

**Replies to initial written questions raised by Financial Committee Members**

**In examining the Estimates of Expenditure 2008-09**

**[Controlling Officer: Permanent Secretary, Chief Executive's Office]**

**[Session No.: 7] [File name: CEO-el.doc]**

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**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**CEO001**

Head: 21 Chief Executive's  
Office

Subhead (No. & title): 000 Operational  
expenses

Question Serial No.

1471

Programme:

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Regarding the non-accountable entertainment allowance for the Chief Executive, is there any record of the actual expenses of each engagement? If yes, what are the details of engagement in 2007-08? If no, how to ensure that the allowance given to the Chief Executive is used in public engagements?

Asked by: Hon. YEUNG Sum

Reply:

The non-accountable entertainment allowance is part of the remuneration package of the Chief Executive as approved by the Finance Committee on 18 November 2005. It is for the Chief Executive to meet the expenses for providing official entertainment at his official residence. Since the allowance is non-accountable in nature, no accounts are required on its expenditure.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Miss Elizabeth Tse

Post Title \_\_\_\_\_ Permanent Secretary, Chief Executive's Office

Date \_\_\_\_\_ 26 March 2008

Examination of Estimates of Expenditure 2008-09

Reply Serial No.

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**CEO002**

Head: 21 Chief Executive's  
Office

Subhead (No. & title): 000 Operational  
expenses

Question Serial No.

1472

Programme:

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Regarding the remuneration for special appointments, why is the provision for 2008-09 less than the revised provision for 2007-08?

Asked by: Hon. YEUNG Sum

Reply:

The estimate for "Remuneration for special appointments" for 2008-09 is less than the revised estimate for 2007-08 mainly because the provision in 2007-08 covered gratuities for Director, Chief Executive's Office; Information Coordinator; Senior Special Assistant and Special Assistant while no such gratuities need to be paid in 2008-09.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Miss Elizabeth Tse

Post Title \_\_\_\_\_ Permanent Secretary, Chief Executive's Office

Date \_\_\_\_\_ 26 March 2008

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**CEO003**

Head: 21 Chief Executive's  
Office

Subhead (No. & title): 000 Operational  
expenses

Question Serial No.

2290

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

The revised estimate for 2007-08 is \$2.4 million more than the original. What are the reasons? What are the main uses of the provision?

Asked by: Hon. TONG Ka-wah, Ronny

Reply:

The increase of \$2.4 million in the 2007-08 revised estimate (\$59.9 million) over the original estimate (\$57.5 million) is mainly attributable to the increased provisions in –

- (a) "Salaries and Allowances" (\$1.24 million) due to the civil service pay rise, and
- (b) "Remuneration for Special Appointments" (\$1.16 million) as a result of the increase in remuneration for Director, Chief Executive's Office (D,CEO) brought about by the alignment of his terms of employment with that of a Director of Bureau as approved by Finance Committee on 12 June 2007; the provision for the remuneration of Personal Assistant to D,CEO; and the increase in remuneration of other officers under special appointments following the civil service pay rise.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Miss Elizabeth Tse

Post Title \_\_\_\_\_ Permanent Secretary, Chief Executive's Office

Date \_\_\_\_\_ 26 March 2008

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**CEO004**

Head: 21 Chief Executive's  
Office

Subhead (No. & title): 000 Operational  
expenses

Question Serial No.

2291

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Regarding the remuneration for special appointments for the 2008-09 estimated provision, how many officers of the Chief Executive's Office are included in this remuneration amount? What are the expenses involved in each special appointment?

Asked by: Hon. TONG Ka-wah, Ronny

Reply:

"Remuneration for special appointments" covers remuneration for five officers, namely, Director, Chief Executive's Office (D,CEO), Information Coordinator (IC), Senior Special Assistant (SSA), Special Assistant (SA) and Personal Assistant (PA) to D,CEO. The relevant estimates for 2008-09 are as follows –

D,CEO	\$3.589M
IC	\$2.239M
SSA	\$1.545M
SA	\$0.993M
PA	\$0.510M
<b>Total</b>	<b>\$8.876M</b>

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Miss Elizabeth Tse

Post Title \_\_\_\_\_ Permanent Secretary, Chief Executive's Office

Date \_\_\_\_\_ 26 March 2008

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**CEO005**

Head: 21 Chief Executive's  
Office

Subhead (No. & title): 000 Operational  
expenses

Question Serial No.

2402

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

- a. Regarding the remuneration for special appointments in the Chief Executive's Office, what major special appointments are included in the payment? Please set out the posts and duties in details.
- b. The revised estimate for 2007-08 is \$2.9 million more than the actual payment in 2006-07. What are the reasons? Please provide the breakdown of the 2008-09 estimated provision of \$8.876 million.

Asked by: Hon. CHAN FANG On-sang, Anson

Reply:

- a. "Remuneration for special appointments" relates to the remuneration for five officers, as detailed below –

<b>Officer</b>	<b>Duties</b>
Director, Chief Executive's Office (D,CEO)	Works with Principal Officials in policy formulation and sets policy priorities to ensure full implementation of the Chief Executive (CE)'s Policy Address and decisions; enhances communication with the Executive Council and the Legislative Council; and liaises with political parties and groups, the Commission on Strategic Development, various sectors of the community and district personalities to secure their support for the Government's work.
Information Coordinator (IC)	Formulates the media and public relations strategy for and coordinates the timetable of the introduction of major policies and programmes; liaises closely with Director of Information Services and Bureau Press Offices to ensure effective implementation of media and public relations strategy for major policies; monitors public and media feedback; and helps plan and implement CE's programme of public functions involving media interactions.
Senior Special Assistant (SSA)	Advises CE on Mainland-related issues; liaises with the Central People's Government and provides support on the organisation of CE's visits to the Mainland; researches on matters relating to CE's networking with business and community organizations with strong Mainland connections.
Special Assistant (SA)	Assists D,CEO in liaising with the community, preparing briefs, conducting research and giving advice on matters relating to D,CEO's liaison with community organizations and various sectors.
Personal Assistant (PA)	Provides secretarial support to D,CEO.

b. The increase of \$2.9 million in “Remuneration for special appointments” in the revised estimate for 2007-08 (\$10.4 million) over the actual payment in 2006-07 (\$7.5 million) is mainly attributable to -

- (i) the payment of gratuities (\$1.6 million) to the former D,CEO as well as the incumbents of IC, SSA and SA due in 2007-08;
- (ii) the increase in remuneration for D,CEO (\$0.7 million) brought about by the alignment of his terms of employment with that of a Director of Bureau as approved by Finance Committee on 12 June 2007;
- (iii) the provision for the remuneration of PA to D,CEO (\$0.4 million); and
- (iv) the increase in remuneration for the former D,CEO as well as the incumbents of IC, SSA and SA following the civil service pay rise (\$0.2 million).

The breakdown of “Remuneration for special appointments” for 2008-09 is as follows –

D,CEO	\$3.589M
IC	\$2.239M
SSA	\$1.545M
SA	\$0.993M
PA	\$0.510M
<b>Total</b>	<b>\$8.876M</b>

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Miss Elizabeth Tse

Post Title \_\_\_\_\_ Permanent Secretary, Chief Executive’s Office

Date \_\_\_\_\_ 26 March 2008