

**Replies to supplementary questions raised by Finance Committee Members  
in examining the Draft Estimates of Expenditure 2001-02**

**Bureau Secretary/Controlling Officer : Secretary for Home Affairs  
[Session No. : 7]**

<b>Bureau Serial No.</b>	<b>Question Serial No.</b>	<b>Name of Member</b>	<b>Head</b>	<b>Programme</b>
<a href="#">S-HAB001</a>	S055	HO Sau-lan	53	All
<a href="#">S-HAB002</a>	S071	HO Chun-yan	53	3
<a href="#">S-HAB003</a>	S031	CHENG Kar-foo	95	3
<a href="#">S-HAB004</a>	S032	CHENG Kar-foo	95	3
<a href="#">S-HAB005</a>	S033	CHENG Kar-foo	95	3
<a href="#">S-HAB006</a>	S047	LEE Cheuk-yan	95	All
<a href="#">S-HAB007</a>	S048	LEE Cheuk-yan	95	All
<a href="#">S-HAB008</a>	S049	LEE Cheuk-yan	95	All
<a href="#">S-HAB009</a>	S050	HO Chun-yan	106	5303
<a href="#">S-HAB010</a>	S051	HO Chun-yan	177	PCO
<a href="#">S-HAB011</a>	S052	HO Chun-yan	177	PCO
<a href="#">S-HAB012</a>	S056	HO Sau-lan	177	EOC
<a href="#">S-HAB013</a>	S057	HO Sau-lan	177	PCO

## Appendix 2

Bureau Serial No.

S-HAB001

Question Serial No.

S055

Examination of draft Estimates of Expenditure 2001-02  
**CONTROLLING OFFICER'S REPLY TO  
WRITTEN/SUPPLEMENTARY QUESTION**

Head : 53 GS : Home Affairs Bureau    Subhead :  
(including Heads 63, 74, 95, 170, 176, 177 & 180)

Programme : All

Controlling Officer : Secretary for Home Affairs

Bureau Secretary : Secretary for Home Affairs

Question :

In the reply to question serial no. HAB026-0782, what is the nature of the consultancy studies commissioned under Heads 63, 74, 95, 170, 176, 177 and 180 in 2000-01 and 2001-02 respectively?

Asked by : Hon Cyd HO Sau-lan

Reply :

**Nature of the consultancy studies commissioned in 2000-01 by Head of Expenditure**

	Name of Consultant	Nature of Consultancy Study	Consultancy Fees
<i>Head 53 Government Secretariat : Home Affairs Bureau</i>			
1.	Kitchell & Associates Ltd.	Implementation of Subvention Review for Uniformed Groups' Reports for July 1999	\$192,000
2.	Vigers Hong Kong Ltd.	Financial Viability Study of the Proposed Youth Development Centre at Chai Wan	\$60,000

3.	PolyU Technology & Consultancy Co. Ltd.	Survey on Youth Leadership Training Programmes	\$224,000
4.	The University of Hong Kong	Study on the Influence of Information Technology on Youth	\$142,340
5.	AcNielsen (China) Ltd.	<i>Civic education</i>	\$220,000
6.	The Chinese University of Hong Kong	People's attitude towards the 2000 Policy Address	\$320,000
7.	MDR Technology Ltd.	Voting behaviour in the 2000 Legislative Council Election	\$230,000
8.	PolyU Technology & Consultancy Co. Ltd.	Gambling behaviour in Hong Kong	\$338,000

***Head 74 Information Services Department***

9.	Burson-Marsteller (HK) Ltd.	<p>The Government has decided to undertake a consultancy study to assess how Hong Kong is perceived overseas and to establish a communications strategy for positioning Hong Kong internationally. This consultancy is intended to complement the recommendation in the Report of the Commission on Strategic Development to establish Hong Kong as Asia's World City.</p> <p>Burson-Marsteller, a public relations consultancy firm with extensive international experience, has been appointed to undertake this study. The consultants are required to conduct research on how Hong Kong is perceived overseas as the basis for recommending the communications strategy.</p>	\$5,580,000
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***Head 95 Leisure and Cultural Services Department***

10.	The Royal Society for the Prevention of Accidents	Hazards and risks in the operation of swimming pools and improvement measures	\$86,940
11.	The Hong Kong Life Saving Society	Management and operational practices of public bathing beaches	\$45,000

***Head 177 Subhead 523 Equal Opportunities Commission***

12.	The Centre for English Language Education and Communication Research, City University of Hong Kong	Research on Content Analysis of Textbooks and Teaching Materials in respect of Stereotyping	\$633,762
13.	Aon Consulting (HK) Ltd. and G&A Management Consultants Ltd.	Research on Insurance Issues under the Disability Discrimination Ordinance, Sex Discrimination Ordinance and Family Status Discrimination Ordinance	\$1,575,000
14.	The Department of Social Work and Social Administration, the University of Hong Kong	Baseline Survey on Students' Attitudes towards Persons with a Disability, Gender Stereotypes and Family Roles	\$660,000
15.	Department of Psychiatry, Chinese University of Hong Kong	Research on Mental Health Service Users' Experience of Discrimination	\$250,000
16.	Hong Kong Council of Social Services	Web Accessibility for Persons with Disabilities	\$34,340
17.	Wirthlin Worldwide Asia	Baseline Survey on Equal Opportunities in the Business Sector	\$250,000
18.	Hong Kong Council of Early Childhood Education & Services	Assessment on Effectiveness of Training Module for Children Focusing on Equal Opportunities on Grounds of Gender and Disability	\$109,300
19.	The Hong Kong Institute of Education	Preparation of Code of Practice on Education under the Disability Discrimination Ordinance	\$72,229
20.	GML Consulting Ltd.	Establishment of Mandatory Provident Fund (MPF) Scheme	\$17,500

21.	PA Professional Consultants Ltd.	Publicity and Public Education Strategies Consultancy Services	\$380,000
<b><i>Head 177 Subhead 524 Office of the Privacy Commissioner for Personal Data</i></b>			
22.	Pacific Privacy Pty Ltd.	Code of Practice on Workplace Surveillance (Phase I)	\$445,100
23.	Social Sciences Research Centre, the University of Hong Kong	2001 Opinion Survey	\$300,000
<b><i>Head 177 Subhead 525 Hong Kong Arts Development Council (HKADC)</i></b>			
24.	Asia Marketing Research Directions Ltd.	The Needs of Arts Practitioners	\$300,000
25.	Professor Anthony Everitt	Structural Review of HKADC	\$71,054
26.	Hong Kong Policy Research Institute	Cultural and Arts Development in Tertiary Institutions	\$117,500
27.	Hill & Knowlton Asia Ltd.	Promotion of arts through media	\$204,800
28.	Professor Grace KAO	Feasibility Study of Visual Arts Academy	\$600,000

**Nature of the consultancy studies commissioned in 2001-02 by Head of Expenditure**

	<b>Name of Consultant</b>	<b>Nature of Consultancy Study</b>	<b>Consultancy Fees</b>
<b><i>Head 53 Government Secretariat : Home Affairs Bureau</i></b>			
1.	PolyU Technology & Consultancy Co. Ltd.	Gambling behaviour in Hong Kong	\$338,000
2.	(not yet appointed)	(funding earmarked for consultancy studies yet to be decided)	\$750,000

<b><i>Head 74 Information Service Department</i></b>			
3.	Burson-Marsteller (HK) Ltd.	(Same as item 9 consultancy study commissioned in 2000-01)	\$3,720,000
<b><i>Head 177 Subhead 523 Equal Opportunities Commission</i></b>			
4.	The Department of Social Work and Social Administration, the University of Hong Kong	Baseline Survey on Students' Attitudes towards Persons with a Disability, Gender Stereotypes and Family Roles	\$220,000
5.	Department of Psychiatry, Chinese University of Hong Kong	Research on Mental Health Service Users' Experience of Discrimination	\$250,000
6.	(not yet appointed)	Research and educational projects on equal pay for work of equal value	\$650,000
7.	(not yet appointed)	Baseline Survey on Equal Opportunities in the Business Sector	\$500,000
<b><i>Head 177 Subhead 524 Office of the Privacy Commissioner for Personal Data</i></b>			
8.	(not yet appointed)	2002 Opinion Survey	\$400,000
9.	(not yet appointed)	Code of Practice on Workplace Surveillance (Phase II)	\$466,000

Moreover, HKADC is now considering to include several studies in its new Three-Year Plan which will commence in 2001-02. Both the budgets and titles of studies are still at a very initial stage.

Signature \_\_\_\_\_

Name in block letters W K LAM

Post Title Secretary for Home Affairs

Date 26 March 2001

**Appendix 2**

Bureau Serial No.

S-HAB002

Question Serial No.

S071

Examination of draft Estimates of Expenditure 2001-02

**CONTROLLING OFFICER'S REPLY TO  
WRITTEN/SUPPLEMENTARY QUESTION**

Head : 53 GS : Home Affairs Bureau    Subhead :

Programme : 5303 District and Community Relations

Controlling Officer : Secretary for Home Affairs

Bureau Secretary : Secretary for Home Affairs

Question : With regard to the reply to Question Serial No. 0162, what is the duration of employment of the 27 temporary posts in question? What is the estimated amount of provision involved?

Asked by : The Hon. Albert Ho Chun-yan

Reply :

The 27 temporary posts are created for varying duration from 6 to 8 months, depending on the actual workload of the Celebrations Coordination Office. The estimated amount of provision for the posts is \$5.4M.

Signature \_\_\_\_\_

Name in block letters Lam Woon-kwong

Post Title Secretary for Home Affairs

Date 24 March 2001





## Appendix 2

Bureau Serial No.

S-HAB004

Question Serial No.

S032

### Examination of draft Estimates of Expenditure 2001-02

### **CONTROLLING OFFICER'S REPLY TO WRITTEN/SUPPLEMENTARY QUESTION**

Head : 95 Leisure and Subhead (No. & title) :  
Cultural Services  
Department

Programme : (3) Heritage and Museums

Controlling Officer : Director of Leisure and Cultural Services

Bureau Secretary : Secretary for Home Affairs

Question : Regarding the reply to Question Serial No. 202 (i.e. Bureau Serial No. HAB057), will the Government inform this Committee :

- (a) when were applications formally submitted for the renovation of the Chinese Antiquities Gallery and Special Exhibition Gallery at the Hong Kong Museum of Art? When was the approval given to these applications?
- (b) have the contracts for the renovation projects been awarded? If so, were the contracts awarded by means of tender or negotiation? If they were awarded by tender, please list out the tendering companies and the successful tenderers. If they were contracted out by negotiation, what were the reasons for adopting such approach? Please also list out the expected completion dates of these two projects and the re-opening dates of the galleries.
- (c) as mentioned in the reply, the renovation of exhibition galleries will be carried out in stages, please list out the exhibition galleries to be renovated in stages, the expected commencement dates of the works, the re-opening dates of the galleries as well as the estimated cost of each renovation project.

Asked by : Hon Andrew CHENG Kar-foo

Reply : (a) The Department submitted the formal application for renovation works of the Chinese Antiquities Gallery (3/F) on 30 January 2001 which was approved by the Minor Building Works Committee (MBWC) of the Architectural Services Department on 15 February 2001. The application for renovation works at the Special Exhibition Gallery II (1/F) was formally submitted to the Architectural Services Department on 16 March 2001, and approval from MBWC is pending.

(b) Building works in the Chinese Antiquities Gallery (3/F) are being carried out by the existing maintenance term contractor of the Architectural Services Department which has been appointed through proper tendering procedures. There was no need to arrange a separate tendering exercise for this project. Other specialist supplies and services are being procured through tendering under the Stores and Procurement Regulations. Renovation of the Chinese Antiquities Gallery (3/F) is expected to be completed in June 2001 and the gallery re-opened to the public in July 2001. Renovation of the Special Exhibition Gallery II (1/F), if approved and conducted in time, is expected to be completed and re-opened by the end of 2001.

(c) The building of Museum of Art has opened for ten years and maintenance and enhancement works have to be conducted from time to time to ensure high display quality and safety of museum exhibits. The Museum conducts regular review and condition checks on the galleries for carrying out necessary renovation works. The last major renovation was carried out at the Special Exhibition Gallery I (2/F) in 1999. The next gallery renovation is planned to be carried out in May 2002 at the Hong Kong Art Gallery (2/F) and is expected to be completed by the end of the year. Depending on condition checks of different galleries and the Museum's exhibition needs, the Museum will draw up future plans of renovation for other galleries.

Signature \_\_\_\_\_

Name in block letters Paul S W LEUNG

Post Title Director of Leisure and  
Cultural Services

Date 26 March 2001

**Appendix 2**

Bureau Serial No.

S-HAB005

Question Serial No.

S033

Examination of draft Estimates of Expenditure 2001-02  
**CONTROLLING OFFICER'S REPLY TO  
WRITTEN/SUPPLEMENTARY QUESTION**

Head : 95 Leisure and Cultural Services Department  
Subhead (No. & title) :

Programme : (3) Heritage and Museums

Controlling Officer : Director of Leisure and Cultural Services

Bureau Secretary : Secretary for Home Affairs

Question : In the reply to Question Serial No. 202 (i.e. Bureau Serial No. HAB057), it states that "an expanded ..... display on Chinese antiquities drawn from local collections will be on show in the two galleries". Does it suggest that the two galleries will display Chinese antiquities only, not including the works of contemporary arts?

Asked by : Hon Andrew CHENG Kar-foo

Reply : The Museum of Art has always had one permanent gallery devoted to the display of Chinese antiquities. In recent years, many local collectors have expressed keen interest in loaning gems from their collections to the Museum for display to the public. Therefore it is decided to adapt a second gallery, the Special Exhibition Gallery II (1/F), for this purpose. After completion of the project, the Museum will be able to stage a first class standing exhibition on Chinese antiquities in these two galleries.

There are five other galleries within the Museum of Art, one of which is the permanent Hong Kong Art Gallery (2/F) where contemporary Hong Kong art is on display. The Museum also organizes special exhibitions on Hong Kong Art in the large Special Exhibition Gallery I (2/F) on a regular basis.

Signature \_\_\_\_\_

Name in block letters Paul S W LEUNG

Post Title Director of Leisure and Cultural Services

Date 26 March 2001

**Appendix 2**

Bureau Serial No.

S-HAB006

Question Serial No.

S047

Examination of draft Estimates of Expenditure 2001-02  
**CONTROLLING OFFICER'S REPLY TO  
WRITTEN/SUPPLEMENTARY QUESTION**

Head : 95 Leisure and Cultural      Subhead (No. & title) :  
Services Department

Programme :

Controlling Officer : Director of Leisure and Cultural Services

Bureau Secretary : Secretary for Home Affairs

Question :

Regarding the total amount of services contracted out in 2000-01, what is the number of civil servants of junior, middle and senior levels# required to cope with the equivalent workload? What are the corresponding expenditures on salaries and allowances of the civil servants involved?

#Posts in junior level: equivalent to MPS 9 or below;

Posts in middle level: equivalent to MPS 10 to 33;

Posts in senior level: equivalent to MPS 34 or above.

Asked by : Hon LEE Cheuk-yan

Reply :

The services contracted out fall mainly in the areas of cleansing services, security guard services, horticultural maintenance services and venue management services. These services are mainly undertaken by staff in junior ranks. As these services have been contracted out over a number of years, and there are over 340 service contracts with a total contract value of over \$1,490M, it is very difficult, if not impossible, to work out the corresponding expenditure on salaries and allowances of the civil servants involved.

Signature \_\_\_\_\_

Name in block letters      Paul S W LEUNG  
Director of Leisure and

Post Title      Cultural Services

Date      26 March 2001

**Appendix 2**

Bureau Serial No.

S-HAB007

Question Serial No.

S048

Examination of draft Estimates of Expenditure 2001-02

**CONTROLLING OFFICER'S REPLY TO  
WRITTEN/SUPPLEMENTARY QUESTION**

Head : 95 Leisure and Cultural Services Department  
Subhead (No. & title) :

Programme :

Controlling Officer : Director of Leisure and Cultural Services

Bureau Secretary : Secretary for Home Affairs

Question :

What is the percentage of services contracted out by the Leisure and Cultural Services Department by 2000-01?

Asked by : Hon LEE Cheuk-yan

Reply :

The percentages of some major services contracted out by the Leisure and Cultural Services Department in 2000-01 are as follows :-

Cleansing	80%
Horticultural maintenance	54%
Security	48%
Stage setting	38%

Signature \_\_\_\_\_

Name in block letters Paul S W LEUNG

Post Title Director of Leisure and  
Cultural Services

Date 26 March 2001

**Appendix 2**

Bureau Serial No.

S-HAB008

Question Serial No.

S049

Examination of draft Estimates of Expenditure 2001-02

**CONTROLLING OFFICER'S REPLY TO  
WRITTEN/SUPPLEMENTARY QUESTION**

Head : 95 Leisure and Cultural Services Department  
Subhead (No. & title) :

Programme :

Controlling Officer : Director of Leisure and Cultural Services

Bureau Secretary : Secretary for Home Affairs

Question :

Regarding the monitoring of the performance of the contractors, what is the existing staff establishment for this aspect? What are the expenditures on salaries and allowances involved?

Asked by : Hon LEE Cheuk-yan

Reply :

As the day-to-day monitoring of the performance of the contractors is the responsibility of our front-line staff, there is no staff establishment created for this purpose. However, with over 340 service contracts with a total value of over \$1,490M, it is necessary to have a dedicated unit consisting of 17 staff to focus on the policy and practice of contract management; handle tender and contract matters; align and standardise the terms and conditions of contracts; and devise guidelines and systems for contract management. The total annual expenditure on salary amounts to \$6.1M.

Signature \_\_\_\_\_

Name in block letters Paul S W LEUNG

Post Title Director of Leisure and Cultural Services

Date 26 March 2001

Bureau Serial No.

S-HAB009

Question Serial No.

S050

Examination of draft Estimates of Expenditure 2001-02

**CONTROLLING OFFICER'S REPLY TO  
WRITTEN/SUPPLEMENTARY QUESTION**

Head : 106 Miscellaneous Services

Subhead (No. & title) :

Programme : 5303 District and Community Relations

Controlling Officer : Secretary for Home Affairs

Bureau Secretary : Secretary for Home Affairs

Question :

Who are the trustees of the Dragon Foundation? What is the composition of its Executive Committee? Of the \$10 million set aside by the Government for the Dragon Foundation in 1999-2000, what is the amount unspent till now? What is the amount proposed to be used in 2001-02? What are the proposed programmes, if any?

Asked by : Albert HO Chun-yan

Reply : The Dragon Foundation is a private charitable organization. It does not have trustees but has a Board of Directors responsible for overseeing and managing its work. It comprises the following persons :

Professor Sir FANG Sin-yang, Harry  
Dr. the Hon. WONG Yick-ming, Rosanna  
Dr. LEE Tung-hai, Leo  
Mr. Li Tzar-kai, Richard  
Professor CHANG Hsin-kang  
The Hon. LEUNG Chun-ying  
The Hon. LEUNG Kam-chung, Antony  
Professor CHEN Kwan-yiu, Edward  
Dr. Fung Kwok-king, Victor  
Dr. Wong T., Lawrence  
The Hon. YANG Ti-liang  
Ms LEE Lai-kuen, Shelley  
Dr. LO Hong-sui, Vincent

Below is the composition of the Executive Committee of the Dragon Foundation:-

Chairman:

Professor Sir FANG Sin-yang, Harry

Members:

Professor CHEN Kwan-yiu, Edward

The Hon. LEUNG Kam-chung, Antony

Dr. Wong T., Lawrence

Ms LEE Lai-kuen, Shelley

Dr. the Hon. WONG Yick-ming, Rosanna

Since its inauguration in February 2000, the Dragon Foundation has raised over \$30 million, \$10 million of which came from the proceeds of the Millennium Sweepstake through the Government. It has so far applied roughly \$1.9 million to various programmes. Subject to the endorsement of the Executive Committee at its meeting to be held in April, the proposed programmes and activities of the Dragon Foundation for the year 2001-2002 will include lecture series for youth leaders, scholarship scheme for youth exchanges, international networking among young people of Chinese origin, youth exchange programmes and promotion of the Dragon Foundation. The total budget of the above-mentioned programmes is yet to be worked out and will be subject to the approval of the Executive Committee of the Dragon Foundation.

Signature \_\_\_\_\_

Name in block letters W K LAM

Post Title Secretary for Home Affairs

Date 26 March 2001



**Appendix 2**

Bureau Serial No.

S-HAB010

Question Serial No.

S051

Examination of draft Estimates of Expenditure 2001-02**CONTROLLING OFFICER'S REPLY TO  
WRITTEN/SUPPLEMENTARY QUESTION**Head : 177 – Subventions : Non-departmental Public BodiesSubhead : 524 and 918 Office of the Privacy Commissioner for Personal DataProgramme : Subvention: Equal Opportunities Commission, Office of the Privacy Commissioner for Personal DataControlling Officer : Secretary for Home AffairsBureau Secretary : Secretary for Home AffairsQuestion :

In its reply given to Question Serial No. 0698 (Bureau Serial No. HAB097), the Administration states that the Privacy Commissioner's Office has suggested amendments to a total of 28 Bills, including Bills in both draft and gazetted forms. Please list out these 28 Bills or the ordinances involved. Which 13 Bills amendments were accepted by the Government and which were not, and what was the explanation given?

Asked by : Hon Albert Ho Chun-yanReply :

(a) The following are the titles of the 28 Bills to which the Privacy Commissioner ("PC") has suggested amendments:

	<b>Suggestions accepted</b>	<b>Suggestions not accepted</b>	<b>Pending</b>
1996-97	1. Tsing Ma Control Area Bill 2. Coroners Bill 3. Marriage and Children (Miscellaneous) Bill	1. Reproductive Technology Bill 2. Occupational Safety and Health Bill 3. Child Abduction and Custody Bill	Nil
1997-98	4. Landlord and Tenant (Consolidation) Amendment Bill 5. Proposed Mass Transit Railway (Transport Interchange) Bylaw under the Mass Transit Railway Corporation Ordinance 6. Provident Fund Schemes Legislation (Amendment) Bill	4. Proposed Tai Lam Tunnel and Yuen Long Approach Road Regulation under Tai Lam Tunnel and Yuen Long Approach Road Ordinance 5. Amendment to Schedule of the Rehabilitation of Offenders Ordinance 6. Adaptation of Laws (Interpretative Provisions) Bill	Nil

1998-99	7. Draft Bill to Amend the Drug Trafficking (Recovery of Proceeds) Ordinance and Organized and Serious Crimes Ordinance 8. District Councils Bill 9. Draft Securities (Margin Financing) (Amendment) Bill	7. Chinese Medicine Bill	Nil
1999-00	10. Electronic Transactions Bill 11. Dangerous Drugs, Independent, Commission Against Corruption and Police Force (Amendment) Bill 1999 12. Drug Dependent Persons Treatment and Rehabilitation Centres (Licensing) Bill	8. Housing Managers Registration Bill 9. Witness Protection Bill 10. Telecommunication (Amendment) Bill 1999 11. Organised and Serious Crimes (Amendment) Bill 1999	Nil
2000-01	13. Education (Amendment) Bill 2000	12. Broadcasting Bill 13. Land Registration (Amendment) Bill 2000	1. Securities and Futures Bill 2. Fire Safety (Buildings) Bill

- (b) The reasons given by the Administration why the PC's suggestions were not accepted were:  
(i) the concerns raised by the PC would be addressed by administrative measures and (ii) the issues raised by the PC could be more effectively dealt with by an overall review of other existing legislation containing similar provisions. For the two items in the "Pending" columns, the PC has not yet received confirmation from the bureaux concerned on whether or not his suggestions will be accepted.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ **W K LAM**

Post Title \_\_\_\_\_ **Secretary for Home Affairs**

Date \_\_\_\_\_ **24 March 2001**

## Appendix 2

Bureau Serial No.

S-HAB011

Question Serial No.

S052

Examination of draft Estimates of Expenditure 2001-02  
**CONTROLLING OFFICER'S REPLY TO  
WRITTEN/SUPPLEMENTARY QUESTION**

Head : 177 – Subventions : Non-departmental Public Bodies

Subhead : 524 and 918 Office of the Privacy Commissioner for Personal Data

Programme : Subvention: Equal Opportunities Commission, Office of the Privacy Commissioner for Personal Data

Controlling Officer : Secretary for Home Affairs

Bureau Secretary : Secretary for Home Affairs

Question :

In its reply given to Question Serial No. 0607 (Bureau Serial No. HAB093), the Administration states that 17 improvement measures were recommended by the Privacy Commissioner as a result of 21 compliance checks, and 15 of the said recommendations were accepted. Please list out the departments involved in these 21 compliance checks. What were the 17 recommendations? Which 15 recommendations were accepted and which 2 were not? What were the reasons given by the departments concerned for their refusal?

Asked by : Hon Albert Ho Chun-yan

Reply :

(a) Government departments/statutory bodies that were subjects of the 21 compliance checks included:

**Departments** (total 16 cases) - Buildings, Education (2 cases), Health, Health & Welfare Bureau (2 cases), Hong Kong Police (3 cases), Inland Revenue, Land Registry, Regional Services, Social Welfare, Transport, Housing, Immigration.

**Statutory bodies** (total 5 cases) - Estates Agent Authority, Hospital Authority (2 cases), Chinese Medicine Council of Hong Kong, Labour Tribunal.

(b) The Privacy Commissioner recommended 17 improvement measures as a result of the 21 compliance checks. They were:

1. To implement guidelines to remind all staff to avoid using photocopied papers that contain personal data of individuals as re-cycle paper unless appropriate measures are taken to safeguard those data from inadvertent disclosure. (Buildings)
2. To implement procedures to classify student records at least at a "Restricted" level to ensure a "need-to-know" principle is adopted by all staff and to devise supervisory checking procedures to ensure the records are stored in secure locked cabinet. (Education)
3. To revise staff appraisal forms by printing only the month and year of birth of the appraisee instead of printing the full date of birth. (Education)
4. To revise the forms used in a healthcare professional survey to give clear notification on the purposes of collecting personal data from respondents. (Health)
5. To state clearly in the application form for the issue of a "registration card for people with disabilities" the purpose of printing the type(s) of disability on the card. (Health & Welfare Bureau)
6. To deliver a report relating to an incident in which it was reported that Police documents were found unattended and dumped in a refuse collection point and to introduce classification for documents containing personal data as "Restricted - Personal Data". (Hong Kong Police)
7. To review the practice of recording calls made to the Police newsroom and to take appropriate steps to make notification to the caller the purpose of recording or to cease the practice of recording. (Hong Kong Police)
8. To re-design the student pass used by children who need to cross the border to schools in Hong Kong so that the name and identity document number of the child are not printed on the face of the pass. (Hong Kong Police)
9. To improve the random check procedures on staff who perform computer data entry work and to bring the staff's attention, on a regular basis, of the departmental circulars on the matters. (Inland Revenue)
10. To review the practice regarding registration of divorce proceedings instruments affecting land and to consider not showing the personal data including the parties' names and divorce suit number on the land records. (Land Registry)
11. To review the practice requiring readers who request library materials kept in closed stack of the reference library to fill in a call slip with their names, identity document number and telephone number. (Regional Services)
12. To review the practice of disclosing the full name, addresses, and age of persons in public tracing notices involving children who are abandoned or whose parents have gone missing or cannot be found. To consider listing the personal particulars to the minimum such as listing only the name and age of the child if available or listing only the parent's name if the particulars of the child are not available. (Social Welfare)
13. To adopt a single page declaration form asking individual driving test candidate to fill in his/her name and identity card number instead of asking 20 candidates to fill in personal particulars on the same form. (Transport)

14. To review the marriage register regarding possibly excessive disclosure of personal data in the public display notice of parties intending to marry. (Immigration)
  15. To cease the practice of posting up draft duty roster notice that shows the name and identity card number of staff members. (Hospital Authority)
  16. To provide notice to applicants who wish to enlist as Chinese medicine practitioners advising them to delete all identifiable particulars of patients when they submit patients' records in support of their clinical experience. (Chinese Medicine Council)
  17. To implement guidelines to remind all staff to avoid using photocopied papers that contain personal data of individuals as re-cycle paper unless appropriate measures are taken to safeguard those data from inadvertent disclosure. (Labour Tribunal)
- (c) Of the 17 recommendations referred to in (b) above, all were accepted except recommendations (10) and (11). Explanations given by the departments were as follows:

**Recommendation 10** - The Land Registrar explained that its practice regarding the registration of divorce proceedings instrument was that if (a) divorce petitions; or (b) Form 8 (Notice of Application for Ancillary Relief); or (c) Form 9 (Notice of Intention to proceed with Application for Ancillary Relief), referred to an identifiable property, the instrument would be accepted for registration by virtue of section 14 of the Land Registration Ordinance. Regulation 6 of the Land Registration Regulations stipulated the information to be included in the land register. In the case of registration of divorce petitions or Form 8 or Form 9, the personal data including the parties names and divorce suit number were inevitably shown on the land records.

**Recommendation 11** - The Director of Regional Services explained that the Librarian had the duty to classify library materials of the library for use in lending library or reference library pursuant to Bylaw 4(2) of the Library (Regional Council) By-laws (Cap 132). For lending materials, readers were free to browse the materials placed in open stack. However, for the reference materials, they would be placed in either open stack or closed stack depending on whether they were easily replaceable. The procedure for the public to retrieve closed stack reference materials for consultation was laid down in Bylaw 23. As most of the materials in the reference library were either valuable, out-of-print materials or materials in great demand by readers, a "call slip for printed materials" had been adopted so that borrowers could be identified and contacted in case they did not return the borrowed items. For borrowers who had a library card, they were not required to fill in their identity card number, as they would be provided with a borrower's card number instead.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ W K LAM

Post Title \_\_\_\_\_ Secretary for Home Affairs

Date \_\_\_\_\_ 24 March 2001

## Appendix 2

Bureau Serial No.

S-HAB012

Question Serial No.

S056

### Examination of draft Estimates of Expenditure 2001-02

### **CONTROLLING OFFICER'S REPLY TO WRITTEN/SUPPLEMENTARY QUESTION**

Head : 177 – Subventions : Non-departmental Public Bodies

Subhead : 523 Equal Opportunities Commission

Programme: Subvention : Equal Opportunities Commission, Office of the  
Privacy Commissioner for Personal Data

Controlling Officer : Secretary for Home Affairs

Bureau Secretary : Secretary for Home Affairs

Question :

In the reply to question serial no. HAB026-0782, what is the nature of the consultancy studies commissioned by the Equal Opportunities Commission in 2001-02?

Asked by : Hon Cyd HO Sau-lan

Reply :

	<b>Name of consultants</b>	<b>Nature of Consultancy Study</b>	<b>Consultancy fees</b>
1.	The Department of Social Work and Social Administration, the University of Hong Kong	Baseline Survey on Students' Attitudes towards Persons with a Disability, Gender Stereotypes and Family Roles	\$220,000
2.	Department of Psychiatry, Chinese University of Hong Kong	Research on Mental Health Service Users' Experience of Discrimination	\$250,000
3.	(not yet appointed)	Research and educational projects on equal pay for work of equal value	\$650,000

4.	(not yet appointed)	Baseline Survey on Equal Opportunities in the Business Sector	\$500,000
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Signature \_\_\_\_\_

Name in block letters W K LAM

Post Title Secretary for Home Affairs

Date 23 March 2001

## Appendix 2

Bureau Serial No.

S-HAB013

Question Serial No.

S057

### Examination of draft Estimates of Expenditure 2001-02

### **CONTROLLING OFFICER'S REPLY TO WRITTEN/SUPPLEMENTARY QUESTION**

Head : 177 – Subventions : Non-departmental Public Bodies

Subhead : 524 Office of the Privacy Commissioner for Personal Data

Programme: Subvention : Equal Opportunities Commission, Office of the Privacy Commissioner for Personal Data

Controlling Officer : Secretary for Home Affairs

Bureau Secretary : Secretary for Home Affairs

Question :

In the reply to question serial no. HAB026-0782, what is the nature of the consultancy studies commissioned by the Office of the Privacy Commissioner for Personal Data in 2001-02?

Asked by : Hon Cyd HO Sau-lan

Reply :

	<b>Name of consultants</b>	<b>Nature of Consultancy Study</b>	<b>Consultancy fees</b>
1.	(not yet appointed)	2002 Opinion Survey	\$400,000
2.	(not yet appointed)	Code of Practice on Workplace Surveillance (Phase II)	\$466,000

Signature \_\_\_\_\_

Name in block letters W K LAM

Post Title Secretary for Home Affairs

Date 23 March 2001