanges and co-operation with Taiwan, including liaison with Taiwan organisations in the HKSAR and act as the secretariat to the Hong Kong-Taiwan Economic and Cultural Co-operation and Promotion Council (ECCPC); and
- ensure the development of the electoral systems in accordance with the relevant provisions of the Basic Law.

6 Since the establishment of the HKSAR, the Bureau has played a co-ordinating and advisory role in matters relating to the implementation of the Basic Law and the principle of “One Country, Two Systems”.

7 The Basic Law Promotion Steering Committee under the chairmanship of the Chief Secretary for Administration provides guidance in formulating policy and strategy for promoting public awareness and understanding of the Basic Law. The Bureau acts as the secretariat to the Steering Committee and co-ordinates the implementation of the action plans endorsed by the Steering Committee.

8 The Bureau has developed a good working relationship with the Hong Kong and Macao Affairs Office of the State Council (HKMAO). This has facilitated official exchanges between the bureaux and departments of the Government of the HKSAR and the CPG and other Mainland authorities.

9 The Bureau has developed a good working relationship with the MFA Office on matters relating to the HKSAR’s external affairs. This has facilitated the HKSAR to continue to participate actively in the international arena and to maintain close contacts with overseas partners in a manner which reflects the HKSAR’s high degree of autonomy.

10 The Bureau has developed a good working relationship with the Government of the MSAR.

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11 To enhance regional co-operation, the Bureau has provided support for the Hong Kong/Guangdong Co-operation Joint Conference (Joint Conference) which facilitates co-operation at a high level on issues of common interest in such areas as trade and investment, industries, financial services, education, medical services, technology, food safety, environmental protection, cross-boundary arrangements and infrastructure, and the economic development of the Pearl River Delta (PRD). The Bureau has provided secretariat support for the Hong Kong/Shanghai Economic and Trade Co-operation Conference established in October 2003, the Hong Kong/Shenzhen Co-operation Meeting established in June 2004, as well as the Hong Kong/Beijing Economic and Trade Co-operation Conference established in September 2004.

12 To take forward the implementation of “The Outline of the Plan for the Reform and Development of the Pearl River Delta”, the Bureau has strengthened co-operation with Guangdong Province including the drawing up and implementation of a Framework Agreement on Hong Kong/Guangdong Co-operation (Framework Agreement). A Shenzhen Liaison Unit was established under the Hong Kong Economic and Trade Office (ETO) in Guangdong in August 2010 to enhance liaison with the Shenzhen authorities and to serve Hong Kong residents there.

13 Since the commencement of the PPRD regional co-operation in 2004, the Bureau has taken forward co-operation initiatives with PPRD provinces on various fronts, such as cross-boundary infrastructure projects, trade promotion, environmental protection, tourism, etc. The Bureau is also encouraging Hong Kong invested factories to restructure, upgrade and relocate to PPRD provinces. In the coming year, the Bureau will continue to co-ordinate the HKSAR’s participation in PPRD co-operation.

14 In April 2006, the Mainland Affairs Liaison Office was set up to enhance the communication and exchanges between the Government of the HKSAR and the Central Authorities, and to oversee the operation of the HKSAR offices in the Mainland.

15 Since 1 July 2002, the Bureau has taken on the responsibility of co-ordinating exchanges and co-operation with Taiwan, including the Government’s liaison with Taiwan organisations in the HKSAR. The Steering Committee on Enhancing Hong Kong-Taiwan Economic Relations under the chairmanship of the Financial Secretary examines and co-ordinates the overall strategy and action plan on promoting closer economic and trade ties with Taiwan. The Bureau acts as the secretariat to the Steering Committee. To further enhance co-operation and exchanges with Taiwan, the ECCPC has been established in April 2010 and the Bureau has provided secretariat support to the Council.

16 Since the Sichuan Wenchuan earthquake in May 2008, the Bureau has assisted in co-ordinating cross-bureau efforts and liaison with the relevant Sichuan authorities in support of the reconstruction of the earthquake stricken areas. The Bureau acts as the secretariat for the Steering Committee on the HKSAR Support for Reconstruction in the Sichuan Earthquake Stricken Areas, chaired by the Chief Secretary for Administration, to oversee and co-ordinate the HKSAR’s efforts in support of the reconstruction works.

17 Pursuant to the Report on Further Development of the Political Appointment System issued in October 2007 and the approval of the Finance Committee of the Legislative Council (LegCo) in December 2007, 24 new political appointment positions (comprising 11 Under Secretary positions and 13 Political Assistant positions) have been created with effect from 1 April 2008. Further to the first batch appointments in May 2008, the Government announced the new appointment of two Under Secretaries in October 2009. The appointees reported for duty in November 2009.

18 Within the framework of the decision of the Standing Committee of the National People’s Congress (NPCSC) promulgated in December 2007 on issues relating to the methods for selecting the Chief Executive (CE) and for forming the LegCo in the year 2012 and on issues relating to universal suffrage, the Government launched a three-month public consultation between November 2009 and February 2010 to collect views from the public, different sectors of the community, the LegCo and the District Councils (DCs). Having considered extensively these views, the Government put forth a package of proposals concerning the methods for selecting the CE and for forming the LegCo in 2012. On 24 and 25 June 2010, the LegCo passed by a two-thirds majority the motions put forth by the Government concerning the draft amendments to the method for selecting the CE and the method for forming the LegCo in 2012. On 29 June 2010, the CE gave consent to the draft amendments. On 28 August 2010, the NPCSC approved or recorded respectively the amendments to Annexes I and II to the Basic Law concerning the two electoral methods. The Government will implement the two electoral methods for 2012 by way of local legislation.

19 Regarding the 15 ordinances which expressly bind the Government but are silent on their applicability to the three offices set up by the CPG in the HKSAR, legislative amendments were enacted in May 2009 to four ordinances to make them applicable to the offices set up by the CPG in the HKSAR. The Administration will continue to examine the extension of the applicability of the other ordinances in phases to the offices set up by the CPG in the HKSAR.

Matters Requiring Special Attention in 2011–12

20 During 2011–12, the Bureau will:

- continue to advise bureaux and departments on matters relating to the implementation of the Basic Law;
- continue efforts in the promotion of the Basic Law and conduct publicity to enhance public awareness and understanding of the Basic Law;
- continue to facilitate the implementation of the “One Country, Two Systems” principle and demonstrate its success;

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- continue to advise bureaux and departments on developing and maintaining a good working relationship with their Mainland counterparts and the Government of the MSAR in line with the relevant provisions of the Basic Law and the “One Country, Two Systems” principle;
- continue to co-ordinate the HKSAR’s inputs to complement the implementation of the National 12th Five-Year Plan;
- continue to enhance working relationships with the HKMAO and the MFA Office;
- continue to advise bureaux and departments on the conduct of the HKSAR’s external affairs in accordance with the relevant provisions of the Basic Law and the “One Country, Two Systems” principle;
- continue to strengthen co-operation with Guangdong Province and co-ordinate efforts in taking forward co-operation initiatives agreed at the Joint Conference, including the implementation of the Framework Agreement and the drawing up of annual work plan, overseeing the work of the relevant Expert Groups, and providing secretariat support to the Greater PRD Business Council set up under the Joint Conference;
- continue to offer advice to the Shenzhen Municipal Government in promoting the development of modern service industries in Qianhai;
- continue to facilitate liaison and co-operation with the Beijing, Shanghai and Shenzhen Municipalities, other provinces and regions in the PPRD region, as well as the MSAR, on matters of common interest;
- co-ordinate and enhance exchanges and co-operation with Taiwan, including the Government’s liaison with Taiwan organisations in the HKSAR;
- continue to work closely with the relevant stakeholders and Sichuan authorities in taking forward the reconstruction work in the earthquake stricken areas of Sichuan;
- assist the LegCo in scrutinising legislative amendments to the CE Election Ordinance (Cap. 569) and the LegCo Ordinance (Cap. 542) introduced by the Administration to implement the amendments to the two electoral methods in 2012;
- assist the LegCo in scrutinising the subsidiary legislation on the delineation of DC constituency and the names of constituencies and take forward amendment to the relevant legislation for the abolition of the DC appointed seats, taking into account views from the LegCo and the public; and
- work closely with the Electoral Affairs Commission to conduct by-elections to the LegCo and DCs, if any, to prepare for the DC election and Election Committee subsector elections to be held in 2011 and commence preparatory work for the CE election and LegCo election to be held in 2012.

Programme (3): Mainland Offices

	2009–10 (Actual)	2010–11 (Original)	2010–11 (Revised)	2011–12 (Estimate)
Financial provision (\$m)	113.3	122.0	117.4 (–3.8%)	124.2 (+5.8%)
				(or +1.8% on 2010–11 Original)

(i) Liaison, Economic and Trade, and Investment Promotion Affairs

Aim

21 The aims are to:

- enhance liaison and communication with the CPG, the provincial and municipal governments and other local authorities in the Mainland;
- represent and promote Hong Kong’s trade and commercial interests in the Mainland;
- promote Hong Kong as a reliable trading partner and a premier location for doing business; and
- encourage and attract investments to Hong Kong, and to promote Hong Kong’s many advantages as an investment and business hub in Asia. The objective is to ensure that companies have all the support they need to establish operations in Hong Kong.

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Brief Description

22 The Government of the HKSAR has set up four offices in the Mainland, namely the Beijing Office (BJO) and the three ETOs in Guangdong, Shanghai and Chengdu. Under the present arrangement, the BJO is responsible for maintaining close contacts with the CPG ministries, and promoting commercial relations and investment promotion in the 15 provinces/regions/municipalities in the Circum-Bohai Sea, northern and northwestern regions (i.e. Beijing, Tianjin, Hebei, Henan, Shandong, Shanxi, Liaoning, Jilin, Heilongjiang, Inner Mongolia, Xinjiang, Gansu, Ningxia, Qinghai and Tibet). The Guangdong ETO covers Fujian, Jiangxi, Guangdong, Guangxi and Hainan. The Chengdu ETO covers Sichuan, Yunnan, Guizhou, Shaanxi, Hunan and Chongqing; whilst the Shanghai ETO covers Zhejiang, Jiangsu, Anhui, Hubei and Shanghai. The Bureau co-ordinates the work of these Mainland Offices. The main responsibilities of these offices under Part (i) of this programme are:

- to enhance liaison and communication with the CPG, provincial and municipal governments and other local authorities in the Mainland;
- to enhance economic and trade relations between Hong Kong and the places concerned by co-operating closely with the CPG ministries, local governments and relevant organisations;
- to report to the Government of the HKSAR the development of the Mainland and to provide information on the HKSAR to the CPG, local governments and relevant organisations;
- to enhance co-operation with the places concerned and to take part in relevant activities, which include exploring co-operation opportunities and the implementation of co-operation initiatives;
- to advise the Government of the HKSAR on policies and initiatives on fostering relations between Hong Kong and the provinces/municipalities concerned. Relevant tasks may include data collection, research, formulation of strategies, assessment of proposed initiatives, monitoring progress, etc.;
- to take necessary actions with the CPG ministries and governments of the provinces/regions/municipalities on specific issues on the basis of the instructions of the relevant bureaux and departments of the Government of the HKSAR;
- to approach Hong Kong investors in the places concerned so as to enhance communication; to reflect and follow up issues of common concern among the Hong Kong investors through appropriate channels; and to assist Hong Kong investors in obtaining information on business operation in the Mainland, particularly those relating to new laws and policies;
- to provide proactively information and assistance to local enterprises in the Mainland, and to attract them to invest in Hong Kong;
- to boost Hong Kong's positive image as a supportive neighbour and an outstanding trading partner through local publicity; and to promote Hong Kong's professional services, so as to enhance trade relations between Hong Kong and the places concerned;
- to handle general enquiries and requests for assistance (other than those relating to immigration and personal safety matters covered under Part (ii) of this programme); and
- to provide logistical support to the HKSAR Government delegations visiting the Mainland.

23 In 2010, the Mainland Offices continued to maintain close contact with the CPG and other Mainland authorities; and to promote official exchanges between the Government of the HKSAR and the Mainland authorities. They arranged the itinerary for and provided logistical support to the HKSAR Government delegations visiting the Mainland, and arranged visits of the Mainland officials to the HKSAR. Major visits included the CE's visits to Beijing, Shanghai, Jiangsu, Sichuan, as well as attendance at the Boao Forum for Asia in Hainan (April 2010), the Hong Kong/Guangdong Co-operation Joint Conference in Guangdong (September 2010), and the Fifth Expo Central China in Jiangxi (September 2010). They also arranged the Chief Secretary for Administration's visits to Beijing, Shanghai and Sichuan, and his attendance at the opening ceremony of the "Mainland-Hong Kong Services Industry Symposium - 2010 Fuzhou Session" and the "Style Hong Kong Show - Fuzhou Session" in Fujian (April 2010); the Financial Secretary's visit to Shanghai as well as a number of visits to Shanghai by other senior officials and Hong Kong delegations during the Expo 2010 Shanghai China period.

24 The Mainland Offices also monitored closely major developments in the Mainland especially in the areas of economic and trade. To facilitate Hong Kong businessmen in tapping business opportunities in the Mainland, the Mainland Offices organised a number of business delegations to visit various provinces/municipalities/autonomous regions. For example, the BJO co-organised with Hong Kong Trade Development Council two business delegations led by the Financial Secretary, visiting Heilongjiang (May 2010) and Jilin (September 2010). Other activities organised included economic and trade seminars, study missions and researches. On investment promotion, the Investment Promotion Divisions of the Mainland Offices liaised closely with the Mainland enterprises intending to invest in Hong Kong, helping them to go through the necessary procedures, as well as proactively approached the Mainland enterprises that have potentials to invest in Hong Kong to brief them on the business opportunities in Hong Kong.

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25 As an on-going effort to promote Hong Kong, the Mainland Offices had organised various promotional events to publicise Hong Kong in the Mainland. Exhibitions were held in 35 major trade fairs/expos/events in various Mainland cities. As part of their regular promotion efforts, the BJO continued to sponsor the production and broadcasting of three weekly radio programmes to promote Hong Kong and to update Mainland residents on the latest developments in Hong Kong. The BJO also worked jointly with the People's Daily Online to produce a Hong Kong webpage to reach out to Internet users.

26 The HKSAR participated in the Expo 2010 Shanghai China held from 1 May to 31 October 2010. The stand-alone "Hong Kong Pavilion" and the exhibition at the "Urban Best Practices Area" attracted more than 3.3 million visitors. The Shanghai ETO acted as the HKSAR Government's contact point responsible for day-to-day communication with the Expo organisers and relevant parties in Hong Kong regarding the HKSAR's participation. During the year, the Shanghai ETO organised, together with relevant bureaux and departments, the "Expo Forum in Hong Kong", "Opening Ceremony of the Hong Kong Pavilion", the "13th Anniversary of the Establishment of the HKSAR Ceremony", and the "Hong Kong Week" at the Expo 2010 Shanghai China. The Shanghai ETO also arranged senior HKSAR Government officials' attendance at the Opening and the Closing Ceremonies of the Expo 2010 Shanghai China, and assisted in receiving visits to the Hong Kong Pavilion by various VIP groups from Hong Kong, including the 5 200 students from Hong Kong and Macao, and organised the visits to the Expo 2010 Shanghai China for senior HKSAR Government officials.

27 Regarding the HKSAR's support for the post-quake reconstruction works in Sichuan, the Chengdu ETO had assisted in the liaison between the HKSAR and Sichuan authorities at various levels, and handled matters relating to co-ordination and logistical support to the Steering Committee and delegations from the HKSAR, and liaison with the Mainland authorities, Hong Kong professional and non-governmental organisations. It also assisted in the arrangements for work site visits and meetings for the relevant HKSAR Government officials and the independent professional consultants engaged by the Government. In 2010, the Chengdu ETO called on 234 senior Sichuan government officials for liaison on reconstruction-related matters, provided support to 442 (man trips) visitors from Hong Kong, and assisted 67 (man trips) Mainland officials visiting Hong Kong on such matters. Also, Chengdu ETO organised 39 reconstruction-related meetings and functions, participated in 32 such meetings and functions, and handled 235 public enquiries.

28 The Mainland Offices handled a total of 221 requests for assistance from the general public in 2010 (other than those relating to immigration and personal safety matters handled by the Immigration Divisions of the BJO and the Guangdong ETO).

29 The key performance measures are:

Indicators

Commercial relations

	2009 (Actual)	2010 (Actual)	2011 (Estimate)
meetings on trade-related matters attended	393	394	390
visits to host governments and trade organisations	525	475	480
seminars, exhibitions and workshops			
organised	66	61	70
participated	183	181	190
public speeches given	59	40	50
media interviews/briefings given	111	107	110
circulars/newsletters/press releases issued	527	516	520

Liaison and public relations

	2009 (Actual)	2010 (Actual)	2011 (Estimate)
call on senior government officials/organisations	1 149	1 033	1 050
public relations functions/events			
organised	285	254	230
participated	375	412	360
newsletters, pamphlets, press releases issued	214	420	260
no. of visitors assisted	5 156	4 257	4 220
public speeches given	87	95	100
media interviews/briefings given	285	484	350
enquiries handled (excluding those related to immigration matters)	19 339	17 933	17 900

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Investment promotion

	2009 (Actual)	2010 (Actual)	2011 (Estimate)
projects pursued	205	218	238
projects completed§	50	52	57

§ A completed project refers to an investment project resulting in a foreign/Mainland/Taiwan company setting up or expanding its business in Hong Kong.

Matters Requiring Special Attention in 2011–12

30 During 2011–12, the Mainland Offices will:

- continue to assist in the implementation of the HKSAR Government’s plan to foster closer liaison and co-operation between Hong Kong and the Mainland;
- strengthen economic and trade liaison with and enhance the investment promotion function in the Mainland;
- promote Hong Kong in the Mainland, particularly those selected provinces/regions/municipalities for the promotion of the professional services sectors and taking into consideration the potential for developing business opportunities between Hong Kong and the Mainland locations concerned and interests of the various sectors of the HKSAR; and
- continue to support liaison with Sichuan authorities with regard to the HKSAR’s involvement in the reconstruction of the earthquake stricken areas in Sichuan.

(ii) Immigration-related Matters

Aim

31 The Immigration Divisions are established in the BJO and the Guangdong ETO. The aims are to:

- provide practical assistance to Hong Kong residents in distress or seeking assistance in the Mainland; and
- facilitate the application of foreign nationals in the Mainland for entry visas to the HKSAR and to maintain close liaison with relevant CPG departments as well as foreign diplomatic corps in Beijing on immigration matters (BJO only).

Brief Description

32 The Immigration Divisions of the BJO and the Guangdong ETO deal with the following HKSAR immigration-related matters:

- providing practical assistance to Hong Kong residents in distress in the Mainland; and
- providing information to and handling immigration-related enquiries from the general public.

The Immigration Division of the BJO also deals with the following matters:

- processing applications for entry to Hong Kong for visit, employment, investment, training, residence and education in accordance with approved immigration policies and procedures;
- conducting negotiations on visa-free access with foreign diplomatic missions which have embassies only in Beijing but do not have representation in the HKSAR;
- liaising with diplomatic corps in Beijing on HKSAR immigration matters; and
- liaising and maintaining contacts with counterparts in relevant CPG departments on immigration and nationality matters.

33 The Immigration Division of the Guangdong ETO provides practical assistance to Hong Kong residents in distress in Fujian, Jiangxi, Guangdong, Guangxi and Hainan provinces/region, and maintains close liaison with relevant Mainland provincial/municipal departments on related matters. The Immigration Division of the BJO provides practical assistance to Hong Kong residents in distress in areas outside the Guangdong ETO’s coverage in the Mainland. For individual cases that occur in areas covered by the Guangdong ETO but require follow-up actions by the Central Authorities, the BJO will provide facilitation taking account of the circumstances.

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34 In 2010, the Immigration Divisions of the BJO and the Guangdong ETO received a total of 357 requests for assistance from Hong Kong residents in distress in the Mainland. Of these, 62 cases involved the loss of travel documents or monies, and 268 cases were from persons who were in danger, involved in traffic accidents, injured or whose relatives had passed away in the Mainland, etc. The remaining 27 cases involved the detention of Hong Kong residents in the Mainland.

35 For cases involving the loss of travel documents and monies, the BJO or the Guangdong ETO concerned would assist in confirming the identity of the Hong Kong residents in order to facilitate their return to Hong Kong and contact their families in Hong Kong to assist for remittance to meet the needs of the assistance seekers in the Mainland. In the event that assistance could not be sought immediately from their family members, the BJO/Guangdong ETO could advance a reasonable amount of money to the persons in question subject to their undertaking to repay the advanced sum in full and return to Hong Kong immediately.

36 For Hong Kong residents seeking assistance due to traffic accidents, injuries, illness, dangerous situations or fatal cases requiring follow-up actions with their families, etc., the BJO/Guangdong ETO would contact the relevant Mainland authorities to ensure that the following assistance is promptly provided:

- confirming the identity of the Hong Kong residents who have lost their travel documents and assisting them in applying for entry and exit permits;
- contacting family/travel agencies to arrange for the expeditious return of the injured person(s) to Hong Kong for treatment;
- co-ordinating with relevant departments of the Government of the HKSAR regarding the necessary arrangements relating to the reception of the injured person(s) in Hong Kong; and
- assisting the families and/or relatives of the deceased Hong Kong residents in completing the procedures for the transportation of their corpses back to Hong Kong and applying for death notarial certificates, etc.

37 For those Hong Kong residents being detained in the Mainland, the BJO/Guangdong ETO would follow up the cases by conveying and reflecting their requests or their family members' requests to the relevant authorities, including the Public Security Departments, General Administration of Customs, Committee of Political Science and Law under the Communist Party of China Central Committee, People's Procuratorates, People's Courts, Bureau for Letters and Calls, etc. In 2010, the number of detention cases for which assistance was sought from the BJO and the Guangdong ETO were 13 and 14 respectively.

38 The key performance measures in respect of HKSAR immigration-related matters are:

Targets

	Targets	2009 (Actual)	2010 (Actual)	2011 (Plan)
average processing time per case upon receipt of supporting documents (BJO only)				
unreferred visas/entry permits within three working days (% of cases)	95	98	98	98
referred visas/entry permits within six weeks (% of cases)	85	90	90	90
normal response time per case (BJO/Guangdong ETO)				
assistance to Hong Kong residents in distress in the Mainland within the same day upon request (% of cases)	95	96	96	96

Indicators

	2009 (Actual)	2010 (Actual)	2011 (Estimate)
unreferred visas/entry permit cases (BJO only)			
received	4 547	2 974Δ	3 200
processed	4 601	3 011	3 200
referred visas/entry permit cases (BJO only)			
received	2 282	1 694Δ	1 800
processed	2 315	1 678	1 800

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	2009 (Actual)	2010 (Actual)	2011 (Estimate)
provision of practical assistance to Hong Kong residents in distress in the Mainland, including handling of cases involving the detention of Hong Kong residents, by the Immigration Divisions of the BJO/Guangdong ETO (no. of cases).....	601‡	357	360
no. of enquiries handled by the Immigration Divisions of the BJO/Guangdong ETO	22 979	21 083	23 300

Δ The lower number of visas/entry permits applications in 2010 may be due to the granting of visa free access for visiting Hong Kong to the nationals of Russian Federation and Ukraine in 2009 and 2010 respectively, and the surge of applications in 2009 relating to the East Asian Games held in Hong Kong.

‡ The higher number of assistance cases in 2009 was due to a large number of cases received from Hong Kong residents who were quarantined or received medical treatment in the Mainland for being suspected or confirmed to have been infected with human swine influenza.

Matters Requiring Special Attention in 2011–12

39 During 2011–12, the Immigration Divisions of the BJO and the Guangdong ETO will continue to provide practical assistance to Hong Kong residents in distress in the Mainland, including handling of more complicated cases involving detention of Hong Kong residents, and follow up cases which have been referred to the appropriate Mainland authorities.

Programme (4): Rights of the Individual

	2009–10 (Actual)	2010–11 (Original)	2010–11 (Revised)	2011–12 (Estimate)
Financial provision (\$m)	42.0	43.9	45.2 (+3.0%)	15.8 (–65.0%)
				(or –64.0% on 2010–11 Original)

Aim

40 The aim is to co-ordinate and to oversee the implementation of government policies on the rights of the individual.

Brief Description

41 The Bureau focuses attention on the rights of the individual in respect of privacy protection for personal data and human rights; and promotion of equal opportunities on grounds of gender, family status, race and sexual orientation. It also promotes public education and encourages community participation to enhance public awareness and respect for the rights of the individual. The Bureau published the Report on Public Consultation on Review of the Personal Data (Privacy) Ordinance (Cap. 486) (PDPO) in October 2010, setting out the views received during the public consultation conducted in 2009 and the legislative proposals to be taken forward. The Bureau arranged further public discussion on the legislative proposals from October to December 2010. The Bureau issued a set of administrative guidelines to facilitate relevant bureaux and departments to promote racial equality in formulating policies and measures. The relevant bureaux and departments also published action checklists to set out measures to implement the guidelines. In addition, the Bureau sponsors four support service centres for ethnic minorities as well as other support services to facilitate ethnic minorities to integrate into the community. The Bureau oversees compliance with the reporting requirements under five human rights treaties which apply to the HKSAR.

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42 The key performance measures are:

Indicators

	2009 (Actual)	2010 (Actual)	2011 (Estimate)
no. of project grants approved under the Children's Rights Education Funding Scheme	44 ^λ	23	25
no. of enquiries/complaints on race relations handled ^γ	208	N.A.	N.A.

^λ Additional resources were allocated to the Funding Scheme in 2009–10 to commemorate the 20th Anniversary of the Convention on the Rights of the Child in 2009. The number of project grants approved increased accordingly.

^γ Upon full operation of the Race Discrimination Ordinance (Cap. 602) (RDO) in July 2009, the work and items concerned were transferred to the Equal Opportunities Commission (EOC).

Matters Requiring Special Attention in 2011–12

43 During 2011–12, the Bureau will:

- continue to oversee compliance with the reporting requirements under the five human rights treaties which apply to the HKSAR;
- continue to co-ordinate attendance of the HKSAR Government delegations at meetings of the United Nations human rights treaty monitoring bodies as and when required;
- continue to promote racial harmony and equality, including overseeing the implementation of administrative guidelines on promotion of racial equality, whereas the provision of support services to ethnic minorities will be transferred to the Home Affairs Department (HAD);
- continue to promote the rights of children;
- continue to promote equal opportunities for people of different sexual orientations through various publicity and educational measures;
- continue to provide bureaux and departments with advice and guidance on matters related to compliance with the Code on Access to Information;
- continue to provide guidance to bureaux and departments relating to the compliance with the provisions of the PDPO;
- consolidate views received during the further public discussion on the review of the PDPO and introduce an amendment bill to effect the proposals to be taken forward; and
- formulate the way forward on the recommendations of the Law Reform Commission on stalking and make practical preparations for undertaking public consultation on the issue.

Programme (5): Subvention: Equal Opportunities Commission and Office of the Privacy Commissioner for Personal Data

	2009–10 (Actual)	2010–11 (Original)	2010–11 (Revised)	2011–12 (Estimate)
Financial provision (\$m)				
Equal Opportunities Commission	80.2	83.1	83.5 (+0.5%)	84.7 (+1.4%) (or +1.9% on 2010–11 Original)
Office of the Privacy Commissioner for Personal Data	45.1	48.6	49.9 (+2.7%)	52.7 (+5.6%) (or +8.4% on 2010–11 Original)
Total	125.3	131.7	133.4 (+1.3%)	137.4 (+3.0%) (or +4.3% on 2010–11 Original)

Head 144 — GOVERNMENT SECRETARIAT: CONSTITUTIONAL AND MAINLAND AFFAIRS BUREAU

Equal Opportunities Commission

Aim

44 The aim is to oversee the implementation of the Sex Discrimination Ordinance (Cap. 480) (SDO), the Disability Discrimination Ordinance (Cap. 487) (DDO), the Family Status Discrimination Ordinance (Cap. 527) (FSDO) and the RDO which prohibit discrimination on the grounds of sex, marital status, pregnancy, disability, family status and race.

Brief Description

45 The EOC is an independent statutory body established in 1996. The main functions of the EOC are to:

- work towards the elimination of discrimination on the grounds of sex, marital status, pregnancy, disability, family status and race;
- promote equality of opportunities between men and women, between persons with a disability and persons without a disability, among persons of different races and irrespective of family status;
- work towards the elimination of sexual harassment, and harassment and vilification on the grounds of disability and race;
- conduct investigation into complaints lodged under the SDO, the DDO, the FSDO and the RDO and encourage conciliation between the parties in dispute;
- take action on other complaints including discriminatory advertisements and cases outside section 84 of the SDO, section 80 of the DDO, section 62 of the FSDO and section 78 of the RDO;
- develop and issue codes of practice under the SDO, the DDO, the FSDO and the RDO;
- keep under review the workings of the SDO, the DDO, the FSDO and the RDO and when necessary, draw up proposals for amendments; and
- conduct research on issues relevant to discrimination and equal opportunities.

46 The performance targets and indicators of the EOC are as follows:

Targets

	Target	2009 (Actual)	2010 (Actual)	2011 (Plan)
interviewing a walk-in enquirer within 30 minutes (% of cases)	95	100	100	100
replying to written enquiries on simple issues within five working days (% of cases)	95	100	100	100
replying to written enquiries on complex issues within 14 working days (% of cases)	95	100	100	100
concluding a complaint case within six months (% of cases)	75	80	78	80
responding to requests for guided group visits within five working days (% of cases)Ω	95	100	100	100
major promotional events convened (number of events)Ω@	60	76	70	70
participants satisfied with the training services provided by the EOC (% of participants)Ω	70	—Ψ	100	90

Ω New targets as from 2010.

@ Originally an indicator in 2009.

Indicators

	2009 (Actual)	2010 (Actual)	2011 (Estimate)
enquiries			
general enquiries from hotline	8 140	7 328	8 100
Interactive Voice Response System	5 224	4 831	5 300
specific enquiries	7 488	6 487	7 150
visits to website	837 127	972 443	1 069 700

**Head 144 — GOVERNMENT SECRETARIAT: CONSTITUTIONAL AND
MAINLAND AFFAIRS BUREAU**

	2009 (Actual)	2010 (Actual)	2011 (Estimate)
complaint investigation ^β			
complaints received			
under the SDO	334	284	310
DDO.....	484	447	490
FSDO.....	22	34	40
RDO.....	20	64	80
complaints handled			
under the SDO	452	402	423
DDO.....	660	609	655
FSDO.....	29	41	50
RDO.....	20	74	92
active cases at year end			
under the SDO	118	113	80
DDO.....	162	165	125
FSDO.....	7	10	10
RDO.....	10	12	20
complaints where legal assistance was granted			
under the SDO	10	6	—¶
DDO.....	20	5	—¶
FSDO.....	1	0	—¶
RDO.....	0	2	—¶
complaints taken to court			
under the SDO	4	3	—¶
DDO.....	6	3	—¶
FSDO.....	0	0	—¶
RDO.....	0	0	—¶
self-initiated investigation [^]			
cases processed	69	107	125
cases resolved	64	92	100
cases taken to court.....	0	0	—¶
conciliation and settlement			
complaints conciliated ^φ	290	280	320
complaints successfully conciliated after proceeding to conciliation stage (%) ^φ	60	69	70
average time taken to reach a successful conciliation (days) ^φ	46	54	50
favourable court ruling/settlement for cases with legal assistance granted from the EOC (%) ^φ	100	100	80
promotional/training activities			
visits/seminars/drama performances/ training activities (audience).....	843 (85 356)	894 (115 414)	895(115 500)
average cost of conducting training activities (HK\$ per session) ^φ	3,251	3,735	4,000
participants in EOC's training activities accepting equal opportunities issues in workplace (%) ^φ	—Ψ	97	90
funding programme (no. of applications approved).....	63	51	55
copies of codes of practice issued	58 000Δ	20 000	20 000
on-line resource centre hit rates	28 609 668	50 695 739	55 765 000
customer satisfaction			
parties involved in the complaints satisfied with the service provided to them by the EOC (%) ^φ	—Ψ	51	51
participants satisfied with activities held under the funding programme (%) ^φ	—Ψ	90	90

Ψ Information not available.

β Including complaints lodged under section 84, section 80, section 62 and section 78 of the SDO, the DDO, the FSDO and the RDO respectively.

¶ Difficult to estimate.

^ Investigation on complaints other than those under the indicator “complaint investigation”.

φ New indicator as from 2010.

Δ Increase in circulation due to the issue of new Code of Practice on Employment under the RDO.

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Matters Requiring Special Attention in 2011–12

47 During 2011–12, the EOC will pay special attention to:

- working with the Government to anchor equal opportunities in the policy-making process;
- promoting equal opportunities principles as a key component of sustainable development for a community;
- assisting the public and private sectors in acquiring in-depth understanding of equal opportunities legislation through training programmes and public education;
- enforcement and promoting public understanding and compliance of the RDO;
- issuing the revised Code of Practice on Employment under the DDO;
- building relationships with equivalent bodies in the Mainland and overseas through proactive networking and co-operation;
- advocating accessibility for all and following up on the recommendations of the formal investigation report released in 2010;
- studying the education needs of ethnic minorities in Hong Kong; and
- making continuous improvements by implementing the recommendations of compliance and management reviews conducted from time to time.

Office of the Privacy Commissioner for Personal Data

Aim

48 The aim is to oversee the implementation of the PDPO which protects the privacy of individuals in relation to personal data.

Brief Description

49 The Privacy Commissioner for Personal Data (Privacy Commissioner) is an independent statutory authority established in 1996 and has the following key functions and powers:

- monitoring and supervising compliance with the provisions of the PDPO;
- approving and issuing codes of practice to give practical guidance for compliance with the provisions of the PDPO;
- promoting awareness and understanding of the provisions of the PDPO;
- carrying out inspections of personal data systems, including those of government departments and statutory bodies; and
- investigating, upon receipt of complaints from data subjects or on his own initiative, suspected breaches of requirements of the PDPO.

50 The performance targets and indicators of the Office of the Privacy Commissioner for Personal Data (Privacy Commissioner's Office) are as follows:

Targets

	Target	2009 (Actual)	2010 (Actual)	2011 (Plan)
handling public complaints				
acknowledgement of a complaint within two working days of receipt (% of cases).....	97§	99	99	97
closing a complaint case within 180 days of receipt (% of cases)	92	93	94	92
handling public enquiries				
call back to a telephone enquiry within two working days of receipt (% of cases).....	99Λ	99	100	99

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	Target	2009 (Actual)	2010 (Actual)	2011 (Plan)
acknowledgement of a written enquiry within two working days of receipt (% of cases)	99 μ	99	99	99
substantive reply to a written enquiry within 28 working days of receipt (% of cases)	95	92	99	95

§ The target is revised from 95 per cent to 97 per cent with effect from 2011 to reflect the improvement in the rate of acknowledging a complaint within two working days of receipt.

Λ The target is revised from 95 per cent to 99 per cent with effect from 2011 to reflect the improvement in the rate of calling back to a telephone enquiry within two working days of receipt.

μ The target is revised from 95 per cent to 99 per cent with effect from 2011 to reflect the improvement in the rate of acknowledging a written enquiry within two working days of receipt.

Indicators

	2009 (Actual)	2010 (Actual)	2011 (Estimate)
Public enquiries			
public enquiries received	18 760	18 000	17 000
Complaints			
complaints received	1 001	1 179	1 200
complaints brought forward	150	259	362
cases of complaints for disposal.....	1 151	1 438	1 562
investigations completed.....	892	1 076	1 250
investigations in progress α	259	362	312
cases of complaints resolved through mediation.....	124	150	150
Average time taken for handling cases			
average time taken to settle a simple complaint			
case (days).....	47	44	44
average time taken to settle a complicated complaint			
case (days).....	201	148	145
Enforcement actions			
warning notices issued	12	18	18
enforcement notices issued	25	10	10
undertakings received after investigation#.....	3	2	15
referral to prosecution.....	8	12	12
Compliance			
matching procedure consent applications	10	23	16
inspections of personal data systems.....	0	1	1
compliance checks	107	127	150
self-initiated investigations	11	8	11
Recommendations given			
cases with recommendations given on the implementation of the Ordinance	123	192	192
Codes of practice/guidance notes			
codes of practice/guidance notes issued.....	1	3	3
Promotional and educational activities			
major promotional activities (participants)	16 (6 677)	26 ϕ (2 449)	22 (15 870)
industry specific privacy campaigns (participants)	1 (4 662)	1 (2 182)	1 (1 800)
talks and seminars (participants).....	85 (6 699)	124 (7 779)	120 (9 000)

α Where investigation of “cases of complaints for disposal” in a year has not been completed, the outstanding cases will be reflected as “investigations in progress”.

This new indicator as from 2011 records cases of contravention of the requirements under the PDPO which have been remedied by undertakings given by parties under investigation, in lieu of the need for the Privacy Commissioner to issue enforcement notices.

ϕ One of the major promotional activities was a series of television episodes of Infomercial on protection of personal data, with an estimate of 1 720 980 television viewers, which has not been included in the figure of 2 449 above.

**Head 144 — GOVERNMENT SECRETARIAT: CONSTITUTIONAL AND
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Matters Requiring Special Attention in 2011–12

51 During 2011–12, the Privacy Commissioner will:

- assist the Administration in the legislative process of amendment to the PDPO;
- step up proactive enforcement of the PDPO for better protection of the individual's personal data privacy;
- continue to promote public awareness and understanding of the PDPO and the functions of the Privacy Commissioner's Office;
- undertake research into, and monitor developments in, the processing of data and computer technology;
- continue to participate in regional privacy developments having impact on cross-border data protection, such as the Asia-Pacific Economic Co-operation Privacy Framework; and
- study the implementation arrangements of the Data User Returns Scheme.

**Head 144 — GOVERNMENT SECRETARIAT: CONSTITUTIONAL AND
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ANALYSIS OF FINANCIAL PROVISION

Programme	2009–10 (Actual) (\$m)	2010–11 (Original) (\$m)	2010–11 (Revised) (\$m)	2011–12 (Estimate) (\$m)
(1) Director of Bureau's Office.....	7.6	10.1	8.3	10.2
(2) Constitutional and Mainland Affairs	119.1	262.0	251.2	100.5
(3) Mainland Offices.....	113.3	122.0	117.4	124.2
(4) Rights of the Individual.....	42.0	43.9	45.2	15.8
(5) Subvention: Equal Opportunities Commission and Office of the Privacy Commissioner for Personal Data	125.3	131.7	133.4	137.4
	<hr/> 407.3	<hr/> 569.7	<hr/> 555.5 (-2.5%)	<hr/> 388.1 (-30.1%)
				(or -31.9% on 2010–11 Original)

Analysis of Financial and Staffing Provision

Programme (1)

Provision for 2011–12 is \$1.9 million (22.9%) higher than the revised estimate for 2010–11. This is mainly due to the provision required for filling the position of Political Assistant.

Programme (2)

Provision for 2011–12 is \$150.7 million (60.0%) lower than the revised estimate for 2010–11. This is mainly due to the decreased cash flow requirements for non-recurrent expenditure of the Expo 2010 Shanghai China after its completion, offset by the increased provision for enhancing further co-operation and exchanges with Taiwan. In addition, there will be a net increase of ten posts in 2011–12.

Programme (3)

Provision for 2011–12 is \$6.8 million (5.8%) higher than the revised estimate for 2010–11. This is mainly due to the increased provisions for personal emoluments and for strengthening promotion and publicity activities.

Programme (4)

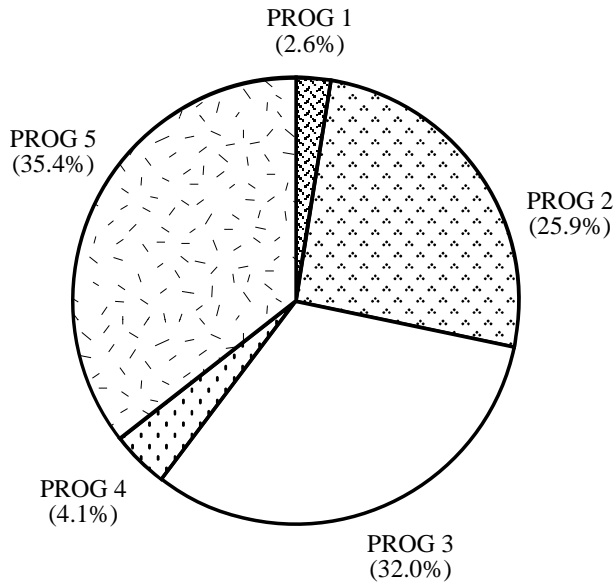
Provision for 2011–12 is \$29.4 million (65.0%) lower than the revised estimate for 2010–11. This is mainly due to the one-off payment for sponsoring the relocation and refurbishment of a support service centre upon the expiry of its present lease and the printing of a Cantonese speaking book for ethnic minority children in 2010–11, and the transfer of support services for ethnic minorities and relevant resources, including one existing post, to the HAD starting from 2011–12.

Programme (5)

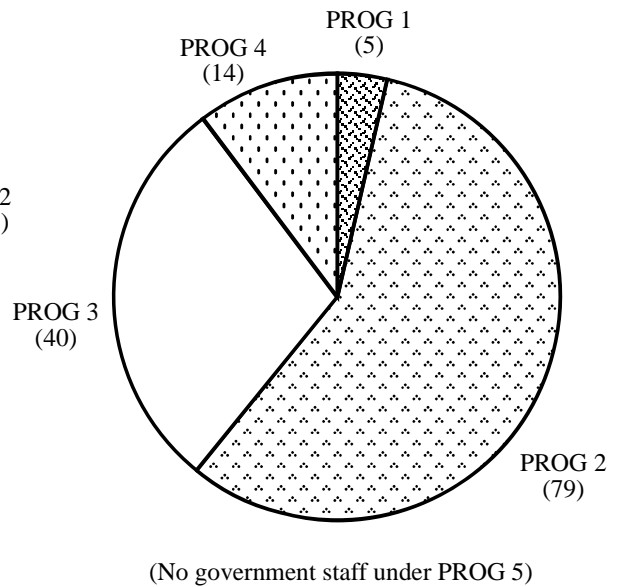
Provision for 2011–12 is \$4.0 million (3.0%) higher than the revised estimate for 2010–11. This is mainly due to the additional subvention for further strengthening the manpower of the Privacy Commissioner's Office to step up enforcement and compliance checking work and the manpower of the EOC to enhance its policy research work.

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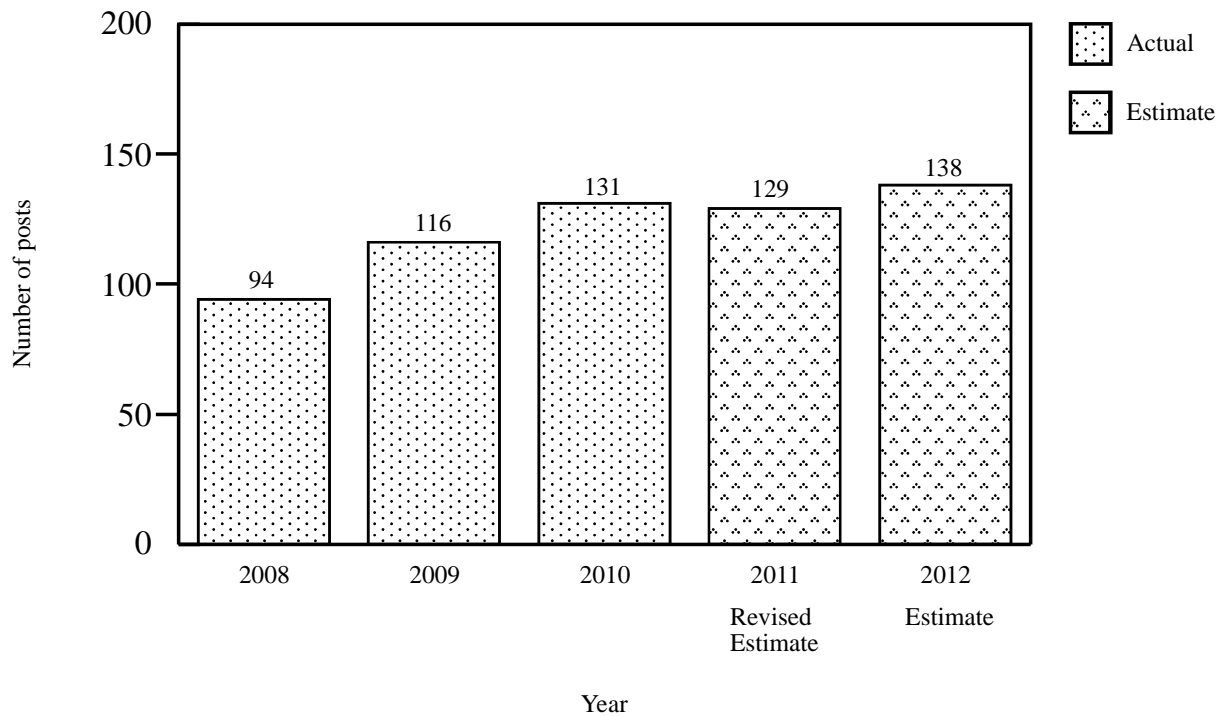
Allocation of provision to programmes (2011-12)



Staff by programme (as at 31 March 2012)



Changes in the size of the establishment (as at 31 March)



**Head 144 — GOVERNMENT SECRETARIAT: CONSTITUTIONAL AND
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Sub-head (Code)		Actual expenditure 2009–10	Approved estimate 2010–11	Revised estimate 2010–11	Estimate 2011–12
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating Account					
Recurrent					
000	Operational expenses.....	376,526	406,896	396,415	388,055
003	Recoverable salaries and allowances (General).....	4,000			
	<i>Deduct reimbursements..... Cr.4,000</i>	—	—	—	—
	Total, Recurrent	<u>376,526</u>	<u>406,896</u>	<u>396,415</u>	<u>388,055</u>
Non-Recurrent					
	General non-recurrent	30,423	162,790	158,060	—
	Total, Non-Recurrent	<u>30,423</u>	<u>162,790</u>	<u>158,060</u>	<u>—</u>
	Total, Operating Account.....	<u>406,949</u>	<u>569,686</u>	<u>554,475</u>	<u>388,055</u>
Capital Account					
Subventions					
	Office of the Privacy Commissioner for Personal Data.....	385	—	1,020	—
	Total, Subventions	<u>385</u>	<u>—</u>	<u>1,020</u>	<u>—</u>
	Total, Capital Account	<u>385</u>	<u>—</u>	<u>1,020</u>	<u>—</u>
	Total Expenditure	<u><u>407,334</u></u>	<u><u>569,686</u></u>	<u><u>555,495</u></u>	<u><u>388,055</u></u>

Head 144 — GOVERNMENT SECRETARIAT: CONSTITUTIONAL AND MAINLAND AFFAIRS BUREAU

Details of Expenditure by Subhead

The estimate of the amount required in 2011–12 for the salaries and expenses of the Constitutional and Mainland Affairs Bureau is \$388,055,000. This represents a decrease of \$167,440,000 against the revised estimate for 2010–11 and of \$19,279,000 against actual expenditure in 2009–10.

Operating Account

Recurrent

2 Provision of \$388,055,000 under *Subhead 000 Operational expenses* is for the salaries, allowances and other operating expenses of the Constitutional and Mainland Affairs Bureau.

3 The establishment as at 31 March 2011 will be 127 permanent posts and two supernumerary posts. It is expected that there will be a net increase of nine posts in 2011–12. Subject to certain conditions, the controlling officer may under delegated power create or delete non-directorate posts during 2011–12, but the notional annual mid-point salary value of all such posts must not exceed \$68,597,000.

4 An analysis of the financial provision under *Subhead 000 Operational expenses* is as follows:

	2009–10 (Actual) (\$'000)	2010–11 (Original) (\$'000)	2010–11 (Revised) (\$'000)	2011–12 (Estimate) (\$'000)
Personal Emoluments				
- Salaries	90,813	98,209	91,053	92,181
- Allowances	11,254	14,739	12,826	15,796
- Job-related allowances.....	—	2	2	2
Personnel Related Expenses				
- Mandatory Provident Fund contribution	181	213	203	93
- Civil Service Provident Fund contribution	1,108	1,039	1,652	2,561
- Disturbance allowance.....	1,209	2,957	1,668	1,730
Departmental Expenses				
- General departmental expenses.....	105,296	112,273	109,872	116,782
Other Charges				
- Publicity.....	15,694	17,196	17,364	19,868
- Activities to promote equal opportunities and human rights	26,098	28,584	29,341	1,687
Subventions				
- Equal Opportunities Commission	80,163	83,107	83,541	84,660
- Office of the Privacy Commissioner for Personal Data.....	44,710	48,577	48,893	52,695
	376,526	406,896	396,415	388,055

5 Gross provision of \$4,000,000 under *Subhead 003 Recoverable salaries and allowances (General)* is for the salaries and allowances of civil servants involved in support of the Sichuan earthquake reconstruction projects funded under the Trust Fund in Support of Reconstruction in the Sichuan Earthquake Stricken Areas. The gross provision must not be exceeded without the prior approval of the Secretary for Financial Services and the Treasury. Expenditure under this subhead is to be reimbursed by the Trust Fund.