

Legislative Council Panel on Home Affairs

**Progress Report on the Review of
Advisory and Statutory Bodies**

PURPOSE

This paper reports progress made in the review of advisory and statutory bodies (ASBs) in the public sector.

BACKGROUND

2. In connection with the review of public sector ASBs, we have provided 13 interim reports on the following topics :

- (a) policy responsibility for advisory and statutory bodies under the accountability system (Interim Report No. 1);
- (b) classification of advisory and statutory bodies (Interim Report No. 2);
- (c) policy responsibility of Home Affairs Bureau in respect of advisory and statutory bodies (Interim Report No. 3);
- (d) gender balance in advisory and statutory bodies (Interim Report No. 4);
- (e) remuneration of non-official members of advisory and statutory bodies (Interim Report No. 5);
- (f) the 6-year rule (Interim Report No. 6);
- (g) the 6-board rule (Interim Report No. 7);
- (h) handling conflicts of interest (Interim Report No. 8);

- (i) diversity in appointments to advisory and statutory bodies (Interim Report No. 9);
- (j) review of the Central Personality Index System (Interim Report No. 10);
- (k) review of non-departmental public bodies (Interim Report No. 11);
- (l) proposal for the establishment of a consultative forum (Interim Report No. 12); and
- (m) progress report on the establishment of the Public Affairs Forum (Interim Report No. 13).

PROGRESS

Gender Balance

3. The Government is committed to enhancing the participation of women in the work of public sector ASBs. In this connection, we have set an initial working target of at least 25% for each gender for the purpose of appointing non-official members of ASBs. As at 31 March 2005, 1 888 (24.3%) of the 7 761 appointed non-official post holders were women, compared with a women participation rate of 22.6% (1 764 female post holders) in March 2004. We plan to raise the gender benchmark in the longer term in line with international norms.

The 6-year Rule

4. As a general rule, a non-official member of an ASB should not serve more than six years in any one capacity (the 6-year rule). In this connection, the Home Affairs Bureau issued a circular memorandum in October 2004 to all bureaux and departments reminding them of the need to comply with the 6-year rule in the appointment of non-official members to ASBs. As at 31 March 2005, 1 408 (18.1%) out of the 7 761 non-official posts of ASBs were taken up by appointed members

who have served in the same post for over six years. The non-compliance rate as at 31 March 2004 was 1 695 (21.7%) of 7 811 posts. The detailed figures on non-compliance with the 6-year rule are as follows :

Duration of service	Number of Post Holders	
	Position as at 31 March 2004	Position as at 31 March 2005
Over 10 years	272	461
Over 9 years	764	629
Over 8 years	997	891
Over 7 years	1 313	1 151
Over 6 years	1 695	1 408

The 6-board Rule

5. As a general rule, a person should not serve as a member on more than six boards/committees (the 6-board rule). In this regard, the Home Affairs Bureau issued a circular memorandum in October 2004 to all bureaux and departments reminding them of the need to comply with the 6-board rule in the appointment of non-official members to ASBs. As at 31 March 2005, 21 out of the 5 112 non-official members appointed to ASBs were serving on more than six boards/committees. The non-compliance rate as at 31 March 2004 was 45 out of the 5 025 ASB members. The detailed figures on non-compliance with the 6-board rule are as follows :

No. of boards/committees served	Number of members	
	Position as at 31 March 2004	Position as at 31 March 2005
7	24	10
8	13	9
9	4	2
10	2	0
11	0	0
12	2	0
Total	45	21

Review of the Central Personality Index System

6. The Home Affairs Bureau maintains a Central Personality Index database which contains the personal data of political personalities, community leaders, persons who are prepared to serve on public sector ASBs and persons who have been given an award under the honours system in Hong Kong. In this regard, a person will be asked to complete a curriculum vitae (CV) form before his/her personal data are included in the database. The existing CV form (at Annex 1) has been in use since 1997. We have recently conducted a review of the CV form to ensure that the information collected meets the needs for appointment. In conducting the review, we have regard to the need to comply with the provisions and the Personal Data (Privacy) Ordinance as well as the following principles :

- (a) the personal data requested on the CV form should be on a need-to-know basis;
- (b) requests for sensitive personal data should be minimal.

7. The new CV form which we intend to put into use with effect from June 2005 is at Annex 2. The changes made to the existing CV form are summarized in the table at Annex 3. As foreshadowed in Interim Report No. 10, we shall introduce a new item in the CV form for disclosing a person's affiliations to political parties/political groups. The provision of this piece of information would however be on an optional basis. We have also taken the opportunity to refine the "Points to Note" of the existing CV form to improve its clarity with regard to the use of personal data. As for the disclosure of personal data to the public, in addition to "occupation/profession" and "community service on Government boards and committees" which may currently be disclosed to the public, the "current employment" of a person may be disclosed to the public in future.

Public Affairs Forum

8. The Home Affairs Bureau set up on 10 March 2005 the Public Affairs Forum (the Forum), a consultative forum to advise the Government on major public issues in Hong Kong. As at 1 May, we have recruited 524 Forum members, and 148 (28%) of these appointed members are women.

9. The Forum operates mainly through a dedicated website which provides a platform for exchange of views among members of the Forum. Since its launch on 10 March, there were over 7 300 visits to the Forum website. Five discussion topics and 18 on-line polls have been posted on the website for discussion by Forum members. Over 400 messages have been posted on the website.

WAY FORWARD

10. We shall continue with the review and submit further interim reports on individual topics at future meetings.

ADVICE SOUGHT

11. Members are invited to note the contents of this paper.

Home Affairs Bureau
3 May 2005

教育程度 Educational Level : * 小學 Primary / 中學 Secondary / 大專 Post-Secondary / 大學 University 曾就讀的學校 Schools Attended :
獲取資格 Qualifications Attained :
有興趣關注的事項 Interests / 專業知識 Expertise (註釋2 Explanatory Note 2) :
請註明你近親之中現出任政府委員會成員的姓名 : Please indicate the name(s) of your next of kin who is / are serving on Government boards and committees:

在政府委員會的社會服務⁺

Community Service on Government Boards and Committees⁺

委員會名稱 Name of Board/Committee	現任/曾任職位 (註釋3) Capacity in which you are serving/have served (Explanatory Note 3)	日期 Date (日day/月month/年year)	
		由 From	至 To

*刪去不適用者 Delete where inappropriate

⁺可按需要另加紙填寫 Please use supplementary sheets if necessary

在志願團體、行業組織、社區組織及政治組織的社會服務（政府委員會除外）⁺
**Community Service on voluntary agencies, trade, community and political organizations
(other than Government Boards and Committees)⁺**

團體 / 活動 名稱 Name of Organization/Activity	現任/曾任職位（註釋3） Capacity in which you are serving/have served (Explanatory Note 3)	日期 Date	
		由 From	至 To

聲 明 DECLARATION

本人已細閱第四頁的須知事項。本人謹此聲明，本人在此履歷表上所自願填報的個人資料，就本人所知，均屬真確及最新的資料。本人明白並同意，此等個人資料可供作須知事項第1段所述目的之用。

I have read the **POINTS TO NOTE** on page 4. I declare that the personal data voluntarily provided in this curriculum vitae form are accurate and up-to-date to the best of my knowledge. I agree and understand that such personal data can be used according to the purposes stated in paragraph 1 of the Points to Note.

簽署 Signature: _____ 日期 Date: _____

()

姓名以正楷填寫 Name in BLOCK LETTERS

⁺可按需要另加紙填寫 Please use supplementary sheets if necessary

須知事項

使用和透露個人資料

1. 你在本履歷表所提供的個人資料，將由政府總部民政事務局（本局）保存。本局除可使用有關個人資料外，還可將之透露給政府其他各局及部門，供作下列目的之用：

- (a) 與政府委員會的委任有關的活動；
- (b) 方便政府與你本人之間的聯絡；
- (c) 方便頒授獎狀/獎章（若有的話）；及/或
- (d) 與上述目的直接有關的用途。

你於「職業」及「在政府委員會的社會服務」欄內所填報的個人資料，也有可能被公開予公眾參閱。除非獲得你的訂明同意或香港特別行政區的法律所容許，否則你在本履歷表所提供的個人資料將不會用作上述目的以外的用途。

取閱個人資料

2. 你有權：

- (a) 取得本局所保存你個人資料的複本；及
- (b) 如該等資料不準確，要求作出所需的改正。

查詢

3. 凡與本履歷表所收集得的個人資料有關的一切查詢，可向以下人員提出：

香港灣仔軒尼詩道130號
修頓中心31樓
政府總部民政事務局
行政主任（個人檔案）
電話：2835 1575 【電郵地址：eo_pi@hab.gov.hk】

個人聲明

4. 請細閱上文所列的須知事項。如對其內容有任何查詢，請與上述人員聯絡以便作出澄清。透過本履歷表提供的個人資料，完全出於自願。你所提供的個人資料，將會依照個人資料（私隱）條例（第486章）及須知的規定予以處理。請在表格第三頁的聲明內簽名，然後以夾附的信封，將填妥的表格寄回民政事務局局长收。

POINTS TO NOTE

Use and Disclosure of Personal Data

1. Please be informed that the personal data provided by means of this curriculum vitae form will be retained by Home Affairs Bureau, Government Secretariat. The personal data will be used by this Bureau and will be disclosed to other Government bureaux and departments for the following purposes:

- (a) activities relating to appointments to Government boards and committees;
- (b) to facilitate communication between Government and yourself;
- (c) to facilitate the granting of awards (if any); and/or
- (d) any other purpose directly related to the above purpose(s).

The personal data provided under the items of "Occupation/Profession" and "Community Service on Government Boards and Committees" may also be disclosed to the public for information. The personal data provided by means of this curriculum vitae form will not be used for purposes other than mentioned above unless you have given the voluntary and express consent or such use is permitted by the laws of Hong Kong Special Administrative Region.

Access to Personal Data

2. Please be informed that you have the right:

- (a) to obtain a printed copy of your personal data held by this Bureau; and
- (b) to request that necessary correction(s) be made if such data is inaccurate.

Enquiry

3. All enquiries concerning personal data collected by means of this curriculum vitae form should be addressed to:

Executive Officer (Personality Index),
Home Affairs Bureau, Government Secretariat,
31/F, Southorn Centre, 130 Hennessy Road,
Wan Chai, Hong Kong.
Tel: 2835 1575 (Email Address : eo_pi@hab.gov.hk)

Declaration by Individual

4. You are requested to read carefully the Points to Note set out above. If you have any enquiries concerning the Note, please contact the above mentioned officer for clarification. The provision of personal data by means of this curriculum vitae form is voluntary. Your personal data will be treated in compliance with the Personal Data (Privacy) Ordinance (Cap. 486) and the contents of the Note. Please sign the declaration on page 3 of the form and return the completed form to the Secretary for Home Affairs in the enclosed envelope.

註 釋 EXPLANATORY NOTE

- (1) **職業** 請在下列各項選擇**一項**最能代表你的職業：
Occupation/Profession Please choose **one** of the following items that can best describe your occupation/profession:
- | | |
|---|---|
| 會計界 accountancy | 資訊科技界 information technology |
| 漁農界 agriculture & fisheries | 保險業界 insurance |
| 建築界 architectural | 勞工界〔例如：工會幹事〕
labour (e.g. executive of labour union) |
| 銀行界 banking | 法律界 legal |
| 飲食界 catering | 醫學界 medical |
| 中醫界 chinese medicine | 演藝界 performing arts |
| 商界〔例如：商會幹事〕 commercial (e.g. executive of chamber of commerce) | 藥劑界 pharmacist |
| 文化界 culture | 都市規劃界 planning |
| 教育界 education | 出版界 publication |
| 工程界 engineering | 地產及建造界 real estate & construction |
| 金融服務界〔包括股票、証券交易、期貨交易及金銀貿易等〕
financial services (including stock exchange, commodities trading and gold & silver exchange, etc) | 宗教界 religious |
| 衛生服務界 health services | 社會福利界 social welfare |
| 高等教育界 higher education | 體育界 sports |
| 酒店界 hotel | 測量界 surveying |
| 進出口界 import & export | 紡織及製衣界 textiles & garment |
| 工業界 industry | 旅遊界 tourism |
| | 航運交通界 transport |
| | 批發及零售界 wholesale & retail |
| | 其他〔請加以說明〕 others (please specify) |
- (2) **有興趣關注的事項** 請註明你對下列那方面有興趣關注或有專業知識（可選擇多於一項）：
Interests / 專業知識 Please indicate your interests/expertise in any of the following fields.
Expertise (You may choose more than one item):
- | | |
|--|---|
| 廣告 advertising | 牌照事務 licensing |
| 農業 agriculture | 囚犯福利 prisoners' welfare |
| 上訴委員會 appeal boards | 公共行政 public administration |
| 藝術及文化 arts and culture | 公眾健康及衛生 public health and hygiene |
| 銀行及財經 banking and finance | 宗教問題 religious matters |
| 兒童事務 children matters | 社會福利 social welfare |
| 教育 education | 體育 sports |
| 長者事務 elderly matters | 科技 technology |
| 環境問題 environmental matters | 電訊及廣播 telecommunication and broadcasting |
| 房屋 housing | 旅遊 tourism |
| 工業〔飲食/造船/製衣/鐘錶/建築〕
industry
(food/shipbuilding/textile/watch/construction) | 貿易〔批發/零售/入口/出口〕
trade (wholesale/retail/import/export) |
| 資訊科技 information technology | 交通 transport |
| 保險 insurance | 信託基金 trustfunds |
| 勞工問題 labour matters | 婦女事務 women matters |
| 治安 law and order | 青年事務 youth matters |
| 法律問題 legal matters | 其他〔請加以說明〕 others (please specify) |
- (3) **現任/曾任職位** 請註明你是否任職主席、副主席、委員、當然委員或代表委員。
Capacity in which you are serving/have served Please indicate whether as chairman, vice-chairman, member, ex-officio member or representative member.

能講或能寫的語言/方言 Languages/Dialects : *中文 Chinese / 英文 English / 廣東話 Cantonese / 普通話 Putonghua 其他(請註明) Others (please specify) :
教育程度 Educational Level : * 小學 Primary / 中學 Secondary / 大專 Post-Secondary / 大學 University 曾就讀的學校 (可選擇是否填寫) Schools Attended (Optional) :
獲取資格 Qualifications Attained ⁺ :
有興趣關注的事項 / 專業知識 (註釋2) Interest / Expertise (Explanatory Note 2) :
如有近親現時出任政府委員會成員，請提供其姓名： Please give the name(s) of any close relatives serving on Government boards and committees:
與政黨/政團的聯繫 (可選擇是否填寫) Affiliations to Political Parties/Political Groups (Optional) :

在政府委員會的社會服務 ⁺ Community Service on Government Boards and Committees ⁺			
委員會名稱 Name of Board/Committee	現任/曾任職位 (註釋3) Capacity in which you are serving/have served (Explanatory Note 3)	期間 Duration	
		由 From	至 To

*刪去不適用者 Delete where inappropriate

⁺可按需要另加紙填寫 Please use supplementary sheets if necessary

在志願團體、行業組織、社區組織及政治組織的社會服務（政府委員會除外）⁺
**Community Service on Voluntary Agencies, Trade, Community and Political Organizations
(other than Government Boards and Committees)⁺**

團體 / 活動 名稱 Name of Organization/Activity	現任/曾任職位（註釋3） Capacity in which you are serving/have served (Explanatory Note 3)	期間 Duration	
		由 From	至 To

聲 明 DECLARATION

本人已細閱第四頁的須知事項。本人謹此聲明，在此履歷表上填報的資料，就本人所知，均屬真確及最新的資料。本人明白並同意，本人所提供的個人資料可作須知事項第1段所列出的用途。

I have read the **POINTS TO NOTE** on page 4. I declare that the information provided in this form is accurate and up-to-date to the best of my knowledge. I agree and understand that the personal data I have provided may be used for the purposes listed in paragraph 1 of the **POINTS TO NOTE**.

簽署 Signature: _____ 日期 Date: _____

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姓名以正楷填寫 Name in BLOCK LETTERS

須知事項

你按本履歷表的要求提供個人資料，完全是出於自願。你所提供的個人資料將依照《個人資料(私隱)條例》(第486章)的規定予以處理。

使用個人資料

1. 你在本履歷表所提供的個人資料，將由政府總部民政事務局保存。民政事務局可使用有關的個人資料，並可向政府其他局及部門透露這些資料，作下列用途：
 - (a) 有關政府委任事宜，包括政府委員會的任命；
 - (b) 方便政府與你的聯絡；
 - (c) 方便頒授獎狀/獎章（若有的話）；及/或
 - (d) 與上述目的直接有關的用途。

你在“職業”、“現時職位”及“在政府委員會的社會服務”欄內填報的個人資料，也有可能因上述(a)項或(c)項所述的用途而公開讓公眾參閱。除非你表明同意或香港特別行政區的法律所容許，否則你在本履歷表所提供的個人資料將不會用作上述目的以外的用途。

取閱個人資料

2. 你有權：
 - (a) 取得民政事務局所保存有關你個人資料的列印本；
 - (b) 要求改正你的個人資料。

查詢

3. 凡涉及本履歷表所收集得的個人資料或與本履歷表有關的任何查詢，均可向以下人員提出：
香港灣仔軒尼詩道130號
修頓中心31樓
政府總部民政事務局
行政主任（個人檔案）
【電話：2835 1575 / 電郵地址：eo_pi@hab.gov.hk】

個人聲明

4. 請在履歷表第三頁的聲明內簽名，然後將填妥的表格寄回民政事務局局长。

POINTS TO NOTE

It is voluntary for you to supply the personal data requested of you in this form. Any personal data provided will be treated in compliance with the Personal Data (Privacy) Ordinance (Cap. 486).

Use of Personal Data

1. Personal data provided by means of this form will be retained by the Home Affairs Bureau, Government Secretariat. The personal data will be used by the Home Affairs Bureau and may be disclosed to other Government bureaux and departments for the following purposes:
 - (a) activities relating to Government appointments, including appointments to Government boards and committees;
 - (b) to facilitate communication between Government and yourself;
 - (c) to facilitate the granting of awards (if any); and/or
 - (d) any other purpose directly related to the above purpose(s).

Personal data provided under “Occupation/Profession”, “Current Employment” and “Community Service on Government Boards and Committees” may also be disclosed to the public for information in connection with matters relating to (a) or (c) mentioned above. Personal data provided in this form will not be used for purposes other than those mentioned above unless you have given prescribed consent to such use or unless such use is permitted by the Laws of Hong Kong Special Administrative Region.

Access to Personal Data

2. You have the right to:
 - (a) obtain a printed copy of your personal data held by the Home Affairs Bureau;
 - (b) request the correction of your personal data.

Enquiry

3. All enquiries concerning the personal data collected in this form or the form itself should be addressed to:
Executive Officer (Personality Index),
Home Affairs Bureau, Government Secretariat,
31/F, Southorn Centre, 130 Hennessy Road,
Wan Chai, Hong Kong.
(Tel: 2835 1575 / Email Address : eo_pi@hab.gov.hk)

Declaration by Individuals

4. Please sign the declaration on page 3 of the form and return the completed form to the Secretary for Home Affairs.

註 釋 EXPLANATORY NOTE

1. **職業**
Occupation/Profession 請在下列各項選擇**一項**最能代表你的職業：
Please choose **one** of the following which best describes your occupation/profession:
- | | |
|--|------------------------------------|
| 會計 accountancy | 進出口 import & export |
| 漁農業 agriculture & fisheries | 資訊科技 information technology |
| 建築、都市規劃及測量 architectural, planning and surveying | 保險業 insurance |
| 藝術及文化 arts and culture | 法律 legal |
| 銀行及金融服務 banking and financial services | 製造業 manufacturing industry |
| 商業 business | 市場推廣 marketing |
| 飲食 catering | 醫療衛生服務 medical and health services |
| 中醫 Chinese medicine | 地產及建造業 real estate & construction |
| 教育 education | 宗教 religious |
| 工程 engineering | 社會福利 social welfare |
| 高等教育 tertiary education | 體育 sports |
| 酒店及旅遊 hotel and tourism | 航運交通及物流 transport and logistics |
| 人力資源 human resources | 批發及零售 wholesale & retail |
| | 其他〔請註明〕others (please specify) |
2. **有興趣關注的事項 / 專業知識**
Interest / Expertise 請註明你對下列那方面有興趣關注或有專業知識（可選擇多於一項）：
Please indicate your interest/expertise in any of the following fields (you may choose more than one item):
- | | |
|--|--|
| 漁農業 agriculture and fisheries | 牌照事務 licensing |
| 上訴委員會 appeal boards | 製造業 manufacturing industry |
| 藝術、演藝事業及文化 arts, performing arts and culture | 囚犯福利 prisoners' welfare |
| 金融（包括銀行、證券、保險、會計） finance (including banking, securities, accountancy and insurance) | 公眾健康及衛生 public health and hygiene |
| 兒童事務 children matters | 科學及科技 science and technology |
| 教育 education | 社會福利 social welfare |
| 長者事務 elderly matters | 體育及康樂 sports and recreation |
| 環境問題 environmental matters | 電訊及廣播 telecommunication and broadcasting |
| 性別課題 gender matters | 貿易 trade |
| 酒店及旅遊 hotel and tourism | 航運交通及物流 transport and logistics |
| 房屋 housing | 信託基金 trust funds |
| 勞工事務 labour matters | 青年事務 youth matters |
| 治安 law and order | 其他〔請註明〕others (please specify) |
| 法律問題 legal matters | |
3. **現任/曾任職位**
Capacity in which you are serving/have served 請註明你是否任職主席、副主席、委員、當然委員或代表委員。
Please indicate whether you are serving / have served as chairman, vice-chairman, member, ex-officio member or representative member.

**Summary of
Changes Made to the Existing CV Form**

Original entry	New/Revised entry
Place of birth	Deleted
	Are you a Hong Kong permanent resident?
Date of birth (Day, Month, Year)	Month and year of birth
Chinese Name of Spouse in Code	Deleted
HK Identity Card No. of Spouse	Deleted
No. of Children	Replaced by “Do you have children?”
	Mobile phone No.
Residential Address and Telephone No.	Optional
Office Facsimile No.	} Replaced by “Facsimile No.”
Residential Facsimile No.	
Office email address	} Replaced by “Email address”
Residential email address	
Schools Attended	Optional
Please indicate the name(s) of your next of kin who is/are serving on Government boards and committees	Please give the name(s) of any close relatives serving on Government boards and committees
	Affiliations to Political Parties/Political Groups (Optional)

Other changes :

1. “Points To Note” has been refined to improve clarity in relation to the use of personal data, including the disclosure of such data to the public. In future, the current employment of a person may also be disclosed to the public.
2. Groupings for “occupation/profession” and “interest/expertise” have been streamlined.