

**For information**

**Legislative Council Panel on Security**

**Role and Job Duties of the Under Secretary for Security Bureau**

**Introduction**

In the light of the appointment of the Under Secretary for Security on 1 November 2009, members of the Panel have requested for information on the role and job duties of the Under Secretary for Security. They are also interested to know about the division of work among the Under Secretary for Security, the Political Assistant to Secretary for Security and other senior civil servants in the Security Bureau.

**Roles and Job Duties of Under Secretary for Security**

2. The Under Secretary for Security is responsible primarily to assist the Secretary for Security in undertaking the full range of political work, including the handling of Legislative Council business, maintaining regular liaison with members of the Legislative Council; attending public forums and other functions to explain and defend government proposals and decisions, and maintaining close contact with the media and other stakeholders such as District Councils, political parties and groups, community organisations, etc.; and nurturing and securing community-wide support on government policies and decisions. He will deputise the Secretary during the latter's temporary absence and will take up any specific policy areas or projects assigned by the Secretary.

3. The Under Secretary for Security will assist the Secretary for Security in handling political work in relation to the full spectrum of the policy portfolio of Security Bureau. The Bureau's policy portfolio encompasses the following :

- (a) Internal Security;
- (b) Maintaining Law and Order;
- (c) Controlling Immigration;
- (d) Fire-fighting and Rescue Services;

- (e) Correctional Services;
- (f) Aviation Security;
- (g) Contingency Planning and Emergency Response Management;
- (h) Boundary Crossing;
- (i) Anti-drug Programmes; and
- (j) Anti-terrorism.

4. Upon appointment, the Under Secretary for Security has, among the duties outlined above, focused on the anti-drug work. To this end, he will study and advise on the related policies and initiatives; explain and advocate on the proposals, strategies and work programmes through liaison with political groups, community groups, stakeholders, interested parties and the media in an effort to gain wide public support; and oversee the development of the major anti-drug initiatives.

5. The whole sphere of anti-drug commitments and programmes have become increasingly complex that necessitate long-term and sustainable effort. The Narcotics Division (ND) in Security Bureau plays a leading and central co-ordinating role in undertaking this mammoth task. Its management team has been under great pressure in administering the execution of the anti-drug programmes as shown at the **Annex**.

6. Take the programmes on school drug testing and mandatory drug testing at community level as examples. The Under Secretary for Security would focus on strategic thinking; political considerations; advice on priority of programmes; advocating policy proposals through engagement with key stakeholders, Legislative Council and the media; and endeavouring to gain the support of interested parties and the public for the proposals. On the other hand, the Narcotics Division, in particular the management staff, is responsible for the research and ground work for the policy formulation; developing options and proposals; preparing draft legislation; formulation of implementation plans; coordination of anti-drug programmes of various bureaux, departments, public agencies NGOs and other organizations; the provision of secretariat and logistical support; and the execution of the full range of government policies and

day-to-day work. These two levels of work complement each other in the best interest of the anti-drug cause.

### **Division of Work with Other Colleagues**

7. The Political Assistant to Secretary for Security renders support to the Secretary for Security and the Under Secretary for Security. He is mainly responsible for providing political support and input, monitoring views from interest groups and the general public on policy issues and assessing political implications. He is also responsible, at the instruction of the Secretary or the Under Secretary, for liaising with political parties and groups, District Councils, other stakeholders and the media; drafting speeches and media statements; and dealing with any specific projects or policy issues.

8. Civil servants in the Bureau support politically appointed officials in formulating policies. They are responsible for executing policies, carrying out executive tasks, managing and delivering services to the public, and undertaking law enforcement and regulatory functions, in accordance with the direction of the Secretary for Security.

9. The more senior civil servants in the Bureau, in particular, are responsible for developing policy options or proposals and assessing their full implications. They are to attend before the Executive Council, as necessary, to assist politically appointed officials in explaining proposed policy initiatives or government policies. They are to assist, as necessary, politically appointed officials in presenting and explaining proposed policy initiatives or government policies to the Legislative Council, District Councils, political parties, the community, stakeholders, the media, etc. They are also to assist, as necessary, politically appointed officials in justifying requests, and securing the approval of the Legislative Council, for funding and other resources.

**Anti-drug Programmes of Narcotics Division**

**Community Mobilisation and Support**

1. To enhance the mobilization of various quarters of the community to join the fight against drugs and to promote programmes that foster the caring for young people;
2. To enlist support from various sectors of the community in organizing anti-drug programmes;
3. To raise community awareness of drug issues through anti-drug campaigns and strength preventive education for the general public;
4. To enhance collaboration with relevant bureaux and departments as well as social services non-government organizations (NGOs) to promote anti-drug messages;
5. To develop and take forward innovative and effective publicity strategy to curb the rising youth drug abuse problem;

**Preventive Education**

6. To strengthen preventive education for the general public as well as specific groups such as young people and parents through both central and district-based programmes;
7. To strengthen drug preventive education in schools in collaboration with the Education Bureau and other relevant departments and NGOs;
8. To oversee the development of an anti-drug Internet portal and the use of the Internet and other publicity channels to effectively spread anti-drug messages to young people;
9. To oversee a project to revamp the Hong Kong Jockey Club Drug InfoCentre as a flagship for anti-drug education-cum-activity centre, and to establish linkages with other education centres to reach a wider audience;

### **Beat Drugs Fund**

10. To oversee the administration of the Beat Drugs Fund to facilitate the community to help fight drugs, and to oversee measures recommended by the Task Force on Youth Drug Abuse to improve the Beat Drugs Fund;

### **Research**

11. To oversee research projects including a study to review various methodologies for estimating the drug abusing population and a research on the drug abuse situation among non-engaged youth;

### **Law Enforcement**

12. To work with law enforcement agencies to enhance law enforcement efforts and review legislation and other areas for improvements;
13. To step up liaison with the Mainland authorities in tackling with cross-boundary drug abuse and drug trafficking, and to review and implement measures to curb cross-boundary drug abuse;

### **External Cooperation**

14. To enhance tripartite cooperation among Hong Kong, Macao and Guangdong and to support the work of the United Nations and other international bodies in the prevention and tackling of youth drug abuse, in particular, in advocating the international control of ketamine;

### **Drug Testing**

15. To oversee the implementation of the school drug testing trial scheme in Tai Po to be launched in December 2009 and to steer a research study on the effectiveness of the trial scheme;
16. To draw up the way forward on school drug testing for promotion to all local schools having regard to the experience of the trial scheme in Tai Po;
17. To draw up a public consultation paper on mandatory drug testing at community level and to conduct a public consultation exercise;

18. To prepare the necessary draft legislation on mandatory drug testing and to take it through the legislative process;
19. To steer the introduction of hair testing for identification of abusers of illicit drugs in Hong Kong;

### **Treatment and Rehabilitation**

20. To explore and pursue innovative ways for the provision of treatment and rehabilitation services to meet the needs of drug abusers;
21. To intensify efforts in bringing drug treatment and rehabilitation centres up to licensing standards;
22. To re-engineer drug treatment and rehabilitation resources and programmes to meet the rising need for services for psychotropic substance abusers;
23. To take forward the measures set out in the Fifth Three-year Plan on Drug Treatment and Rehabilitation Services in Hong Kong, including the development of a network service model on a cluster basis to provide a continuum of services, the training of anti-drug workers, and improvement to the capacity and quality of drug treatment and rehabilitation programmes; and
24. To monitor and review the efficiency and effectiveness of various downstream services, including both subvented and non-subvented agencies.