

Panel on Commerce and Industry

**HKSAR's participation
in the World Exposition 2010 Shanghai China**

PURPOSE

At previous meetings, we informed Members of our plan to participate in the World Exposition 2010 (Shanghai Expo) by mounting an exhibition in a stand-alone Hong Kong Pavilion (HK Pavilion), taking part in the Urban Best Practice Area (UBPA) Exhibition and organising a series of cultural performances and promotional activities. We also consulted Members on the financial implications involved.

2. This paper updates Members on the latest developments and seeks Members' views on our proposal to create a time-limited supernumerary Administrative Officer Staff Grade C (AOSGC) (D2) post to coordinate preparations and to oversee implementation.

LATEST DEVELOPMENTS

Funding provision

3. On 4 July 2008, the Finance Committee (FC) approved a non-recurrent commitment of \$201 million to meet the operating expenditure for HKSAR's participation in the Shanghai Expo. This includes the costs for operating the HK Pavilion; the design, fitting-out and operation of the UBPA Exhibition; as well as the costs for organising related promotional activities and cultural activities. A detailed break-down of the costs was attached to LC Paper CB(1)1865/07-08(05), which was endorsed by Members at their meeting of 17 June 2008.

Hong Kong Pavilion

4. At the Panel meeting held on 15 April 2008, we presented to Members the winning design of the HK Pavilion, which was chosen after an open Concept Design Competition involving architectural and design professionals in Hong Kong. Since then, we have completed the tender process for the selection of the contractor to carry out the

detailed design and construction of the HK Pavilion on the basis of the winning design. In November 2008, we submitted to the Expo organiser our First Formal Plan of HKSAR's Participation in the World Expo 2010 Shanghai China. We are working closely with the contractor to complete the detailed design of the Pavilion, with a view to commencing construction in April 2009.

5. We also maintain close contact with the Bureau of Shanghai World Expo Coordination (Expo Bureau) to ensure effective communication and coordination, both through the Hong Kong Economic and Trade Office in Shanghai and at working meetings between agencies concerned from both sides both in Shanghai and in Hong Kong. The Second Coordination Meeting for Hong Kong and Macau SARs' Participation in the Shanghai Expo was held on 12 December 2008 in Shanghai, at which representatives of relevant bureaux and departments (B/Ds) attended and exchanged views with Expo Bureau officials on progress of preparations. These discussions help significantly to facilitate planning and implementation.

6. To facilitate Hong Kong enterprises in taking advantage of the business opportunities arising from the Shanghai Expo, the Commerce and Economic Development Bureau (CEDB) has been disseminating relevant information to the local businesses. For instance, CEDB informed the catering sector in late December 2008 about Expo Bureau's tendering exercise for catering services in specific areas of the Expo Park.

UBPA Exhibition

7. In LC Paper CB(1) 1211/07-08(06), we informed Members of our plan to participate in the UBPA Exhibition featuring smart card applications as the theme of the exhibition. This will be one of the highlights in HKSAR's participation in the Shanghai Expo. It will showcase Hong Kong's experience in the extensive use of smart cards, and how we have used innovative ways to improve efficiency in everyday city life and to enhance connectivity within Hong Kong and with other parts of the world.

8. On 20 October 2008, we signed an agreement with the Expo Bureau confirming our participation in the UBPA Exhibition.

According to the agreement, the Expo Bureau will set aside an area of 530 m² in the UBPA Exhibition Area to accommodate the Hong Kong UBPA (HKUBPA) Exhibition. We have since engaged a local design consultant to draw up the blueprint for the HKUBPA Exhibition. On 4 January 2009, we submitted an Exhibition Project Plan to the Expo Bureau, setting out the key components and broad specifications of the HKUBPA Exhibition. We are preparing the tender specifications for the “design and execution” and for “project management” of the HKUBPA Exhibition. We shall call tenders shortly, with a view to completing the tender process within the first half of this year, well in time for the site-handover from the Expo Bureau in the last quarter.

9. Meanwhile, a delegation of the Expo Bureau’s UBPA Department visited Hong Kong on 13 January. They were introduced to the extensive use of smart cards in Hong Kong and had a useful exchange with HKSARG officials on the preparations for the HKUBPA Exhibition.

10. Bearing in mind views and suggestions from Members at previous meetings, we continue actively to explore and promote further use of smart cards, in addition to their current usages. Some of the key developments are summarised below -

- (a) *in Healthcare:* In June 2008, the FC approved the funding for the implementation of elderly health care voucher scheme. This included funding for the development of the electronic Health Care Voucher System and the use of the Smart ID Card for identification. The Food and Health Bureau (FHB) has launched a pilot scheme on 1 January this year and is exploring the feasibility of utilizing card face data stored in the chip of the Smart ID Card for registration and claims. It plans to finalise details for implementation of the system within the second quarter of 2009, both to simplify procedures and to afford greater convenience to the elderly users.

Since 2006, the Hospital Authority (HA) has implemented an Electronic Patient Record Sharing Pilot Project for private medical practitioners to share, with the approval of the patients concerned, the relevant medical records and diagnosis with HA’s database. HA is planning to expand the scope of this project, as part of an initiative to develop a territory-wide electronic health

record (eHR) system. FHB is studying the use of smart cards to access the eHR system and aims at implementing the system in 2010. The Commerce and Economic Development Bureau (CEDB) and the Office of the Government Chief Information Officer will further explore with FHB the feasibility of using the Smart ID Card for the purpose;

- (b) *in Environmental Protection*: The Environment Bureau is exploring the feasibility of using smart cards to encourage green citizen behaviour through the implementation of a Green Reward System. This may involve the development of a completely new territory-wide bonus point scheme or building on existing reward schemes operated by smart card operators; and
- (c) *in Education*: Through the Quality Education Fund, the Education Bureau (EDB) currently funds a number of primary and secondary schools to pilot the use of smart cards and Wi-fi technology for enhancing administrative efficiency, strengthening communication with parents and improving learning methods by students. EDB will monitor the progress of these pilot projects and consider including them in the HKUBPA Exhibition.

Separately, the “i-School” platform was introduced on a trial basis last year. It utilises the Hong Kong Post e-Certification Service (e-Cert) to enable secure and authenticated communication on the internet among teachers, students and parents. Recently, the use of e-Cert has also been expanded to the issue of “e-Cheques” by university students, for payment of school-related fees and charges, including tuition fees and miscellaneous dormitory charges. The usage is gradually being extended. CEDB will continue to encourage and monitor development, with a view also to showcasing these new applications in the HKUBPA Exhibition.

The Permanent Secretary for Commerce and Economic Development (Communication and Technology) chairs an inter-departmental working group to help identify and promote the wider use of smart

card systems and technology in daily life. We will report new developments and initiatives from time to time.

11. We will continue to engage our creative industries in further devising the design of the HKUBPA Exhibition as well as the exhibition contents. We will also continue to pursue the future applications of smart cards with a view to including them in the exhibition.

Cultural programmes and promotional activities

12. In our last report (LC Paper No. CB(1)1865/07-08(05)) submitted to the Panel on 17 June 2008, we informed Members of our intention to organise a wide range of activities to promote Hong Kong's participation in the Shanghai Expo and to showcase our creative talents in different fields to the Mainland and international audiences. We are working closely with relevant B/Ds to draw up detailed plans. An inter-departmental Task Group on Expo Promotion and Events has been formed to coordinate planning and implementation, including, as appropriate, community participation and involvement of other stakeholders including the creative industries in staging the various events.

13. In October 2008, we organised an Expo Promotion Week in conjunction with the Expo Bureau. This featured an exhibition at the Old Central Police Station and a series of seminars and activities. The exhibition and the events were generally well received. We are drawing up plans for further activities both in the run-up to the Shanghai Expo and during the period of the Shanghai Expo from 1 May to 31 October 2010. These will include forums, seminars, exhibitions, parades, movie shows, fashion shows and other publicity events. We are also preparing a dedicated website to promote Hong Kong's participation in the Shanghai Expo.

14. We will organise a series of cultural activities and performing arts programmes, for presentation in Shanghai during the Expo period to showcase Hong Kong's creative and artistic talents. In particular, there will be two art exhibitions: one will feature the development and innovation of ink art in Hong Kong while the other will feature the assimilation of western and Chinese aesthetics in shaping the uniqueness of Hong Kong art. There will also be, on

average, two performing arts programmes each month, which we propose to feature local performing troupes and artistes in Cantonese opera, Chinese and western music, theatre and dance.

Expo On-line

15. As an integral part of HKSAR's participation in the Shanghai Expo, we will construct an Online HK Pavilion to be part of the "Expo Shanghai Online" hosted by the Expo organiser. We will create a "virtual pavilion" on the Internet to provide an online experience of both the HK Pavilion and the HKUBPA Exhibition. Interactive elements and rich contents will help attract online visitors and also provide an enhanced virtual Expo experience for those unable to make it to Shanghai.

Sponsorship

16. To promote community involvement, as well as to supplement government funding, we will actively seek sponsorship from local commercial corporations, community organisations and individuals to enhance Hong Kong's presence and exposure at the Expo. Such sponsorship may be in cash or in kind and can be offered as a general contribution or to support designated events or purposes. We will especially encourage the sponsorship of underprivileged members of the community to provide them with an opportunity to visit the Shanghai Expo.

17. We have identified a number of potential sponsors and will work with relevant B/Ds to solicit their interest. We are compiling a list of items, programmes and activities for possible sponsorship opportunities. We will be contacting the target sponsors shortly and will also work with the Home Affairs Department to broaden the appeal to the community at large.

18. We will, while observing the Shanghai Expo rules and regulations, endeavour to provide appropriate acknowledgement and publicity for sponsors. We will promote sponsorship as a means of participation in this major international event and, through our appeal to potential sponsors, help publicise HKSAR's participation in the Shanghai Expo. We will also ensure that the acceptance of the sponsorship is in line with the established Government policy (e.g. we do not accept sponsorship from tobacco companies) and that it does not compromise

the Government's position or cause embarrassment to the Government.

PROPOSED CREATION OF THE SUPERNUMERARY AOSGC POST

19. The Constitutional and Mainland Affairs Bureau (CMAB) is responsible for coordinating HKSAR's participation in the Shanghai Expo. Taking into account the substantial increase in workload and complexity of the tasks involved, we propose to create a supernumerary AOSGC (D2) post for a period of 20 months from 1 June 2009 to 31 January 2011 for coordinating preparations, overseeing implementation and, in due course, supervising the operation of the HK Pavilion and the overall participation of HKSAR in the Shanghai Expo, and undertaking the follow-up work required afterwards.

Justifications

20. Previously, the work for preliminary planning and preparations for HKSAR's participation in the Shanghai Expo was undertaken by an existing AOSGC, Principal Assistant Secretary (CMA)7, in addition to his other duties. With increasing workload for detailed planning and coordination of logistics as the Opening of the Shanghai Expo draws near, this arrangement has proved no longer feasible. We have therefore created, under delegated authority, a six-month supernumerary AOCGC post since 1 December 2008. The post is designated "Expo Coordinator" and is responsible for coordinating planning and preparations for HKSAR's participation in the Shanghai Expo.

21. The existing supernumerary Expo Coordinator post will lapse on 1 June 2009. It is essential to retain this post to help develop detailed implementation plans, to coordinate and to provide support for the activities of the many B/Ds involved in mounting the exhibitions and in organising the various events. This post will also be needed for the effective management of the HK Pavilion and coordination of activities during the six months period of the Shanghai Expo in 2010, for negotiations with the Expo Bureau for preservation of the HK Pavilion after the Expo and for coordinating the final arrangement for the disposition of the exhibits.

22. Specifically, the proposed Expo Coordinator will be responsible for coordinating the work of relevant B/Ds at various stages, to ensure that targets are delivered on time and effectively. He will assist in ensuring effective communication and interface between the relevant B/Ds and the Expo Bureau, acting as middle-man as necessary to help resolve difficulties. He will also be responsible for monitoring expenditure to ensure efficient use of public funds for the purpose they are allocated. During the Expo period, he will assume the role of the Director of the HK Pavilion, to supervise the day-to-day operation of the Pavilion and generally to coordinate the implementation of various activities organised in connection with the Shanghai Expo. After the conclusion of the Shanghai Expo, he will be responsible for overseeing the disposition of the Pavilion and the exhibitions, and to coordinate the finalisation of accounts for the project. A detailed job description of the proposed supernumerary Expo Coordinator post is at Annex I.

23. In the coming months, the first priority of the proposed Expo Coordinator will be to finalise the detailed plans for the HKSAR's participation in the Shanghai Expo and for the various related activities. These activities include, for example -

- (a) the finalisation of the detailed design for the exhibition at the HK Pavilion and planning for its operation during the Expo;
- (b) planning for the organisation of the Expo Forum to be held before the Expo;
- (c) planning for the design, preparations and launching of online virtual Pavilion;
- (d) planning for publicity events and measures for promoting public interest and awareness of the Expo, including the activities to be organised in the run-up to the Expo;
- (e) planning for the various activities to be organised during the Expo, including the organisation of the Hong Kong Week, Hong Kong's participation in the daily parade inside the Expo Park and various forums, exhibitions and shows to be held inside the Expo Park and in other venues in Shanghai;
- (f) finalisation of detailed programme of cultural performances and promotional activities; and
- (g) raising sponsorships and promoting community involvement, including the recruitment of volunteers.

24. Once the detailed plans are finalised, the proposed Expo Coordinator will help oversee their implementation. In the second half of 2009 and during the first quarter of 2010, he will focus on coordination of the relevant B/Ds in organising their activities, in publicity and other preparations for the Expo, including the completion of construction of the HK Pavilion, the mounting and installation of exhibits, the development of the online Pavilion, as well as the organisation of the Expo Forum and the publicity events to be organised in the run-up to the Expo. He will also concentrate on driving the sponsorship campaign and the promotion of community interest and involvement. In parallel, he will prepare, in close consultation with the relevant B/Ds, the logistical plans for the operation of the HK Pavilion and the HKUBPA Exhibition, as well as for the organisation of the Expo-related programmes. He will also draw up detailed operational plans and arrange for the procurement of support services for the operation of the HK Pavilion and for the organisation of various Expo activities.

25. From the beginning of 2010 to April 2010, the proposed Expo Coordinator will concentrate on finalising the preparations and ensuring that all preparatory work, including final adjustments and touch-up as necessary, is complete and ready for the opening of the Shanghai Expo on 1 May 2010. During that period, he will also organise training for on-site staff and volunteers for the operation of the HK Pavilion and HKUBPA Exhibition, and coordinate plans and logistical arrangements for HKSAR's representation and attendance at significant Expo events, such as at the Opening Ceremony and at other important functions.

26. During the period of the Shanghai Expo from 1 May 2010 to 31 October 2010, the proposed Expo Coordinator will perform the duties of the Director of the HK Pavilion. He will be in overall charge of the management of the Pavilion, supervising day-to-day operation and ensuring the smooth running of the exhibition. He will also coordinate the presentation of programmes and activities to be held during the Expo period, including Hong Kong's participation in the daily parade and the various shows and events to be held during the Hong Kong Week. In addition, he will be responsible for coordinating arrangements for the reception of VIP visitors to the HK Pavilion and the HKUBPA Exhibition. Meanwhile, he will also be

liaising with the Expo Bureau and relevant B/Ds on the final arrangements for the disposition of the HK Pavilion and the exhibits.

27. After the close of the Shanghai Expo on 31 October 2010, the proposed Expo Coordinator will be responsible for overseeing the finalisation of accounts and coordinating the arrangement for the preservation of the HK Pavilion or, as appropriate, the return of the exhibition sites to the Expo Bureau.

28. The proposed Expo Coordinator will be supported by a small team of non-directorate time-limited civil service posts, comprising one Chief Executive Officer and one Executive Officer I and five non-civil service contract (NCSC) staff including one Senior Manager, one Personal Secretary and three General Clerks. The proposed organisation charts of the CMAB and the Expo Team are at Annex II.

29. In addition, one Architect post has been created, and another Building Services Engineer post will shortly be created, to strengthen professional support in the Architectural Services Department for the planning and development of the HK Pavilion. One time-limited Chief Information Officer post will also be created in the Information Services Department to deal with Expo-related publicity activities.

Alternatives considered

30. There are eight PASs (D2) in CMAB, overseeing different policy portfolios, including the electoral affairs, constitutional development, Basic Law promotion, liaison with the Central People's Government and other Mainland authorities, liaison with Taiwan organisations in Hong Kong, matters relating to the rights of the individual and access to information. Their existing duties and responsibilities are set out at Annex III. We have critically examined whether any of them has the spare capacity to take on the work of the proposed post. As all of them are already fully committed, it is operationally not possible for them to take up the additional tasks related to the Shanghai Expo without adversely affecting the discharge of their current duties.

31. In the coming 20 months, the Bureau will be heavily engaged in work relating to a full range of issues under the

Constitutional and Mainland Affairs portfolio. The Bureau will need to deal with issues relating to the way forward arising from the High Court's judgment regarding judicial review cases on prisoners' voting rights, constitutional development, preparations for the District Council, Election Committee subsector, CE and LegCo elections to be held in 2011 and 2012, and legislative work relating to the Adaptation of Laws Bill 2009. Another major policy initiative to be taken forward is the review of the Personal Data (Privacy) Ordinance. This involves internal assessment of amendment proposals put forth by the Privacy Commission, to be followed by public consultation. Substantial legislative work would follow, if amendment proposals are to be taken forward. The Bureau has to follow up on the Law Reform Commission (LRC)'s reports on privacy. The one in the pipe-line is the LRC's Report on stalking. The Bureau will need to work out the way forward including the conduct of consultation and research in overseas development on the subject. In anticipation of the closer ties and cooperation between HKSAR and the Mainland, especially the Pan-Pearl River Delta Region and Guangdong (including Shenzhen), the Bureau will be heavily involved in the preparation, including conducting of research, discussion within Government and liaison with Mainland counterparts, for HKSAR Government's participation in the Pan-Pearl River Delta Regional Co-operation and Development Forum, Hong Kong/Guangdong Co-operation Joint Conference and Hong Kong/Shenzhen cooperation meeting. The Bureau is also responsible for enhancing exchanges and cooperation with Macau SAR and Taiwan. Furthermore, the coordination work in relation to the Sichuan reconstruction and HKSAR's efforts to complement the preparation of the 12th Five-Year Plan will pick up in the coming year and a half.

Financial Implications

32. The proposed creation of the supernumerary AOSGC post will require an additional notional annual salary cost at mid-point of \$1,518,000. The additional full annual average staff cost, including salaries and staff on-cost, is \$2,144,000.

33. The notional annual salary cost at mid-point of the five non-directorate posts mentioned in paragraphs 28 and 29 above is \$3,730,740 and the full annual average staff cost, including salaries

and staff on-cost is \$5,900,000. The annual salary cost of the five NCSC staff mentioned in paragraph 28 is about \$1,235,000.

34. We will include the necessary provision in the 2009-10 Draft Estimates to meet the cost of the proposal.

ADVICE SOUGHT

35. Members are invited to note the progress in preparation of HKSAR's participation in the Shanghai Expo set out in paragraphs 3 to 18 of this paper and to comment on the proposed creation of a time-limited supernumerary AOCGC post in paragraphs 19 to 34. Subject to Members' comments, we will submit the proposal of creating the supernumerary AOSGC post to the Establishment Subcommittee of the Finance Committee for consideration at its meeting on 29 April 2009.

Constitutional and Mainland Affairs Bureau
February 2009

Proposed Job Description of the Expo Coordinator

Post title : Expo Coordinator

Rank: Administrative Officer Grade C (D2)

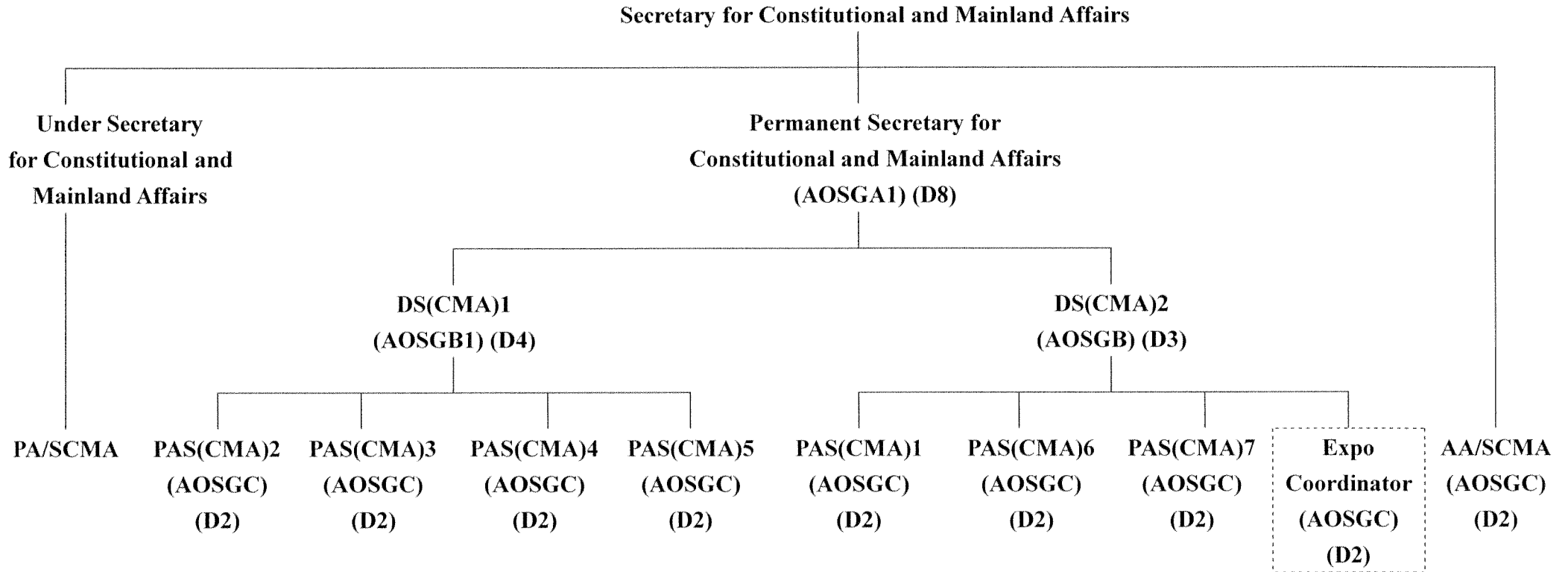
Responsible to : Deputy Secretary (Constitutional and Mainland Affairs) 2

Major duties and responsibilities :

1. To coordinate among various bureaux/departments (B/Ds) on HKSAR's overall participation in the Expo, including the construction of Hong Kong Pavilion, the exhibition inside the Pavilion, the Urban Best Practices Area Exhibition, related activities to be organized during the Expo period, and the Expo On-line;
2. To undertake liaison and negotiation with all relevant Mainland authorities including the Bureau of Shanghai World Expo Coordination (Expo Bureau), as well as the B/Ds in Hong Kong to ensure effective collaboration and proper interface of activities;
3. To provide secretariat support to the Steering Committee on HKSAR's Participation in the World Exposition 2010 Shanghai China, including the drawing up of discussion papers and minutes of meetings, and implementing the decisions made;
4. To coordinate with relevant parties in the promotion and publicity of HKSAR's participation in Expo as well as the organization of related activities e.g. forums, parades, cultural performances and arts exhibitions;
5. To act as Director of the Hong Kong Pavilion to supervise the day-to-day operation of the Pavilion and to coordinate logistical support for various activities organised during the Shanghai Expo;

6. To exercise financial control to ensure efficient use of the resources within the approved budget;
7. To supervise the Expo team in CMAB and other relevant staff in taking forward the project; and
8. To liaise with the Expo Bureau and relevant B/Ds on the final arrangements for the disposition of the Hong Kong Pavilion and the exhibits, and coordinate the arrangement for the preservation of the Hong Kong Pavilion or, as appropriate, the return of the exhibition sites to the Expo Bureau.

Proposed Organization Chart of the Constitutional and Mainland Affairs Bureau



Legend

 – Supernumerary AOSGC post proposed to be created for 20 months from June 2009 to January 2011.

PA – Political Assistant to Secretary for Constitutional and Mainland Affairs

DS(CMA) – Deputy Secretary (Constitutional and Mainland Affairs)

AA/SCMA – Administrative Assistant to Secretary for Constitutional and Mainland Affairs

PAS(CMA) – Principal Assistant Secretary (Constitutional and Mainland Affairs)

AOSGA1 – Administrative Officer Grade A1

AOSGB1 – Administrative Officer Grade B1

AOSGB – Administrative Officer Grade B

AOSGC – Administrative Officer Grade C

Note:

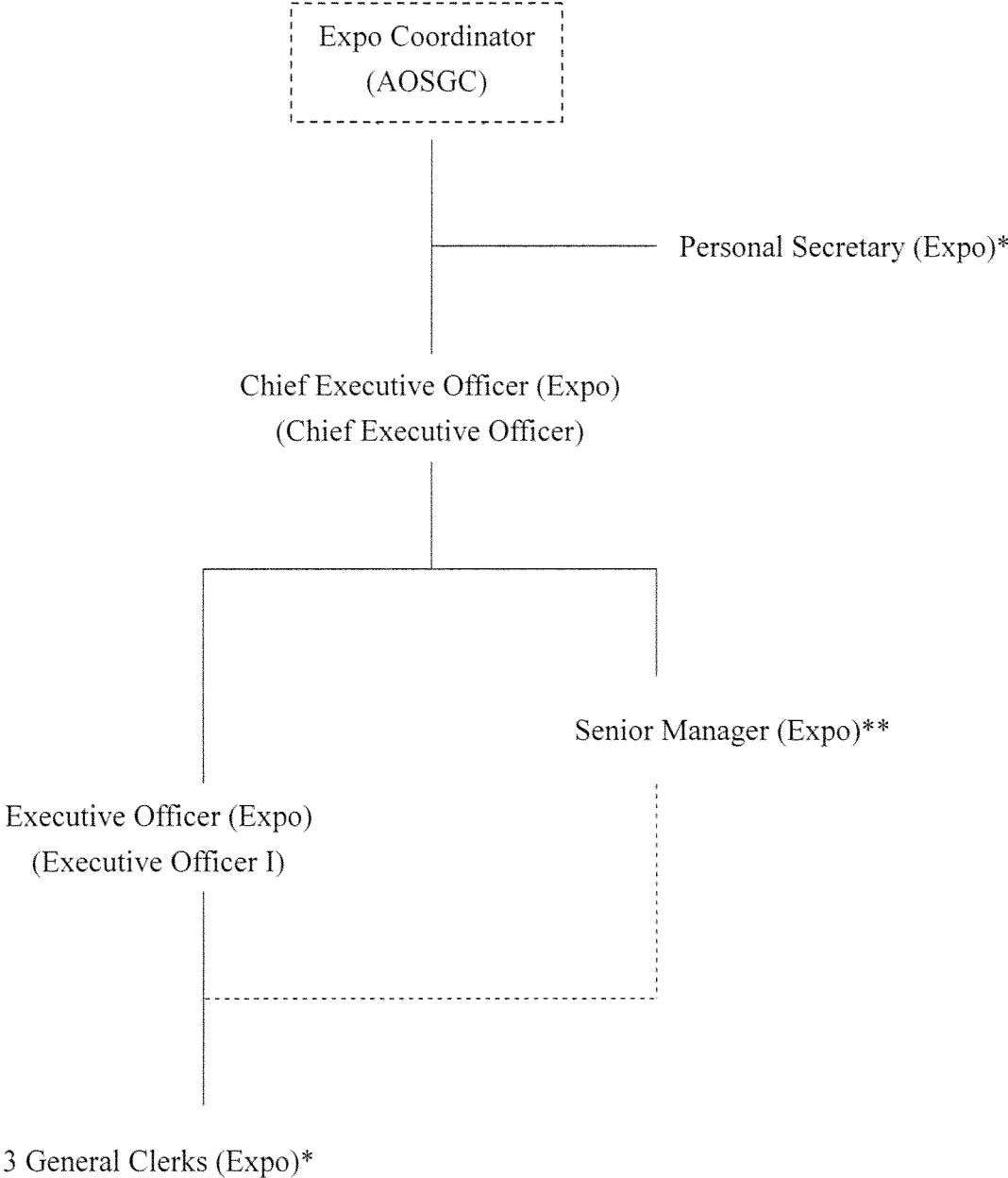
Four Mainland Offices, namely, Beijing Office (BJO), Hong Kong Economic and Trade Office in Guangzhou (GDETO), Hong Kong Economic and Trade Office in Shanghai (SHETO) and Hong Kong Economic and Trade Office in Chengdu (CDETO) under the CMAB's purview are not shown in this chart. The directorate grade establishment of the four Mainland Offices is as follows-

<u>BJO</u> Director/BJO (AOSGA) (D6)	<u>GDETO</u> Director/GDETO (AOSGC) (D2)	<u>SHETO</u> Director/SHETO (AOSGB) (D3)	<u>CDETO</u> Director/CDETO (AOSGC) (D2)
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Deputy Director/BJO
(AOSGB1) (D4)

Assistant Director/BJO
(AOSGC) (D2)

Proposed Organization Chart of the Expo Team in CMAB



 Supernumerary AOSGC post proposed to be created for 20 months from June 2009 to January 2011

** NCSC staff : Senior Manager is equivalent to Senior Executive Officer.

*NCSC staff : clerical and secretarial support engaged by hire of service.

**Duties and Responsibilities of
the Existing Principal Assistant Secretaries
(Constitutional and Mainland Affairs) (PAS(CMA)s)**

1. PAS cum Administrative Assistant to Secretary for Constitutional and Mainland Affairs (SCMA) is responsible for dealing with issues relating to the two electoral methods for 2012; dealing with issues and aspects of constitutional development; handling subjects other than constitutional development, such as issues relating to implementation of the Basic Law, criminal liability of the Government, development of political parties and relationship of the executive authorities and the legislature; and providing administrative support to SCMA as well as handling the Bureau's liaison with the Legislative Council Secretariat.
2. PAS(CMA)1 is responsible for advising on matters relating to the conduct of HKSAR's external affairs and Hong Kong/Taiwan relations; liaison with Office of the Commissioner of the Ministry of Foreign Affairs in the HKSAR ; liaison with Taiwan organizations in the HKSAR and providing secretariat support for the Steering Committee on Enhancing Hong Kong - Taiwan Economic Relations; and coordinating the promotion of the Basic Law and providing secretariat support for the Basic Law Promotion Steering Committee.
3. PAS(CMA)2 is responsible for policy and legislation relating to District Council and Legislative Council Elections, including the public consultation exercise and preparation of legislative and practical arrangements concerning prisoners' voting rights; housekeeping of the Electoral Affairs Commission and the Registration and Electoral Office and matters relating to the composition of District Councils.
4. PAS(CMA)3 is responsible for voter registration; policy and legislation relating to Election Committee subsector and Chief Executive elections; matters relating to the development of the Political Appointment System; adaptation of laws; and policy and

legislation relating to the applicability of laws of HKSAR to Central People's Government (CPG) offices in Hong Kong.

5. PAS(CMA)4 is responsible for protection of privacy; Personal Data (Privacy) Ordinance including the review of the Ordinance; housekeeping of Office of the Privacy Commissioner for Personal Data; Code on Access to Information; and matters relating to press freedom and equal opportunities (sexual orientation).
6. PAS(CMA)5 is responsible for coordination of human rights policy; coordination of United Nations reporting and follow-up actions under the universal periodic review mechanism and relevant human rights treaties ; housekeeping of Equal Opportunities Commission; matters relating to promotion of racial equality including support services for ethnic minorities and promotion of children's rights.
7. PAS(CMA)6 is responsible for co-operation with Pan-Pearl River Delta Region and Guangdong (including Shenzhen); liaison with Mainland provinces covered by Guangdong ETO and those covered by Chengdu ETO; liaison with Macao SAR Government; secretariat support for the Hong Kong/Guangdong Co-operation Joint Conference, Hong Kong/Shenzhen cooperation meeting and the Greater Pearl River Delta Business Council; and coordinating action taken by HKSAR Government to support and complement the preparation of the National 12th Five-Year Plan and provide secretariat support for the Steering Committee on Preparatory Work for the HKSAR to Complement the Preparation of the National 12th Five-Year Plan.
8. PAS(CMA)7 is responsible for advising on CPG/HKSAR Government relationship; liaison with CPG, the Mainland provinces/municipalities covered by the Office of the Government of the HKSAR in Beijing and those covered by Shanghai ETO; secretariat support for the Hong Kong/Beijing and Hong Kong/Shanghai Economic Cooperation Conferences; housekeeping of the Office of the Government of the HKSAR in Beijing and Hong Kong ETOs in the Mainland; handling complaints against Mainland

authorities and assistance to Hong Kong residents in distress in the Mainland; coordinating action taken by the HKSAR Government to support the post-quake reconstruction work in Sichuan and providing secretariat support for the Steering Committee on the HKSAR's Support for Reconstruction in the Sichuan Earthquake Stricken Areas.