

**Legislative Council Panel on Commerce and Industry**

**Enhancing the Co-operation Relations  
between Hong Kong and the Mainland**

–Retention of a Directorate Post in the  
Constitutional and Mainland Affairs Bureau

**Purpose**

This paper seeks Members' views on our proposal to convert one supernumerary post of Administrative Officer Staff Grade C (AOSGC) (D2) in the Constitutional and Mainland Affairs Bureau (CMAB) into a permanent post to continue to provide support for Hong Kong residents and enterprises in the Mainland, to foster and strengthen co-operation relations between Hong Kong and the Mainland, and to deepen regional co-operation between the two places.

**Background**

2. CMAB is committed to promoting closer co-operation between Hong Kong and the Mainland, Macao and Taiwan, and has been playing a coordinating and facilitating role in this regard. On Mainland affairs, CMAB acts as a focal point of contact between the Hong Kong Special Administrative Region (HKSAR) Government and the Mainland authorities. Also, CMAB, through the offices of the HKSAR Government in the Mainland (Mainland Offices) which are under the Bureau's purview, strengthens liaison and communication with authorities at the central, provincial and municipal levels, fosters economic and trade ties as well as exchanges and co-operation on various fronts between Hong Kong and provinces/municipalities in the Mainland, provides support for Hong Kong residents and enterprises in the Mainland, and promotes Hong Kong, etc.

**The Need for Retention of the Post of Principal Assistant Secretary  
(Constitutional and Mainland Affairs) 8 (PAS(CMA)8)**

3. The HKSAR Government is committed to promoting regional co-operation with the Mainland and has been implementing a series of initiatives to strengthen co-operation relations between the two places since 2013. These include enhancing the functions of Mainland Offices and improving their network to enhance government-to-government (G2G) work and provide better support services for Hong Kong residents and enterprises in the Mainland. The "Central Committee of the Communist Party of China's Proposal on Formulating the Thirteenth Five Year Plan on National Economic and Social Development" ("Proposal on 13th Five-Year Plan") promulgated in November this year seeks to give full play to the unique strengths of Hong Kong and Macao, elevate the position and role of Hong Kong and Macao in our country's economic development and opening up to the outside world and

give support to Hong Kong to consolidate its status as an international centre for financial services, shipping and trade for participating in China's two-way opening up and development of "Belt and Road" initiative<sup>1</sup>.

4. The current supernumerary post of PAS(CMA)8 (AOSGC) (D2) in CMAB was created for three years upon approval by the Finance Committee of the Legislative Council in June 2013, mainly responsible for exploring and deepening regional co-operation with relevant provinces/municipalities in the Mainland. The post will lapse on 30 June 2016. To facilitate Hong Kong residents and enterprises to better grasp the new opportunities brought about by our country's development, the HKSAR Government has to continue to enhance G2G work, strengthens the services of Mainland Offices and improves their network, as well as deepens regional co-operation in various areas. We have critically reviewed the need for sustaining the duties of the above post, the organisational structure and establishment of teams responsible for Mainland affairs in CMAB, as well as the responsibilities and division of work among the officers. We propose to convert the supernumerary post of PAS(CMA)8 into a permanent post with effect from 1 July 2016. The proposed job description of PAS(CMA)8 is set out in **Annex 1**. The current organisational chart of CMAB is at **Annex 2**. The specific areas of responsibilities of PAS(CMA)8 are elaborated in the ensuing paragraphs.

#### Enhancing the functions of Mainland Offices

5. PAS(CMA)8 is responsible for co-ordinating and implementing the policy initiatives relating to enhancing the functions of Mainland Offices. These initiatives aim at strengthening liaison with Hong Kong residents and enterprises in the Mainland to understand their needs, while stepping up G2G work to build effective platforms for communication among governments and provide assistance to Hong Kong residents and enterprises where necessary. Specifically, the Mainland Offices have enhanced services in the following five areas: stepping up the collection and dissemination of practical information on livelihood, economic and trade, as well as employment matters; expanding researches on national policies; actively providing assistance to Hong Kong enterprises in the Mainland through government platforms; organising large-scale promotional and publicity activities; and providing better support services for Hong Kong residents in distress in the Mainland. The progress of the above areas of work is set out at **Annex 3**.

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<sup>1</sup> In the document "Vision and Actions on Jointly Building Silk Road Economic Belt and 21st-century Maritime Silk Road" promulgated in March this year, the Central Government has put forward an advocacy (generally known as the "Belt and Road" initiative) to strengthen co-operation in the political, economic and social areas among some 60 countries along the Belt and Road. The initiative highlights peaceful and joint development, seeks linkages in five arenas (namely policy coordination, facilities connectivity, unimpeded trade, financial integration, and people-to-people bond) among various countries, providing new momentum for economic development in the region and worldwide.

6. With the increasingly close ties between Hong Kong and the Mainland, more and more Hong Kong people travel to and reside in the Mainland. In the coming years, PAS(CMA)8 will co-ordinate the work of Mainland Offices to keep up their efforts in providing support for Hong Kong residents and enterprises in the Mainland. In this connection, PAS(CMA)8 will formulate specific implementation plan, draw up work targets and guidelines, monitor the progress and effectiveness of work of various Mainland Offices, and review and refine the relevant work from time to time.

#### Improving the network of Mainland Offices

7. The 2013 Policy Address announces the setting up of an Economic and Trade Office (ETO) in Wuhan, while the 2014 Policy Address announces the setting up of more liaison units in the Mainland so that each Mainland Office would be linked with one or more liaison units. PAS(CMA)8 is responsible for implementing these initiatives. He has co-ordinated efforts in and pressed ahead with the establishment of a new ETO in Wuhan. With the setting up of the Hong Kong Economic and Trade Office in Wuhan (Wuhan ETO) in April 2014, the HKSAR Government has a more comprehensive network in the Mainland, comprising the Hong Kong Economic and Trade Office in Shanghai (Shanghai ETO) in the east, the Hong Kong Economic and Trade Office in Guangdong (Guangdong ETO) in the south, the Hong Kong Economic and Trade Office in Chengdu (Chengdu ETO) in the west and the Beijing Office (BJO) in the north. Moreover, the Liaoning Liaison Unit under BJO and Shandong Liaison Unit under Shanghai ETO were established in December 2014 and April 2015 respectively.

8. The 2015 Policy Address announces that upon full operation of the Wuhan ETO, one liaison unit will be set up in the central region. PAS(CMA)8 is proceeding with the relevant work, including assisting in identifying the location of the liaison unit by looking into the development of the provinces in the central region and conducting visits to major cities in the region. He will also liaise with the Central Government and relevant provincial/municipal governments and handle manpower and resources application, as well as supervise the identification of office locations for the unit, deployment of officers in Hong Kong to take up relevant posts in the unit and recruitment of locally engaged staff to ensure the timely operation of the unit.

9. Our country is actively pursuing the development of the “Three Supporting Belts” (i.e. the Silk Road Economic Belt and the 21st-century Maritime Silk Road (“Belt and Road” initiative), the Beijing-Tianjin-Hebei Co-ordinated Development Programme<sup>2</sup> and the Yangtze River Economic

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<sup>2</sup> The Beijing-Tianjin-Hebei Co-ordinated Development Programme is to promote industrial upgrading and transformation by adjusting and improving the economic structure and

Belt<sup>3</sup>) which will change the present pattern of economic development in the Mainland and create new growth areas. To help Hong Kong enterprises and people better grasp the opportunities arising from the country's pursuance of regional development, PAS(CMA)8 will assist in comprehensively reviewing the network of Mainland Offices to study how it can be further improved. He will examine the trend of development situation of various provinces/municipalities/economic zones, their economic and trade relations with Hong Kong and room for complementarities, the situation of Hong Kong residents and enterprises thereat, etc.

### Regional Co-operation

10. PAS(CMA)8 is responsible for strengthening regional co-operation between Hong Kong and different provinces/municipalities in the Mainland (excluding Guangdong and Fujian Provinces<sup>4</sup>). In particular, PAS(CMA)8 is responsible for formulating co-operation plans in conjunction with relevant bureaux and departments, supervising the progress of promoting co-operation in various areas, conducting working level meetings with officials from relevant provinces/municipalities to explore direction for future co-operation, and overseeing arrangements for senior officials of the HKSAR Government to participate in various activities relating to regional co-operation. These arrangements include planning for and executing the logistic arrangements for high level meetings and visits, co-ordinating publicity arrangements and drafting papers for meetings, etc.

11. Co-operation progress and future co-operation direction between the HKSAR and the major provinces/municipalities are outlined in the following paragraphs.

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spatial structure of the national capital region (including Beijing, Tianjin and Hebei Provinces) to create a new and modern capital circle and subsequently form a new co-ordinated development pattern with Beijing, Tianjin and Hebei complementing one another's strengths and achieving mutual benefits by 2030, creating a new supporting belt for China's economic development.

<sup>3</sup> The Yangtze River Economic Belt, which spans across the eastern, central and western regions of our country, covers nine provinces and two municipalities, representing 40% of the total population and gross domestic product (GDP) of our country. Through development of the Yangtze River Economic Belt, all major cities in the upper, middle and lower reaches of the Yangtze River will complement one another's strengths and expand co-operation and interaction, narrowing the differences in development among the eastern, central and western regions.

<sup>4</sup> Fostering regional cooperation between Hong Kong and Guangdong province as well as Fujian province are one of the duties of Principal Assistant Secretary (Constitutional and Mainland Affairs)<sup>6</sup> and Principal Assistant Secretary (Constitutional and Mainland Affairs)<sup>1</sup> of CMAB respectively.

*Co-operation with provinces/regions in the Pan-Pearl River Delta (PPRD) Region*

12. The PPRD Region Co-operation and Development Forum (PPRD Forum) is an important regional co-operation platform comprising nine provinces/regions<sup>5</sup>, the HKSAR and Macao SAR, and representing around one-third of the population and GDP of the Mainland. Areas of co-operation among 9+2 provinces/regions cover infrastructure, commerce and trade, financial services, tourism, new and advanced technologies, environmental protection, etc. Over the years, the Chief Executive has led HKSAR Government and business delegations to attend the PPRD Forum to explore business opportunities for various trades and professions in Hong Kong.

13. In 2014, the HKSAR hosted the 10th PPRD Forum jointly with Guangdong Province and Macao SAR, during which a Business Matching and Networking Luncheon and a Trade Symposium were first held to foster direct exchanges between Hong Kong and PPRD Region enterprises. Both events attracted more than 400 participants and helped Hong Kong give full play to its role as the “super-connector” in the PPRD Region. In addition, Hong Kong held a thematic seminar on urbanisation at which around 150 Hong Kong businessmen and professionals and representatives of PPRD Region enterprises shared experience on town planning, management and development.

14. The “Proposal on 13th Five-Year Plan” promulgated last month emphasised the importance of deepening co-operative development between the Mainland, Hong Kong and Macao, stepping up efforts in opening up to Hong Kong and Macao, and mentioned for the first time the need for deepening regional co-operation, such as PPRD regional co-operation. The 9+2 provinces/regions differ in their state of development. Some of them are situated along the coastal areas of the eastern region and are among the first to implement the policy of reform and opening up, while some are in the central and western regions endowed with rich natural resources and cost advantages, providing Hong Kong with a hinterland and market which have considerable potential. By bringing their qualities into play and enhancing co-operation, it will present new opportunities for Hong Kong’s economic development.

15. To tie in with the deepening of co-operation among PPRD provinces/regions in the new era, from 2015 onwards, major activities of the PPRD Forum (including the Trade Fair, the High-Level Forum and the Chief Executive Joint Conference) will be held thrice every two years instead of once every year. PAS(CMA)<sup>8</sup> will promote and co-ordinate efforts of relevant bureaux and departments to take forward co-operation with PPRD provinces/regions, as well as to capitalise on Hong Kong’s unique advantages of “one country” and “two systems”, and extensive and close international

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<sup>5</sup> Including Fujian, Jiangxi, Hunan, Guangdong, Guangxi, Hainan, Sichuan, Guizhou and Yunnan.

linkage to promote regional development (e.g. in areas of modern services industries and facilitating enterprises to “go global”), generating business opportunities for Hong Kong industries.

#### *Co-operation with the Municipalities of Shanghai and Beijing*

16. The Chief Executive and the Mayor of Shanghai convened the Third Plenary Session of the Hong Kong/Shanghai Economic and Trade Co-operation Conference in April this year. Both sides reached consensus on a total of 27 co-operation initiatives covering 10 areas, of which Shanghai Free Trade Zone Co-operation, intellectual property protection and urban management were new areas of co-operation. Three co-operation agreements on finance, commerce and civil service exchange were signed at the meeting. Separately, the Chief Executive met the acting Mayor of Beijing in November 2012, during which he witnessed the signing of three co-operation agreements relating to culture, food safety and hospital management. Both sides subsequently met a number of times to promote greater co-operation between the two cities. Apart from monitoring the implementation of these co-operation agreements, PAS(CMA)8 will assist in co-ordinating with relevant bureaux and departments to formulate direction of and plan for Shanghai/Hong Kong co-operation and Beijing/Hong Kong co-operation.

#### *Exchange and Co-operation with other provinces/municipalities*

17. PAS(CMA)8 is also responsible for co-ordinating and monitoring the Mainland Offices’ efforts in strengthening co-operation with some major provinces/municipalities in their respective service areas in fields where the provinces/municipalities have potential. For example, Guangdong ETO has promoted Hong Kong/Guangxi co-operation and exchange in tourism, processing trade and construction-related professional services. Separately, in September this year, Chengdu ETO organised the “Xi’an-Hong Kong Festival 2015” in Xi’an Municipality of the Shaanxi Province with the Department of Commerce of Shaanxi Province and Hong Kong Trade Development Council to promote exchange and co-operation between the two cities in wine trade, creative industries, music, etc. With our country’s effort in pursuing regional development and generating new momentum for economic development, PAS(CMA)8 will work hand-in-hand with the Mainland Offices to identify room for co-operation with different provinces/municipalities, and will jointly draw up work plan and proactively take forward specific co-operation initiatives.

#### **Alternatives Considered**

18. We have carefully considered the feasibility of redeploying existing manpower to provide the necessary support. However, apart from PAS(CMA)8, the existing eight permanent directorate officers at D2 level in

CMAB (excluding those currently posted to the Mainland Offices) are fully engaged with their own portfolios. It is operationally not possible for any one of them to absorb or share the duties of PAS(CMA)8 without affecting the discharge of their current duties. The existing duty schedules of these posts are at Annex 4.

### **Non Directorate Support**

19. To provide support to the abovementioned proposed directorate post, we will create two permanent non-directorate posts, including one Personal Secretary I post and one Assistant Clerical Officer post.

### **Financial Implication**

20. The proposed creation of one permanent AOSGC post will require an additional salary cost at mid-point of \$1,973,400, and the full annual average staff cost (including salaries and staff on-cost) is \$2,780,000. As for the 2 non-directorate posts to be created to provide support to the said directorate post, the total annual salary cost and full annual average staff cost is \$634,380 and \$920,100 respectively.

21. We will earmark sufficient provision in the 2016-17 Estimates and onwards to meet the funding requirements of this proposal.

### **Advice Sought**

22. Members' views are sought on the proposed creation of one permanent AOSGC post in CMAB as set out in paragraph 4 above. Subject to Members' views, we plan to submit the proposal to the Establishment Sub-committee of the Finance Committee at its meeting in February 2016.

**Constitutional and Mainland Affairs Bureau  
December 2015**

## Job Description

Post Title : Principal Assistant Secretary for Constitutional and Mainland Affairs (8)  
Rank : Administrative Officer Staff Grade C (D2)  
Responsible to : Deputy Secretary for Constitutional and Mainland Affairs (3)

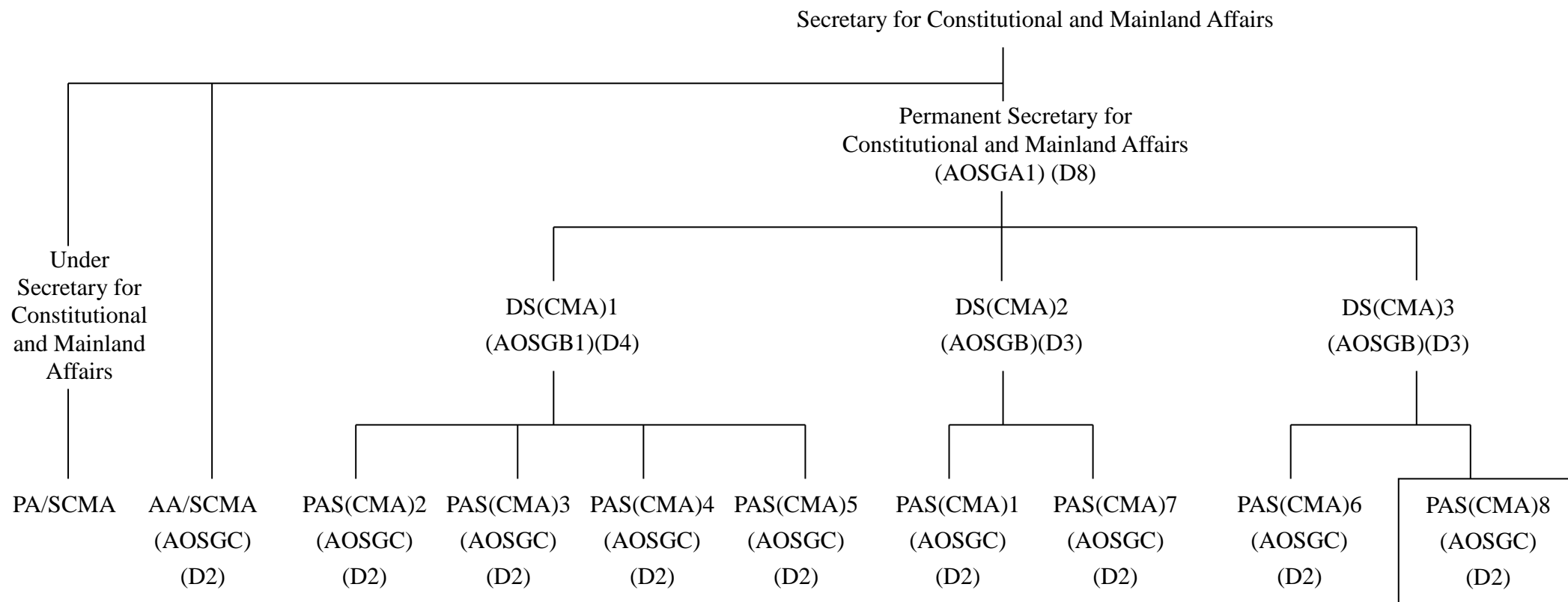
### Main Duties and Responsibilities:

1. To formulate strategies and plans to implement policy initiatives relating to enhancing the functions of Mainland Offices so as to better support Hong Kong residents and enterprises in the Mainland, including drawing up work targets and guidelines, monitoring the work progress and effectiveness, and reviewing and refining the relevant work from time to time.
2. To formulate strategies and plans to implement policy initiatives relating to improving the network of Mainland Offices, including identifying locations for the setting up of liaison units with the Mainland Offices, liaising with the relevant provincial/municipal governments, and handling related administrative work such as application for and deployment of manpower and resources, and arranging for office accommodation, etc.
3. To formulate strategies and plans to co-ordinate the efforts of Mainland Offices to foster co-operation between the Hong Kong Special Administrative Region (HKSAR) Government and Central Government and provincial/municipal governments as well as to step up Government-to Government co-operation on various fronts.
4. To co-ordinate relevant bureaux and departments to follow up on the co-operation initiatives in various areas with the Pan-Pearl River Delta (PPRD) Region, and provide support to HKSAR Government's participation in conferences relating to PPRD Region co-operation.
5. To co-ordinate relevant bureaux and departments to follow up on the co-operation initiatives in various areas with the Municipalities of Shanghai and Beijing under the Hong Kong/Shanghai Co-operation Conference and Hong Kong/Beijing Economic and Trade Co-operation Conference respectively, and support the convening of the said two Conferences.
6. To support the co-operation activities between Hong Kong and other provinces/municipalities in the Mainland, including planning and participating in high level meetings, visits, seminars, forums, etc.



7. To co-ordinate co-operation between the Mainland Offices and the Hong Kong Trade Development Council and the Hong Kong Tourism Board.
8. To handle the follow up actions on cases of seeking assistance by Hong Kong residents in the Mainland.

### Organisation Chart of Constitutional and Mainland Affairs Bureau (December 2015)



#### Legend

Supernumerary post created from July 2013 to June 2016 and proposed to be converted to a permanent post.

AOSGA1 – Administrative Officer Staff Grade A1

AOSGA – Administrative Officer Staff Grade A

AOSGB1 – Administrative Officer Staff Grade B1

AOSGB – Administrative Officer Staff Grade B

AOSGC – Administrative Officer Staff Grade C

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

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

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

PA/SCMA – Political Assistant to Secretary for Constitutional and Mainland Affairs

#### Note

The Mainland Offices, namely Beijing Office (BJO), and the Economic and Trade Offices in Guangdong (GDETO), Shanghai (SHETO), Chengdu (CDETO) and Wuhan (WHETO) under CMAB's purview are not shown in the chart. The directorate establishment of the five Mainland Offices is as follows:

**BJO:** Director/BJO (AOSGA)(D6), Deputy Director/BJO (AOSGB1)(D4), Assistant Director/BJO (AOSGC)(D2)

**GDETO:** Director/GDETO (AOSGB)(D3)

**SHETO:** Director/SHETO (AOSGB)(D3)

**CDETO:** Director/CDETO (AOSGC)(D2)

**WHETO:** Director/WHETO (AOSGC)(D2)

Furthermore, the Director of the Hong Kong Economic, Trade and Cultural Office in Taiwan is an AOSGB(D3) post.

## Work Progress of Mainland Offices in Enhancing their Services to Hong Kong Residents and Enterprises

(1) *Stepping up the collection and dissemination of practical information on livelihood, commerce and trade, as well as employment*

To help Hong Kong residents better adapt to living in the Mainland, the Mainland Offices collect practical information on medical care, study, legal services, etc. for dissemination through publication of the “Practical Guide for Hong Kong People Living in the Mainland” (“Practical Guide”). At present, “Practical Guides” for living in Beijing, Tianjin, Shenyang, Guangdong, Shanghai, Chengdu, Chongqing, Xi’an, Hangzhou, Guiyang and Wuhan have been published and are available at the websites of the respective Mainland Offices. The Beijing Office (BJO) also disseminates on its website from time to time information related to living in the Mainland, for example, information on transport policy, indoor smoking ban, laws and regulations on private car insurance, etc.

2. In addition, the Mainland Offices have stepped up efforts in collecting and disseminating information on major developments and investment projects in provinces and municipalities. To this end, regular newsletters providing information on Mainland’s economic and trade policies and regulations; and business promotion, investment and economic and trade activities have been published. In 2014-15, the Mainland Offices have published more than 150 issues of regular newsletters.

3. The Mainland Offices, in collaboration with other related organisations (including the Hong Kong Trade Development Council (HKTDC) and Hong Kong business associations in their service areas), organise from time to time talks on topics of concern to Hong Kong businessmen, and local government officials or experts are invited to give briefings. In 2014-15, more than 20 talks have been organised and the topics covered included legal and arbitration services, taxation, customs, labour, development of e-commerce, policy of free trade zone, Shanghai-Hong Kong Stock Connect, etc.

4. Many Hong Kong young people pursuing studies in the Mainland would like to acquire more information on studies and employment to lay solid foundation for their future career development. In this connection, the Mainland Offices pro-actively encourage Hong Kong enterprises in the Mainland and Mainland enterprises to provide internship opportunities for Hong Kong students in the Mainland. Since 2014, the Mainland Offices have disseminated information on more than 300 internship placements in sectors including financial services, real estate and property management, advertising, legal services, information and technology, catering services, clothing, education, hotel services, energy, etc. to Hong Kong students in Beijing,

Guangzhou, Shenzhen, Fujian, Xiamen, Chengdu, Chongqing and Xi'an.

5. Meanwhile, specific activities are organised by the Mainland Offices in response to the concerns of students in their respective service areas. For example, the Hong Kong Economic and Trade Office (ETO) in Guangdong organised an exchange forum on business start-up and employment for students in Shenzhen in May 2014, attracting some 70 students. A seminar on admission of tertiary institutions in Hong Kong was held by Shanghai ETO in September 2014, attracting more than 100 students and parents in Shanghai. In March 2015, Shanghai ETO also organised seminars on job hunting and business start-up for students pursuing studies in universities in Shanghai, Zhejiang and Jiangsu Provinces at which human resources experts and Hong Kong businessmen shared interview skills and their experience in starting up business. The seminars had recorded attendance of more than 110. Other Mainland Offices have also held seminars for students in their respective service areas from time to time to exchange information on studies and employment.

(2) *Expanding researches on national policies*

6. The 2013 Policy Address announced the initiative of analysing the opportunities and challenges for Hong Kong people arising from national policies. In this connection, BJO has conducted researches on some national policies that are closely related to the development of Hong Kong. Experts have been engaged by BJO to conduct researches on national policies on taxation, labour, intellectual property, human resources, etc. which are of concern to Hong Kong residents and enterprises. Topical Newsletters are compiled to convey the analysis results and for dissemination to business associations in Hong Kong and in the Mainland through the Mainland Offices and HKTDC. In 2014-15, the Mainland Offices have disseminated more than 20 issues of Topical Newsletters to about 300 business associations.

7. The Mainland Offices have also organised seminars in the cities where their offices are located and experts responsible for conducting the researches are invited to explain their analysis results and answer enquiries from Hong Kong residents and businessmen. In 2014-15, more than ten seminars have been organised by the Mainland Offices.

(3) *Actively providing assistance to Hong Kong enterprises in the Mainland through government platforms*

8. The Mainland Offices meet Hong Kong businessmen in their respective service areas from time to time to understand their operating situation and, where necessary, convey their views and demands to the relevant Mainland authorities directly to safeguard their rights and interests. For example, in response to the industry's concern about the amendment to the "Regulations on Collective Contract in Enterprises of the Guangdong Province" ("Regulations")

and the “Interim Measures on the Administration of the Collection and Payment of Trade Union Fund of the Guangdong Province”, Guangdong ETO have arranged a number of meetings for major business associations in Hong Kong<sup>1</sup> to convey their views as well as to pass the written submissions to the Guangdong authorities concerned directly. Eventually, some of the views on the Regulations had been accepted and were reflected in the Amendment Bill promulgated in September 2014.

9. In addition, in response to suggestions from some Hong Kong businessmen in Shenyang and Harbin, BJO approached the relevant authorities to discuss the establishment of Hong Kong business associations in the cities. With the efforts of BJO, the Shenyang and Heilongjiang branches of the Hong Kong Chamber of Commerce in China (HKCCC)<sup>2</sup> were established in 2014 to help unite Hong Kong businessmen in the areas.

10. Meanwhile, led by Guangdong ETO and with the combined efforts of HKTDC and HKCCC – Guangdong, the “Directory of Hong Kong Service Enterprises in Guangdong” (“Directory”) has been compiled to help establish and promote a database on Hong Kong service enterprises. The first edition of the Directory covering Hong Kong service enterprises in Guangzhou and Shenzhen was published in August 2014. It has drawn the attention of the Guangdong authorities, the industry and media, and the Qianhai Authority has included a link to the Directory in its website. The second edition of the Directory which includes information of more than 720 Hong Kong service enterprises in the Pan Pearl River Delta Region was published in September 2015.

*(4) Organising large-scale promotional and publicity activities*

11. The Mainland Offices have been promoting the strengths of Hong Kong in the Mainland through different means and have been committed to organising promotional activities to assist Hong Kong enterprises in the Mainland in upgrading and transforming operations as well as tapping the domestic market. For example, the Mainland Offices collaborated with HKTDC and other organisations such as business associations to organise “Hong Kong Week” promotional events in Xiamen, Chongqing and Harbin in the past two years to promote Hong Kong products and services, with a view to assisting Hong Kong enterprises in building up their brand image and exploring

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<sup>1</sup> The relevant business associations include the Chinese Manufacturers’ Association of Hong Kong, Chinese General Chamber of Commerce, Hong Kong General Chamber of Commerce and Federation of Hong Kong Industries.

<sup>2</sup> Upon approval by the then Ministry of Foreign Trade and Economic Co-operation (now the Ministry of Commerce) and registration under the Ministry of Civil Affairs, the HKCCC was formally set up in Beijing on 21 April 1993. Branches of HKCCC have now been set up in Shanghai, Guangdong, Tianjin, Qingdao, Wuhan, Chengdu, Hangzhou, Shenyang and Harbin.

the domestic market. BJO and Chengdu ETO have also organised “Hong Kong Week” promotional events in Tianjin and Xi’an respectively this year.

12. Separately, the Mainland Offices strengthen co-operation with the relevant Mainland offices of HKTDC and Hong Kong Tourism Board (HKTB) with a view to synergising efforts in promoting Hong Kong’s strengths. In 2014-15, the Mainland Offices have held about 30 promotional events jointly with HKTDC and/or HKTB.

13. The Mainland Offices also work jointly with Mainland media to produce various programmes with the aim of enhancing mutual understanding and respect between the Mainland and Hong Kong community. For example, in 2014-15, BJO collaborated with the People’s Net to produce a dedicated webpage which contained 12 interviews with Mainland people working in Hong Kong and Hong Kong people working in the Mainland. Guangdong ETO, Shanghai ETO, Chengdu ETO and Wuhan ETO have also co-produced programmes with local radio stations to showcase Hong Kong’s soft power.

*(5) Providing better support for Hong Kong residents in distress*

14. The 2013 Policy Address announced the setting up of a new immigration Division in Chengdu ETO, in addition to those in BJO and Guangdong ETO. The Immigration Divisions in the Mainland Offices, including the one in Chengdu ETO which came into operation in October 2013, have been providing timely assistance to Hong Kong people in distress in the Mainland.

**Duties and Responsibilities of Permanent Directorate Officers at  
D2 Level in the Constitutional and Mainland Affairs Bureau  
(Excluding Those Currently Posted to the Mainland Offices)**

1. Permanent Assistant Secretary (Constitutional and Mainland Affairs) (PAS(CMA))1 is responsible for co-ordinating and promoting exchange and co-operation between the Hong Kong Special Administrative Region (HKSAR) and Taiwan through the Hong Kong-Taiwan Economic and Cultural Co-operation and Promotion Council and Taiwan-Hong Kong Economic and Cultural Co-operation Council, matters relating to Hong Kong and Taiwan relations, and liaison with Taiwan organisations in Hong Kong; matters relating to the conduct of external affairs of the HKSAR and liaison with the Office of the Commissioner of the Ministry of Foreign Affairs; and matters relating to the co-operation with the Economic Zone on the West Coast of the Taiwan Strait (including the Fujian Province).
2. PAS(CMA)2 is responsible for policies and legislations relating to District Councils and Legislative Council elections; policy response in relation to judicial review cases concerning election systems and election petition cases; housekeeping of the Electoral Affairs Commission and the Registration and Electoral Office; and matters relating to the composition of District Councils.
3. PAS(CMA)3 is responsible for policies and legislations relating to constitutional development and voter registration, and co-ordinating related promotion campaigns; and policies and legislations relating to Election Committee subsector elections and Chief Executive elections.
4. PAS(CMA)4 is responsible for handling matters relating to protection of privacy and the Personal Data (Privacy) Ordinance; overseeing the housekeeping of the Office of the Privacy Commissioner for Personal Data; handling matters relating to the Code on Access to Information and press freedom; and promoting equal opportunities for people of different sexual orientation and transgenders.
5. PAS(CMA)5 is responsible for co-ordinating human rights policy; co-ordinating the United Nations reporting and follow up actions under the Universal Periodic Review mechanism and relevant human rights treaties; housekeeping of the Equal Opportunities Commission; the overall policy relating to promotion of racial equality and the Race Discrimination Ordinance, including the implementation of the “Administrative Guidelines on Promotion of Racial Equality”; promoting

children's rights; and matters relating to the development of the Political Appointment System.

6. PAS(CMA)6 is responsible for co-ordinating work relating to Hong Kong/Guangdong co-operation, including the implementation of the Framework Agreement on Hong Kong/Guangdong Co-operation and development of Nansha and Hengqin; co-ordinating Hong Kong/Shenzhen co-operation, including development of Qianhai; arranging the HKSAR Government to host, and organising relevant bureaux and departments to participate in, the Hong Kong/Guangdong Co-operation Joint Conference, Hong Kong/Shenzhen Co-operation Meeting and Hong Kong Macao Co-operation High Level Meeting; and providing secretariat support to the Hong Kong and Mainland Economic Co-operation Advisory Committee.
7. PAS(CMA)7 is responsible for the liaison policy and practical matters relating to the relationship between the Central People's Government and the HKSAR Government; co-ordinating the HKSAR Government's work in complementing the National Five-Year Plan; co-ordinating the promotion of the Basic Law and providing secretariat support to the Basic Law Promotion Steering Committee; providing policy co-ordination and secretariat support to regular meetings of the Steering Committee on Co-operation with the Mainland chaired by the Chief Secretary for Administration; overseeing housekeeping of the Mainland Offices and Hong Kong Economic, Trade and Cultural Office in Taiwan; and policies and legislation relating to the adaptation of laws.
8. The Administrative Assistant to Secretary for Constitutional and Mainland Affairs (SCMA) is responsible for providing administrative support to SCMA as well as handling the Bureau's liaison with the Legislative Council Secretariat.