For discussion
on 13 November 2017

Legislative Council Panel on Information Technology and Broadcasting

Re-organisation of the Innovation and Technology Bureau and Creation of New Directorate Posts

PURPOSE

This paper seeks Members' support for the relevant arrangements concerning the re-organisation of the Innovation and Technology Bureau ("ITB") and creation of new directorate posts.

PROPOSAL

2. To more effectively promote the development of innovation and technology ("I&T"), we propose that:

(a) two supernumerary posts of Administrative Officer, Staff Grade C ("AOSGC") (D2) posts for 5 years from 2018-19 onwards be created in ITB;

(b) a permanent post of Chief Systems Manager ("CSM") (D1) be created in the Office of the Government Chief Information Officer ("OGCIO");

(c) a permanent post of Administrative Officer, Staff Grade B ("AOSGB") (D3) and a permanent post of AOSGC (D2) currently responsible for handling policy matters in OGCIO and eight non-directorate permanent posts providing relevant support, be transferred to the establishment of ITB;

(d) corresponding changes be made to the civil service establishment of ITB and OGCIO in response to the redistribution of responsibilities;

(e) the Efficiency Unit ("EU") [1] be transferred from the Chief Secretary for Administration's Office ("CSO") to ITB, transferring to the establishment of ITB nine directorate posts [2] and 90 non-directorate posts[3]; and

(f) a permanent post of Chief Engineer (D1) be created in the Civil Engineering and Development Department ("CEDD").

Justifications

Insufficient Manpower in ITB

3. ITB was established in November 2015 and is responsible for formulating comprehensive policies to drive Hong Kong's I&T development, thereby promoting diversified economic development, enhancing Hong Kong's competitiveness and improving people's daily living. The Innovation and Technology Commission ("ITC") and OGCIO under ITB are responsible for implementing various measures to achieve ITB's policy objectives. In the past two years, ITB and its departments have been carrying out various measures to drive I&T development. These measures include promoting technology research and development ("R&D"); encouraging co-operation with Mainland and overseas institutions; promoting "re-industrialisation", supporting start-ups, assisting the upgrading and transformation of small and medium enterprises, building a Wi-Fi connected city, developing smart city, promoting big data application, using I&T to improve public services and daily living of citizens, etc.

4. The Chief Executive ("CE") announced in the new Policy Address ("PA") that the Government would further step up its efforts to develop I&T in eight major areas, including: (a) increasing resources for R&D; (b) pooling together technology talent; (c) providing investment funding; (d) providing technological research infrastructure; (e) reviewing existing legislations and regulations; (f) opening up Government data; (g) Government to lead changes to procurement arrangements; and (h) strengthening popular science education. In addition, the Government will also actively promote the development of smart city with a view to making Hong Kong a more liveable city. The CE also

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[1] Including the Business Facilitation Division transferred from the Economic Analysis and Business Facilitation Unit to the EU (see para. 19).

[2] Including a AOSGB1(D4) and other eight directorate posts.

[3] Including two posts to be created in 2018-19.

announced transferring the EU to ITB, and to personally chair a "Steering Committee on Innovation and Technology", in order to drive I&T development in Hong Kong at the highest level and effort.

5. Apart from the Permanent Secretary and the Deputy Secretary, there is only one AOSGC in ITB at present to handle all policy work relating to I&T, supported by two Senior Administrative Officers and one Administrative Officer on the policy work relating to I&T including: assisting in formulating policies and coordinating various relevant measures, coordinating the work of ITC and OGCIO under ITB, handling Legislative Council ("LegCo") business (including drafting replies to LegCo questions, coordinating discussion papers for Panel on Commerce and Industry and Panel on Information Technology and Broadcasting), assisting in seniors' attendance of various meetings and drafting documents and speeches, as well as implementing the "Innovation and Technology Fund for Better Living", etc. This level of workload has far exceeded the capacity of the officer. Moreover, the new initiatives announced in PA are mainly led by ITB (including fostering smart city development, providing enhanced tax deduction for expenditure incurred on R&D, planning the setting up of key technology collaborative platforms, serving as the Secretariat for the "Steering Committee on Innovation and Technology", developing the "Hong Kong-Shenzhen Innovation and Technology Park" ("the Park"), collaboration with the Mainland in I&T (e.g. the development of an international I&T hub in the Guangdong-Hong Kong-Macao Bay Area), etc. The present limited manpower in ITB at AOSGC level is insufficient to cope with such workload.

Development of the "Hong Kong-Shenzhen Innovation and Technology Park"

6. Since the signing of the Memorandum of Understanding with the Shenzhen Municipal People's Government in January 2017, the HKSAR Government has been actively developing the Park at the Lok Ma Chau Loop. The Park will be developed with I&T as the main focus, where a key base for cooperation in scientific research, and relevant higher education, creative and cultural and other complementary facilities will be set up. The 87-hectare Loop is four times that of the Hong Kong Science Park. The Park will provide a maximum total gross floor area of 1.2 million square metres, which will be the largest I&T platform ever established in the history of Hong Kong and the most important infrastructure for driving R&D and "re-industrialisation". ITB is responsible for coordinating the relevant development, which involves land, public works, R&D, higher education, culture and creativity, immigration arrangement, scientific research cooperation with overseas and the Mainland, etc.

A significant amount of work on policy collaboration, liaison and communication is necessary.

7. To develop the Park, Hong Kong and Shenzhen have formed the "Joint Task Force on the Development of the HK-Shenzhen Innovation and Technology Park in the Loop" ("Joint Task Force") to conduct discussions and consultations on major items. Two Joint Task Force meetings and a number of informal meetings were held this year. ITB is responsible for the secretarial work of the Joint Task Force.

8. In October 2017, the Hong Kong Science and Technology Parks Corporation ("HKSTPC") established a wholly-owned subsidiary, the Hong Kong-Shenzhen Innovation and Technology Park Limited ("HKSZITPL"), to build, operate, maintain and manage the superstructure of the Park. ITB and ITC will liaise with HKSTPC and work together with relevant Government departments to ensure the smooth implementation of the development project.

9. We propose creating a supernumerary AOSGC (D2) post for 5 years, designated as Principal Assistant Secretary for Innovation and Technology (2), to handle issues relating to the development of the Park, the development of an international I&T hub in the Bay Area and other I&T collaboration matters with the Mainland. The officer will also be responsible for managing the $500 million block allocation under ITB to support the use of I&T by bureaux/departments' ("B/Ds") to improve public services[4]. The proposed job description of the post is at **Annex 1**.

Smart City Development

10. In September 2016, OGCIO commissioned a consultancy study on smart city development in Hong Kong. The consultant submitted its report in June 2017, recommending a series of short-, medium- and long-term proposals under six areas, namely "Smart Mobility", "Smart Living", "Smart Environment", "Smart People", "Smart Government" and "Smart Economy". We will formulate a smart city blueprint that is in line with the situation in Hong Kong and expect to publish it by end-2017. Prior to the announcement of the said blueprint, we will invest $700 million to take forward three key infrastructure projects for smart city development, namely electronic identity ("eID"), multi-functional smart lampposts and reforming e-Government information systems. On the other hand, the PA has announced the

4 At present, the block allocation is directly managed by the Deputy Secretary for Innovation and Technology (D3).

establishment of the "Steering Committee on Innovation and Technology", which will be chaired by the CE, to steer and examine measures under the eight areas of I&T development and smart city projects, with a view to driving the I&T development of Hong Kong in a highly effective manner.

11. As smart city development involves coordination of different B/Ds, to take forward the relevant work effectively, we need to create a supernumerary AOSGC (D2) post for 5 years in ITB to lead the new "Smart City Office" ("SCO") and coordinate various smart city development projects, as well as to serve as the secretariat to the "Steering Committee on Innovation and Technology". The proposed job description of the post is at **Annex 2**. Apart from coordinating cross-bureau smart city projects, the proposed SCO will monitor various projects implementation (including the three major projects in para. 10 above) and conduct timely reviews. In addition, it will undertake publicity and promotion of smart city to attract more investments and talents from overseas and the Mainland to Hong Kong, thereby enhancing our competitiveness.

12. Data is an important basis of smart city development. To take forward the work on open data and data analytics more effectively, we consider it necessary to create a permanent post of CSM (D1) to lead the new Data Analytics Sub-division, which is responsible for advocating and supporting B/Ds to open up and share Government data, as well as to develop e-Government services which are data centric and make use of big data analytics. The proposed post titled as CSM (Data Analytics), will be under the IT Infrastructure Division of OGCIO to drive various open data and data analytics related initiatives in the Government, supporting smart city development and driving innovation. CSM (Data Analytics) will be supported by 25 non-directorate IT professional posts, including nine newly created non-directorate civil service posts[5]. As the relevant officer has to master the advanced technology in data science, the ever-changing applications, as well as the managerial and consultation skills required to work with B/Ds in different Government business domains, we therefore consider it appropriate for a CSM at D1 level to lead the relevant multi-disciplinary professionals. The job description of the proposed CSM (Data Analytics) post is at **Annex 3**.

[5] Including seven posts in IT profession and two posts in statistical profession.

Strengthening Bureau Support for Policy Formulation and Development

13. At present, the AOSGB post in OGCIO, designated as Deputy Government Chief Information Officer (Policy and Industry Development) ("DGCIO(PID)"), is mainly responsible for co-ordinating and implementing policies relating to the ICT sector, housekeeping Cyberport, implementing digital inclusion, developing data centre, smart city and other measures. He is underpinned by one AOSGC (D2) (titled as Assistant Government Chief Information Officer (Policy and Support) and one Assistant Government Chief Information Officer ("AGCIO") (D2) (titled as Assistant Government Chief Information Officer (Industry Development)).

14. With the establishment of ITB and the rapid development of digital economy, the responsibility of formulating and driving information and communications technology ("ICT") policies and measures has become more important. In view of such and the establishment of SCO, we propose deploying the existing DGCIO(PID) and AGCIO(Policy and Support) directorate posts under OGCIO to ITB to become the new Deputy Secretary for Innovation and Technology (2) (DS(IT)2) and Principal Assistant Secretary for Innovation and Technology (3) (PAS(IT)3). These two directorate posts and eight non-directorate posts deployed from OGCIO will form a new policy team to provide policy support on the overall development of ICT and OGCIO's operation. The new policy team will also be responsible for monitoring the operation of Cyberport. The steering and monitoring work of the proposed Head/SCO as mentioned in paragraph 11 above will also rest with DS(IT)2. The proposed job descriptions of DS(IT)2 and PAS(IT)3 and proposed organisation chart of the new policy team in ITB are at **Annexes 4 to 6** respectively.

15. The above mentioned arrangement will rationalise the distribution of work between ITB and OGCIO: ITB will be responsible for formulating policies and OGCIO will focus on the implementation of various strategic projects (e.g. eID and big data analytics platform) and technology application systems (e.g. cloud computing and data centres) and scaling up e-Government services development, including providing professional advice and technical support to other departments. In the course of formulating relevant policies, OGCIO will provide advice and support on technology and industry-related issues to ITB. The responsibilities of all the AGCIOs will be redistributed as a request of the deployment of directorate posts to ITB taking into account operational needs as well as new policy directives, so that the workload will be distributed more evenly, thereby achieving better collaboration. The proposed organisation chart of OGCIO (including the proposed CSM (Data Analytics) post in

paragraph 12 above) and the revised job descriptions of all the AGCIOs are at **Annexes 7 to 11 respectively**.

16. After the creation of the two AOSGC (D2) posts and the redeployment of AGCIO(Policy and Support) to ITB, the original AOSGC (D2) in ITB will concentrate in coordinating policy matters on promoting R&D, "re-industrialisation", supporting start-ups, technology talents, etc. The officer will also be responsible for carrying out policy research and formulation in new areas of I&T, fostering overseas (excluding the Mainland) co-operation on I&T matters, coordinating the work of ITC, providing secretariat services to the "Committee on Innovation, Technology and Re-industrialisation"; and implementing the "Innovation and Technology Fund for Better Living". His post title will be renamed as Principal Assistant Secretary for Innovation and Technology (1). The job descriptions of the relevant post before and after the re-organisation are at **Annexes 12 and 13 respectively**.

Transferring the Efficiency Unit to the Innovation and Technology Bureau

17. With its team of professionals and network of external partners, the EU has been supporting B/Ds to enhance operational efficiency and providing convenient public services to citizens. In the process, the application of technology has become increasingly important. The CE announced in the PA that the EU will be transferred from the CSO to ITB, so as to build a stronger team to further promote innovation within Government departments and provide convenient services to the public.

18. The EU is now led by an AOSGB1 (D4), who is supported by seven directorate[6] and 80 non-directorate officers[7]. The EU has been enhancing the consultancy function of the Management Services Officer grade, building capacity in the use of design thinking, co-creation, intrapreneurship and agile development methods to drive innovation in its projects. Through its work on the "Social Innovation and Entrepreneurship Development Fund", EU has accumulated experience in applying various collaborative business models and technologies to address social needs. 1823 has also been using data analytics and experimenting with new technologies to improve services. EU's Youth Portal has also been continuously using technologies to provide new services to help departments engage with their staff and stakeholders.

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[6] Including one D3, three D2 and three D1 officers.

[7] Excluding two posts to be created in 2018-19.

19. Apart from the above, the Business Facilitation Division ("BFD"), currently under the Economic Analysis and Business Facilitation Unit, has been supporting B/Ds to enhance regulatory efficiency and optimising the licensing services. Having regard to the similarities of EU and BFD in terms of job nature, as well as the professional knowledge and skill sets required, it is proposed to transfer BFD (including a directorate post (D2) and another eight civil service posts) to EU and put the augmented EU under ITB. The relevant arrangement can help rationalise the work of the two offices, thereby achieving synergy and increasing efficiency.

20. Upon joining ITB, the augmented EU will review its work priority, aiming for better use of resources to drive technology application, foster innovation and collaboration, use design thinking and creativity, streamline procedures to assist B/Ds to improve services, effectiveness and service innovation, and foster smart city development. The transferred EU will be renamed as "Efficiency Office", whereas Head, Efficiency Unit will be renamed as "Commissioner for Efficiency".

Manpower and Organisation Structure of ITB after Re-organisation

21. Currently, ITB has an establishment of 58 civil service posts, including four directorate posts. If the abovementioned proposal on re-organisation and creation of posts is implemented, ITB's establishment will be increased by 120 in 2018-19, including 13 directorate posts (including two new directorate supernumerary posts (paras. 9 and 11 above), nine permanent posts deployed from EU and BFD (paras. 18 and 19 above), as well as two permanent posts from OGCIO (para. 14 above)). The organisation chart of ITB after the re-orgnisation is at **Annex 14**.

22. After the implementation of the proposed restructuring, ITB will be able to strengthen its capacity in formulating comprehensive I&T policies, helping it collaborate with the partners in the industry, academia and the research sector to promote the development of I&T and related industries, with a focus on taking forward the development of the Park at Lok Ma Chau Loop and promoting smart city development. ITC will be responsible for infrastructure development, supporting applied R&D, fostering technology transfer and application and administering the Innovation and Technology Fund. OGCIO will be responsible for fostering the development of the ICT industry, ensuring Government cyber security, provide information technology & central services platform, and quality e-Government services. Efficiency Office will be responsible for helping B/Ds improve public services and enhance efficiency. Efficiency Office will also support ITB to roll out the new initiatives announced

in PA, including assisting B/Ds to adopt wider use of technologies to improve service and effectiveness.

Public Works at Lok Ma Chau Loop

23. According to the Memorandum of Understanding mentioned in para. 6 above, the HKSAR Government will be responsible for constructing the necessary infrastructure and associated works within the Loop and its surrounding areas (including site formation and infrastructural facilities), and will lease the formed land in the Loop to HKSTPC for the development of the Park. CEDD will be responsible for carrying out the detailed design and construction of these infrastructure and associated works.

24. The Loop covers a large area. Apart from site formation and other infrastructure such as roads, water supply, drainage and sewage systems, a range of environmental mitigation initiatives (e.g. land decontamination, establishment of an ecological area, off-site ecological and environmental mitigation measures) will need to be implemented by CEDD in accordance with the recommendations of the Planning and Engineering Study on the Development of Lok Ma Chau Loop completed in 2014. CEDD will implement the above works by three works packages, namely: Advance Works, Main Works Package 1 ("MWP1") and Main Works Package 2 ("MWP2"). Statutory procedures of the road work under Advance Works have been completed, and the advanced preparation work for MWP1 is also being carried out in parallel. We aim at providing the formed land to HKSZITPL for construction of the superstructures by 2021.

25. The Park project's scale is large and the nature is complex. There is a need to actively interact with HKSTPC and its subsidiary company during the course of development. In order to ensure the project's timely completion for handing over the land to HKSTPC for development as soon as possible, CEDD will need to create a permanent post of Chief Engineer (D1) to lead the dedicated project division for the overall project management and coordination of the infrastructure and associated works. The Chief Engineer will direct and manage the planning and implementation of all consultancies and construction contracts; coordinate with MTR Corporation Limited (for matters relating to the proposed direct link connecting the Loop with the existing MTR Lok Ma Chau Station), Shenzhen authorities (for matters relating to the treatment of river sediments in Shenzhen River near the Loop) and relevant B/Ds during the course of development; and handle all interface issues between the Loop development project and other projects in the vicinity.

26. At present, the manpower of Chief Engineer is tight in CEDD. It is impossible for the existing Chief Engineers to handle the complex Loop development project. The Lok Ma Chau Loop is currently a piece of green field land without any infrastructural provision. From our experience of developing large scale land development projects like new towns, it will take a long time to carry out the above site formation and infrastructural works from initial design phase to completion of full development (i.e. commencement of the construction contract of the advance works and the detailed design of MWP1 in mid-2018 to full development following the completion of MWP2). The subject Chief Engineer is responsible for the consultation, communication and coordination with the locals/ green groups in order to drive forward the works. Furthermore, he also needs to apply for funding from the LegCo in a timely manner to kick-start the works. In addition, even after completion of the project, the dedicated division is still required to be in place to monitor the need for infrastructural improvements to complement the long-term development of the Loop. We therefore consider it necessary to maintain on a long-term basis the Chief Engineer post to oversee, co-ordinate and handle the aforesaid complicated and urgent tasks related to the development of the Loop, and to coordinate with other B/Ds on the various infrastructure works to support the Loop development. In view of the urgency of the development project, CEDD has temporarily deployed Chief Engineer / New Territories West 1 (CE/NTW1) in the New Territories West Development Office to oversee the preparatory work for the Advance Works and the detailed design of MWP1 of the Loop. However, the original workload of CE/NTW1, including overseeing the Yuen Long South Development project which will be progressively implemented, is ever-increasing, making it difficult for him to oversee the Loop development project simultaneously. The job description of the proposed new Chief Engineer (titled as Chief Engineer / New Territories West 5) is at **Annex 15**. The organisation chart of CEDD after creation of the new post is at **Annex 16**.

Financial Implications

27. The additional notional annual salary cost (estimated at salary mid-point) and additional full annual average staff cost (including salary and staff on cost) for the proposed creation of four directorate posts (including two time-limited supernumerary AOSGC (D2) posts in ITB, a permanent post of CSM (D1) in OGCIO and a permanent post of Chief Engineer (D1) in CEDD), are –

B/Ds	Post	Number	Additional Notional Annual Salary Cost	Additional Full Annual Average Staff Cost
ITB	AOSGC	2	$2,094,600 x 2 =$4,189,200	$2,916,000 x 2 = $5,832,000
OGCIO	CSM	1	$1,765,200	$2,542,000
CEDD	Chief Engineer	1	$1,765,200	$2,460,000
	Total	4	$7,719,600	$10,834,000

28. As regards the re-organisation of ITB, the 11 directorate posts and 98 non-directorate posts which will be redeployed to ITB will increase ITB's notional annual salary cost by $101,427,180 and the full annual average staff cost (including salaries and staff on-cost) by $143,552,000. The increased expenditure for ITB will be offset by the same amount from Offices of the Chief Secretary for Administration and the Financial Secretary and OGCIO. The redeployment arrangement is cost neutral.

29. The change in establishment and the required funding for the relevant proposal will be reflected as appropriate in the Draft Estimates of 2018-19.

Advice Sought

30. Members are invited to comment on the proposal. We plan to implement the proposal on 1 April 2018. Subject to Members' support, we will follow up in accordance with the existing mechanism, including consulting the Standing Committee on Directorate Salaries and Conditions of Service, as well as seeking the funding approval of LegCo.

Innovation and Technology Bureau
November 2017

Annex 1

Job Description
Principal Assistant Secretary for Innovation and Technology (2)

Rank: Administrative Officer Staff Grade C (D2)

Responsible to: Deputy Secretary for Innovation and Technology (1)

Main Duties and Responsibilities:

(1) To coordinate Lok Ma Chau Loop Area development, including liaising with relevant Mainland departments;

(2) To formulate policy directives for Lok Ma Chau Loop Area development, including the establishment of appropriate facilities for research, higher education, culture and creativity, etc;

(3) To provide secretariat service to the "Joint Task Force on the Development of the HK-Shenzhen Innovation and Technology Park in the Loop";

(4) To coordinate and drive the cooperation with the Mainland on innovation and technology matters; and

(5) To monitor the $500 million block allocation to support bureaux/departments use technologies to improve public services.

Annex 2

Job Description
Principal Assistant Secretary for Innovation and Technology (4)

Rank: Administrative Officer Staff Grade C (D2)

Responsible to: Deputy Secretary for Innovation and Technology (2)

Main Duties and Responsibilities:

(1) To serve as Head of the Smart City Office to perform the following duties:-

(a) to coordinate and formulate smart city projects across relevant bureaux and departments, and devise an overall plan for these projects;

(b) to monitor the progress of smart city projects, and recommend appropriate follow-up actions;

(c) to conduct timely reviews on the effectiveness of smart city initiatives and projects;

(d) to conduct publicity and promotion on Hong Kong's smart city development, including engaging stakeholders on smart city initiatives; and

(2) To serve as Secretary to the "Steering Committee on Innovation and Technology".

Annex 3

Job Description
Chief Systems Manager (Data Analytics)

Rank: Chief Systems Manager (D1)

Responsible to: Assistant Government Chief Information Officer (IT Infrastructure)

Main Duties and Responsibilities:

(1) To coordinate, liaise and support bureaux/departments ("B/Ds") to open up government data for public use through the open data portal (data.gov.hk);

(2) To maintain and update open data portal (data.gov.hk) and to advise B/Ds on the best practices and data format on open data;

(3) To provide data science advisory and facilitation services for B/Ds and assist them in developing data-centric e-government and smart city services;

(4) To build and maintain a common big data analytics infrastructure (including a big data platform and a digital highway) for shared use by B/Ds to develop and operate big data analytics and applications;

(5) To keep abreast of the international trend of open data and big data analytics and recommend government-wide practices and guidelines in these respects; and

(6) To support, housekeep and refresh frameworks, standards and services related to data sharing, including but are not limited to Address Data Infrastructure, Government Technology System Architecture, Interoperability Framework, and Chinese character set (HKSCS) and standard (ISO 10646).

Annex 4

Job Description
Deputy Secretary for Innovation and Technology (2)

Rank: Administrative Officer Staff Grade B (D3)

Responsible to: Permanent Secretary for Innovation and Technology

Main Duties and Responsibilities:

(1) To review, formulate, evaluate and monitor Government policies, legislative proposals and implementation programmes in the area of information and communications technology ("ICT");

(2) To devise strategic plans for the promotion of the development of ICT in Hong Kong;

(3) To steer and coordinate the work of the Office of the Government Chief Information Officer to achieve timely, smooth and effective implementation of policies and programmes;

(4) To oversee the operation and development of Cyberport;

(5) To oversee the coordination and implementation of smart city initiatives and the operation of the "Smart City Office";

(6) To provide secretariat support to the Steering Committee on Innovation and Technology; and

(7) To foster ICT cooperation with the Mainland and overseas.

Annex 5

Job Description
Principal Assistant Secretary for Innovation and Technology (3)

Rank: Administrative Officer Staff Grade C (D2)

Responsible to: Deputy Secretary for Innovation and Technology (2)

Main Duties and Responsibilities:

(1) To revise, evaluate, formulate and monitor Government policies, legislative proposals and implementation programmes in the area of information and communications technology ("ICT");

(2) To devise strategic plans for the promotion of the development of ICT in Hong Kong;

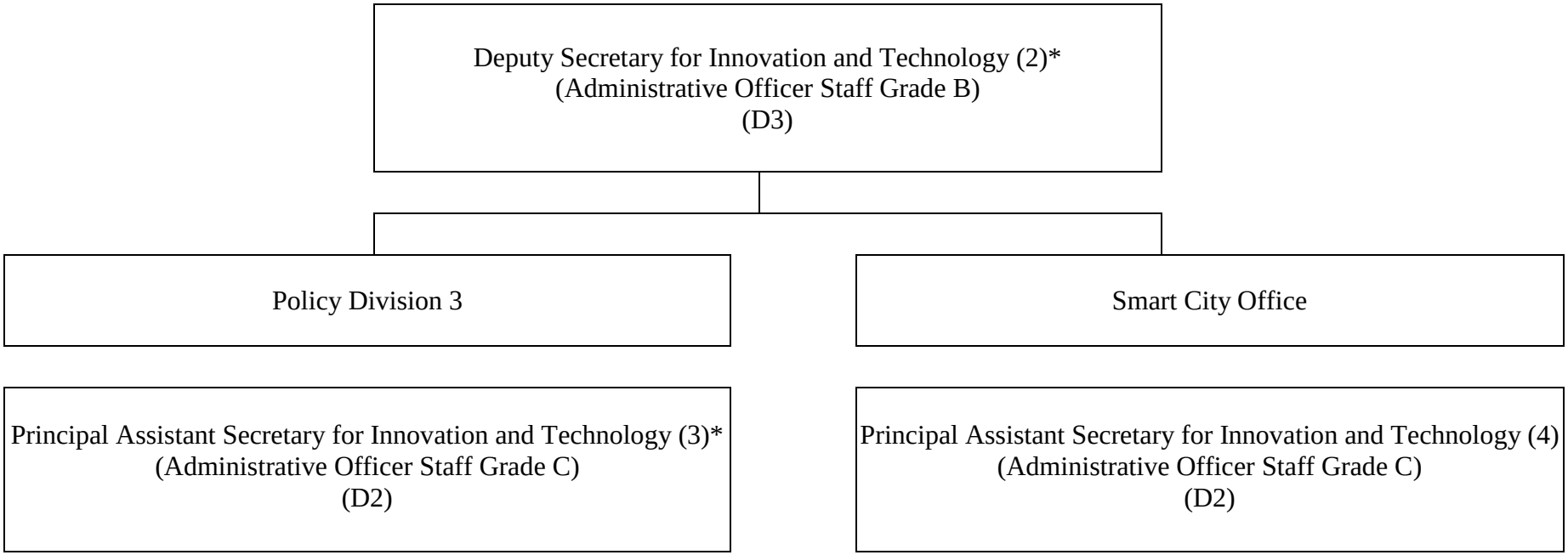
(3) To be responsible for the housekeeping of the Office of the Government Chief Information Officer to achieve timely, smooth timely and effective implementation of policies and programmes;

(4) To oversee the operation and development of Cyberport; and

(5) To foster ICT cooperation with the Mainland and overseas.

Annex 6

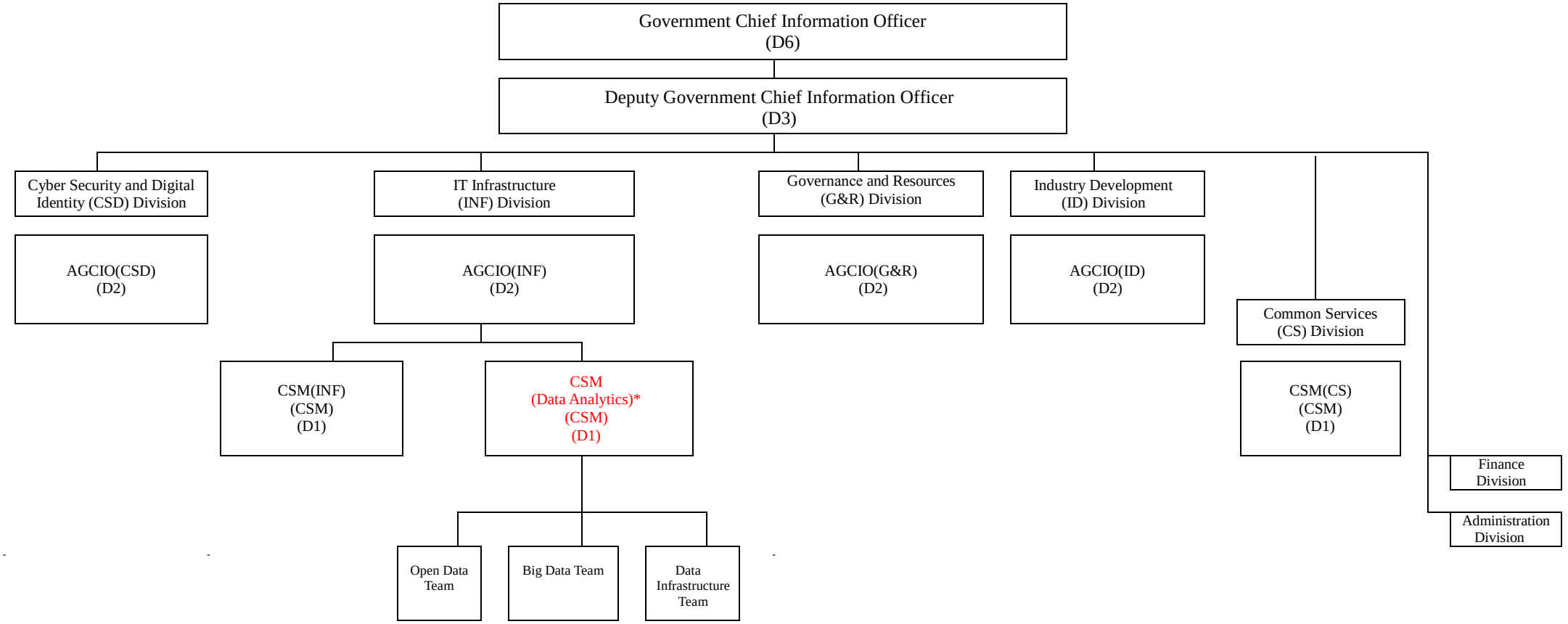
Proposed Organisation Chart of the New Policy Team of the Innovation and Technology Bureau



*Posts to be deployed from the Office of the Government Chief Information Officer to the Innovation and Technology Bureau.

Annex 7

Proposed Organisation Chart of
the Office of the Government Chief Information Officer



Legend

*CSM post proposed to be created

Annex 8

Job Description
Assistant Government Chief Information Officer
(Cyber Security and Digital Identity)

Rank: Assistant Director of Information Technology Services (D2)

Responsible to: Deputy Government Chief Information Officer

Main Duties and Responsibilities:

(1) To advise on and participate in the formulation and management of Government information and cyber security policies and incident response mechanisms;

(2) To promote awareness on information and cyber security, advise on security threat alerts and risks mitigation, and assure information and cyber security requirement compliance;

(3) To oversee the provision of "e-ID" as a single digital identity of Hong Kong residents for authentication in government and commercial online transactions and as a key digital infrastructure for smart city development;

(4) To assist in formulating standards and practice of public key infrastructure for facilitating the development of electronic transactions in Hong Kong; and

(5) To advise on new information technology development and its adoption in the Government.

Annex 9

Job Description
Assistant Government Chief Information Officer
(Governance and Resources)

Rank: Assistant Director of Information Technology Services (D2)

Responsible to: Deputy Government Chief Information Officer

Main Duties and Responsibilities:

(1) To assist bureaux/departments ("B/Ds") in developing, implementing and securing funding for information technology ("IT")-enabled business systems that support policy goals;

(2) To monitor IT project funding management and Government IT projects governance;

(3) To formulate strategies and oversee sourcing and contractual matters relating to the procurement of IT products and services;

(4) To manage the Analyst/Programmer Grade and the Computer Operator Grade, and to be responsible for their professional development;

(5) To formulate strategies and implement programmes for the Government's data centre services;

(6) To oversee government IT infrastructure and advise on IT business contingency planning and operations in the Government;

(7) To steer the provision of services by B/Ds or centrally provided services, including disaster recovery, Internet mail, Internet access, Government directory and central Internet gateway services; and

(8) To oversee technical support provided for the Government Electronic Trading Services.

Annex 10

Job Description
Assistant Government Chief Information Officer
(IT Infrastructure)

Rank: Assistant Director of Information Technology Services (D2)

Responsible to: Deputy Government Chief Information Officer

Main Duties and Responsibilities:

(1) To oversee the planning, development and management of Government Cloud Infrastructure Services, e-Government application architecture and central platform facilities in supporting the digital Government services delivery;

(2) To facilitate bureaux/departments ("B/Ds") to open up government data for public use through the open data portal (data.gov.hk) for scientific research, innovation and development of smart city;

(3) To oversee the development of data sharing standards and analytics infrastructure to facilitate B/Ds in developing and operating big data analytics and applications;

(4) To promote data exchange and system interoperability across the Government; and

(5) To oversee and manage the e-Government service portal "GovHK" and related services for providing e-Government services to the public.

Annex 11

Job Description
Assistant Government Chief Information Officer
(Industry Development)

Rank: Assistant Director of Information Technology Services (D2)

Responsible to: Deputy Government Chief Information Officer

Main Duties and Responsibilities:

(1) To coordinate work plans and implement measures for facilitating the development of smart city in Hong Kong;

(2) To coordinate and implement the Wi-Fi Connected City Programme, and facilitate the development and promotion of Wi-Fi.HK for the public and visitors;

(3) To draw up programmes and initiatives on digital inclusion and monitor their implementation;

(4) To facilitate Hong Kong to develop into a regional high-tier data centre hub;

(5) To assist in formulating strategies and implement measures for the promotion of the development of information and communications technology ("ICT") industry in Hong Kong;

(6) To promote cooperation between overseas / the Mainland and Hong Kong on ICT, and handle matters relating to ICT between Hong Kong and Asia-Pacific Economic Cooperation, World Trade Organisation and other related international bodies; and

(7) To assist in overseeing the Hong Kong Internet Registration Corporation Limited.

Annex 12

Job Description
Principal Assistant Secretary for Innovation and Technology

Rank: Administrative Officer Staff Grade C (D2)

Responsible to: Deputy Secretary for Innovation and Technology

Main Duties and Responsibilities:

(1) To formulate policies of innovation and technology and coordinate various relevant measures,

(2) To coordinate the work of the Innovation and Technology Commission and the Office of the Government Chief Information Officer;

(3) To handle Legislative Council business, including Panel on Commerce and Industry and Panel on Information Technology and Broadcasting;

(4) To drive innovation and technology cooperation with the Mainland and overseas; and

(5) To implement the "Innovation and Technology Fund for Better Living".

Annex 13

Job Description
Principal Assistant Secretary for Innovation and Technology (1)

Rank: Administrative Officer Staff Grade C (D2)

Responsible to: Deputy Secretary for Innovation and Technology (1)

Main Duties and Responsibilities:

(1) To coordinate policy matters on promoting technology research and development, "re-industrialisation", supporting start-ups and technology talents;

(2) To carry out policy research and formulation in new areas of innovation and technology;

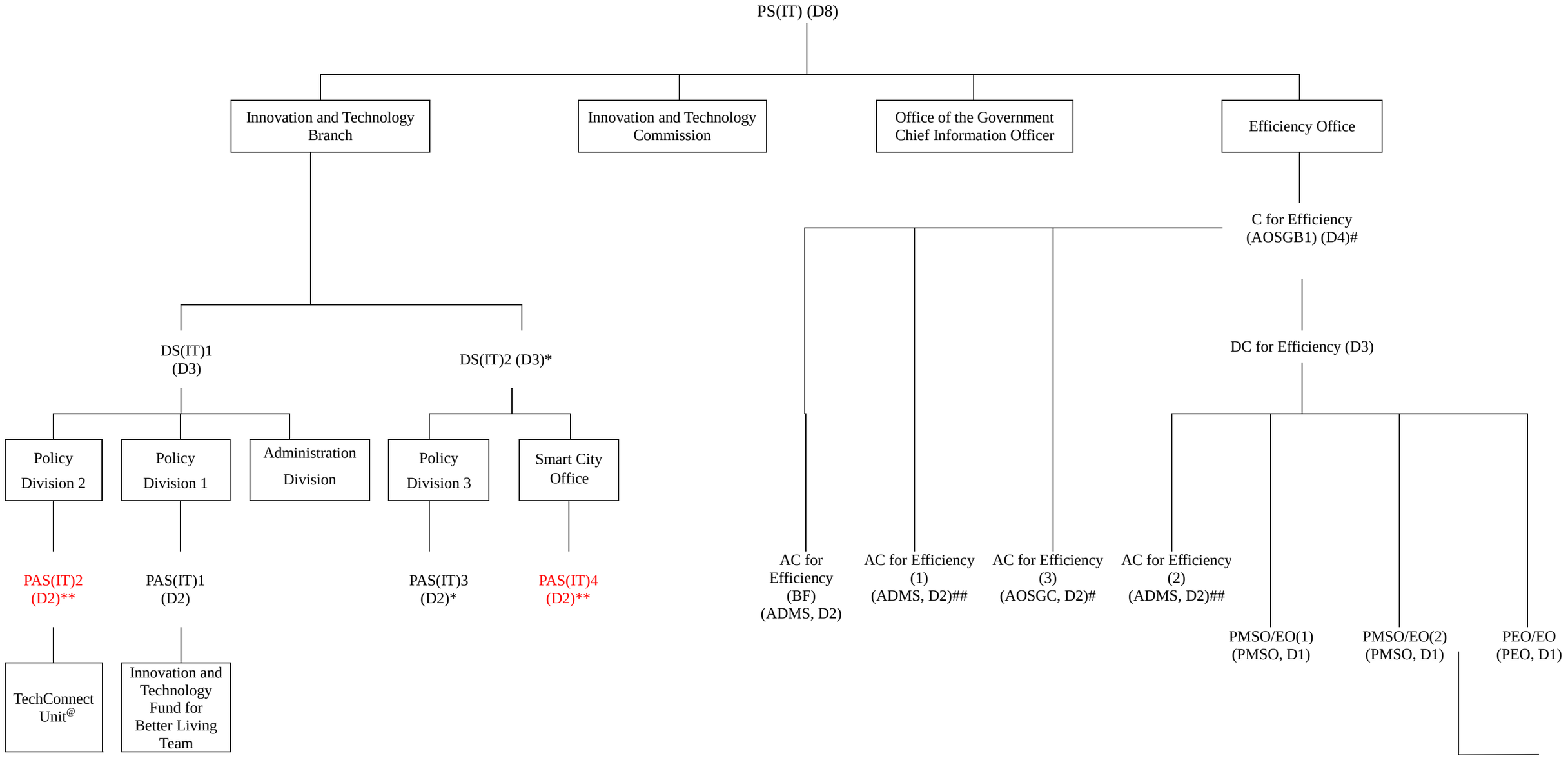
(3) To foster Hong Kong and overseas (excluding the Mainland) co-operation on innovation and technology matters;

(4) To be responsible for the housekeeping of Innovation and Technology Commission;

(5) To provide secretariat support to the "Committee on Innovation, Technology and Re-industrialisation"; and

(6) To implement the "Innovation and Technology Fund for Better Living.

Proposed Organisation Chart of the Innovation and Technology Bureau
[showing offices under PS(IT)]



@ Office orginally directly under DS(IT)1
* Post redeployed from OGCIO
** Supernumerary post to be created
\# Supernumerary AOSGB1 post held against the current H/EU post
Supernumerary PMSO post held against an ADMS post

Annex 15

Job Description
Chief Engineer/ New Territories West 5
Job Description

Rank: Chief Engineer (D1)

Responsible to: Deputy Project Manager (New Territories West)

Main Duties and Responsibilities:

Chief Engineer/ New Territories West 5 is responsible for the overall administration and management of the infrastructure works under the development of Lok Ma Chau Loop. The major duties are –

(1) To oversee the administration, planning, design, construction and management of the infrastructure projects under the Loop development project;

(2) To lead and direct the project team for implementation of the infrastructure projects under the Loop development project, and to undertake the public consultations;

(3) To monitor the budgetary control of the infrastructure projects under the Loop development project;

(4) To drive for timely achievement of milestone targets, co-ordinate for interface matters with relevant authorities (including Hong Kong Science and Technology Parks Corporation, MTR Corporation Ltd and relevant Shenzhen authorities) and with other projects and developments;

(5) To attend regular meetings related to the Loop development project, including the Joint Task Force on the Development of the Hong Kong-Shenzhen Innovation & Technology Park in the Loop and its working groups as well as the interdepartmental/ bureaux steering group and its working groups;

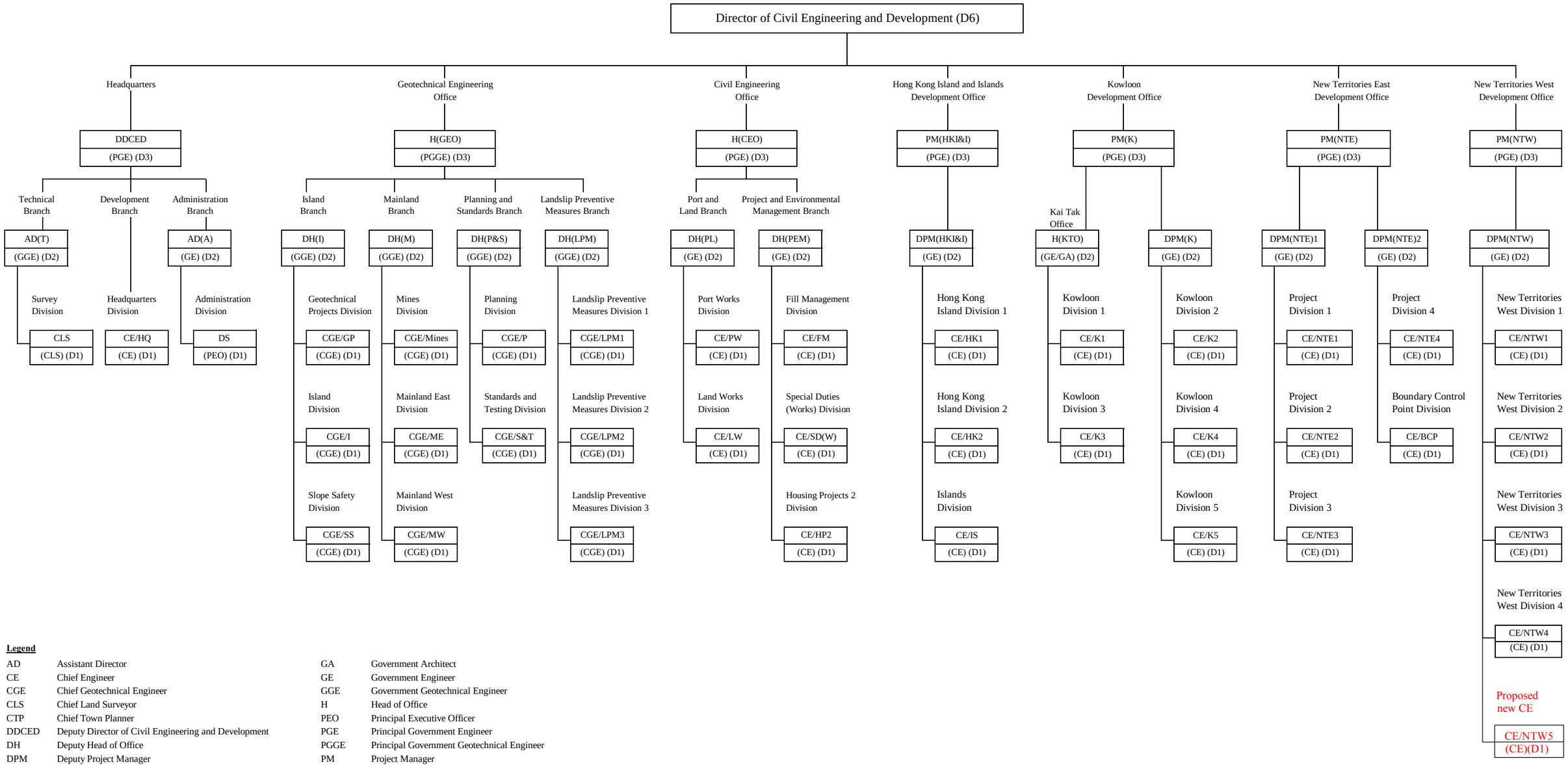
(6) To select and manage consultants and contractors;

(7) To monitor the need for infrastructure improvement upon completion of construction to accommodate the long-term development of the Loop; and

(8) To oversee the works of senior professionals and professionals under his/her purview.

Annex 16

Organisation Chart of Civil Engineering and Development Department after Creation of New CE at NTWDevO



Legend

AD	Assistant Director	GA	Government Architect
CE	Chief Engineer	GE	Government Engineer
CGE	Chief Geotechnical Engineer	GGE	Government Geotechnical Engineer
CLS	Chief Land Surveyor	H	Head of Office
CTP	Chief Town Planner	PEO	Principal Executive Officer
DDCED	Deputy Director of Civil Engineering and Development	PGE	Principal Government Engineer
DH	Deputy Head of Office	PGGE	Principal Government Geotechnical Engineer
DPM	Deputy Project Manager	PM	Project Manager
DS	Departmental Secretary		