

**Proposed amendments to the Finance Committee Procedure by the Hon
CHAN Chi-Chuen**

Paragraph	
7	<p>The Clerk shall attend the meetings of the Committee, keep a record of the proceedings of the Committee, and distribute a copy thereof to each member. The record is kept in the form of minutes, recording the members attending, the gist of proceedings and the decisions taken. Where Tthe Chairman, with the agreement of the Committee on the request of a member, determines that <i>must provide</i> a verbatim record is necessary for the whole or any part of a meeting, Tthe Clerk shall make arrangements for the production of such a record. The Clerk will not normally clear the records of proceedings with the Administration or other persons except in respect of such part of a record which relates to statements made by the Administration or such other persons.</p>
9	<p>The Legal Adviser of the Legislative Council Secretariat is the Counsel to the Committee and its subcommittees. He advises the Chairman and, <i>Deputy Chairman, members</i> and the Clerk on all legal matters in relation to the business and administration of the Committee.</p>
34	<p>A member may address the Committee orally in either Putonghua, Cantonese, or English, <i>or sign language</i>. Replies by the public officers and other persons attending may likewise be in either Putonghua, Cantonese, or English, <i>or sign language</i>. All Committee papers are in both Chinese and English. <i>The Clerk should arrange corresponding interpretation service.</i></p>
55	<p><i>If there is a material error or oversight in the document of an item, the discussion on that item should be adjourned.</i></p>

The proposed amendment is marked in bold and italic type or with deletion line

**Proposed amendments to the Establishment Subcommittee Procedure
by the Hon CHAN Chi-Chuen**

Paragraph	
8	The Clerk shall attend the meetings of the ESC, keep a record of the proceedings of the ESC, and distribute a copy thereof to each member before the FC meeting at which the ESC recommendations are considered. The record is kept in the form of minutes, recording the members attending, the gist of proceedings and the decisions taken. <i>The Chairman, on the request of a member, must provide a verbatim record for the whole or any part of a meeting.</i> The Clerk will not normally clear the minutes with the Administration and outside parties except in respect of those parts of the record which relate to the statements made by these parties at the meeting.
29	A member may address the ESC orally in either Putonghua, Cantonese, or English, <i>or sign language.</i> Replies by the public officers and others persons attending may likewise be in either Putonghua, Cantonese, or English, <i>or sign language.</i> All ESC papers are in both Chinese and English. <i>The Clerk should arrange corresponding interpretation service.</i>

The proposed amendment is marked in bold and italic type or with deletion line

**Proposed amendments to the Public Works Subcommittee Procedure by
the Hon CHAN Chi-Chuen**

Paragraph	
9	<p>The Clerk shall attend the meetings of the PWSC, keep a record of the proceedings of the PWSC, and distribute a copy thereof to each member before the FC meeting at which the PWSC recommendations are considered. The record is kept in the form of minutes, recording the members attending, the gist of proceedings and the decisions taken. <i>The Chairman, on the request of a member, must provide a verbatim record for the whole or any part of a meeting.</i> The Clerk will not normally clear the minutes with the Administration and outside parties except in respect of those parts of the record which relate to the statements made by these parties at the meeting.</p>
30	<p>A member may address the PWSC orally in either Putonghua, Cantonese, or English, <i>or sign language.</i> Replies by the public officers and others persons attending may likewise be in either Putonghua, Cantonese, or English, <i>or sign language.</i> All ESC papers are in both Chinese and English. <i>The Clerk should arrange corresponding interpretation service.</i></p>

The proposed amendment is marked in bold and italic type or with deletion line