

## Head 163 — REGISTRATION AND ELECTORAL OFFICE

**Controlling officer:** the Chief Electoral Officer will account for expenditure under this Head.

**Estimate 2019–20** ..... **\$796.4m**

**Establishment ceiling 2019–20** (notional annual mid-point salary value) representing an estimated 257 non-directorate posts as at 31 March 2019 rising by 30 posts to 287 posts as at 31 March 2020..... **\$150.3m**

In addition, there will be an estimated two directorate posts as at 31 March 2019 and as at 31 March 2020.

### Controlling Officer's Report

#### Programme

##### Electoral Services

This programme contributes to Policy Area 28: Constitutional and Mainland Affairs (Secretary for Constitutional and Mainland Affairs).

#### Detail

	2017–18 (Actual)	2018–19 (Original)	2018–19 (Revised)	<b>2019–20 (Estimate)</b>
Financial provision (\$m)	351.8	711.4	409.3 (–42.5%)	<b>796.4</b> (+94.6%)
				(or +11.9% on 2018–19 Original)

#### Aim

**2** The aim is to provide the Electoral Affairs Commission with administrative support for the effective discharge of its statutory functions under the Electoral Affairs Commission Ordinance (Cap. 541) to ensure that elections are conducted openly, honestly and fairly.

#### Brief Description

**3** The Registration and Electoral Office (REO), under the direction of the Electoral Affairs Commission, implements the decisions of the Commission in relation to:

- the review and delineation of geographical constituencies for the Legislative Council and District Council constituencies;
- the registration of electors; and
- the conduct and supervision of elections.

**4** During 2018–19, the REO provided the Electoral Affairs Commission with administrative support to accomplish a number of major tasks, including:

- the conduct of a voter registration exercise;
- the publication of registers of electors for geographical constituencies, functional constituencies and Election Committee subsectors;
- the conduct of checks on electors in the current register in respect of their registered addresses;
- the conduct of cross-matching exercise with other government departments on electors' registration particulars;
- publicity measures to remind electors to update their addresses with the REO with provision of address proofs as appropriate;
- the review and amendment of subsidiary legislation on voter registration and electoral arrangements;
- the issue of guidelines for the conduct of the 2019 Rural Ordinary Election;
- the conduct and supervision of two District Council by-elections and one Legislative Council by-election;
- the supervision of the conduct of the 2019 Rural Ordinary Election and Rural by-elections;
- the submission of reports to the Chief Executive on one District Council by-election, two Legislative Council by-elections and two Rural by-elections;
- the submission of recommendations to the Chief Executive on the boundaries and names of District Council constituencies for the 2019 District Council Ordinary Election;

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- the reallocation of electors affected by the delineation of constituencies for the 2019 District Council Ordinary Election; and
- the registration of specified particulars relating to candidates on ballot papers for use in the Legislative Council and District Council elections.

5 The key performance measures are:

### *Targets*

	2017 (Actual)	2018 (Actual)	2019 (Plan)
to conduct annual exercise for			
voter registration .....	1	1	1
updating records of the registered electors .....	1	1	1
to organise			
District Council ordinary election .....	—	—	1
District Council by-election .....	1	1	1‡
Legislative Council by-election .....	—	2	—‡
Chief Executive election .....	1	—	—
to issue notification of election arrangements to electors			
ten days before the poll (%).....	100	100	100
to respond to telephone enquiries on election arrangements			
on polling days within two minutes (%).....	100	100	100
to complete processing of an elector registration or updating			
of an elector record within 14 days (%) .....	100	100	100
to complete initial processing actions on election-related			
complaints within five working days (%).....	100	100	100
to submit recommendations to the Chief Executive on			
the delineation of			
District Council constituencies for the 2019 District			
Council Ordinary Election .....	—	on 20 Nov	—
geographical constituencies for the 2020 Legislative			
Council General Election .....	—	—	<b>on or before 3 Sep</b>
to submit to the Chief Executive a report on matters			
relating to			
the Rural by-elections .....	on 24 Feb & 23 Jun	on 9 Mar & 17 Aug	<b>on or before 4 Jan &amp; in Sep</b>
by-election of the Central and Western District			
Council Peak Constituency and Tung Wah			
Constituency .....	—	on 23 Feb	—
by-election of the Eastern District Council Kai Hiu			
Constituency .....	—	on 7 Sep	—
by-election of the Yau Tsim Mong District Council			
Tai Nan Constituency .....	—	—	<b>on or before 24 Jun</b>
by-elections of the Legislative Council			
Hong Kong Island, Kowloon West and New			
Territories East Geographical Constituencies			
and Architectural, Surveying, Planning and			
Landscape Functional Constituency .....	—	on 8 Jun	—
Kowloon West Geographical Constituency .....	—	—	<b>on or before 25 Feb</b>
the 2019 Rural Ordinary Election .....	—	—	<b>on or before 18 Apr</b>
the 2016 Election Committee Subsector Ordinary			
Elections and the 2017 Chief Executive Election .....	on 16 Jun	—	—

‡ By-elections will be conducted as and when necessary.

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### *Indicators*

	2017 (Actual)	2018 (Actual)	2019 (Estimate)
no. of new electors registered#.....	89 838	84 672	<b>178 800</b>
no. of elector records updated@.....	166 975	129 403	<b>398 700</b>

# Figure appeared or expected to appear in the Final Registers of the relevant year. It excludes the number of new electors registered for the District Council (second) functional constituency as they are mostly registered in the geographical constituencies at the same time.

@ Figure appeared or expected to appear in the Final Registers of the relevant year.

### *Matters Requiring Special Attention in 2019–20*

6 During 2019–20, the REO will continue to provide the Electoral Affairs Commission with administrative support in connection with its work, which includes:

- the conduct of a voter registration exercise, including updating the registers of electors and the related publicity measures to encourage eligible persons (including young persons) to register as electors and remind electors applying for change of registered addresses about the requirement of submitting address proofs;
- the conduct of checks on electors in the current registers in respect of their registered particulars, including cross-matching exercise with other government departments;
- the review of overall electoral arrangements with a view to providing better services to electors and candidates in future elections;
- the making of subsidiary legislation on voter registration and electoral arrangements as necessary;
- the updating and issue of guidelines for the conduct of the 2019 District Council Ordinary Election;
- the conduct and supervision of the 2019 District Council Ordinary Election;
- the supervision of the conduct of Rural by-elections, if any;
- the conduct and supervision of the Legislative Council and District Council by-elections, if any;
- the submission of reports to the Chief Executive on the 2019 Rural Ordinary Election, the 2019 District Council Ordinary Election and other by-elections, if any;
- the submission of recommendations to the Chief Executive on the boundaries and names of geographical constituencies for the 2020 Legislative Council General Election;
- the preparatory work for the conduct of the 2020 Legislative Council General Election; and
- the registration of specified particulars relating to candidates on ballot papers for use in the Legislative Council and District Council elections.

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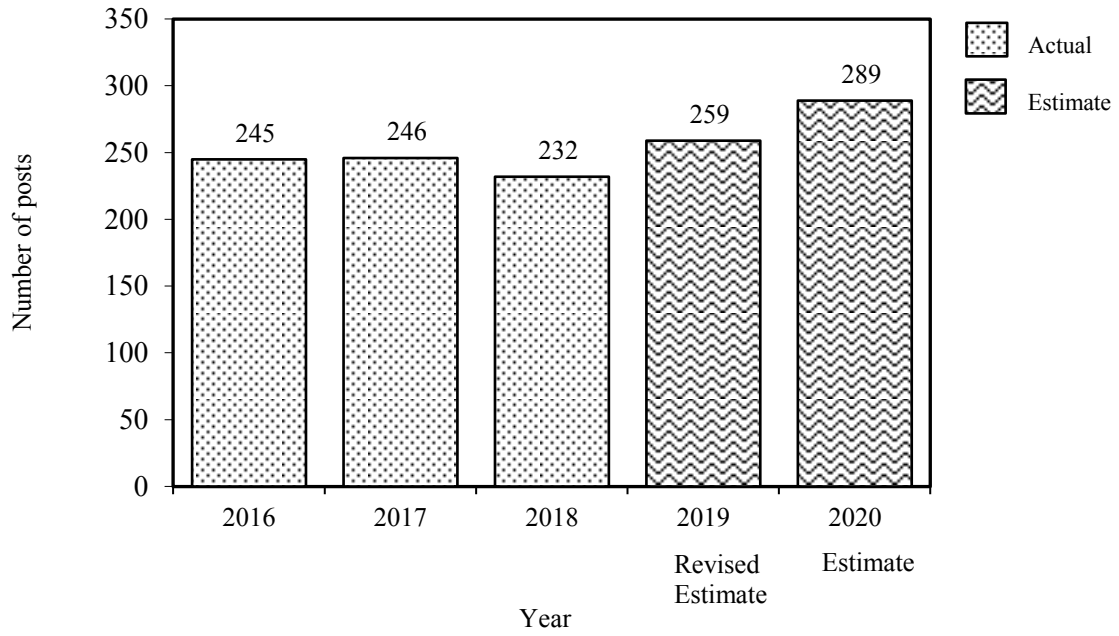
### ANALYSIS OF FINANCIAL PROVISION

<b>Programme</b>	2017–18 (Actual) (\$m)	2018–19 (Original) (\$m)	2018–19 (Revised) (\$m)	2019–20 (Estimate) (\$m)
Electoral Services.....	351.8	711.4	409.3 (-42.5%)	796.4 (+94.6%)
				<b>(or +11.9% on 2018–19 Original)</b>

### Analysis of Financial and Staffing Provision

Provision for 2019–20 is \$387.1 million (94.6%) higher than the revised estimate for 2018–19. This is mainly due to the increased requirements for the conduct of the 2019 District Council Ordinary Election, preparation for the 2020 Legislative Council General Election, as well as the provision reserved for the preparation and conduct of possible by-elections, partly offset by the completion of by-elections. A total of 30 posts will be created in 2019–20 for undertaking election-related duties.

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



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Sub-head (Code)	Actual expenditure 2017-18	Approved estimate 2018-19	Revised estimate 2018-19	<b>Estimate 2019-20</b>	
	\$'000	\$'000	\$'000	<b>\$'000</b>	
<b>Operating Account</b>					
Recurrent					
000	Operational expenses .....	351,820	711,357	409,318	<b>795,830</b>
	Total, Recurrent.....	351,820	711,357	409,318	<b>795,830</b>
	Total, Operating Account .....	351,820	711,357	409,318	<b>795,830</b>
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<b>Capital Account</b>					
Plant, Equipment and Works					
661	Minor plant, vehicles and equipment (block vote).....	—	—	—	<b>600</b>
	Total, Plant, Equipment and Works.....	—	—	—	<b>600</b>
	Total, Capital Account.....	—	—	—	<b>600</b>
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	Total Expenditure .....	351,820	711,357	409,318	<b>796,430</b>
		<u>351,820</u>	<u>711,357</u>	<u>409,318</u>	<u><b>796,430</b></u>

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### Details of Expenditure by Subhead

The estimate of the amount required in 2019–20 for the salaries and expenses of the Registration and Electoral Office (REO) is \$796,430,000. This represents an increase of \$387,112,000 over the revised estimate for 2018–19 and \$444,610,000 over the actual expenditure in 2017–18.

#### *Operating Account*

##### Recurrent

**2** Provision of \$795,830,000 under *Subhead 000 Operational expenses* is for the salaries, allowances and other operating expenses of the REO. The increase of \$386,512,000 (94.4%) over the revised estimate for 2018–19 is mainly due to increased requirements for the conduct of the 2019 District Council Ordinary Election, preparation for the 2020 Legislative Council General Election, as well as the provision reserved for the preparation and conduct of possible by-elections, partly offset by the completion of by-elections.

**3** The establishment as at 31 March 2019 will be 259 posts. It is expected that 30 posts will be created in 2019–20. Subject to certain conditions, the controlling officer may under delegated power create or delete non-directorate posts during 2019–20, but the notional annual mid-point salary value of all such posts must not exceed \$150,314,000.

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

	2017–18 (Actual) (\$'000)	2018–19 (Original) (\$'000)	2018–19 (Revised) (\$'000)	<b>2019–20 (Estimate) (\$'000)</b>
Personal Emoluments				
- Salaries.....	105,364	117,724	112,323	<b>143,163</b>
- Allowances.....	2,511	1,496	1,559	<b>1,659</b>
- Job-related allowances.....	—	148	—	—
Personnel Related Expenses				
- Mandatory Provident Fund contribution.....	392	710	497	<b>781</b>
- Civil Service Provident Fund contribution.....	5,761	6,668	6,419	<b>9,298</b>
Departmental Expenses				
- Honoraria for members of committees .....	480	480	480	<b>480</b>
- General departmental expenses .....	30,623	28,179	28,886	<b>29,994</b>
Other Charges				
- Election expenses.....	206,689	555,952	259,154	<b>610,455</b>
	351,820	711,357	409,318	<b>795,830</b>

#### *Capital Account*

##### Plant, Equipment and Works

**5** Provision of \$600,000 under *Subhead 661 Minor plant, vehicles and equipment (block vote)* is for acquisition of a document folding and insertion system.