

ITEM FOR ESTABLISHMENT SUBCOMMITTEE OF FINANCE COMMITTEE

HEAD 144 – GOVERNMENT SECRETARIAT: CONSTITUTIONAL AND MAINLAND AFFAIRS BUREAU

Subhead 000 Operational expenses

Members are invited to recommend to Finance Committee the following proposals for the establishment of the Guangdong-Hong Kong-Macao Greater Bay Area Development Office under the Constitutional and Mainland Affairs Bureau, with immediate effect upon approval of the Finance Committee –

(a) creation of the following supernumerary posts

1 Administrative Officer Staff Grade A
(D6) (\$253,150 - \$260,600);

1 Administrative Officer Staff Grade C
(D2) (\$171,200 - \$187,150);

(b) redeployment of the following permanent posts

1 Administrative Officer Staff Grade B
(D3) (\$199,050 - \$217,300); and

1 Administrative Officer Staff Grade C
(D2) (\$171,200 - \$187,150).

/PROBLEM

PROBLEM

Following the promulgation of the Outline Development Plan for the Guangdong-Hong Kong-Macao Greater Bay Area (Outline Development Plan) by the Central Government on 18 February 2019, signifying the full-fledged implementation of this national strategy, we need to set up as soon as possible the Guangdong-Hong Kong-Macao Greater Bay Area (Greater Bay Area) Development Office with sufficient staffing support at directorate level to spearhead the efforts in taking forward the Greater Bay Area Development.

PROPOSAL

2. We propose, with immediate effect upon approval of the Finance Committee, the following supernumerary posts be created for four years –

- (a) an Administrative Officer Staff Grade A (AOSGA) (D6), designated as Commissioner for the Development of the Greater Bay Area (CGBA);
- (b) an Administrative Officer Staff Grade C (AOSGC) (D2), designated as Assistant Commissioner for the Development of the Greater Bay Area (1) (ACGBA(1)); and

the following permanent posts be re-deployed to the Greater Bay Area Development Office for four years –

- (c) an Administrative Officer Staff Grade B (AOSGB) (D3), retitled as Deputy Commissioner for the Development of the Greater Bay Area (DCGBA); and
- (d) an AOSGC (D2), retitled as Assistant Commissioner for the Development of the Greater Bay Area (2) (ACGBA(2)).

JUSTIFICATION

3. The development of the Greater Bay Area is a national development strategy for the further opening up of China. Through further deepening the cooperation amongst Guangdong, Hong Kong and Macao, the objectives of the development of the Greater Bay Area are to promote coordinated economic development in the Greater Bay Area, leverage the complementary advantages of the three places, and develop an international first-class bay area for living, working and travelling.

4. Following the signing of the Framework Agreement on Deepening Guangdong-Hong Kong-Macao Cooperation in the Development of the Greater Bay Area by the National Development and Reform Commission (NDRC) and the governments of Guangdong, the Hong Kong Special Administrative Region (HKSAR) and the Macao Special Administrative Region (SAR) on 1 July 2017, the HKSAR Government has kept in close contact with relevant central ministries and the governments of Guangdong and Macao to jointly draw up and introduce policy measures for the development of the Greater Bay Area.

5. To advance the development of the Greater Bay Area and strengthen coordination efforts, a top-tier body – the Leading Group for the Development of the Greater Bay Area (the Leading Group) – was set up by the Central Government. The first plenary meeting of the Leading Group was convened by the Vice Premier of the State Council, Mr Han Zheng, on 15 August 2018 in Beijing. This is the first time the Chief Executives (CEs) of Hong Kong and Macao SARs have attended a meeting at central leadership level as members, highlighting the importance the Central Government attaches to the role of the two SARs in the Greater Bay Area and its continued support for their participation in the overall national development.

6. To strengthen internal coordination within the HKSAR Government, CE announced in her 2018 Policy Address that a high-level Steering Committee for the Development of the Greater Bay Area (Steering Committee) would be set up with her as the chairperson and its membership comprising all Secretaries of Departments and Directors of Bureaux. The Steering Committee is responsible for the overall coordination of matters relating to the HKSAR's participation in the development of the Greater Bay Area. Furthermore, the CMAB will set up a Greater Bay Area Development Office and appoint a CGBA to implement the relevant work.

7. On 18 February 2019, the Central Government promulgated the Outline Development Plan. It is an important document guiding the development of the Greater Bay Area, covering the period from now to 2022 in the immediate term, extending to 2035 in the long term. It involves a wide range of areas, covering policy measures for developing an international innovation and technology hub, expediting infrastructural connectivity, building a globally competitive modern industrial system, taking forward ecological conservation, developing a quality living circle for living, working and travelling, strengthening cooperation and jointly participating in the Belt and Road Initiative, jointly developing Guangdong-Hong Kong-Macao cooperation platforms, as well as the implementation of the Outline Development Plan.

8. Subsequently, the governments of Guangdong, Hong Kong and Macao held a symposium on 21 February 2019 to introduce the contents of the Outline Development Plan. Around 800 guests, representing relevant central ministries and various sectors of Hong Kong, Macao and Guangdong, attended the symposium. At the symposium, the CE of the HKSAR, Mrs Carrie Lam; the Deputy Chairman of the Office of the Leading Group for the Development of the Guangdong-Hong Kong-Macao Greater Bay Area, Mr Lin Nianxiu; the Governor of Guangdong Province, Mr Ma Xingrui; and the CE of the Macao SAR, Mr Chui Sai-on, delivered speeches respectively. The Director General of the Department of Regional Economy of the NDRC, Mr Guo Lanfeng, also gave a more detailed briefing on the contents of the Outline Development Plan.

9. On 1 March 2019, CE attended the second plenary meeting of the Leading Group in Beijing. After the meeting, CE announced that eight policy measures would be introduced by the Central Government for taking forward the development of the Greater Bay Area, including the method for calculating ‘183 days’ for paying individual income tax on the Mainland (that is, any stay of less than 24 hours on the Mainland will not be counted as a day of presence); providing tax relief by municipal governments to non-Mainland (including Hong Kong) high-end talents and talents in short supply by offsetting the tax differential between the two places; supporting the open recruitment of Hong Kong and Macao residents by public institutions in the Greater Bay Area; encouraging innovation and entrepreneurship in the nine Mainland cities of the Greater Bay Area by the youth of Hong Kong and Macao; supporting higher education institutions and scientific research institutes from Hong Kong and Macao to participate in projects under Guangdong technology programmes; introducing immigration facilitation reform pilot schemes in the Greater Bay Area, facilitating vehicles from Hong Kong and Macao entering and exiting Mainland boundary points; and expanding the implementation scope of the connection with the Speedy Customs Clearance between Customs administrations. These new measures, in addition to previous ones such as the Residence Permit introduced in September 2018, would further facilitate Hong Kong residents to develop personal pursuits, work and reside in the Mainland cities of the Greater Bay Area, as well as strengthen the convenient flow of people and goods within the Greater Bay Area.

The Greater Bay Area Development Office

10. The promulgation of the Outline Development Plan signified the full-fledged implementation of the development of the Greater Bay Area. Pursuant to the Outline Development Plan, relevant central ministries, in the context of their own responsibilities, will concentrate on formulating concrete

/policies

policies and measures supporting the development of the Greater Bay Area. The Government of Guangdong Province and the Governments of the HKSAR and the Macao SAR will proactively coordinate and cooperate amongst themselves on the basis of mutual respect, and jointly formulate and pursue specific plans or implementation plans in areas including innovation and technology, infrastructure, the development of industries, and ecological and environmental protection. In fact, the Guangdong Province and the nine Mainland cities in the Greater Bay Area as well as the Macao SAR Government have already set up dedicated offices to ensure effective coordination and implementation of the initiatives for taking forward the Greater Bay Area Development.

11. In light of the significance of the development of the Greater Bay Area and the substantial opportunities brought about by the initiative, there is an imminent need to set up a dedicated Greater Bay Area Development Office as soon as possible to strengthen liaison and collaboration with Mainland authorities, as well as spearhead efforts in the HKSAR Government and oversee the overall progress in taking forward the development of the Greater Bay Area. The role and functions of the Greater Bay Area Development Office are set out in paragraphs 12 to 16 below.

Strengthening Liaison with Mainland Authorities

12. CMAB has been working closely with NDRC, the Hong Kong and Macao Affairs Office of the State Council (HKMAO), the Guangdong Provincial Government, the Macao SAR Government, as well as municipal governments of Greater Bay Area cities such as Shenzhen and Guangzhou. A coordination mechanism will also be set up for Guangdong, Hong Kong and Macao to ensure that the governments of the three places will be able to fully implement the tasks set out by the Leading Group together. The Greater Bay Area Development Office will act as the focal point of liaison with Mainland authorities at central, provincial and municipal levels, as well as the Macao SAR Government.

Supporting the HKSAR's Participation in the Leading Group

13. The Leading Group chaired by Vice Premier of the State Council Mr HAN Zheng will serve as a top-tier body to oversee and coordinate the development of the Greater Bay Area at the national level. Plenary meetings and working meetings will be convened regularly, entailing significant paper, liaison and coordination work between the governments of HKSAR, Macao SAR as well as governments at central, provincial and municipal levels. The preparation, coordination and supporting work will be taken up by the Greater Bay Area Development Office.

/Strengthening

Strengthening Coordination within the HKSAR Government

14. The CE-chaired Steering Committee is responsible for the overall coordination of the efforts of various policy bureaux/departments for the implementation of the Outline Development Plan. Future work focuses of the HKSAR Government include: consolidating and enhancing Hong Kong's status as international financial, transportation and trade centres as well as an international aviation hub; developing an international innovation and technology hub; expanding the scope of development for sectors in which Hong Kong's strengths lie; strengthening infrastructural connectivity; fostering youth innovation and entrepreneurship; and fully utilising Hong Kong's international connections and networks to promote the Greater Bay Area overseas and attract capital and talents to the Greater Bay Area. We will also continue to explore with Mainland authorities on the introduction of more measures to facilitate Hong Kong residents to develop personal pursuits, work and reside in the Mainland cities of the Greater Bay Area, as well as strengthen the convenient flow of people and goods within the Greater Bay Area. The Greater Bay Area Development Office will provide support for the Steering Committee, and will work closely with bureaux/departments concerned to ensure effective follow-up to the discussions of the Steering Committee.

Publicity and Engagement with Stakeholders

15. Since August 2018, the HKSAR Government has launched a series of publicity efforts to increase understanding and interest in the development of the Greater Bay Area amongst various sectors of society. Such efforts include setting up a dedicated website on the Greater Bay Area (www.bayarea.gov.hk), as well as producing pamphlets, television promotional clips and radio promotional soundtracks. They also target communication channels that are widely used by young people, such as social media and online platforms. Following the promulgation of the Outline Development Plan, the Government will step up overall publicity efforts and the Greater Bay Area Development Office will be responsible for formulating publicity strategies to enhance the awareness of development opportunities and to provide the latest information about the development of the Greater Bay Area.

16. Furthermore, the Greater Bay Area Development Office will bolster its external relations efforts and enhance cooperation at both government and industry/sector levels. The Office will work together with relevant bureaux/departments and strategic partners, such as chambers of commerce, professional associations, and quasi-government/statutory bodies, to promote exchanges and understanding, as well as to gauge their views on the opportunities

/and

and the associated policy measures for taking forward the development of the Greater Bay Area in order to ensure that relevant measures would better meet the needs of different sectors of society. The HKSAR Government will endeavour to play the role of ‘facilitator’ to help secure the required policy breakthrough and innovation.

Proposed Directorate Establishment for the Greater Bay Area Development Office

17. Currently, the work pertaining to the development of the Greater Bay Area is undertaken by Deputy Secretary for Constitutional and Mainland Affairs (3) (DS(CMA)3 / AOSGB (D3)) and Team 6 of CMAB among their other duties. With the establishment of the Greater Bay Area Development Office whose work cuts across many key areas and requires extensive policy coordination both within and outside the HKSAR Government, it is crucial and essential to strengthen the directorate establishment for handling Greater Bay Area-related matters by creating two supernumerary directorate posts, namely the CGBA to head the Greater Bay Area Development Office, and an ACGBA(1). We propose to take a more prudent approach by creating two four-year supernumerary directorate posts rather than permanent posts for the time being. Nonetheless, we shall review the long-term manpower need having regard to the work arising from the progress and development of the Greater Bay Area, and may seek long-term resources with justifications through established mechanism in due course.

CGBA

18. CGBA will formulate and coordinate overall Greater Bay Area policies and will advise the senior echelons on HKSAR’s strategies and priorities in taking forward the development of the Greater Bay Area by serving as a member of CE’s Steering Committee. He/she will liaise with senior officials from Mainland authorities, particularly the NDRC and HKMAO, the Guangdong Provincial Government and the relevant municipal governments/authorities, as well as the Macao SAR Government, and represent the HKSAR Government at meetings, visits, etc. under the coordination mechanism with relevant ministries/departments of the central and provincial governments as appropriate. CGBA will also formulate the HKSAR Government’s overall public relations strategy and oversee publicity efforts to promote the development of the Greater Bay Area, and in collaboration with relevant policy bureaux of the HKSAR Government, engage various sectors of the community (including business and professional bodies) to gauge their views on ways to effectively take forward the development of the Greater Bay Area and measures needed to facilitate Hong Kong people to work, study and reside on the Mainland so that the measures introduced would better suit the needs of the community and the people of Hong Kong.

19. Having considered the scope and complexity of his/her work portfolio, the significance of the development of the Greater Bay Area into which strategic and high-level input is required, as well as the need for intensive and interaction with senior officials in central and provincial authorities, we propose that CGBA should be an AOSGA (D6) post in order to ensure that the incumbent has the necessary experience, authority and leadership to work effectively with the senior echelons of the HKSAR Government, as well as his/her Mainland and Macao counterparts to press ahead long-term strategies and initiatives. The proposed job description of CGBA is at Enclosure 1.

20. The post-holder of the CGBA post will report to the Permanent Secretary for Constitutional and Mainland Affairs, and through him to the Secretary for Constitutional and Mainland Affairs.

ACGBA(1)

21. The newly created AOSGC (D2) post, designated as ACGBA(1), will serve as the secretary to the CE's Steering Committee and assist in formulating and overseeing the implementation of the Government's publicity efforts and engaging stakeholders (including business chambers, professional bodies, etc.) to promote the Greater Bay Area Development. He/she will also assist in coordinating with bureaux and departments within HKSAR Government in preparing reports and proposals to the Leading Group, and liaise with his/her counterparts in the central, provincial and municipal governments/authorities. The proposed ACGBA(1) will oversee the administration of the Greater Bay Area Development Office, including matters concerning financial and human resources.

Encl. 2 The proposed job description of ACGBA(1) is at Enclosure 2.

DCGBA and ACGBA(2)

22. To underpin CGBA in taking forward the Greater Bay Area Development, DS(CMA)3 and Principal Assistant Secretary (Constitutional and Mainland Affairs)6 (PAS(CMA)6) will be redeployed to provide directorate support. Their posts will be retitled as DCGBA and ACGBA(2) respectively. DCGBA will deputise and assist CGBA in the discharge of his/her duties as set out in paragraphs 18 and 19, whereas ACGBA(2) will assist CGBA and DCGBA in formulating and coordinating the overall policies and strategies in relation to HKSAR's participation in Greater Bay Area Development, and provide logistical support in respect of HKSAR's participation to the Leading Group as well as the coordination mechanism with Guangdong and its relevant cities, and Macao SAR. He/she will also liaise with his/her counterparts in the central, provincial and municipal governments/authorities. The revised job descriptions of DCGBA and

Encls. 3 & 4 ACGBA(2) are at Enclosures 3 and 4 respectively.

23. The directorate officers in the Greater Bay Area Development Office will be supported by 17 time-limited non-directorate officers and 12 existing non-directorate officers in Team 6 to be redeployed under the Greater Bay Area Development Office. The proposed organisation chart of the Greater Bay Area Development Office and the current and proposed organisation chart of CMAB are at Enclosures 5 and 6 respectively.

Encls. 5 & 6

ALTERNATIVES CONSIDERED

24. The work concerning the development of the Greater Bay Area is currently undertaken by DS(CMA)3 and PAS(CMA)6 at directorate level in addition to their own duties, including *inter alia*, coordinating and promoting cooperation between the HKSAR and Guangdong, Shenzhen and Macao SAR, and providing support to the Hong Kong/Guangdong Cooperation Joint Conference, the Hong Kong/Shenzhen Cooperation Meeting and Hong Kong/Macao Cooperation High Level meeting. They are fully occupied and do not have the capacity to discharge the full range of work of the Greater Bay Area Development Office when the development of the Greater Bay Area has entered into a stage of full-fledged implementation. Upon the establishment of the Greater Bay Area Office, the work pertaining to coordinating and promoting cooperation between HKSAR and Guangdong, Shenzhen and Macao SAR will be undertaken by ACGBA(2) (to be retitled from PAS(CMA)6).

25. We have also critically examined whether the duties of the proposed posts can be absorbed by other directorate officers at D2 level and above in CMAB, but considered it not feasible without compromising the delivery of their existing duties. The existing duty schedules of these posts are at Enclosure 7.

Encl. 7

FINANCIAL IMPLICATIONS

26. The proposed creation of one supernumerary AOSGA (D6) post and one supernumerary AOSGC (D2) post will incur an additional notional annual salary cost at mid-point of \$3,127,200 and \$2,179,800 respectively, totalling to \$5,307,000. The additional full annual average staff cost, including salaries and staff on-cost, is \$7,696,000.

27. As for the 17 time-limited non-directorate posts mentioned in paragraph 23 above, the additional notional annual salary cost at mid-point is \$12,403,080. The additional full annual average staff cost, including salaries and staff on-cost, is \$16,180,000.

/28.

28. Sufficient provision has been earmarked to meet the cost of the proposals.

PUBLIC CONSULTATION

29. The Legislative Council Panel on Commerce and Industry was consulted on the above-mentioned staffing proposal at its meeting on 19 March 2019. Members generally supported the proposal. Some members hope that the Greater Bay Area Development Office could be set up and the Commissioner be appointed as soon as possible so that HKSAR would not lose out in seizing the opportunities brought about by the Greater Bay Area Development.

ESTABLISHMENT CHANGES

30. The establishment changes of the civil service posts under Head 144 in the past two years are as follows –

Establishment (Note)	Number of Posts		
	Existing (as at 1 March 2019)	As at 1 April 2018	As at 1 April 2017
A [@]	21 [#]	21	21
B	108	106	101
C	66	65	67
Total	195	192	189

Note:

A – ranks in the directorate pay scale or equivalent

B – non-directorate ranks, the maximum pay point of which is above MPS Point 33 or equivalent

C – non-directorate ranks, the maximum pay point of which is at or below MPS Point 33 or equivalent

@ – excluding supernumerary posts created under delegated authority

– as at 1 March 2019, there was one unfilled directorate post in CMAB

CIVIL SERVICE BUREAU COMMENTS

31. The Civil Service Bureau supports the above proposal of creating one supernumerary AOSGA post and one supernumerary AOSGC post for a period of four years; as well as the redeployment of one permanent AOSGB post and one permanent AOSGC post for the same period. The grading and ranking of the proposed posts are considered appropriate having regard to the level and scope of responsibilities concerned.

/ADVICE

**ADVICE OF THE STANDING COMMITTEE ON DIRECTORATE
SALARIES AND CONDITIONS OF SERVICE**

32. As the posts are proposed on a supernumerary basis, their creation, if approved, will be reported to the Standing Committee on Directorate Salaries and Conditions of Service in accordance with the agreed procedure.

Constitutional and Mainland Affairs Bureau
March 2019

Proposed Job Description

Post Title : Commissioner for the Development of the Greater Bay Area

Rank : Administrative Officer Staff Grade A (D6)

Responsible to : Permanent Secretary for Constitutional and Mainland Affairs

Duties and Responsibilities –

1. To head the Guangdong-Hong Kong-Macao Greater Bay Area (the Greater Bay Area) Development Office and to represent Hong Kong Special Administrative Region (HKSAR) Government on matters relating to Greater Bay Area Development;
2. To formulate and coordinate the overall policies in relation to HKSAR's participation in the Greater Bay Area Development, and to provide strategic advice on the work priorities to the Secretary for Constitutional and Mainland Affairs;
3. To provide dedicated overview of the implementation of HKSAR Government's strategies and initiatives in the pursuit of the Greater Bay Area Development;
4. To act as the HKSAR Government's focal point of contact with senior officials of Mainland authorities, particularly the National Development and Reform Commission, the Guangdong Provincial Government and the relevant municipal governments/authorities, as well as the Macao Special Administrative Region Government in respect of the Greater Bay Area Development;
5. To lead the Greater Bay Area Development Office to formulate overall Public Relations strategy locally and overseas in support of HKSAR's participation in the Greater Bay Area Development; and
6. To promote and enhance connections with the relevant stakeholders, including leadership of business and professional bodies.

Proposed Job Description

Post Title : Assistant Commissioner for the Development of the Greater Bay Area (1)

Rank : Administrative Officer Staff Grade C (D2)

Responsible to : Deputy Commissioner for the Development of the Greater Bay Area

Duties and Responsibilities –

1. To serve as the Secretary to the Steering Committee for the Development of Greater Bay Area (Steering Committee), and lead the Greater Bay Area Office in providing secretariat support to the Steering Committee as well as Hong Kong Special Administrative Region's participation in the Leading Group for the Development of the Guangdong-Hong Kong-Macao Greater Bay Area (Greater Bay Area);
2. To assist in the liaison with Mainland authorities as well as Macao Special Administrative Region Government in the pursuit of Greater Bay Area Development;
3. To assist in the formulation of overall PR strategy to promote the Greater Bay Area Development and overseeing the implementation of PR efforts;
4. To oversee the operation of the Greater Bay Area Development Office, including matters concerning financial and human resources; and
5. To assist in providing support and coordinating cross-bureaux efforts in taking forward the Greater Bay Area Development.

Proposed Job Description

Post Title : Deputy Commissioner for the Development of the Greater Bay Area

Rank : Administrative Officer Staff Grade B (D3)

Responsible to : Commissioner for the Development of the Greater Bay Area (CGBA)

Duties and Responsibilities –

1. To deputise CGBA in representing Hong Kong Special Administrative Region (HKSAR) Government on matters relating to the Guangdong-Hong Kong-Macao Greater Bay Area (Greater Bay Area) Development;
2. To deputise CGBA in the liaison and discussion with senior officials of Mainland authorities and the Macao Special Administrative Region Government;
3. To assist CGBA in overseeing the implementation of HKSAR Government's strategies and initiatives in the pursuit of the Greater Bay Area Development;
4. To assist CGBA in providing advice to senior echelons on the overall policies and strategies of the HKSAR Government in the Greater Bay Area Development, and coordinating within the HKSAR Government;
5. To provide steer and advice in the formulation of overall PR strategy locally and overseas in support of HKSAR's participation in the Greater Bay Area Development; and
6. To promote and enhance connections with the relevant stakeholders, including leadership of business and professional bodies.

Proposed Job Description

Post Title : Assistant Commissioner for the Development of the Greater Bay Area (2)

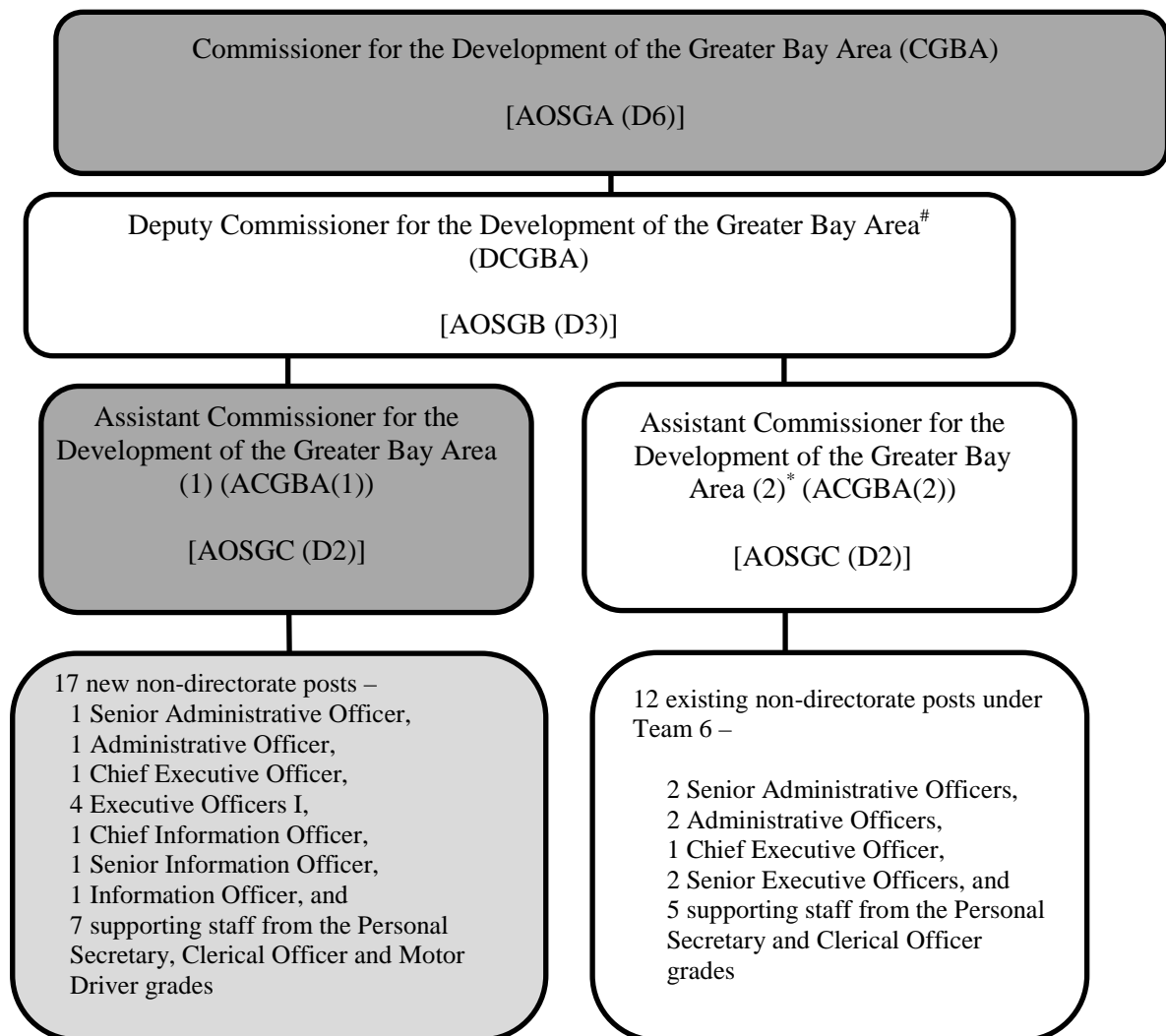
Rank : Administrative Officer Staff Grade C (D2)



Responsible to : Deputy Commissioner for the Development of the Greater Bay Area (DCGBA)

Duties and Responsibilities –

1. To assist Commissioner for the Development of the Greater Bay Area and DCGBA in formulating and coordinating the overall policies and strategies in relation to Hong Kong Special Administrative Region (HKSAR)'s participation in the Guangdong-Hong Kong-Macao Greater Bay Area (Greater Bay Area) Development;
2. To provide logistical support in respect of HKSAR's participation in the Leading Group for the Development of the Greater Bay Area;
3. To liaise with counterparts in the central, provincial and municipal governments/authorities in the Mainland and in the Macao Special Administrative Region (SAR) Government;
4. To coordinate strategies and efforts on HKSAR's cooperation with Guangdong and its cities and Macao SAR; and
5. To assist in providing support and coordinating cross-bureaux efforts in taking forward the Greater Bay Area Development.

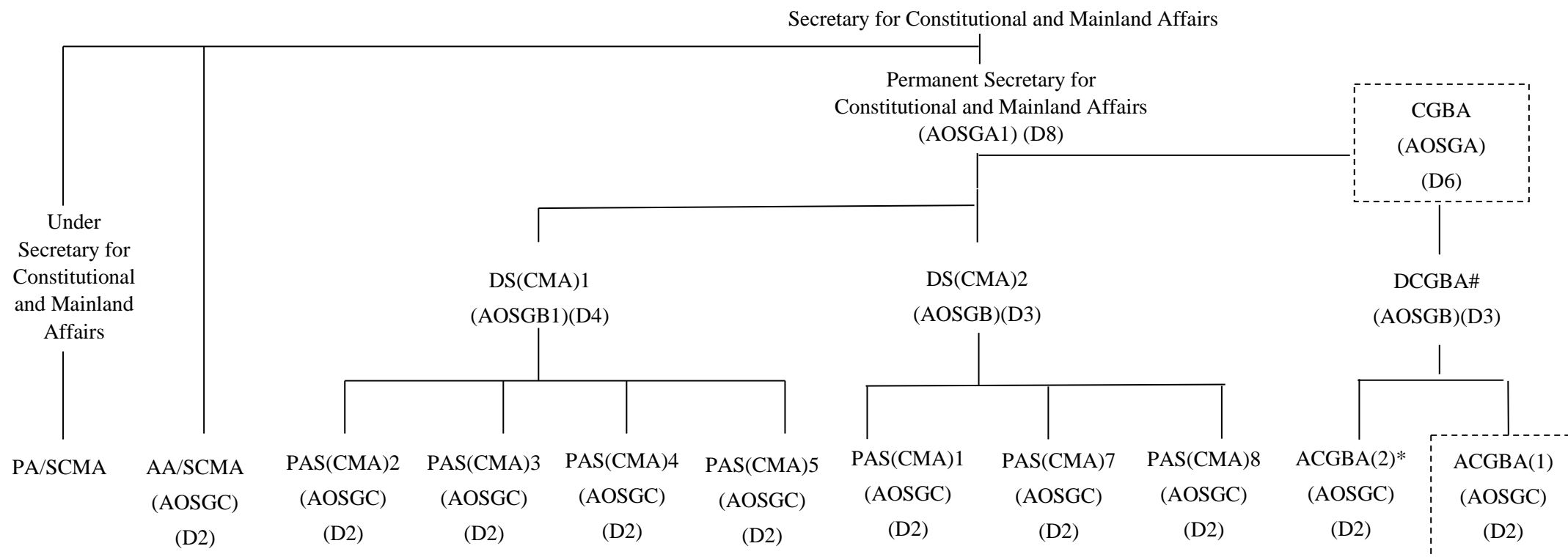
Proposed Organisation Chart of the Guangdong-Hong Kong-Macao Greater Bay Area (the Greater Bay Area) Development Office, Constitutional and Mainland Affairs Bureau



-  Proposed directorate posts to be created
-  17 non-directorate posts to be created

- [#] Post retitled from DS(CMA)3
- ^{*} Post retitled from PAS(CMA)6

Current and Proposed Organisation Chart of Constitutional and Mainland Affairs Bureau (Hong Kong Office)



Legend

[Dashed Box] Proposed directorate posts to be created

Post retitled from DS(CMA)3

* Post retitled from PAS(CMA)6

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

ACGBA – Assistant Commissioner for the Development of the Greater Bay Area

AOSGA – Administrative Officer Staff Grade A

AOSGA1 – Administrative Officer Staff Grade A1

AOSGB – Administrative Officer Staff Grade B

AOSGB1 – Administrative Officer Staff Grade B1

AOSGC – Administrative Officer Staff Grade C

CGBA – Commissioner for the Development of the Greater Bay Area

DCGBA – Deputy Commissioner for the Development of the Greater Bay Area

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

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

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

**Duties and Responsibilities of Existing Permanent Directorate Officers at
Level of D2, D3 and D4 in the Hong Kong Office
of the Constitutional and Mainland Affairs Bureau**

1. Deputy Secretary (Constitutional and Mainland Affairs)1 (DS(CMA)1) at D4 level is responsible for handling matters relating to electoral affairs; handling matters relating to development of the Political Appointment System; assisting in addressing the issue of constitutional development; overseeing the policy on access to Government information and protection of privacy, human rights and discrimination issues, and housekeeping of the Equal Opportunities Commission and Office of the Privacy Commissioner for Personal Data.
2. DS(CMA)2 at D3 level is responsible for assisting in overseeing the policy on Hong Kong/Taiwan relations and advising on matters relating to co-operation and exchanges with Taiwan; and overseeing the strategies and efforts on Hong Kong Special Administrative Region (HKSAR)'s cooperation with Mainland provinces/autonomous regions/municipalities (except Guangdong); overseeing the policy on liaison with the Central People's Government and co-ordinating HKSAR's input to the National Five-Year Plans, and liaising with the Office of the Commissioner of the Ministry of Foreign Affairs (OCMFA) on the conduct of HKSAR's external affairs; overseeing the promotion of the Basic Law and assisting in the work of the Basic Law Promotion Steering Committee; and overseeing the policy on functions and housekeeping of the Mainland Offices and the Hong Kong Economic, Trade and Cultural Office in Taiwan (the Mainland and Taiwan Offices).
3. DS(CMA)3 at D3 level is proposed to be redeployed as Deputy Commissioner for the Development of the Greater Bay Area (DCGBA). The duties are set out in Enclosure 3.
4. Principal Assistant Secretary (Constitutional and Mainland Affairs)1 (PAS(CMA)1) at D2 level is responsible for liaising with the OCMFA on the conduct of HKSAR's external affairs; handling matters relating to the conduct of Hong Kong/ Taiwan relations; providing secretariat support for the Hong Kong-Taiwan Economic and Cultural Cooperation and Promotion Council and the Exchanges with Taiwan Funding Scheme; and coordinating strategies and efforts on HKSAR's cooperation with Fujian.

5. PAS(CMA)2 at D2 level is responsible for policies and legislations relating to District Councils and Legislative Council elections; housekeeping of the Electoral Affairs Commission and the Registration and Electoral Office; matters relating to the composition of District Councils; and policy response in relation to judicial review cases concerning election systems and election petition.
6. PAS(CMA)3 at D2 level is responsible for policy and legislations relating to voter registration, and coordinating related promotion campaigns; policies and legislations relating to Election Committee subsector elections and Chief Executive elections; and matters relating to constitutional development.
7. PAS(CMA)4 at D2 level 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 on the grounds of sexual orientation and gender identity.
8. PAS(CMA)5 at D2 level is responsible for coordinating the HKSAR Government's reporting to the United Nations on implementation of human rights conventions; handling matters relating to four anti-discrimination ordinances; housekeeping of the Equal Opportunities Commission; promotion of equal opportunities and racial equality; and dealing with matters relating to the development of the Political Appointment System.
9. PAS(CMA)6 at D2 level is proposed to be redeployed as Assistant Commissioner for the Development of the Greater Bay Area (2). The duties are set out in Enclosure 4.
10. PAS(CMA)7 at D2 level is responsible for liaison with the Central People's Government; coordinating the HKSAR Government's work in complementing the National Five-year Plans; housekeeping of the Mainland Offices and the Hong Kong Economic Trade and Cultural Office in Taiwan; coordinating the promotion of the Constitution and the Basic Law; and providing secretariat support to the Basic Law Promotion Steering Committee and the Steering Committee on Cooperation with the Mainland.
11. PAS(CMA)8 at D2 level is responsible for coordinating work relating to HKSAR's cooperation with Mainland provinces/autonomous regions/municipalities (except Guangdong and Fujian); policy matters on the

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functions of the Mainland Offices; HKSAR's cooperation with the Mainland authorities on policies and measures to facilitate Hong Kong people studying, working and living in the Mainland; and follow-up actions on cases seeking assistance by Hong Kong residents in the Mainland.

12. The Administrative Assistant to Secretary for Constitutional and Mainland Affairs (AA/SCMA) at D2 level is responsible for providing administrative support to SCMA as well as handling the Bureau's liaison with the Legislative Council Secretariat.
