

CB(1)1098/03-04(01)

香港特別行政區政府
工商及科技局
工商科

香港金鐘道八十八號
太古廣場第一期二十九樓



COMMERCE AND INDUSTRY BRANCH
COMMERCE, INDUSTRY AND TECHNOLOGY BUREAU
GOVERNMENT OF THE HONG KONG
SPECIAL ADMINISTRATIVE REGION

LEVEL 29, ONE PACIFIC PLACE
88 QUEENSWAY
HONG KONG

Tel. No. : 2918 7438

Fax No. : 2840 1621

Ref. CIBCR 01/02/13/4

23 February 2004

Miss Polly Yeung
Clerk to the Panel on Commerce and Industry
Legislative Council Secretariat
Legislative Council
8 Jackson Road
Central
Hong Kong

Dear Miss Yeung,

**Meeting of the Panel on Commerce and Industry
9 February 2004 – Item CB(1)933/03-04(03)**

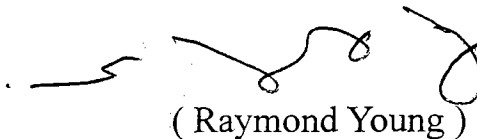
At the meeting held on 9 February 2004, we undertook to provide the civil service establishment, financial provision and actual expenditure of individual Hong Kong Economic and Trade Offices (ETOs). We also agreed to provide the number of regional headquarters and regional offices in Hong Kong of companies incorporated outside Hong Kong as well as bilateral trade statistics.

At present, there are all together 59 civil service posts established in the ETOs. The establishment and ranks of these posts are listed in Annex A. The actual expenditure for 2001-02 and 2002-03 as well as the estimate for 2003-04 in respect of each of the ETOs are set out in Annex B.

According to the survey conducted by the Census and Statistics Department, the number of regional headquarters and regional offices set up by companies incorporated outside Hong Kong as at 1 June 2003 as well as Hong Kong's bilateral trade for 2002 and 2003, by geographical coverage of ETOs, are set out at Annexes C and D respectively. As pointed out by the Government at the meeting on 9 February, the statistics should not be taken as a measure for the operational effectiveness of the ETOs.

I should be grateful if you could assist in distributing the above information to members.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Raymond Young', written in a cursive style.

(Raymond Young)

for Secretary for Commerce, Industry and Technology

**Civil Service Establishment of the Hong Kong Economic and Trade Offices
(as at 1.2.2004)**

Establishment Rank	Hong Kong Economic and Trade Offices											
	Washington	New York	San Francisco	London	Brussels	Geneva	Tokyo	Guangdong	Singapore	Sydney	Toronto	Total
<u>Directorate Post</u>												
Administrative Officer Staff Grade A (D6)	1			1			1					3
Administrative Officer Staff Grade B1 (D4)	1				1	1						3
Administrative Officer Staff Grade B (D3)								1				1
Administrative Officer Staff Grade C (D2)	2	1	1	1	2	3	1		1	1	1	14
Assistant Director of Marine (D2)				1								1
Sub-total	4	1	1	3	3	4	2	1	1	1	1	22
<u>Non-Directorate Post</u>												
Senior Administrative Officer	1	1	1	1	1		1	1	1	1	1	10
Principal Trade Officer	1				2	2		1				6
Trade Officer	1			1		1	1	2	1	1		8
Chief Information Officer		1		1							1	3
Principal Information Officer							1	1	1	1		4
Information Officer		1										1
Investment Promotion Project Officer		1	1					1				3
Senior Executive Officer	1											1
Executive Officer I								1				1
Sub-total	4	4	2	3	3	3	3	7	3	3	2	37
Total	8	5	3	6	6	7	5	8	4	4	3	59

Note : Individual Economic and Trade Offices also engage local staff to undertake investment promotion, publicity and promotion, office management, accounting, secretary, driver cum office assistant functions etc. having regard to operational needs.

**Hong Kong Economic and Trade Offices
Expenditure from 2001-02 to 2003-04**

Financial Year	Hong Kong Economic and Trade Offices (HKSM)											
	Washington	New York	San Francisco	London	Brussels	Geneva	Tokyo	Guangdong ⁽¹⁾	Singapore	Sydney	Toronto	Total
2001-02 (Actual Expenditure)												
Personal Emoluments/ Personal Related Expenses	16.6	11.5	10.4	15.8	13.9	14.0	14.8	0.1	5.9	6.8	6.9	116.7
Departmental Expenses/ Other Charges	12.8	11.6	8.8	13.6	6.1	8.0	15.6	0.3	4.4	4.6	4.1	89.9
Capital Expenditure ⁽²⁾	0.4	2.6	1.7	4.4	5.9	0.3	2.7	-	2.1	2.7	2.3	25.1
Total	29.8	25.7	20.9	33.8	25.9	22.3	33.1	0.4	12.4	14.1	13.3	231.7
2002-03 (Actual Expenditure)												
Personal Emoluments/ Personal Related Expenses	16.9	11.0	10.5	15.6	14.0	15.7	14.1	8.2	5.9	6.5	6.3	124.7
Departmental Expenses/ Other Charges	11.6	13.2	8.9	13.4	6.1	7.9	13.5	6.0	3.6	4.1	3.0	91.3
Capital Expenditure ⁽²⁾	2.5	2.8	2.0	4.1	6.2	-	2.6	8.1	1.8	2.9	2.3	35.3
Total	31.0	27.0	21.4	33.1	26.3	23.6	30.2	22.3	11.3	13.5	11.6	251.3
2003-04 (Estimate)												
Personal Emoluments/ Personal Related Expenses	17.9	11.2	9.9	15.9	15.2	15.3	13.4	8.9	6.3	6.7	6.7	127.4
Departmental Expenses/ Other Charges ⁽²⁾	18.8	15.8	10.4	19.6	14.0	8.4	17.9	13.0	7.3	8.1	7.0	140.3
Capital Expenditure	-	-	-	-	1.0	-	-	2.2	-	-	-	3.2
Total	36.7	27.0	20.3	35.5	30.2	23.7	31.3	24.1	13.6	14.8	13.7	270.9

Notes : (1) Hong Kong Economic and Trade Office in Guangdong was set up in July 2002. The set up cost was funded under the Capital Account in 2002-03.

(2) In 2001-02 and 2002-03, operating expenses for business and Hong Kong promotion were funded under the Capital Account.
From 2003-04, such expenses are funded under Other Charges.

**Number of regional headquarters and regional offices set up in Hong Kong
by country/territory covered by Hong Kong Economic and Trade Offices
and by country/territory of incorporation of parent companies**

(as at 1 June 2003)

<u>ETO</u>	<u>Country/territory</u>	<u>No. of companies that are regional HOs</u>	<u>No. of companies that are regional offices</u>
Washington, New York & San Francisco	Unites States	242	498
Toronto	Canada	19	27
London	United Kingdom	86	196
London & Brussels	Europe (other than UK)	227	516
Tokyo	Japan & Korea	183	502
Singapore	Singapore & other ASEAN countries	28	108
Sydney	Australia & New Zealand	22	45
Guangdong ^(Note)	The Mainland of China	84	148

(Note : Guangdong ETO only covers the Guangdong Province)

**Bilateral trade between Hong Kong and countries/territories
covered by Hong Kong Economic and Trade Offices**

<u>ETO</u>	<u>Country/territory</u>	<u>2002</u> <i>(HK\$ million)</i>	<u>2003</u> <i>(HK\$ million)</i>
Washington, New York & San Francisco	Unites States	424,428.8	422,944.7
Toronto	Canada	31,705.6	31,142.5
London	United Kingdom	80,313.3	81,597.5
London & Brussels	Europe (other than UK)	316,747.0	352,333.7
Tokyo	Japan & Korea	372,631.7	430,863.1
Singapore	Singapore & other ASEAN countries	278,186.4	318,214.6
Sydney	Australia & New Zealand	35,776.8	38,745.8
Guangdong ^(Note)	The Mainland of China	1,330,317.1	1,528,168.8

(Note : Guangdong ETO only covers the Guangdong Province)