

**Replies to initial written raised by Finance Committee Members  
in examining the Estimates of Expenditure 2003-04**

**[Controlling Officer : Private Secretary to Chief Executive]**

**[Session No. : 13] [File name : CEO-e1.doc]**

<b>Reply Serial No.</b>	<b>Question Serial No.</b>	<b>Name of Member</b>	<b>Head</b>	<b>Programme</b>
<a href="#">CEO001</a>	0083	Hon. LAU Wong-fat	21	2101 – Chief Executive's Office
<a href="#">CEO002</a>	0084	Hon. LAU Wong-fat	21	2101 – Chief Executive's Office
<a href="#">CEO003</a>	0085	Hon. LAU Wong-fat	21	2102 – Secretariat: Executive Council Support
<a href="#">CEO004</a>	0128	Hon. HO Sau-lan, Cyd	21	2101 - Chief Executive's Office
<a href="#">CEO005</a>	0392	Hon. SZETO Wah	21	2101 - Chief Executive's Office
<a href="#">CEO006</a>	0606	Hon. IP Kwok-him	21	
<a href="#">CEO007</a>	0783	Hon. CHAN Wai-yip, Albert	21	2102 – Secretariat: Executive Council Support
<a href="#">CEO008</a>	0784	Hon. CHAN Wai-yip, Albert	21	
<a href="#">CEO009</a>	0785	Hon. CHAN Wai-yip, Albert	21	
<a href="#">CEO010</a>	0827	Hon. LEE Chu-ming, Martin	21	
<a href="#">CEO011</a>	0859	Hon. NG Margaret	21	
<a href="#">CEO012</a>	0860	Hon. NG Margaret	21	2101 – Chief Executive's Office
<a href="#">CEO013</a>	1011	Hon. LAU Chin-shek	21	
<a href="#">CEO014</a>	1265	Hon. LEE Cheuk-yan	21	
<a href="#">CEO015</a>	1376	Hon. MAK Kwok-fung, Michael	21	2101 – Chief Executive's Office
<a href="#">CEO016</a>	1377	Hon. MAK Kwok-fung, Michael	21	2101 – Chief Executive's Office

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO001

Question Serial No.

083

Head: 21 – Chief Executive's Office

Subhead(No. & title):

Programme: 2101 – Chief Executive's Office

Controlling Officer: Private Secretary to Chief Executive

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

Question :

What is the total expenditure in 2003-04 for ensuring the efficient management of the Chief Executive's official residence and country residence at Fanling, and the Government House? What are the staffing requirement and establishment of the three premises respectively? Please provide a breakdown by ranks.

Asked by: Hon. LAU Wong-fat

Reply:

Annual provision for maintaining the above three premises is \$4.89M which include charges on gas, electricity, routine maintenance, and electrical and mechanical services. There are one Housekeeper and 26 domestic staff providing domestic/cleansing services and supporting functions at CE's residence, Fanling Lodge, Government House, as well as the Chief Executive's Office. The annual remuneration for these staff is \$6.67M.

Signature \_\_\_\_\_

Name in block letters Robin IP

Post Title Private Secretary to Chief Executive

Date 21 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO002

Question Serial No.

084

Head: 21 – Chief Executive's Office

Subhead(No. & title):

Programme: 2101 – Chief Executive's Office

Controlling Officer: Private Secretary to Chief Executive

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

Question :

The Chief Executive's Office is responsible for ensuring that the Chief Executive is receiving the necessary advice and support for formulating and coordinating policies. What is the total staff deployed for that purpose? Please indicate the establishment by ranks and the estimates for salaries and allowances in 2003-04.

Asked by: Hon. LAU Wong-fat

Reply:

The staff members who provide assistance to the Chief Executive in policy co-ordination and formulation include one officer equivalent to D8 rank, one officer at D4 rank, one officer at D2 rank, 3 officers on Master Pay Scale (MPS) Pt 45 - 49, one officer on MPS Pt. 34 - 39 and another one on MPS Pt. 28 - 33. The expenditure on salaries and allowances under Head 21 for these officers in 2003-04 will be \$10.61M.

Signature \_\_\_\_\_

Name in block letters Robin IP

Post Title Private Secretary to Chief Executive

Date 21 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO003

Question Serial No.

085

Head: 21 – Chief Executive's Office

Subhead(No. & title):

Programme: 2102 – Secretariat: Executive Council Support

Controlling Officer: Private Secretary to Chief Executive

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

Question :

What is the total staff deployed for Executive Council support? Give details of the additional 16 posts in 2003-04. Are they filled by new recruits or incumbent officers?

Asked by: Hon. LAU Wong-fat

Reply:

There are 16 posts on the establishment of the Executive Council Secretariat. All the incumbents are civil servants. There is no change in the establishment upon the transfer of the Executive Council Secretariat from Head 142 - Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary to Head 21 - Chief Executive's Office. The breakdown of the 16 posts are-

2 officers of the Administrative Officer grade, 2 officers of the Executive Officer grade, 11 officers of the Secretarial, Confidential Assistant and Clerical grades and 1 Workman staff.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Robin IP

Post Title \_\_\_\_\_ Private Secretary to Chief Executive

Date \_\_\_\_\_ 21 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
 INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO004

Question Serial No.

0128

Head: 21 - Chief Executive's Office

Subhead(No. & title):

Programme: 2101 - Chief Executive's Office

Controlling Officer: Private Secretary to Chief Executive

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

Question : Regarding consultancy studies for policy making and assessment (if any) commissioned by the above bureau and departments, please provide details.

Asked by: Hon. HO Sau-lan, Cyd

Reply:

(1) Consultancy studies for which financial provision has been allocated respectively in 2001-02 and 2002-03:

Name of consultants (if available)	Description	Consultancy fees	Progress on consultancy studies (planning/ in progress / completed)	The Administration's follow-up action on the study reports and the progress made	Reasons for no follow-up action on the study reports and whether other measures are available to deal with the subjects under study
nil	nil	nil	nil	nil	Nil

(2) Consultancy studies for which financial provision has not been allocated respectively in 2001-02 and 2002-03, though consultancy studies have been made during the year:

Name of consultants (if available)	Description	Consultancy fees	Progress on consultancy studies (planning/ in progress / completed)	The Administration's follow-up action on the study reports and the progress made	Reasons for no follow-up action on the study reports and whether other measures are available to deal with the subjects under study
nil	nil	nil	nil	nil	Nil

(3) Consultancy studies for which provision has been allocated in 2003-04:

Name of consultants (if available)	Description	Consultancy fees	Status of consultancy studies (planning/ in progress / completed)
nil	nil	nil	Nil

Signature \_\_\_\_\_

Name in block letters Robin IP

Post Title Private Secretary to Chief Executive

Date 21 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO005

Question Serial No.

0392

Head: 21 – Chief Executive's Office                      Subhead(No. & title):

Programme:                      2101 – Chief Executive's Office

Controlling Officer:        Private Secretary to Chief Executive

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

Question :

Please give details of the current establishment and staff ranking of the Chief Executive's Office. Is there any change of staffing provision as compared with that before the implementation of the Principal Officials Accountability System? If yes, please detail the figures and the expenditure involved.

Asked by:    Hon. SZETO Wah

Reply:

There are 86 posts under the current establishment of the Chief Executive's Office, including 4 posts in the Administrative Officer grade, 6 Executive Officer grade, 2 Chinese Language Officer grade, 14 Secretarial grade, 17 Clerical grades, 3 Office Assistant grade, 1 Confidential Assistant grade, 5 Chauffeur grade, 1 Motor Driver grade, 3 Communications Controller grade, 2 Social Secretary grade, 1 Housekeeper grade and 27 Domestic Staff grade.

Upon the implementation of the Accountability System, one directorate post (D8 level) has been deleted and one non-civil service position of the Director of the Chief Executive's Office (equivalent to D8 level) created in this Office. There is no other change in staffing provision.

Signature \_\_\_\_\_

Name in block letters                      Robin IP

Post Title    Private Secretary to Chief Executive

Date                      21 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO006

Question Serial No.

0606

Head: 21 – Chief Executive's Office

Subhead(No. & title):

Programme:

Controlling Officer: Private Secretary to Chief Executive

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

Question :

With regard to the increase of 1 directorate and 15 non-directorate posts, would the Administration advise this Council of:

- (a) the duties and duration of these posts; and
- (b) the amount and breakdown of the provision involved in 2003-04?

Asked by: Hon. IP Kwok-him

Reply:

The increase of 16 posts is due to the transfer of the Executive Council Secretariat from Head 142 - Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary to Head 21 - Chief Executive's Office with effect from 2003-04. These are permanent civil service posts. The main responsibility of the Secretariat is to provide administrative support to the Executive Council and to ensure its smooth operation. Of \$7.2M provision for the Secretariat, \$6.72M is for *Personal Emoluments* and \$0.48M for *Departmental Expenses*.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Robin IP

Post Title \_\_\_\_\_ Private Secretary to Chief Executive

Date \_\_\_\_\_ March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO007

Question Serial No.

0783

Head: 21 – Chief Executive's Office

Subhead(No. & title):

Programme: 2102 – Secretariat: Executive Council Support

Controlling Officer: Private Secretary to Chief Executive

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

Question :

Programme (2) shows that the provision for Secretariat: Executive Council Support in 2003-04 will rise by 4.3%. Please account for the increase.

Asked by: Hon. CHAN Wai-yip, Albert

Reply:

The reasons for the increase of 4.3% (\$0.3M) are due to –

- (a) the increased provision of \$0.147M for salary increments for staff in the Executive Council Secretariat, full-year provision for filling a vacancy (Confidential Assistant), partly offset by full-year effect of the civil service pay cut in October 2002, and
- (b) the transfer of an amount of \$0.127M being departmental expenses of Executive Council Secretariat from Head 142 - Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary to Head 21 - Chief Executive's Office with effect from 1 April 2003. This amount is not an increase in expenditure but was previously covered under "*General departmental expenses*" of Head 142.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Robin IP

Post Title Private Secretary to Chief Executive

Date \_\_\_\_\_ 22 March 2003



Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO008

Question Serial No.

0784

Head: 21 – Chief Executive's Office

Subhead(No. & title):

Programme:

Controlling Officer: Private Secretary to Chief Executive

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

Question :

As shown in the analysis of financial provision under Subhead 000 Operational expenses, personal emoluments – salaries will increase from \$33,850,000 (2002-03 revised estimate) to \$38,235,000 (2003-04 estimate). What is the reason for the increase?

Asked by: Hon. CHAN Wai-yip, Albert

Reply:

In the 2003-04 estimate, the increase of \$4.385M in the provision for salaries under "*Personal Emoluments*" is mainly due to the transfer of the provision (\$6.72M) for the 16 posts of the Executive Council Secretariat from Head 142 - Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary to Head 21 - Chief Executive's Office with effect from 1 April 2003, partly offset by the full-year effect of the deletion of a directorate post (D8) on 1 July 2002 and the civil service pay cut in October 2002.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Robin IP

Post Title \_\_\_\_\_ Private Secretary to Chief Executive

Date \_\_\_\_\_ 22 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO009

Question Serial No.

0785

Head: 21 – Chief Executive's Office

Subhead(No. & title):

Programme:

Controlling Officer: Private Secretary to Chief Executive

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

Question :

As shown in the analysis of financial provision under Subhead 000 Operational expenses, departmental expenses – general departmental expenses will increase from \$11,428,000 (2002-03 revised estimate) to \$12,240,000 (2003-04 estimate). What is the reason for the increase?

Asked by: Hon. CHAN Wai-yip, Albert

Reply:

The increase of \$0.812M under "*General departmental expenses*" in the 2003-04 estimate is mainly due to –

- a) the transfer of provision for the Executive Council Secretariat from Head 142 - Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary to Head 21- Chief Executive's Office with effect from 1 April 2003; and
- b) some departmental expenditure committed in 2002-03 to be settled in 2003-04.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Robin IP

Post Title \_\_\_\_\_ Private Secretary to Chief Executive

Date \_\_\_\_\_ 22 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO010

Question Serial No.

0827

Head: 21 – Chief Executive's Office

Subhead(No. & title):

Programme:

Controlling Officer: Private Secretary to Chief Executive

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

Question :

What is the establishment of the Chief Executive's Office in 2003-04 and that before the implementation of the Principal Officials Accountability System? Please compare between the two and the expenditure involved.

Asked by: Hon. LEE Chu-ming, Martin

Reply:

Upon the implementation of the Accountability System, one directorate post (D8) has been deleted and one non-civil service position of the Director of the Chief Executive's Office (equivalent to D8) created in this Office. The establishment of Chief Executive's Office was reduced from 87 to 86 on 1 July 2002.

The Executive Council Secretariat has come under the Chief Executive's Office with effect from 1 July 2002 but the transfer of provisions for Executive Council Secretariat from Head 142 - Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary to Head 21 - Chief Executive's Office will take effect on 1 April 2003. The 16 posts on the establishment of the Executive Council Secretariat will be put under Head 21, bringing up its establishment from 86 to 102 posts and the estimate from \$54.43 M in the 2002-03 revised estimate to \$59.923M in the 2003-04 estimate.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Robin IP

Post Title \_\_\_\_\_ Private Secretary to Chief Executive

Date \_\_\_\_\_ 22 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO011

Question Serial No.

0859

Head: 21 – Chief Executive's Office

Subhead(No. & title): 000 – Operational expenses

Programme:

Controlling Officer: Private Secretary to Chief Executive

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

Question :

- (a) Please elaborate on the use of the \$5,918,000 under remuneration for special appointments. How many such appointments are involved?
- (b) The 2003-04 estimate will rise to \$6,958,000. What is the reason for the increase?

Asked by: Hon. NG Margaret

Reply:

- (a) In 2002-03, the provision under "*Remuneration for special appointments*" covers the salaries and allowances of Director of the Chief Executive's Office, Special Assistant, Senior Personal Assistant and Personal Chauffeur, and end-of-contract gratuities for the latter three officers.
- (b) Apart from the 4 positions above, the expenditure item "*Remuneration for special appointments*" covers provision for a Senior Special Assistant. This position was vacant in 2002-03 and hence, less expenditure. Full-year provision for the 5 positions is included in the 2003-04 estimate.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Robin IP

Post Title \_\_\_\_\_ Private Secretary to Chief Executive

Date \_\_\_\_\_ 22 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO012

Question Serial No.

0860

Head: 21 – Chief Executive's Office

Subhead(No. & title): 000 – Operational expenses

Programme: 2101 – Chief Executive's Office

Controlling Officer: Private Secretary to Chief Executive

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

Question :

Of the Chief Executive's expenditure on social engagements, what are the figures for the past three years?

Do they include those of his wife? If yes, please advise of the amount and uses.

Asked by: Hon. NG Margaret

Reply:

Expenditure on the social functions hosted by the Chief Executive (CE) are largely met by CE's non-accountable entertainment allowance which comes under "*Salaries*" and partly by "*General departmental expenses*". The expenditure under these two items for the hosting of social functions in the past three years is set out as follows -

<b>Year</b>	<b>CE's non-accountable entertainment allowance (NEA)</b>	<b>General departmental expenses on CE's social engagements</b>  (rounded to the nearest hundred)
2000-01	\$825,700	\$156,200
2001-02	\$803,400	\$755,100  (including \$510,600 being expenses on functions relating to the FORTUNE Global Forum)
2002-03	\$794,600	\$153,800

The Chief Executive and his wife host a lot of social functions in their official capacity. These include receptions, lunches and dinners for VIPs, foreign and local guests, and overseas and local personalities in different sectors of the community. As there are a large number of these functions, it is impracticable to separate the amount of expenditure on those involving CE's wife.

Signature \_\_\_\_\_

Name in block letters Robin IP

Post Title Private Secretary to Chief Executive

Date 22 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO013

Question Serial No.

1011

Head: 21 – Chief Executive's Office

Subhead(No. & title): 000 – Operational expenses

Programme:

Controlling Officer: Private Secretary to Chief Executive

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

Question :

What are the breakdown figures of the "Remuneration for special appointments" under "Departmental Expenses" in 2002-03? Who are the appointees involved? What are their job nature and performance output? What are the breakdown figures of the 2003-04 expenditure on this item? Why is there a marked increase from the 2002-03 revised estimate to the 2003-04 estimate of remuneration for special appointments?

Asked by: Hon. LAU Chin-shek

Reply:

The expenditure under “*Remuneration for special appointments*” in 2002-03 includes \$2.03M for Director of the Chief Executive’s Office (DCEO), \$1.52M for Special Assistant (SA), \$0.86M for Senior Personal Assistant (SPA), \$0.36M for Personal Chauffeur (PC), an amount of \$1.04M being gratuities paid to SA, SPA and PC and \$0.05M for Mandatory Provident Fund contribution. The job description of these posts is -

DCEO - assists the Chief Executive (CE) in overseeing the running of the Office which includes the Executive Council Secretariat and performs the role of information coordination in the media and public relations front

SA - works as CE’s personal adviser on Mainland related issues, conducting research and providing support on matters relating to the Mainland

SPA - works as CE’s personal secretary, maintains CE’s diary, handles letters and calls of CE, handles files and documents and receives guests for meetings

PC - works with the Senior Personal Chauffeur to provide driving service to CE

The above officers have provided effective and efficient support to the CE

Apart from the 4 positions above, the expenditure item “*Remuneration for special appointments*” covers provision for a Senior Special Assistant. This position was vacant in 2002-03 and hence, less expenditure. Full-year provision for the 5 positions is included in the 2003-04 estimate.

Signature \_\_\_\_\_

Name in block letters Robin IP

Post Title Private Secretary to Chief Executive

Date 22 March 2003



Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO014

Question Serial No.

1265

Head: 21 – Chief Executive's Office

Subhead(No. & title): 000 – Operational expenses

Programme:

Controlling Officer: Private Secretary to Chief Executive

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

Question :

Please provide the number of non-civil service contract staff employed and the level of expenditure involved in 2002-03. Are there any plans to employ more or less non-civil service contract staff in 2003-04? If so, what are the reasons? And what will be the number of staff and the level of expenditure involved?

Asked by: Hon. LEE Cheuk-yan

Reply:

There are 3 non-civil service contract staff employed in this Office, including Contract Chef, Domestic Supervisor and Junior Domestic Assistant. The expenditure in 2002-03 on their salaries and Mandatory Provident Fund contributions is \$0.602M covered under "*General departmental expenses*".

There is at present no plan to employ more or less non-civil service contract staff in 2003-04.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Robin IP

Post Title \_\_\_\_\_ Private Secretary to Chief Executive

Date \_\_\_\_\_ 22 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO015

Question Serial No.

1376

Head: 21 – Chief Executive's Office

Subhead(No. & title): 000 – Operational expenses

Programme: 2101 – Chief Executive's Office

Controlling Officer: Private Secretary to Chief Executive

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

Question :

The financial provision to the Chief Executive's Office increases from the actual figure of \$52.8 million in 2001-02 to the revised figure of \$54.4 million in 2002-03. What are the reasons for the rise of provision?

Asked by: Hon. MAK Kwok-fung, Michael

Reply:

The increase of \$1.6M (\$54.4M minus \$52.8M) is mainly due to the following reasons -

- a) the increase of provision for salary increments (\$0.27M) and higher substantive salaries (\$0.23M) with the posting of some senior officers to this Office in 2002-03 ;
- b) payment of end-of-contract gratuities (\$0.69M) to three non-civil service contract officers under "*Remuneration for special appointments*" ;
- c) the increase of departmental expenses (\$0.16M); and
- d) the expenditure on the capital project (\$0.52M) for replacement of a set of emergency generator in Government House, that has been in operation for over 16 years and has reached the end of its serviceable life span.

The total increase of \$1.87M arising from the above was partly offset by savings of \$0.23M in acting allowance, hence, the net increase is \$1.6M.

Signature \_\_\_\_\_

Name in block letters Robin IP

Post Title Private Secretary to Chief Executive

Date 22 March 2003

Examination of Estimates of Expenditure 2003-04  
**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO016

Question Serial No.

1377

Head: 21 – Chief Executive's Office

Subhead(No. & title): 000 – Operational expenses

Programme: 2101 – Chief Executive's Office

Controlling Officer: Private Secretary to Chief Executive

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

Question :

Salaries of the Chief Executive's Office increase from the actual expenditure of \$33.35 million in 2001-02 to the revised estimate of \$33.85 million in 2002-03. Would the Administration advise the Council of:

- (a) the reasons for the rise of provision for salaries;
- (b) the actual increase of provision for salaries; and
- (c) the grades, ranks and number of staff involved.

Asked by: Hon. MAK Kwok-fung, Michael

Reply:

The increase of salary provisions of \$0.5M (\$33.85M minus 33.35M) is attributed to -

- a) salary increments (\$0.27M) for some serving officers in the Administrative, Executive, Clerical and Secretarial grades in the Office; and
- b) the posting to this Office some senior staff who are receiving higher substantive salary (\$0.23M).

Signature \_\_\_\_\_

Name in block letters Robin IP

Post Title Private Secretary to Chief Executive

Date 22 March 2003