

L.N. 218 of 2009**CENSUS AND STATISTICS (ANNUAL SURVEY OF
ECONOMIC ACTIVITIES) ORDER****CONTENTS**

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CENSUS AND STATISTICS (ANNUAL SURVEY OF ECONOMIC ACTIVITIES) ORDER

(Made by the Secretary for Financial Services and the Treasury under
section 11 of the Census and Statistics Ordinance (Cap. 316))

1. Commencement

This Order comes into operation on 7 January 2010.

2. Interpretation

In this Order—

“business undertaking” (業務事業單位) means an undertaking carrying on business in Hong Kong, including a non-profit-making body and a statutory body;

“survey” (調查) means the statistical survey referred to in section 3;

“survey period” (調查期) means the survey period specified in or under section 6.

3. Annual survey of economic activities

The Commissioner must carry out a statistical survey every year for the purpose of compiling statistics relating to the economic activities of business undertakings in the survey period.

4. Matters in respect of which information is required to be given

(1) The matters in respect of which information must be given in a survey are the matters specified in the Schedule.

(2) The information must be given to the Commissioner—

(a) by completing such schedule as the Commissioner may issue for that purpose; and

(b) by completing that schedule within such period as may be specified in the schedule.

5. Persons required to give information

The following persons must give information in respect of a business undertaking for the purpose of a survey, if so requested by the Commissioner—

- (a) if the business undertaking is a body corporate, any director, secretary or other person concerned in the management of the body corporate;
- (b) if the business undertaking is a partnership, any partner of the partnership;
- (c) in any other case, the proprietor of the business undertaking.

6. Survey period

The survey period in relation to any year in which a survey is carried out under section 3 is the calendar year immediately preceding that year or such other period of 12 consecutive months commencing in that calendar year and ending not later than 31 March in the following year as the Commissioner may specify in any particular case.

7. Sampling methods may be used

The Commissioner may use sampling methods in the collection of statistical information under this Order.

8. Application of Order

This Order applies to a business undertaking that carried on business during the whole of a survey period or any part of it, regardless of whether the business undertaking commenced business before or after the commencement of the survey period and regardless of whether or not the business undertaking ceased to carry on business during the survey period.

9. Date for destruction of completed schedules

All completed schedules collected or received for a survey and all copies of the schedules must be destroyed not later than 4 years after the end of the survey period covered by that survey.

10. Repeals

The following Orders are repealed—

- (a) the Census and Statistics (Annual Survey of Industrial Production) Order (Cap. 316 sub. leg. A);
- (b) the Census and Statistics (Annual Survey of Wholesale, Retail and Import and Export Trades, Restaurants and Hotels) Order (Cap. 316 sub. leg. C);
- (c) the Census and Statistics (Annual Survey of Building, Construction and Real Estate Sectors) Order (Cap. 316 sub. leg. E);
- (d) the Census and Statistics (Annual Survey of Banks, Deposit-taking Companies, Restricted Licence Banks and Representative Offices of Foreign Banks) Order (Cap. 316 sub. leg. H);
- (e) the Census and Statistics (Annual Survey of Storage, Communication, Financing, Insurance and Business Services) Order (Cap. 316 sub. leg. I);
- (f) the Census and Statistics (Annual Survey of Transport and Related Services) Order (Cap. 316 sub. leg. J).

SCHEDULE

[s. 4]

MATTERS IN RESPECT OF WHICH INFORMATION IS REQUIRED
TO BE GIVEN

1. Name and address of business undertaking. (For business undertakings submitting a combined return, this information is required in relation to each business undertaking.)
2. Particulars of business premises. (For business undertakings submitting a combined return, this information is required in relation to each business undertaking.)
3. Type of business activity. (For business undertakings submitting a combined return, this information is required in relation to each business undertaking.)
4. Type of ownership.
5. Percentage of shareholding by country/territory of origin of investment.
6. Number of persons engaged, by type. (For business undertakings submitting a combined return, this information is required in relation to each business undertaking.)
7. Number of working days, shifts and hours worked, by type.
8. Compensation of employees, by type.

9. Operating expenses, purchases and payments, by type.
10. Stocks (including materials and supplies, work in progress, finished products and goods for sale or resale), by type, at the beginning and end of the survey period; and associated prices.
11. Business receipts, sales and incomes, by type.
12. Acquisitions, disposals, depreciation and stock of fixed assets, by type.
13. Characteristics of transactions with parties outside Hong Kong, and receipts and payments arising from them, by type.
14. For a business undertaking that carries on business in or relating to manufacturing—value, quantity and description of goods or industrial services produced or sold, by type.
15. For a business undertaking that carries on business in or relating to building, construction and real estate—
 - (a) value of contract work, by type;
 - (b) value of construction work performed, by type;
 - (c) value of property completed or under construction; and associated price of land;
 - (d) particulars of individual building and construction projects; contract sum of the whole project; construction outlays, by type; value of construction work performed; and percentage of completion;
 - (e) particulars of individual real estate development projects; construction cost of the whole project; project outlays, by type; project value and land value; and percentage of completion;
 - (f) transactions in land and property.
16. For a business undertaking that carries on business in or relating to insurance—
 - (a) premiums received and claims paid for direct insurance and inward reinsurance, by type;
 - (b) particulars of insurance funds, reserves and provisions, by type;
 - (c) investment, by type;
 - (d) number of life policies in force, by type.

K. C. CHAN
Secretary for Financial Services
and the Treasury

2 November 2009

Explanatory Note

This Order provides for the carrying out of annual statistical surveys for the purpose of compiling statistics relating to the economic activities of business undertakings in all economic sectors in Hong Kong. This Order will replace—

- (a) the existing 6 different survey orders (see section 10(a) to (f)) that provide for the carrying out of statistical surveys on 6 categories of economic activities respectively; and
- (b) item 20 (on the Annual Survey of Personal, Social and Recreational Services) of the Notification of Voluntary Statistical Surveys Carried out under Part IIIA (G.N. 213 of 1990), which item provides for the carrying out of a voluntary statistical survey on economic activities on personal services but is not subsidiary legislation.

2. Sections 1 and 2 provide for commencement of this Order and definitions necessary for the interpretation of this Order.

3. Section 3 provides that the Commissioner for Census and Statistics (“Commissioner”) must carry out a statistical survey every year for compiling statistics relating to the economic activities of business undertakings in Hong Kong in the survey period.

4. Section 4, together with the Schedule, specifies matters in respect of which the information must be given for the purpose of a survey, and the form in which and the time within which the information is to be given.

5. Section 5 specifies the persons required to give the information.

6. Section 6 specifies the survey period in respect of which a survey is to be carried out.

7. Section 7 authorizes the Commissioner to use sampling methods in collecting statistical information.

8. Section 8 makes it clear that this Order applies not only to a business undertaking that carried on business during the whole of a survey period, but also to one that carried on business during only part of a survey period.

9. Section 9 specifies the date by which completed schedules are to be destroyed.

10. Section 10 repeals the existing 6 survey orders.