

# 差餉物業估價署年報

Rating and Valuation Department  
Annual Summary

# 2018-19



香港特別行政區政府差餉物業估價署  
Rating and Valuation Department  
The Government of the Hong Kong Special Administrative Region



# 2018-19

## 差餉物業估價署年報

Rating and Valuation Department  
Annual Summary



差餉物業估價署  
Rating and Valuation Department



## 目录 Contents

- 02 署长序言 Commissioner's Overview
  - 08 理想和使命 Vision and Mission
  - 10 职能 Functions
  - 20 服务表现和成就 Performance and Achievements
  - 36 新增和优化服务 New and Improved Services
  - 40 迎接挑战 Challenges Ahead
  - 44 环保报告 Environmental Report
  - 54 人力资源 Human Resources
  - 62 附表 Tables
  - 76 附录 Annexures
- 
- 
- 
- 





# 署长序言

## Commissioner's Overview



## 04 挑战与成果 Challenges and Achievements

## 07 机遇与展望 Opportunities and Prospects



## 署长序言

### Commissioner's Overview

2018 年全年合计，香港经济再次录得高于趋势的增长。受访港旅客人次飙升及强韧的内部需求所支持，劳工市场进一步趋紧，失业率下跌至过去二十年来的最低水平。

物业市道在 2018 年上半年保持畅旺，但在下半年出现调整。尽管房屋供应偏紧的情况继续起支持作用，市场气氛仍受多项不明朗因素影响，包括美国与内地的贸易摩擦、美国持续加息和本地最优惠贷款利率随之上调。为与社会共享经济成果，政府宽减 2018 年 4 月至 2019 年 3 月四季的差饷，上限为每季 2 500 元，惠及 330 万个物业，政府收入因而减少 178 亿元。

2018 年年内，差饷物业估价署（本署）在提供多项核心服务方面表现出色，在主要职能中大部分服务范畴亦达到或超越订下的工作目标。

### 挑战与成果

为确保能根据物业的最新租值而把缴交差饷和地租的责任公平地分配予差饷和地租缴纳人，本署已参照在 2018 年 10 月 1 日这指定依据日期的相关因素和租金资料，顺利完成 2019-20 年度全面重估应课差饷租值的工作。重估完成后，估价册所载约 253 万个估价物业单位的应课差饷租值总值上升至约 7 350 亿元，而地租登记册所载约 198 万个估价物业单位的应课差饷租值总值则上升至约 4 490 亿元。新的估价册和地租登记册均由 2019 年 4 月 1 日起生效。重估后的差饷及地租应课差饷租值分别平均上调 4.8% 和 5.3%。

The Hong Kong economy recorded another year of above-trend growth for 2018 as a whole. Underpinned by the surge in visitor arrivals and resilient domestic demand, the labour market showed further tightening with unemployment rate dropping to the lowest among the last 20 years.

The property market remained buoyant in the first half of 2018, but underwent a consolidation in the second half. While the tight demand-supply balance of residential properties continued to render support, market sentiment was dampened by various uncertainties, including the US-Mainland trade conflict, successive US interest rate hikes and the subsequent increase in local Best Lending Rates. To share the fruits of our economic success with the community, rates for the four quarters from April 2018 to March 2019 subject to a ceiling of \$2 500 per quarter were waived. It benefited 3.30 million properties and reduced government revenue by \$17.8 billion.

During the year 2018, the Rating and Valuation Department (the Department) delivered a strong performance across many of the core services and achieved or exceeded the performance targets for most of the service areas in respect of the major functions.

### Challenges and Achievements

To maintain fairness in the distribution of rates and Government rent liability among the rates and rent payers according to the up-to-date rental value of properties, the Department completed the review of all rateable values for 2019-20 successfully by reference to the relevant factors and rental information as at the designated reference date of 1 October 2018. After revaluation, the total rateable value of about 2.53 million assessments on the Valuation List rose to about \$735 billion, and that of about 1.98 million assessments on the Government Rent Roll to about \$449 billion, effective on 1 April 2019. The annual revaluation resulted in an average increase in rateable values of 4.8% and 5.3% for rates and Government rent respectively.



本署于2019年3月15日公布2019-20年度的估价册和地租登记册。市民可登入本署网站 [www.rvd.gov.hk](http://www.rvd.gov.hk) 和物业资讯网 [www.rvdp.gov.hk](http://www.rvdp.gov.hk) 查阅新的应课差餉租值。于2019年3月18日至5月31日接受递交建议书期间，本署共录得约60 000宗应课差餉租值网上查询，涉及约289万个物业。此外，本署接获约39 000份要求修改估价册及/或地租登记册建议书，较去年减少约3.5%。

为向公众提供更佳服务，本署推出了多项网上服务。已登记用户只需登入本署电子差餉地租单系统，即可查阅和下载电子差餉地租单，并且在网上付款。他们更可于网上检视付款记录、更新通讯地址和收取有关填报《物业详情申报表》的通知等。本署的电子差餉地租单服务平台亦可透过「我的政府一站通」的「我的帐单」服务登入使用。此外，本署已参与香港金融管理局和银行业界共同开发的电子帐单及缴费服务平台，提供方便的一站式缴付帐单服务。自2018年12月起，缴纳人亦可从本署网站索取「付款QR码」，于邮政局及便利店缴付差餉及/或地租。为向缴纳人提供更多方便的付款途径，本署会参与政府推行的计划，让缴纳人透过「转数快」系统缴付差餉及/或地租等政府帐单。

The 2019-20 Valuation List and Government Rent Roll were declared on 15 March 2019. The public was then able to make online search of the new rateable values on the Department's website at [www.rvd.gov.hk](http://www.rvd.gov.hk) and Property Information Online (PIO) website at [www.rvdp.gov.hk](http://www.rvdp.gov.hk). During the proposal period from 18 March to 31 May 2019, around 60 000 online searches of the rateable values of some 2.89 million properties were recorded. About 39 000 proposals to alter the Valuation List and/or Government Rent Roll were received, decreased by about 3.5% from the preceding year.

Various online services have been launched to enhance the Department's services to the public. Registered users can retrieve and download electronic demands for rates and Government rent and make e-payment by logging onto our eRVD Bill system. In addition, registered users can view payment history, update correspondence addresses, receive notifications for completing and returning "Requisition for Particulars of Tenements", etc. on the internet. Our eRVD Bill platform can also be accessed through "My Bills" under "MyGovHK". Furthermore, we have joined the Electronic Bill Presentment and Payment platform jointly developed by the Hong Kong Monetary Authority and the banking sector in providing convenient one-stop bill payment services. Since December 2018, payers can obtain a "payment QR code" from the Department's website for payment of rates and/or government rent at post offices and convenience stores. To provide payers with more convenient payment channels, the Department would participate in the Government's project of enabling payers to pay Government bills including rates and/or Government rent through the "Faster Payment System".





# 署长序言

## Commissioner's Overview

「递交表格电子化」服务是本署其中一项以客为本的服务，这个递交表格途径不但快捷方便、简单易用，而且能保障资讯安全，是邮寄或亲身递交表格等传统方式以外的另一个选择。已递交电子表格或书面申请的顾客，亦可利用本署网站的网上查询进度服务，以交易编号或查询进度编号查询已递交申请的处理进度和现况。

本署的物业资讯网服务简单易用，方便公众查阅本署的物业资料。顾客可查阅物业的主要资料，例如私人住宅物业（不包括村屋）的实用面积和楼龄、估价物业单位最近三个估价年度的应课差饷租值，以及 270 多万个估价物业单位的最新差饷及地租帐目状况。物业资讯网自 2009 年 2 月推出以来，一直运作畅顺，并提供了超过 430 万项物业资料。

本署在执行核心职能时，收集大量物业资料、买卖及租赁数据。本署出版的《香港物业报告》载列了大量与本地主要类别物业有关的统计数据，这些统计数据为政府内部广泛使用，并广受市民欢迎。物业售价和租金的统计资料每月更新一次，并在本署网站发布，以提供有关物业市场表现的最新资讯。

本署继续积极推行电子政府服务。为应付日益繁重的工作和顾客愈来愈高的期望，本署年内持续改善资讯科技，以提升电脑系统及其功能。本署新制订的部门资讯科技计划全面检讨所需的中期资讯科技支援，以期应付本署的工作需要，而相关建议将于未来数年分阶段实施。

Being one of the Department's customer-centric services, our "Electronic Submission of Forms" service provides an efficient, convenient, secure and user-friendly means of form submission. This electronic mode of service is an alternative to the conventional mode of serving a form by post or in person. Customers who have submitted e-forms or written applications can also make use of the Online Progress Tracking Facility on the Department's website to enquire about the action progress and status of the submitted applications by quoting the Transaction Reference Number or the Progress Enquiry Number.

Our PIO service is a user-friendly online service providing the public with convenient access to property information held by the Department. Customers can check the essential property information such as saleable area and building age of private domestic properties (excluding village houses), rateable values for the latest three years of assessment and up-to-date information of rates and Government rent accounts of over 2.7 million assessments. Since its launch in February 2009, the PIO service has operated smoothly in providing information on over 4.3 million property records.

The Department collected extensive property information, sales and leasing data when undertaking the core functions. Our publication "Hong Kong Property Review" presents a wide range of statistical data relating to major property sectors in the territory which are widely used within Government and well received by the public. Statistics on prices and rents are updated and released on the Department's website monthly to provide up-to-date information on property market performance.

E-government initiatives remain high on the agenda. To cope with increasing workload and customers' high expectations, the Department constantly improved information technology to enhance the computer systems and their functions throughout the year. The newly formulated Departmental Information Technology Plan comprehensively reviewed the medium-term information technology support necessary to meet our operational needs and its recommendations will be implemented by phases in the coming few years.





## 机遇与展望

科技发展日新月异，顾客需求也在不断转变，因此我们必须掌握各种变化，务求向顾客提供最佳服务。本署会专注提升效率和改善服务，尤其推行下列措施：

- 探讨与政府其他部门合作的机遇，以期提升本署的网上服务；
- 加强批量估价工作，有效率地提供公平合理的估价；
- 研究运用顾客分析技巧，以评估及考量顾客的期望；
- 继续扩展差饷及地租的综合发单和缴款服务，切合缴纳人所需；以及
- 发掘方法提升运作效率，把握机会外判合适的工作，以期促进成本效益和工作效率之余，改进服务，推陈出新。

本署员工同心协力，致力为顾客提供最好的服务，成就有目共睹，我谨向各位同事致谢。来年我们会一如既往，努力寻求改进，凝聚实力，迎接新挑战。

差饷物业估价署署长  
蔡立耀太平绅士  
2019年10月

## Opportunities and Prospects

With emerging technologies and changing customer needs, we need to keep abreast of the changes to ensure that we deliver our services in the best way we can. We will maintain our focus on greater efficiency and improvement of services, in particular with respect to the following initiatives:

- Exploring opportunities for collaboration with other Government departments with a view to enhancing our online service;
- Enhancing the mass valuation work in order to provide equitable valuations in an efficient way;
- Exploring the use of customer analytic techniques to ascertain and consider customers' expectations;
- Expanding the consolidated billing and payment service for rates and Government rent continuously to meet the needs of payers; and
- Identifying ways to enhance our operational efficiency and seizing opportunities to outsource suitable tasks for boosting cost effectiveness and work efficiency, and what is more, for service improvements and innovations.

As our achievements demonstrate, colleagues across the Department are committed to achieving the best service possible for our customers. I would like to thank my staff for all we have achieved together. We will strive for continuing improvement as we have in the past, and consolidate our strengths to rise to the challenge of change in the years to come.

LY CHOI, JP  
Commissioner of Rating and Valuation  
October 2019



# 理想和使命

## Vision and Mission



理想	在物业估价和资讯服务的领域，成为全球同类专业公营机构的典范。
使命	<p>提供公平合理的估价，迅速地征收差饷及地租。</p> <p>提供优质的物业资讯和相关服务，配合社会的需要。</p> <p>推广资讯和技术交流，提高物业市场透明度和效率。</p> <p>扩展积极进取的部门文化和团队精神。</p>
信念	<p><b>称心服务</b> 我们主动掌握顾客的需要，时刻提供称心满意的服务。</p> <p><b>全力承担</b> 我们就服务水平和表现，竭诚尽责。</p> <p><b>专业精神</b> 我们善用专业知识、技术和经验，并坚守至高的诚信。</p> <p><b>创新求进</b> 我们力求创新，积极进取，掌握机遇和勇于面对挑战。</p> <p><b>以人为本</b> 我们重视每一位同事、伙伴和顾客，以互重互信的精神，同心协力，开拓未来。</p> <p><b>物有所值</b> 我们善用资源，向顾客和伙伴提供最佳服务。</p>
Vision	To be a world-wide model as a public agency in property valuation and information services.
Mission	<p>To provide equitable valuations for the efficient and timely collection of rates and Government rent.</p> <p>To deliver quality property information and related services tailored to the needs of the community.</p> <p>To contribute to a transparent and efficient property market through information and technology sharing.</p> <p>To develop a dynamic corporate culture and workforce in partnership with staff.</p>
Values	<p><b>Customer satisfaction</b> We proactively identify customers' needs, and take every opportunity to enhance customer satisfaction.</p> <p><b>Accountability</b> We accept our accountability to the Government and community for our service standards and performance.</p> <p><b>Professionalism</b> We apply appropriate professional knowledge, skills and experience, and uphold the highest standard of integrity in our work.</p> <p><b>Innovation</b> We anticipate new challenges and opportunities, and respond to these in a timely and creative way.</p> <p><b>Respect</b> We value our colleagues, partners and customers, and look to work with them in a spirit of mutual respect and trust.</p> <p><b>Value for Money</b> We strive to provide the best service to our customers and partners in the most cost-effective manner.</p>

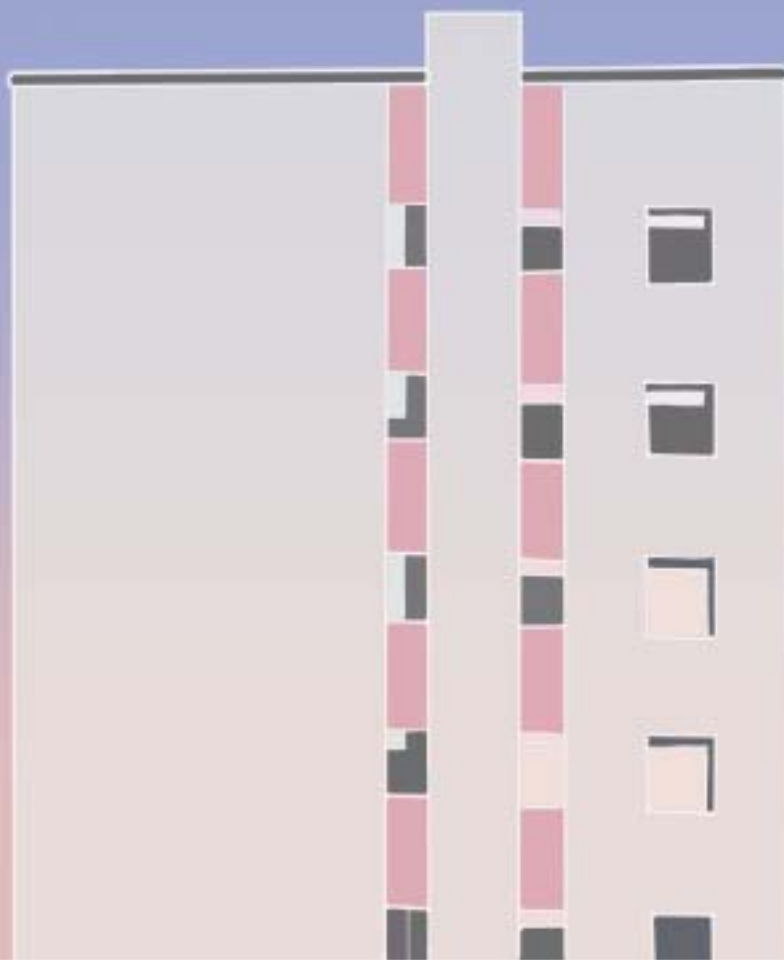


# 职能 Functions





- 12 评估差饷  
Rating Assessment
- 13 评估地租  
Government Rent Assessment
- 15 帐目和发单  
Accounting and Billing
- 16 物业估价服务  
Property Valuation Services
- 17 物业资讯服务  
Property Information Services
- 19 业主与租客服务  
Landlord and Tenant Services



## 职能 Functions

差餉物業估價署的主要职能计有：

- 评估差餉和地租；
- 管理差餉和地租的帐目与发单；
- 为政府的政策局和部门提供物業估價服务；
- 为政府的政策局和部门、公共机构与私营机构提供物業资讯服务；以及
- 执行《业主与租客（综合）条例》（第7章），包括就租务事宜向业主及租客提供咨询和调解服务。

### 评估差餉

差餉是一项就使用物業而征收的税项，并按应课差餉租值乘以一个指定百分率征收。

应课差餉租值是根据物業在指定日期可取得的全年租金估值。

根据《差餉条例》（第116章），差餉物業估價署署长负责编制估价册，载列全港已评估差餉的物業单位。

### 估价册

估价册载录所有已评估差餉的物業及其应课差餉租值。

截至2019年4月1日，估价册所载的差餉估价物業单位有2 531 346个，应课差餉租值总值约为7 350亿元，详情请参阅表1至表8。

The principal functions of the Rating and Valuation Department are:

- Assessment of properties to Rates and Government rent;
- Managing accounting and billing of Rates and Government rent;
- Provision of property valuation services to Government bureaux/departments;
- Provision of property information to Government bureaux/departments, public bodies and the private sector; and
- Administration of the Landlord and Tenant (Consolidation) Ordinance (Cap.7), including provision of advisory and mediatory services to the public on landlord and tenant matters.

### Rating Assessment

Rates are a tax on the occupation of landed properties and are levied at a specified percentage of rateable value.

Rateable value is an estimate of the annual rental value of a property as at a designated date.

The Commissioner of Rating and Valuation is responsible for compiling the Valuation List of landed properties throughout the territory under the Rating Ordinance (Cap. 116).

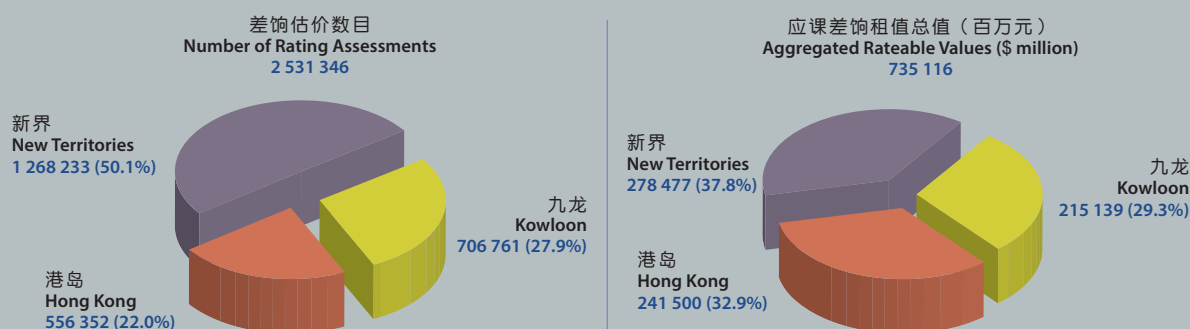
### The Valuation List

The Valuation List is a record of all properties assessed to rates with their corresponding rateable values.

The Valuation List as at 1 April 2019 contained 2 531 346 rating assessments with a total rateable value of about \$735 billion. Further details are shown in Tables 1 - 8.



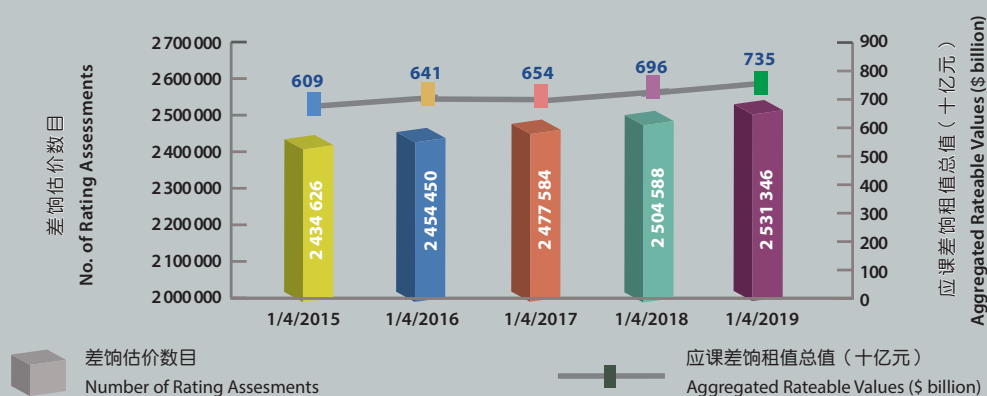
截至2019年4月1日的差饷估价数目和应课差饷租值总值  
Number of Rating Assessments and Aggregated Rateable Values as at 1 April 2019



下图显示过去五年差饷估价数目及应课差饷租值总值：

The following graph shows the number of rating assessments and the aggregated rateable values in the past five years:

过去五年差饷估价数目和应课差饷租值总值  
Number of Rating Assessments and Aggregated Rateable Values in the Past Five Years



## 评估地租

香港的土地一般由政府以须缴纳地租的政府租契批出。

本署负责评定两类根据下列法例征收，并按物业的应课差饷租值计算的地租：

- (a) 《地租（评估及征收）条例》（第 515 章）；以及
- (b) 《政府租契条例》（第 40 章）。

## Government Rent Assessment

Land in Hong Kong is normally held from the Government by way of a Government lease under which Government rent is payable.

The Department is responsible for the assessment of two types of Government rent which are determined by reference to the rateable value of the property concerned under the following Ordinances:

- (a) the Government Rent (Assessment and Collection) Ordinance (Cap. 515); and
- (b) the Government Leases Ordinance (Cap. 40).

### 根据《地租（评估及征收）条例》（第 515 章） 评估的地租

差餉物业估价署署长负责评估和征收地租，并编制地租登记册，载列所有根据本条例评估地租的物业及其应课差餉租值。截至 2019 年 4 月 1 日，地租登记册所载的估价物业单位有 1 975 993 个，应课差餉租值总值约为 4 490 亿元，详情请参阅表 9。

按第 515 章征收的地租，是物业应课差餉租值的 3%，并随应课差餉租值的改变而调整。须缴纳此地租的物业，包括根据下列适用租契持有的物业：

- (a) 原本没有续期权利，但自 1985 年 5 月 27 日中英联合声明生效之后获准延期或续期的契约；以及
- (b) 自 1985 年 5 月 27 日起新批出的契约，包括交回后重批的租契。

唯一获豁免评估地租的是由乡郊原居村民（或其父系合法继承人）或祖 / 堂自 1984 年 6 月 30 日以来一直持有的旧批约地段、乡村地段、小型屋宇或相若的乡郊土地。继续持有此类乡郊土地的原居村民或祖 / 堂，只须向地政总署署长缴纳象征式地租。

对于大部分须按第 515 章缴纳地租的物业而言，用作计算地租的应课差餉租值，等同于用作计算差餉的应课差餉租值。如物业获豁免评估差餉，或物业只有部分须缴纳地租，例如：物业所处土地部分是根据适用租契而持有，而另一部分是根据其他类别的租契持有，则本署会另行厘定相关的应课差餉租值。

### Government Rent Assessed under the Government Rent (Assessment and Collection) Ordinance (Cap. 515)

The Commissioner is responsible for assessing and collecting the Government rent and for the compilation of the Government Rent Roll containing the rateable values of all properties liable for assessment under this Ordinance. The Government Rent Roll contained 1 975 993 assessments as at 1 April 2019 with an aggregated rateable value of about \$449 billion. Further details are shown in Table 9.

Under Cap. 515, Government rent is equal to 3% of the rateable value of a property and is adjusted in step with changes in the rateable value. Properties so liable to the Government rent are those held under applicable leases which include:

- (a) leases where the original leases contained no right of renewal and which have been extended or renewed since the coming into force of the Sino-British Joint Declaration on 27 May 1985; and
- (b) new leases granted, including those surrendered and regranted, since 27 May 1985.

The only exemption is in respect of certain old schedule lots, village lots, small houses and similar rural holdings which have been held by an indigenous villager (or his lawful successor through the male line) or a tso/tong continuously since 30 June 1984. Whilst the indigenous villager or tso/tong continues to hold such rural holdings, only the nominal Government rent will be payable to the Director of Lands.

For the majority of properties liable to the Government rent under Cap. 515, the rateable value on which this rent is charged will be the same as that applicable to rates. A separate rateable value will be determined where a property is exempt from assessment to rates or where it is only partially liable to this rent, e.g. being situated on land partly held under an applicable lease and partly under other type(s) of lease.





## 根据《政府租契条例》(第40章)评估的地租

可续期租契续期后的地租评估和征收方法，受到《政府租契条例》(第40章)规管。条例规定，有关地租为物业在租契续期日的应课差饷租值的3%。这类地租有别于第515章所指的地租，其数额于续期后维持不变，直至该土地重新发展为止。重建完成后，地租会修订为新建筑物的应课差饷租值的3%。

本署须按第40章的规定，为续期和重新发展的个案向地政总署署长提供新地租额，并通知土地注册处处长登记新地租，以及答复市民有关的查询。

## 帐目和发单

由1995年7月1日起，差饷物业估价署署长接管差饷发单和帐目修订的职务，包括追讨差饷欠款。

由1997年6月28日起，本署根据《地租(评估及征收)条例》(第515章)负责发单征收地租。

差饷和按第515章征收的地租均须每季预缴。倘物业须同时缴纳差饷和地租，差饷缴纳人会收到合并征收通知书。

## Government Rent Assessed under the Government Leases Ordinance (Cap. 40)

The assessment and collection of Government rent chargeable during the renewed term of a renewable lease are regulated by the Government Leases Ordinance (Cap. 40) which provides, among other things, that such rent shall be assessed at 3% of the rateable value as at the date of renewal of the lease concerned. Unlike the Government rent under Cap. 515, this rent will remain the same throughout the renewed term until the land leased is redeveloped, whereupon the rent will be revised to 3% of the rateable value of the new building.

The Department's involvement under Cap. 40 includes initiating action to provide the Director of Lands with assessments of new rents where a renewal or redevelopment has taken place, notifying the Land Registrar of new rents for registration and responding to enquiries from the general public.

## Accounting and Billing

The Commissioner took over the functions of rates billing and maintenance of rates accounts on 1 July 1995, including recovery actions on arrears cases.

Effective from 28 June 1997, the Department has assumed responsibility for the charging of Government rent under the Government Rent (Assessment and Collection) Ordinance (Cap. 515).

Rates and the Government rent under Cap. 515 are payable quarterly in advance. Where a property is liable to both rates and Government rent, a combined demand is issued.



# 职能

## Functions

### 物业估价服务

#### 印花税

本署审查物业的转让，向印花税署署长（由税务局局长兼任）提供估值方面的意见，以保障政府的印花税收入。如申报的转让价值低于市值，本署会提供物业的合理市值估价。

本署亦为没有订明价值的转让物业提供估值。

#### 遗产税

虽然遗产税由 2006 年 2 月起取消，但本署仍须处理在此日期之前的个案，向遗产税署署长提供物业估价，以厘定遗产税。

#### 为政府其他部门提供估价服务

本署亦经常因应政府其他部门和半官方机构的工作需要而提供估价服务。

### Property Valuation Services

#### Stamp Duty

The Department provides valuation advice to the Collector of Stamp Revenue (i.e. the Commissioner of Inland Revenue) by examining transactions involving the transfer of property. The aim is to safeguard revenue from this source. Where the consideration stated in the transaction is considered below the market value, the Department will provide a valuation advice.

Valuations are also provided in cases where a property is transferred with no consideration paid.

#### Estate Duty

Following the abolition of Estate Duty in February 2006, the Department is no longer required to provide valuation advice to the Estate Duty Commissioner on the appropriate value of property for Estate Duty purposes though past cases would continue to be referred to the Department for advice.

#### Valuations for Other Government Departments

The Department provides regular valuation services to other Government departments and quasi-Government bodies for their operational purposes.



## 物业资讯服务

### 物业市场资料

在评估差饷和物业价值的过程中，本署收集到大量物业资料，因此能够为政府提供物业市场方面的专业意见。本署定期修订多项统计数据，并分发给政策局和政府其他部门参考。

此外，本署亦会应各局和部门的要求，展开专题分析。

本署每年出版《香港物业报告》，回顾过往一年物业市场的情况，并预测未来两年的楼宇落成量。报告亦载有主要物业类别的总存量和空置量。

## Property Information Services

### Property Market Information

The Department is Government's principal adviser on the property market, by virtue of the extensive property data held as a by-product of the rating and valuation functions. Various statistics are maintained and disseminated to policy bureaux and other Government departments.

The Department also undertakes specific analysis for bureaux and departments on request.

The "Hong Kong Property Review", an annual publication of the Department, reviews the property market over the preceding year and provides forecasts of completions for the following two years. This Review also gives an account of the stock and vacancy of major property types.



本署亦编制《香港物业报告－每月补编》，定期更新物业售价、租金统计、市场回报率、落成量、买卖宗数和成交总值的资料。

上述两份刊物可于本署网站免费浏览。

In addition, price and rental statistics, property market yields, building completions, volume and considerations of sales transactions are regularly updated and published in the "Hong Kong Property Review - Monthly Supplement".

Both publications are available for free access on the Department's website.

# 职能

## Functions

### 编配门牌号数

根据《建筑物条例》（第 123 章），差饷物业估价署署长获授权向建筑物的拥有人发出命令，规定在有关建筑物标示获编配的门牌号数。

本署已透过媒体定期推行有关建筑物拥有人有责任标示正确门牌号数的宣传活动。现时，本署亦会举办地区性门牌号数展示运动，提醒有关人士正确标示门牌号数，让邮差和紧急救援人员等公务人员更有效率为市民服务。

### Building Numbering

Under the Buildings Ordinance (Cap. 123), the Commissioner of Rating and Valuation is empowered to serve an order requiring the owner of a building to mark the building with the allocated building number.

The Department has set regular promotion through the mass media concerning owners' duty to display correct building numbers. At present, the Department also conducts district-based Building Numbering Campaign to remind the relevant parties to display building numbers properly. The correct display of building numbers enables public services, like postal and emergency services, to be provided more efficiently.



### 楼宇名称

本署出版的《楼宇名称》，详列本港大部分楼宇的中英文名称、地址和落成年份。这刊物可于本署网站免费浏览。

### Names of Buildings

The Department publishes the "Names of Buildings" which contains a comprehensive list of names of buildings in the territory, building addresses in both Chinese and English, and the year of completion. This publication is available for free access on the Department's website.





## 业主与租客服务

本署负责执行《业主与租客（综合）条例》（第7章），该条例对业主与租客双方的权利和义务均有所规定。

### 咨询和调解服务

本署人员免费为市民提供全面的租务咨询服务。本署亦定期派员到各区民政事务处会见市民和每天到土地审裁处当值，提供有关服务。

市民亦可透过本署 24 小时自动电话资讯服务或浏览本署网站，获得一般租务资讯。

## Landlord and Tenant Services

The Department administers the Landlord and Tenant (Consolidation) Ordinance (Cap. 7) which deals with matters relating to the rights and obligations of landlords and tenants.

### Advisory and Mediatory Services

Comprehensive and free advisory services are available to the public on landlord and tenant matters. Similar services are also provided by officers of the Department who pay regular visits to various District Offices and by those who are stationed daily at the Lands Tribunal.

General information on landlord and tenant matters can be obtained through the Department's 24-hour automated telephone enquiry service or from our website.



## 新租出或重订协议通知书

本署为住宅物业业主批署新租出或重订协议通知书（表格 CR109）。经批署的通知书，是采取法律行动追收欠租时所需的文件。

## Notice of New Letting or Renewal Agreement

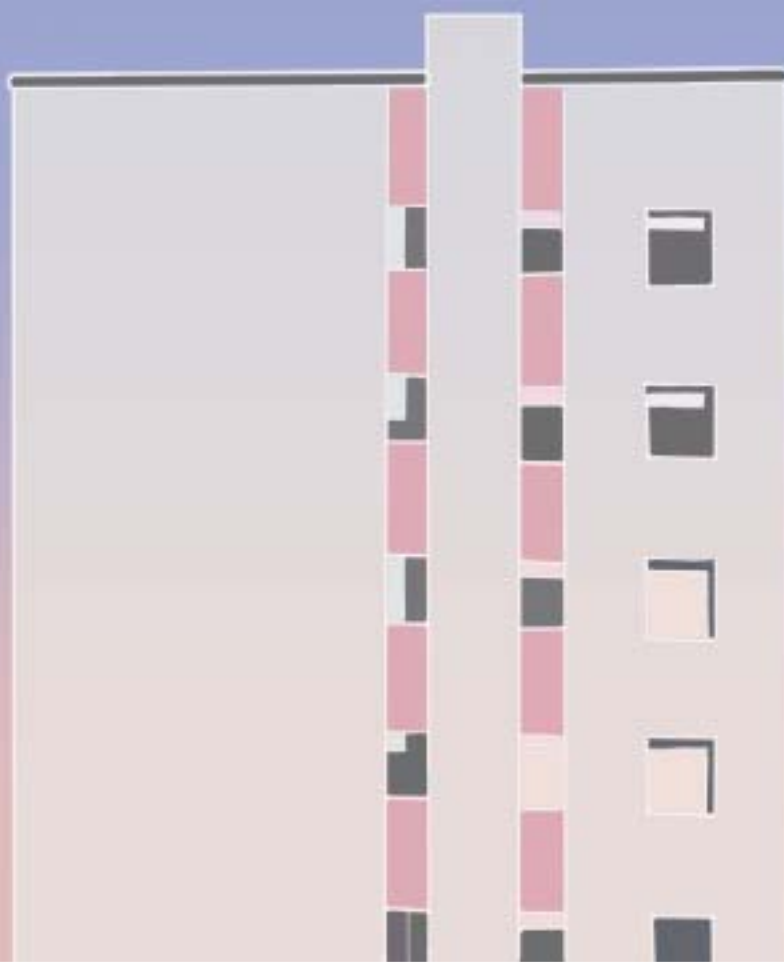
The Department endorses Notices of New Letting or Renewal Agreement (Form CR109) submitted by landlords of residential properties. The Notices are required in legal proceedings for recovery of rent.

# 服务表现和成就

## Performance and Achievements



- 22 评估差饷和地租  
Rating and Government Rent
- 27 帐目和发单  
Accounting and Billing
- 30 估价及物业资讯服务  
Valuation and Property Information Services
- 34 业主与租客户服务  
Landlord and Tenant Services
- 35 服务表现和目标  
Performance and Service Targets



## 服务表现和成就

## Performance and Achievements

### 评估差餉和地租

#### 修订和更新估价册及地租登记册

本署不时修订和更新估价册及地租登记册内的资料，有关工作包括加入新建楼宇或须缴纳差餉及 / 或地租的物业、删除已拆卸楼宇和无须继续评估差餉及 / 或地租的物业，或删除曾更改结构的物业的原有估价，然后加入重新评定的估价。「临时估价」和「删除估价」是修订估价册及地租登记册的常用方法。

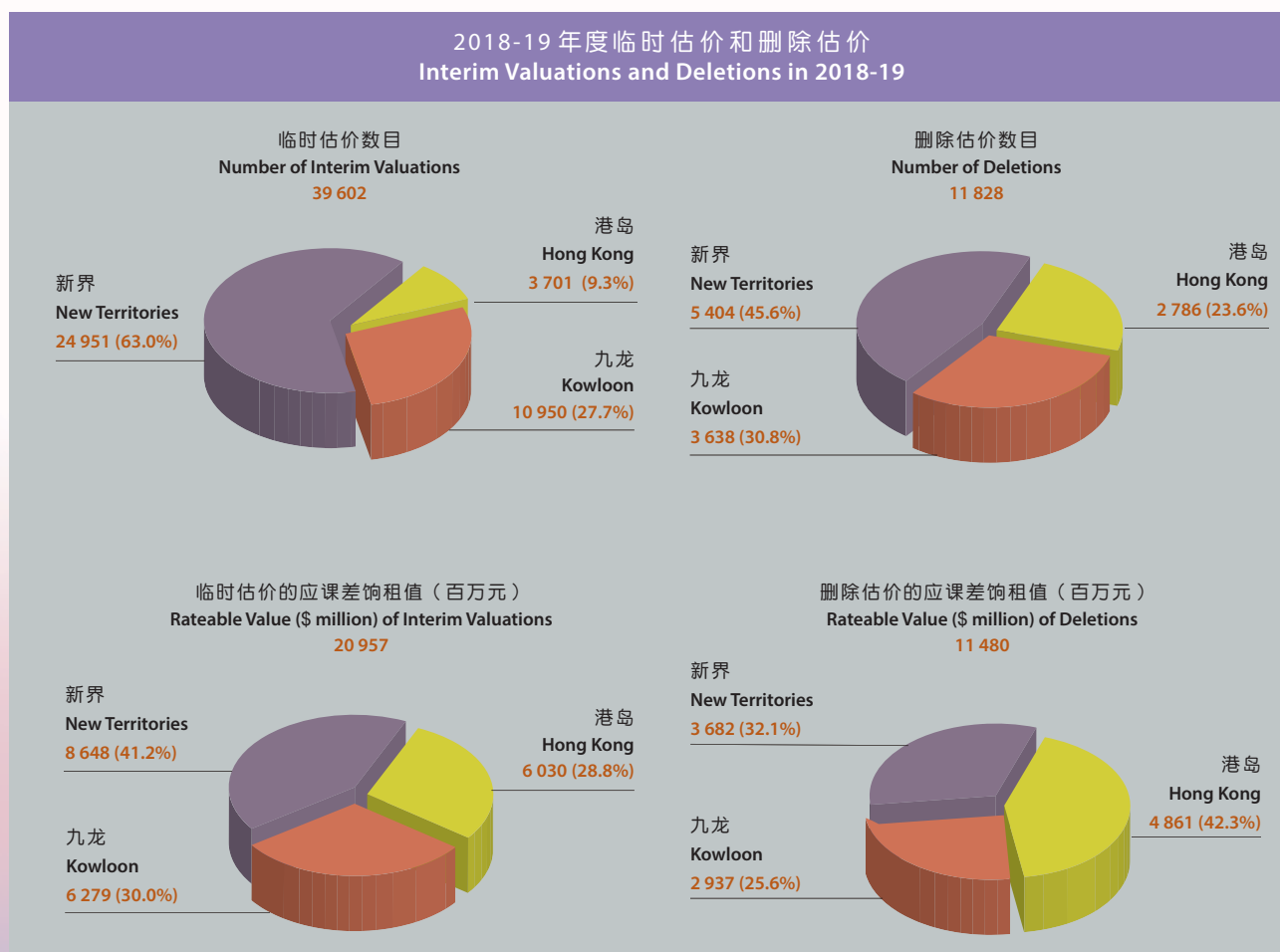
表 10 显示 2018-19 年度临时估价和删除估价的数目。下列图表显示估价册及地租登记册内按区域划分的临时估价和删除估价数目，以及有关的应课差餉租值：

### Rating and Government Rent

#### Maintenance of the Valuation List and Government Rent Roll

The Department maintains the Valuation List and Government Rent Roll by including new buildings or premises which have become liable for rates and/or Government rent, deleting buildings demolished or premises which have ceased to be liable to assessment for rates and/or Government rent, and deleting and reinstating premises where structural alterations have taken place. The process of maintaining the Valuation List and Government Rent Roll is effected by "interim valuations" and "deletions".

The number of interim valuations and deletions carried out in 2018-19 are shown in Table 10. The following charts show the distribution by region of the total numbers and rateable values of interim valuations and deletions in the Valuation List and Government Rent Roll:





# 服务表现和成就 Performance and Achievements

## 每年重估应课差饷租值

不同类别和位于不同地区的物业，其租金水平会随时间受各种不同因素影响而有所改变。为提供一个健全及公平的税基，本署自1999年起，每年均全面重估应课差饷租值，反映最新的租金水平。

在全面重估2019-20年度应课差饷租值的过程中，本署重新评估了载于估价册内2 531 346个物业的应课差饷租值，以及载于地租登记册内1 975 993个物业的应课差饷租值。

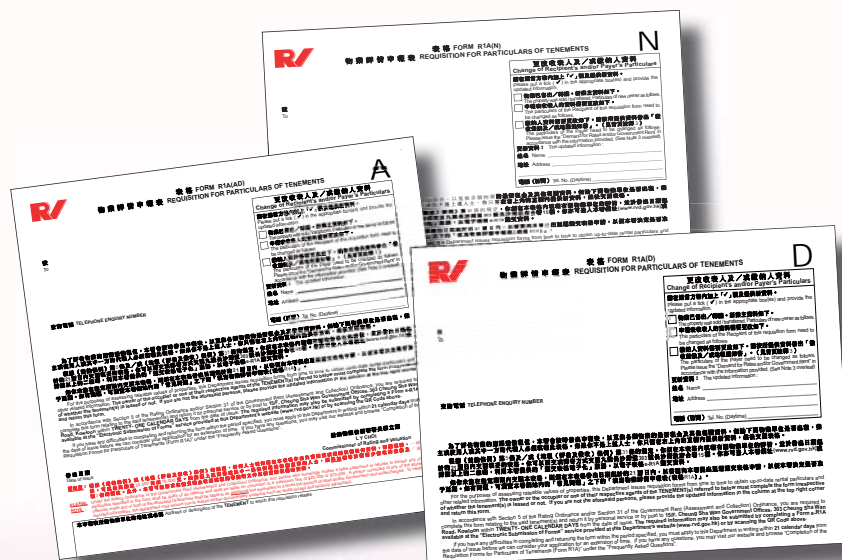
新应课差饷租值乃根据2018年10月1日这指定依据日期的市场租金而厘定，生效日期是2019年4月1日。

## Annual General Revaluations

Rental values for different types of property and for properties in different locations may change over time due to various factors. To provide a sound and equitable tax base, revaluations have been conducted annually since 1999 to bring the rateable values up-to-date, reflecting changes in rental values.

Altogether 2 531 346 assessments in the Valuation List and 1 975 993 assessments in the Government Rent Roll were reviewed in the revaluation for 2019-20.

The new rateable values which took effect on 1 April 2019 were based on market rents as at the designated reference date of 1 October 2018.



重估完成后，差饷及地租的应课差饷租值分别平均上调4.8%和5.3%。

在新的估价册内，其中90.5%物业的应课差饷租值平均上升6.9%，另有8.8%物业的应课差饷租值维持不变，余下0.7%物业的应课差饷租值则平均下跌8.7%。

表11 详列全面重估应课差饷租值后，主要类别物业的差饷和地租变动情况。

The exercise had resulted in an average increase in rateable values of 4.8% for rates and 5.3% for Government rent.

For 90.5% of the properties in the new Valuation List, the rateable values were increased by 6.9% on average. Another 8.8% had no change in rateable values. The remaining 0.7% of the properties had their rateable values decreased by 8.7% on average.

Table 11 shows the effect on rates and Government rent for the main property types in the revaluation.



## 服务表现和成就

## Performance and Achievements

### 建议、反对和上诉

任何人如欲反对估价册或地租登记册内的记项，可于每年4月和5月向署长提交建议书，要求修改有关记项。

然而，如地租登记册内的记项与估价册的相同，则只可就估价册的记项提交建议书、反对通知书或上诉通知书。在适当情况下，如估价册内的记项因建议书、反对通知书或上诉通知书而有所修改，地租登记册的相关记项亦会作同样的修改。

缴纳人如欲就临时估价、删除估价或更正估价册及地租登记册内的资料提出反对，可于有关通知书送达后28天内，向署长提交反对书。

本署的专业人员会详细考虑所有建议书和反对书。如没有收到撤销通知书或不曾达成修改协议，本署便会发出决定通知书。

接获决定通知书的人士倘仍不满意该决定，可于决定通知书送达后28天内，向土地审裁处上诉。

在此情况下，本署的专业人员会以专家证人身份，代表差餉物业估价署署长出席土地审裁处的聆讯，并准备专家证据以支持相关上诉涉及的估价册及地租登记册记项。

表12 详列本署过去两年处理的建议书、反对书和上诉个案数目。

### Proposals, Objections and Appeals

Anyone who wishes to object to an entry in the Valuation List or Government Rent Roll can, in the months of April and May each year, serve on the Commissioner a proposal to alter the entry.

However, if the entry of a property in the Government Rent Roll is identical to that in the Valuation List, the proposal, objection or appeal can only be made against the entry in the Valuation List. In such case, if the entry in the Valuation List is altered as a result of the proposal, objection or appeal, the same alteration will, where appropriate, also be made to the Government Rent Roll.

In the case of an interim valuation, deletion or correction to the Valuation List and Government Rent Roll, a payer can lodge an objection with the Commissioner within 28 days of the service on the payer of the appropriate notice.

The proposals and objections are carefully considered by professional staff of the Department, and in the absence of either withdrawal or agreement, Notices of Decision are issued.

On receipt of such Notices of Decision, the recipients who are not satisfied with the decisions may lodge an appeal with the Lands Tribunal within 28 days of the service of the respective notices.

In such circumstances, professional officers of the Department will prepare expert evidence in support of the Valuation List and Government Rent Roll entries under appeal, and appear before the Lands Tribunal as the Commissioner's expert witnesses.

Number of cases in relation to proposals, objections and appeals dealt with in the past two years are shown in Table 12.



# 服务表现和成就

## Performance and Achievements

### 差饷征收率

差饷是根据应课差饷租值乘以一个百分率而征收的。2018-19 财政年度的差饷征收率为 5%，这征收率自 1999-2000 年度起一直维持不变。

现时所有差饷收入均拨归政府一般收入帐目。

### 按供水情况扣减差饷

任何物业如只获政府输水管供应未经过滤的淡水，每年缴纳的差饷额可获扣减 7.5%。

如没有淡水供应，则每年缴纳的差饷额可获扣减 15%。

下表概括列出截至 2019 年 4 月 1 日，这些按供水情况获扣减差饷的物业数目和应课差饷租值总数：

### Rates Percentage Charge

Rates are payable at a percentage of rateable value. For the financial year 2018-19, this percentage was 5%. The rates percentage charge has remained unchanged at 5% since 1999-2000.

All rates revenue is now included in the Government General Revenue Account.

### Water Concessions

Where the supply of fresh water from a Government water main is unfiltered, the annual rates payable are reduced by 7.5%.

Where no fresh water supply is available, the annual rates payable are reduced by 15%.

The number and aggregated rateable values of assessments with water concessions as at 1 April 2019 are summarised in the table below:

按供水情况扣减差饷的物业 Properties with Water Concessions				
应缴差饷获扣减 7.5% Rates payable reduced by 7.5%			应缴差饷获扣减 15% Rates payable reduced by 15%	
数目 No.	应课差饷租值（千元） Rateable Value (\$'000)		数目 No.	应课差饷租值（千元） Rateable Value (\$'000)
港岛 Hong Kong	-	-	9	33 842
九龙 Kowloon	-	-	-	-
新界 New Territories	28	360	442	46 428
总数 Overall	28	360	451	80 270



# 服务表现和成就

## Performance and Achievements

### 根据《地租（评估及征收）条例》（第515章）征收地租

截至2019年4月1日，地租登记册记载的估价物业单位有1 975 993个。

2018-19年度，本署为征收地租而作出的临时估价有30 328个，删除估价则有7 561个，详情见表10。

2001年3月，终审法院就发展用地和农地应否评估地租一案作出裁决。法院确认本署的观点，认为根据《地租（评估及征收）条例》和《地租规例》的条文，发展用地、重新发展用地和农地均须缴纳地租。

此外，土地审裁处聆讯一宗发展用地估价方法的测试个案，并于2008年2月作出裁决，结果认同本署所采用的估价方法，但上诉人不服审裁处的裁决，并就法律观点先后向上诉法庭和终审法院上诉。上诉法庭于2010年11月及终审法院于2012年12月一致驳回有关上诉。

### Government Rent under the Government Rent (Assessment and Collection) Ordinance (Cap. 515)

The number of assessments in the Government Rent Roll on 1 April 2019 was 1 975 993.

The number of interim valuations and deletions carried out in 2018-19 for Government rent purposes were 30 328 and 7 561 respectively. The details are in Table 10.

The assessability of development sites and agricultural lots to Government rent was resolved with the Court of Final Appeal (CFA) judgement delivered in March 2001. The judgement confirmed the Department's view that sites undergoing development or redevelopment and agricultural lots are assessable to Government rent under the provisions of the Government Rent (Assessment and Collection) Ordinance/Regulation.

A test case on valuation issues of development sites was heard before the Lands Tribunal, which handed down the judgement in February 2008. The Tribunal endorsed the Department's valuation approach but the Appellant appealed to the Court of Appeal (CA) and then to the CFA against the Tribunal's decision on points of law. The appeals were dismissed unanimously by the CA in November 2010 and the CFA in December 2012.



来源：渔农自然护理署  
Source: Agriculture, Fisheries and Conservation Department



### 根据《政府租契条例》(第40章)为可续期土地契约征收地租

本署负责评估按《政府租契条例》征收的地租，并通知地政总署有关估价以供其发单及征收之用。截至2019年3月31日，约有231 250个帐目须根据此条例缴纳地租。由于愈来愈多这类租契续期，加上此类土地在续期后重新发展逐渐增多，因此会有更多物业须根据第40章缴纳地租。

下表显示过去五年本署处理的个案宗数，以及评估的应课差饷租值总值：

### Government Rent for Renewable Land Leases under the Government Leases Ordinance (Cap. 40)

For Government rent under the Government Leases Ordinance, the Department is responsible for assessing the rent and notifying the Lands Department of the assessment for billing and collection. As at 31 March 2019, there were approximately 231 250 accounts paying rent assessed under this Ordinance. As more leases subject to Cap. 40 are renewed and more land held under the term of renewal is redeveloped, more properties will become liable to the payment of Cap. 40 rent.

The number of cases handled by the Department and the total rateable values assessed over the past five years are detailed in the table below:

过去五年处理的地租(第40章)个案 Government Rent (Cap. 40) Cases Handled in the Past Five Years				
年度 Year	续期 Renewal		重新发展 Redevelopment	
	已估价物业数目 No. of Assessments	应课差饷租值总值(百万元) Total Rateable Value (\$ million)	已估价物业数目 No. of Assessments	应课差饷租值总值(百万元) Total Rateable Value (\$ million)
2014-15	8 218	1 225	712	462
2015-16	3 433	812	638	225
2016-17	1 701	812	1 182	422
2017-18	2 166	310	1 106	435
2018-19	511	107	1 963	602

### 帐目和发单

#### 差饷收入

2018-19年度的差饷收入约为171.67亿元，反映了年内因差饷宽减措施而少收约177.68亿元的款额。

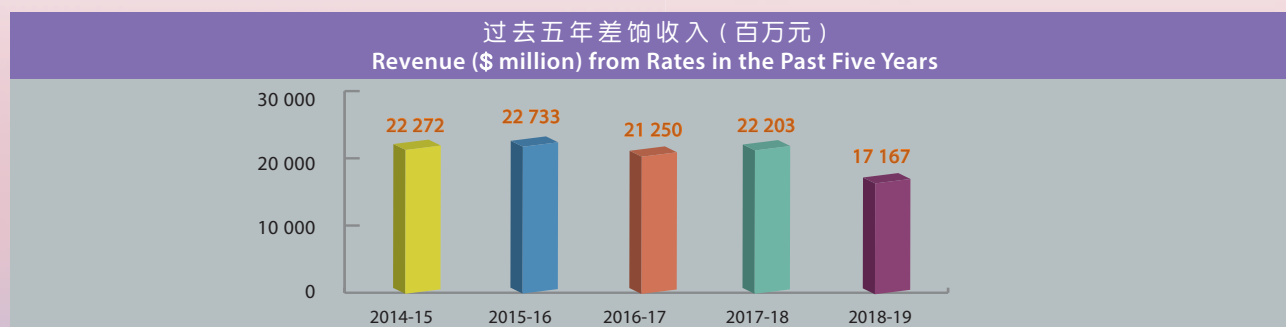
下图显示过去五年的差饷总收入：

### Accounting and Billing

#### Revenue from Rates

The revenue from rates in 2018-19 was about \$17 167 million, reflecting the loss in revenue of about \$17 768 million due to rates concession granted in the year.

The following chart shows the total revenue from rates in the past five years:





# 服务表现和成就

## Performance and Achievements

### 差饷退款

只有空置土地和因政府取得相关法院颁令而空置的物业，才可获退还差饷。2018-19 年度退还的款额微不足道。

### Refund of Rates

Only vacant open land and vacancies resulting from relevant Court Orders obtained by the Government are eligible for refunds. The amount of refund was negligible in 2018-19.

### 差饷欠款

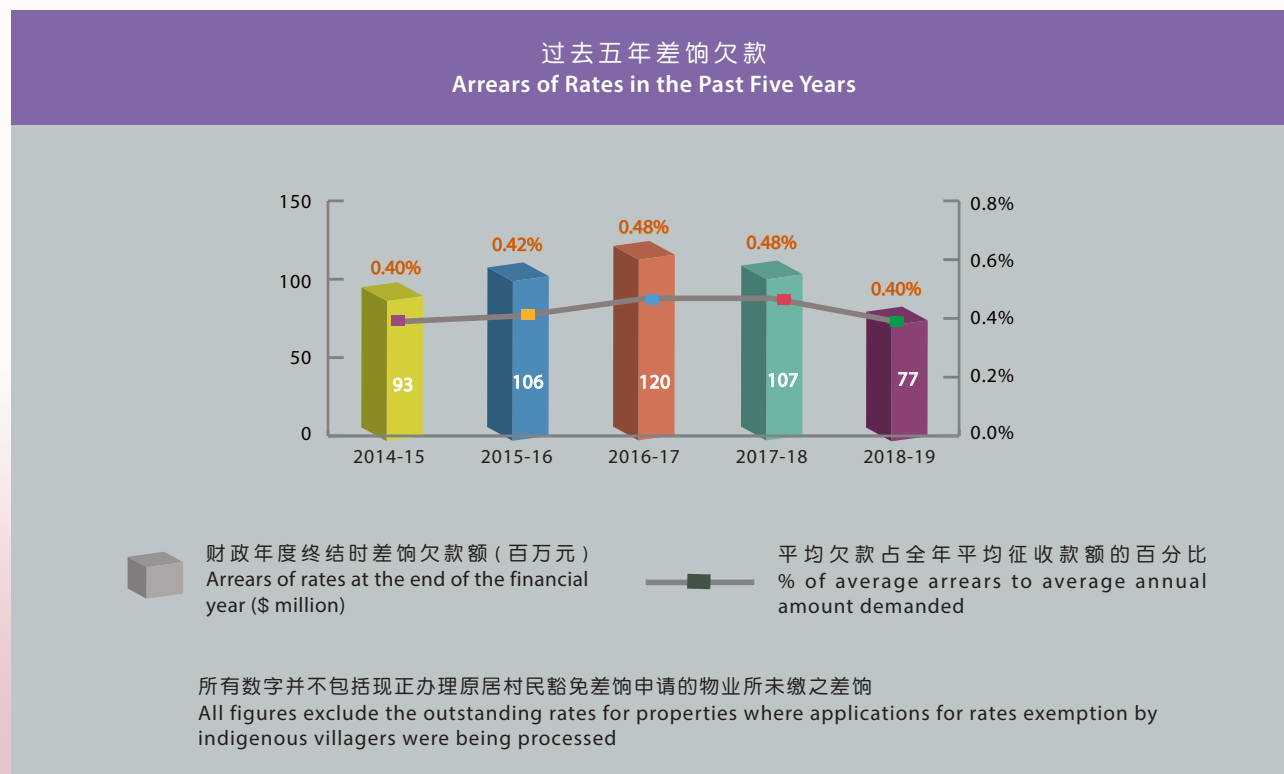
2018-19 年度，本署向欠交差饷的业主追讨欠款，的个案约有 27 200 宗。

### Arrears of Rates

In 2018-19, the Department took recovery action in respect of arrears outstanding for about 27 200 cases.

该财政年度结束时，约有 21 300 个帐目尚未清缴欠款，此数目并不包括现正办理原居村民豁免差饷申请的物业。截至 2019 年 3 月 31 日，录得的拖欠差饷额约为 7 700 万元，相等于全年差饷征收额的 0.4%。此差饷欠款比率远低于其他司法管辖地区所征收类似物业税项的欠款比率。下图显示过去五年的差饷欠款情况：

Some 21 300 accounts had outstanding rates at the end of the financial year. The number of accounts with outstanding rates excluded the properties for which applications for rates exemption by indigenous villagers were being processed. By 31 March 2019, about \$77 million of rates arrears, or 0.4% of annual rates demanded were recorded. This arrears rate is far below those in other jurisdictions charging similar property rates. The chart below shows arrears of rates in the past five years:



# 服务表现和成就

## Performance and Achievements

### 地租收入及欠款

2018-19 年度按第 515 章评估的地租收入约为 120.62 亿元。

截至 2019 年 3 月 31 日，拖欠地租的帐目约有 17 900 个，未收的款项约为 6 700 万元，平均欠款占全年平均地租征收额 0.6%，此欠款额并未包括现正办理原居村民为其拥有物业申请租金优惠而暂缓缴纳地租的欠款。

### Revenue from Government Rent and Arrears

The revenue from Government rent assessed under Cap. 515 in 2018-19 was about \$12 062 million.

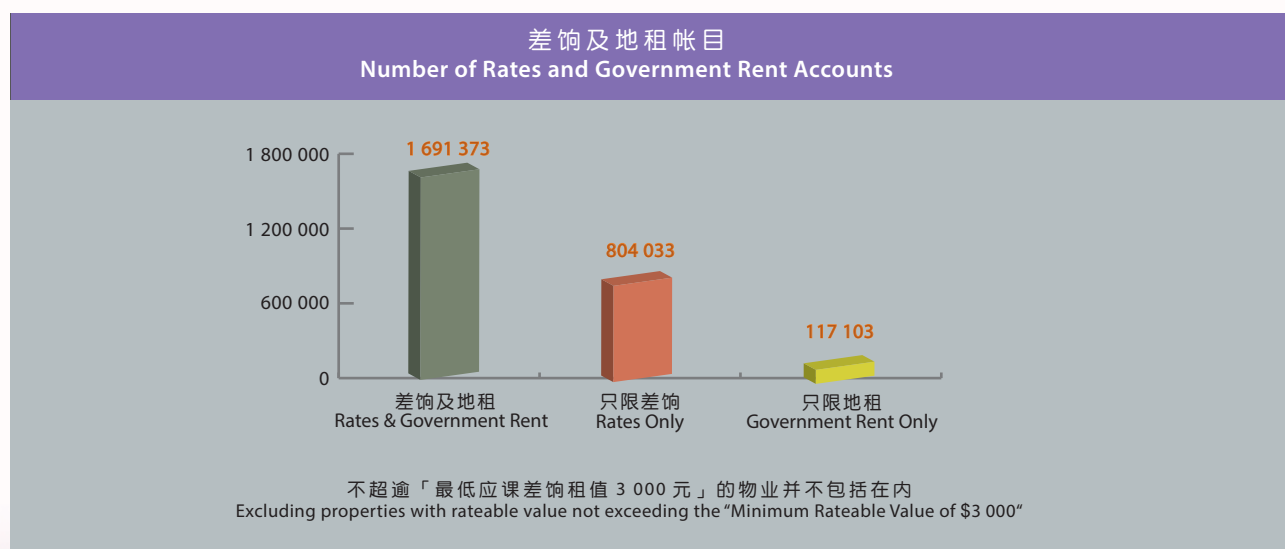
Some 17 900 accounts had rent arrears as at 31 March 2019, comprising about \$67 million. The percentage of average arrears to average annual Government rent demanded was 0.6%. This amount excluded the outstanding Government rent for properties owned by indigenous villagers where applications for rent concession were being processed.

### 差饷和地租帐目

截至 2019 年 4 月 1 日，本署处理约 261 万个差饷和地租帐目。下图显示各类帐目的数量：

### Rates and Government Rent Accounts

About 2.61 million rates and Government rent accounts were maintained by the Department as at 1 April 2019. These accounts are set out in the chart below:



### 宣传准时缴款

每季到期缴纳差饷和地租的月份，本署均透过电视播出宣传短片，并且在电台广播，提醒缴纳人准时缴纳差饷和地租。

### Announcement on Prompt Payment

To remind payers to pay their rates and Government rent on time, announcements are made on television and radio during the due month in each quarter.

# 服务表现和成就

## Performance and Achievements

### 估价及物业资讯服务

### Valuation and Property Information Services

#### 印花税

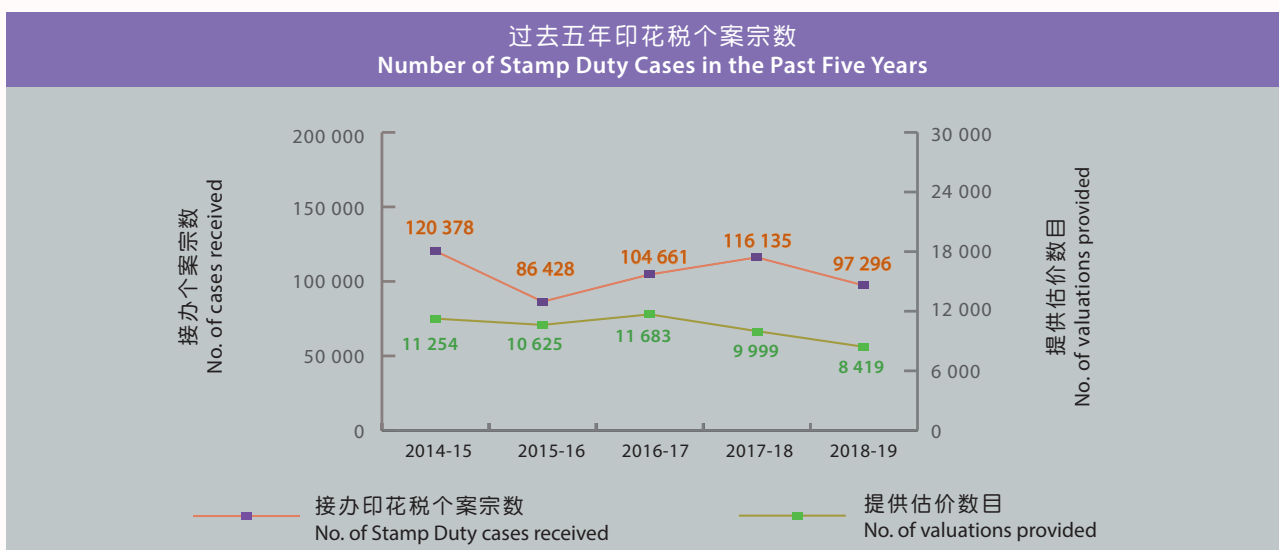
#### Stamp Duty

2018-19 年度，共接获 97 296 宗需作审查和估价的个案。本署共提供 8 419 项估价，涉及的物业均属申报价值偏低，以及在转让时未有注明转让价值。

In 2018-19, the number of cases received for examination and valuation was 97 296. The Department provided 8 419 valuations where the stated consideration was considered inadequate and for properties transferred without stated consideration.

下图显示过去五年这方面的工作量：

The graph below shows the volume of this type of work in the past five years:

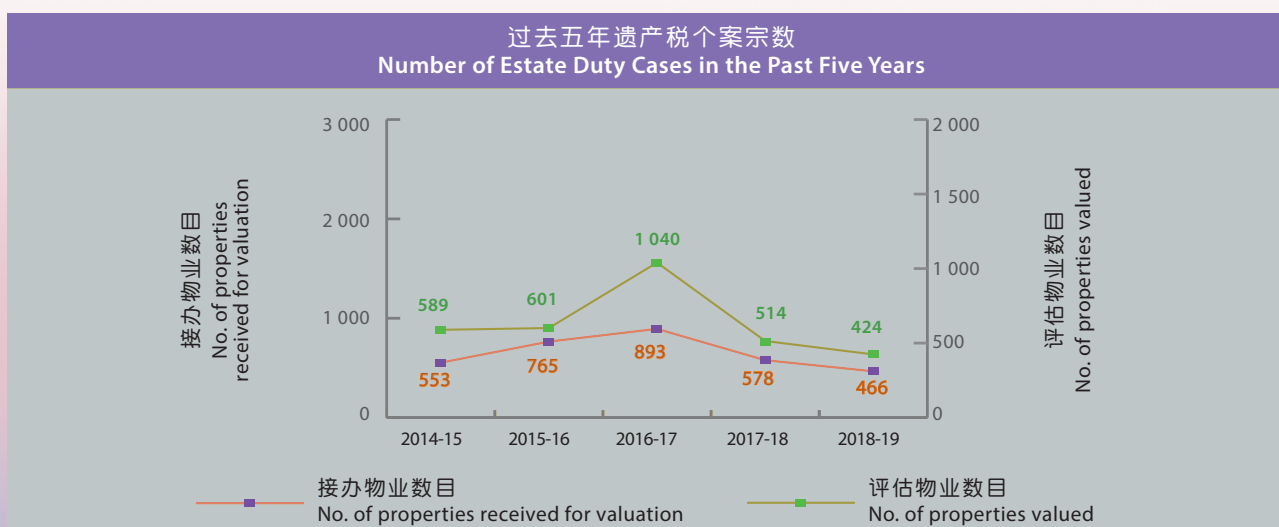


#### 遗产税

#### Estate Duty

年内共有 107 宗个案交由本署评定物业价值，涉及 466 个物业。下图显示过去五年的遗产税工作量：

During the year, 107 cases involving 466 properties were forwarded to the Department for valuation. The graph below shows the volume of Estate Duty work in the past five years:



## 服务表现和成就 Performance and Achievements

虽然遗产税已于 2006 年 2 月取消，但本署仍接到此日期之前的个案。

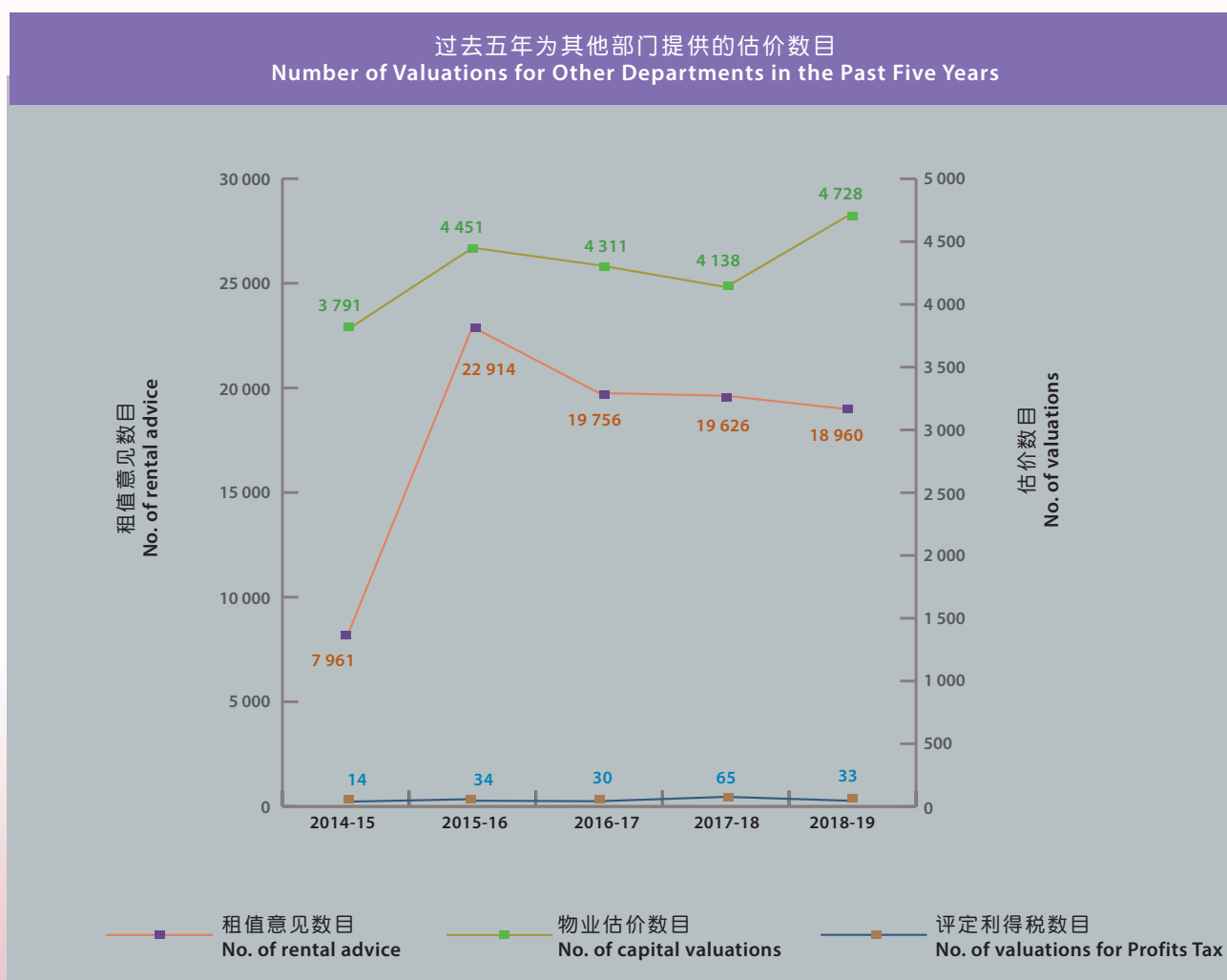
Despite the abolition of Estate Duty in February 2006, the Department continued to receive past cases.

### 为政府其他部门和半官方机构提供估价服务

### Valuations for Other Government Departments and Quasi-Government Bodies

过去一年间，为政府其他部门和半官方机构提供的估价服务，包括 18 960 宗租值意见、4 728 个物业售价评估，以及处理 33 宗利得税个案。下图概述本署过去五年提供的这类估价服务：

Other valuations, including 18 960 rental advice, 4 728 capital valuations and 33 profits tax cases, were provided to other Government departments and quasi-Government bodies in the past year. These valuation services given in the past five years are summarised in the graph below:



# 服务表现和成就

## Performance and Achievements

### 物业资讯服务

本署为协助政府制定政策而进行的物业研究和市场监察工作，过去数年间明显增多。

除不时回应公众人士、政府政策局、部门和机构查询资料的要求之外，本署亦悉力向运输及房屋局提供房屋产量和物业市况等物业市场的资料，以便当局准确掌握全港的房屋发展方向和市场动态。

《香港物业报告》2019年版回顾2018年物业市场的情况，并预测2019至2020年的楼宇落成量。市民可登入本署网站免费下载。

市民亦可登入本署网站浏览《香港物业报告 - 每月补编》，并可免费下载有关物业租金、售价和落成量的统计资料，或致电2152 2152透过24小时自动电话资讯服务，经图文传真索取资料。

为配合实施《地产代理条例》（第511章），本署在2009年2月推出物业资讯网。市民可利用此收费服务索取住宅物业（不包括村屋）楼龄、实用面积和许可用途的资料。由2010年开始，物业资讯网已提升至可查询物业最近三个估价年度的应课差餉租值，以及差餉和地租帐目资料，每个查询项目的费用亦已大幅调低。

### Property Information Services

The Department's work in relation to property research and market monitoring for Government policy purposes has increased significantly in recent years.

Requests for information from the public, Government bureaux, departments and organisations are received continuously. The Department is also heavily involved in providing property information to the Transport and Housing Bureau on housing production and the property market to facilitate gauging of territory-wide housing development and market activities.

The 2019 edition of the "Hong Kong Property Review" gives a review of the property market in 2018 and provides forecasts of completions in 2019 to 2020. It is available for free download from the Department's website.

Its monthly update, "Hong Kong Property Review - Monthly Supplement" can also be accessed from the Department's website. Statistics on rents, prices and completions can be downloaded free of charge from our website or obtained by facsimile transmission through the 24-hour automated telephone enquiry service at 2152 2152.

To facilitate implementation of the Estate Agents Ordinance (Cap. 511), members of the public can obtain, at a fee, information on the age, saleable area and permitted use of a residential property (excluding village houses) through the Department's Property Information Online (PIO) service launched in February 2009. In 2010, the PIO was further upgraded to include online enquiry on rateable values of properties for the latest three years of assessment and on rates and Government rent accounts. The fee charged per record was much reduced.





## 编配门牌号数

2018-19 年度获编配门牌号数的发展项目有 1 213 个，其中 1 124 个位于新界。

除在已有门牌编配系统的地区恒常地为新建楼宇编配门牌数外，本署亦为以往没有正式门牌号数的新界乡郊地区，有系统地编配正式的门牌号数。

## 楼宇名称

市民可登入本署网站免费浏览《楼宇名称》，而自2018年4月起，这份刊物的资料在每季（即1月、4月、7月和10月）均会更新。

## Building Numbering

During 2018-19, 1 213 developments were allotted with building numbers, of which 1 124 were in the New Territories.

In addition to routinely assigning building numbers to new buildings within areas with established numbering systems, the Department is systematically establishing official numbering systems in rural areas in the New Territories where previously there were none.

## Names of Buildings

The “Names of Buildings” can be viewed free of charge at the Department’s website and was updated quarterly in January, April, July and October of the year starting from April 2018.



# 服务表现和成就

## Performance and Achievements

### 业主与租客服务

#### 咨询和调解服务

2018-19 年度，本署处理约 110 000 宗查询，其中 39 800 宗由本署每天派驻土地审裁处当值的人员处理，另有 2 500 宗由本署每星期指定时间派往民政事务处当值的人员处理。

#### 新租出或重订协议通知书

2018-19 年度，本署共处理约 55 100 份新租出或重订协议通知书。

### Landlord and Tenant Services

#### Advisory and Mediatory Services

In 2018-19, some 110 000 enquiries were handled, with 39 800 and 2 500 of these being dealt with by officers during their daily and weekly visits to the Lands Tribunal and District Offices respectively.

#### Notice of New Letting or Renewal Agreement

A total of some 55 100 Notices of New Letting or Renewal Agreement were processed in 2018-19.



# 服务表现和成就

## Performance and Achievements

### 服务表现和目标

#### 服务承诺

在 2018-19 年度服务承诺所载的 11 项工作中，有 10 项均达标或超额完成。



#### 24 小时自动电话资讯服务

本署设有 24 小时自动电话资讯服务，让市民透过预录声带，查询有关差饷、地租和租务事宜，以及取得差饷及 / 或地租发单和征收的最新资讯。

使用这项服务的人士亦可选择以传真方式，索取物业市场统计数字等资料。

对市民有影响的政策和程序如有任何修改，本署亦会借此项服务通知市民。市民只需致电 2152 2152，便可使用这项服务。

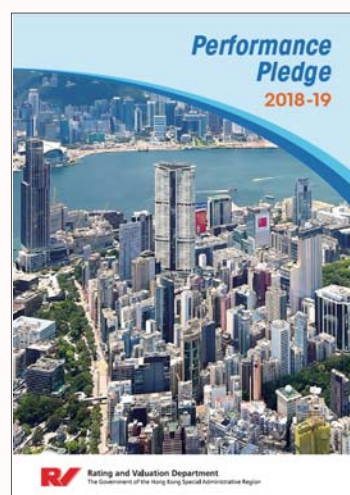
#### 1823

除上述自动电话资讯服务之外，市民亦可致电 2152 0111，使用由「1823」接线生 24 小时接听的电话查询服务，此服务涵盖本署处理的一切事宜。

### Performance and Service Targets

#### Performance Pledge

For the 11 work items listed in the 2018-19 Performance Pledge, the set service levels or targets for 10 items were either achieved or exceeded.



#### 24-hour Automated Telephone Enquiry Service

Our 24-hour automated telephone enquiry service provides recorded information on rating, Government rent as well as landlord and tenant matters plus updated information on rates and/or Government rent billing and collection matters.

It also provides callers with an option to obtain certain information such as property market statistics by facsimile transmission.

The system is also used to inform the public of any changes in policy and procedures affecting them. The public may access this service through telephone by dialling 2152 2152.

#### 1823

In addition to the automated telephone enquiry service, a 24-hour operator answering service is available through the "1823", covering all matters handled by the Department. The public may access the service by dialling 2152 0111.



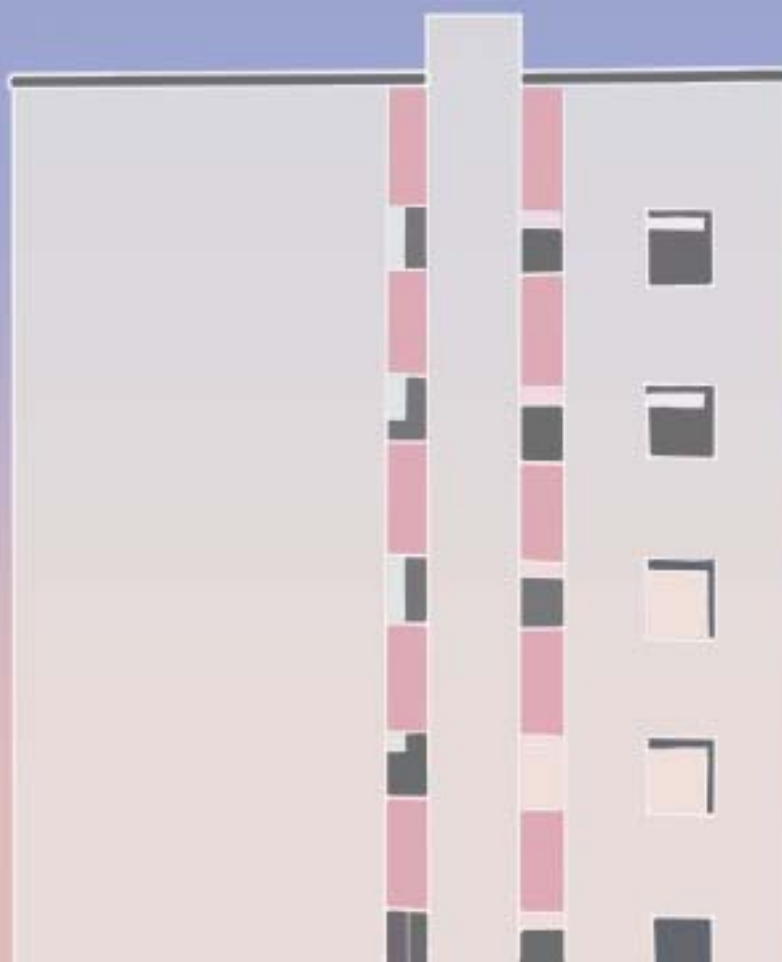
# 新增和优化服务

## New and Improved Services





- 38 物业资讯网  
Property Information Online (PIO)
- 38 发出征收差饷地租电子通知书  
Electronic Issue of Rates / Government Rent Demands
- 39 网上查询进度服务  
Online Progress Tracking Facility (DPTF)
- 39 电子支票支付  
Pay e-Cheque
- 39 以电子方式递交表格及通知书  
Electronic Submission of Forms and Notices



# 新增和优化服务

## New and Improved Services

### 物业资讯网

物业资讯网在 2009 年 2 月推出，现时为市民提供以下服务：

#### 收费服务

- 查询私人住宅物业（不包括村屋）的实用面积、楼龄和许可用途；
- 查询估价册及 / 或地租登记册所载最近三个估价年度的应课差餉租值；以及
- 查询差餉及 / 或地租帐目。

#### 免费服务

- 供公众查阅新公布的估价册及地租登记册（有关资料会于每年 3 月中估价册及地租登记册公布后至 5 月 31 日在网上展示）；以及
- 供个别差餉或地租缴纳人查阅私人住宅物业（不包括村屋）的物业资料。

物业资讯网载有本署和土地注册处经配对的物业地址记录，提供全面的中英双语搜寻服务。市民可以五种不同的搜寻方式，寻找逾 260 万个物业地址记录。这项服务深受测量师、律师、物业代理，以及与房地产工作有关的政府部门和半官方机构欢迎。本署会探讨与政府其他部门加强合作的机会，以提升我们的网上服务。

### 发出征收差餉地租电子通知书

「电子差餉地租单」服务自 2010 年 12 月推出以来，逾 37 900 名用户登记使用，连结约 54 400 个缴纳人帐目，其中大约 65% 的用户选择停止收取纸本帐单，数字令人鼓舞。为了提供一站式发单和缴款服务，本署更推出该服务的电子付款平台，供缴纳人即时清缴电子帐单。

### Property Information Online (PIO)

The PIO was launched in February 2009 and has now provided the public with the following service items:

#### Chargeable Service

- Enquiry on saleable area, age and permitted occupation purposes of private domestic properties (excluding village houses);
- Enquiry on rateable values contained in the Valuation Lists and/or Government Rent Rolls for the latest three years of assessment; and
- Enquiry on rates and/or Government rent accounts.

#### Free Service

- Public inspection of the newly declared Valuation List and Government Rent Roll (information will be displayed online after the declaration of the Valuation List and Government Rent Roll in mid March and up to 31 May every year); and
- Enquiry on property information for individual rates or Government rent payers of private domestic properties (excluding village houses).

With the alignment of address records with the Land Registry, PIO offers a versatile bilingual search engine with five different searching paths of over 2.6 million property address records. The service is well received by surveyors, solicitors, estate agents and those Government departments and quasi-Government bodies whose work is related to landed properties. The Department will explore the opportunities for further collaboration with other Government departments with a view to enhancing our online service.

### Electronic Issue of Rates/Government Rent Demands

Since the launch of "eRVD Bill" service in December 2010, over 37 900 subscribers have registered for the service, linking up about 54 400 payer accounts. It is encouraging to see that about 65% of the subscribers have opted to drop their paper bills. To provide a seamless billing and payment service, the e-Payment platform of the service allows payers to settle their electronic demands instantly.



## 新增和优化服务 New and Improved Services

「电子差饷地租单」第二阶段服务于2015年5月推出，新增功能包括收取有关填报《物业详情申报表》（表格R1A）的通知、查询付款记录，以及更新有关帐目的通讯地址或其他个人资料。2018年11月，本署为「电子差饷地租单」服务推出无障碍网页及适合流动装置的设计，确保残疾人士使用服务时畅通无阻，以及为使用流动装置的人士提供更大方便。

The second phase of "eRVD Bill" service implemented in May 2015 has added functions including notifications for completing and returning "Requisition for Particulars of Tenements" (Form R1A), enquiry of the payment history and updating of the correspondence address or other personal details of an account. In November 2018, a web accessible and mobile-friendly design for the "eRVD Bill" service was launched to ensure barrier-free access by people with disabilities and provide greater convenience to users of mobile devices.

### 网上查询进度服务

网上查询进度服务于2015年12月推出。市民可分别使用交易编号或查询进度编号，在本署网站查询电子表格或书面申请的处理进度。

### Online Progress Tracking Facility (OPTF)

OPTF was launched in December 2015. The public can enquire about the progress of their e-forms or written applications for action through the website of the Department by using the Transaction Reference Number or the Progress Enquiry Number respectively.

### 电子支票支付

为方便个人及公司机构于网上使用电子支票，本署自2016年6月起接受于「香港政府一站通」的「电子支票支付」综合网站使用电子支票/电子本票以缴交差饷和地租。

### Pay e-Cheque

To facilitate the use of e-cheques via the Internet by individuals and corporations, the Department started from June 2016 accepting e-Cheque/e-Cashier's Order for settling rates and Government rent payment through the centralised "Pay e-Cheque" portal via GovHK.

### 以电子方式递交表格及通知书

本署接受以电子方式递交《差饷条例》、《地租（评估及征收）条例》和《业主与租客（综合）条例》规定须送达的指明表格和通知书。作为邮寄或亲身递交表格等传统方式以外的一个便利选择，这项电子服务已于2018年11月再行扩展，提供无障碍网页及适合流动装置的设计，确保残疾人士使用服务时畅通无阻，以及方便市民使用智能手机及平板电脑等流动装置递交电子表格。市民可浏览本署网站 [www.rvd.gov.hk](http://www.rvd.gov.hk)，或致电 2152 0111 向本署查询有关「递交表格电子化」的资料。

### Electronic Submission of Forms and Notices


We accept electronic submissions of specified forms and notices required to be served under the Rating Ordinance, the Government Rent (Assessment and Collection) Ordinance and the Landlord and Tenant (Consolidation) Ordinance. As a convenient alternative to the conventional mode of serving a form by post or in person, this electronic mode of service was further expanded in November 2018 to provide a web accessible and mobile-friendly design for ensuring barrier-free access by people with disabilities and facilitating the public in the submission of electronic forms via mobile devices such as smartphones and tablets. The public can visit the Department's website at [www.rvd.gov.hk](http://www.rvd.gov.hk) or call us at 2152 0111 for information on "Electronic Submission of Forms".



An illustration of a person in a red shirt and dark pants running over a city skyline. The person is in mid-stride, with one leg forward and arms pumping. The city below is composed of various colored buildings (blue, white, red) and two paper airplanes are flying in the sky. The overall style is flat and graphic.

# 迎接挑战 Challenges Ahead





42 每年全面重估应课差饷租值  
Annual General Revaluation

42 评估地租  
Government Rent Assessment

43 外判机遇  
Outsourcing Opportunities



43 推行部门资讯科技计划  
Implementation of Departmental  
Information Technology Plan (DITP)



# 迎接挑战

## Challenges Ahead

### 每年全面重估应课差餉租值

全面重估差餉的目的，是根据差餉缴纳人所占用物业的市值租金水平重新厘订应课差餉租值，从而建立公平合理的征税基础。由于估价宗数庞大、时间迫切，加上人手紧绌，每年重估应课差餉租值实非易事。能够如常依时顺利完成这项工作，端赖周详的计划和同事专心致志的工作态度。

### 评估地租

本署早年与部分主要的上诉人展开的诉讼延宕多时，阻碍了评估发展用地地租的工作。土地审裁处在 2008 年 2 月就测试个案中的估价问题颁下判决，认同我们的估价方法。上诉人其后就法律论点先后上诉至上诉法庭及终审法院，但有关上诉均被驳回。

本署已解决部分涉及发展用地地租的上诉个案，并会继续与其他上诉人跟进余下个案。

### Annual General Revaluation

The purpose of a general revaluation of all properties is to provide a sound and equitable tax base by updating the rateable values according to the prevailing rental levels. The annual revaluation has always been regarded as a challenging task in view of the large volume of assessments, tight working schedule and severe manpower constraints. Without meticulous planning and staff commitment, the revaluation work will not be completed timely and successfully as usual.

### Government Rent Assessment

The assessment of Government rent in respect of development sites was hampered by the protracted litigation with some major appellants in earlier years. The Lands Tribunal handed down the judgement on the test case on valuation issues in February 2008 confirming the Department's valuation approach. The Appellant appealed to the Court of Appeal and then to the Court of Final Appeal on points of law but both appeals were dismissed.

The Department has settled some of the outstanding Government rent appeals relating to development sites and will continue to approach appellants with a view to resolving the remaining appeals.



## 外判机遇

本署一直积极发掘外判机遇，以提高运作效率。年内，本署把空置物业调查、巡查供公众作宗教崇拜用途的物业、评估本港物业等工作外判。有效管理外判的各项主要问题，包括品质保证和风险管理，以取得预期成效，仍属我们今后需要迎接的挑战。

## Outsourcing Opportunities

The Department has been actively identifying outsourcing opportunity to enhance operational efficiency. During the year, we contracted out projects like vacancy survey, inspection of properties occupied for public religious worship purpose and assessment of properties in the territory. Managing effectively all the key issues involved in outsourcing including quality assurance and risk control in order to deliver desired results will remain our challenges ahead.

## 推行部门资讯科技计划

这个策略性蓝本让本署更能配合电子政府环境，并改善以客为本的服务和业务运作。本署正根据新制订的部门资讯科技计划，分阶段推行有关措施，以有系统和具策略性的方式定下短期及中期计划，借以支援我们的业务。

## Implementation of Departmental Information Technology Plan (DITP)

This strategic blueprint aligns the Department with the e-Government environment and improves customer-centric services and business operations. The Department is implementing by phases the initiatives identified in the new DITP to support our business in a systematic and strategic manner in the short to medium-term.



# 环保报告

## Environmental Report



46	环保政策和目标 Environmental Policy and Objectives
46	提高员工的环保意识 Promotion of Staff Awareness
47	节省能源 Energy Conservation
48	善用纸张及信封 Saving of Paper and Envelopes
49	废物管理 Management of Wastes
50	采购环保产品 Procurement of Green Products
50	环保方面的成果 Green Performance
51	清新空气约章 Clean Air Charter
52	前瞻 The Way Forward



# 环保报告

## Environmental Report

本署主要负责评估物业的差饷与地租、修订有关帐目和发出征收通知书，并向政府政策局和部门提供物业估价服务、编制物业市场统计数字，以及就租务事宜为业主和租客提供咨询与调解服务。

### 环保政策和目标

差饷物业估价署致力确保营运过程中履行环保责任，恪守《清新空气约章》的承诺。本署制定了下列环保政策和目标：

政策： 差饷物业估价署使用资源时，遵循「减用、再用和再造」三大原则。

目标： 节约资源和减少废物。

本署在运作上处处体现环保文化，日常运作中亦以推行各项环保措施为要务。为此，本署委任内务秘书为「环保经理」，负责监察和检讨部门推行环保措施的情况。

### 提高员工的环保意识

为了提高员工的环保意识，鼓励他们身体力行环保概念，提倡节约能源和提高能源效益，以及争取员工持续支持环保，本署：

- 透过内联网，定期公布各项环保内务管理措施和最新的环保计划；
- 发布资源节约小锦囊；

The Department is primarily responsible for the assessment of properties to rates and Government rent, maintaining accounts and issuing demand notes for their collection. We provide property valuation advice to Government bureaux and departments and compile property market statistics. We also provide advisory and mediatory services on landlord and tenant matters.

### Environmental Policy and Objectives

The Department is committed to ensuring that our operations are conducted in an environmentally responsible manner and meeting the commitments of the Clean Air Charter. The Department has formulated its environmental policy and objectives as follows:

Policy : The Rating and Valuation Department will exercise the principles of Reduce, Reuse and Recycle in the consumption of resources.

Objectives : Resources saving and waste reduction.

The Department has integrated an environmentally responsible culture in all aspects of its operations and has accorded a high priority in implementing various green housekeeping measures in its operations. To this end, our Departmental Secretary is appointed as Green Manager to oversee and review the Department's green measures.

### Promotion of Staff Awareness

To promote environmental awareness and participation among staff in the continuous improvement of environmental protection and enhancing energy conservation and efficiency on green issues, and to sustain staff support, the Department has:

- circulated regularly through the intranet system various departmental green housekeeping measures and up-to-date green initiatives;
- disseminated saving tips to promote economy in the use of resources;



- 鼓励员工通过公务员建议书计划、部门协商委员会会议提出环保建议；
- 建立网上讨论区，方便员工讨论部门各项改善措施；以及
- 由康乐社筹办活动，将环保观念从办公室推展至日常生活中，例如在本署的电子布告板设立「交换角」，让员工刊登交换二手物品的电子广告。

### 节省能源

本署在日常工作中推行的节省能源措施包括：

#### 办公室

- 当阳光直射室内时，将百叶帘放下；
- 员工即将进入房间（例如会议室）之前，才启动空调；
- 午膳时间或没有人使用办公室时关掉电灯；
- 使用省电的 T5 光管，节约能源；
- 安排能源监督在午膳时间和下班时间后定期巡查，确保办公室及会议室的电灯、文仪器材和空调关上；
- 办公时间内将办公室文仪器材设定至省电模式；
- 使用定时开关器于办公时间后关闭网络打印机；
- 避免使用非必要的照明设备，并拆除过多的光管，把员工一般不会在该处阅读文件的地方调暗；

- encouraged staff to put forward green suggestions such as through Staff Suggestions Scheme and in Departmental Consultative Committee meetings;
- set up a cyber discussion forum to facilitate staff's discussion on departmental improvement measures; and
- extended the green concepts from office to daily life through activities organised by the Recreation Club, e.g. exchange goods among colleagues by posting e-advertisements on "Exchange Corner" in the Department's electronic bulletin board.

### Energy Conservation

The Department has implemented various daily energy saving measures, including:

#### Office

- lower the venetian blinds when direct sunlight is penetrating a window;
- switch on air-conditioning units only immediately before users entering the venues such as conference rooms;
- switch off lightings during lunch hours and when offices are not in use;
- use energy-saving T5 fluorescent tubes to reduce energy consumption;
- conduct regular inspection by energy wardens to ensure lights, office equipment and air-conditioners in offices and conference rooms are switched off during lunch break and after office hours;
- set office equipment to energy saving mode during office hours;
- set up timer to switch off network printers after office hours;
- avoid unnecessary lightings and reduce the illumination level of areas where colleagues do not normally have to read written materials by removing excessive fluorescent tubes;



# 环保报告

## Environmental Report

- 把电脑设备室的温度调高摄氏 1 至 2 度；
- 提醒员工穿着轻便合适的衣服。当室外的气温高于摄氏 25.5 度时，将办公室的温度保持在摄氏 25.5 度；
- 鼓励员工徒步上落一、两层楼，以取代使用升降机；以及
- 于水龙头安装水流控制器，节省用水，并减少消耗供水时所需能量。
- adjust upwards the air-conditioning temperature of the computer equipment rooms by 1°C to 2°C;
- dress light, casual and smart, and maintain the indoor office temperature at 25.5°C when the outdoor air temperature is above 25.5°C;
- encourage using the stairs rather than taking the lift for going up or down one or two storeys; and
- install flow controller at water taps to reduce the use of water and in turn reduce the energy required for supplying water to the users.

### 汽车

- 鼓励共用部门车队，以减少汽油消耗量；
- 事先计划路线，以缩短行车距离和时间，避开拥挤的地区；
- 善用外出车辆或安排多人乘搭同一车辆，避免一人用车的情况；
- 车辆等候时停车熄火，以节省能源和减少废气排放；
- 密切监察汽车保养，确保车辆不会排出大量废气；以及
- 密切留意汽车耗油量。
- encourage sharing of pool cars to reduce fuel consumption;
- plan routes to minimise the journey distance and time, and to avoid congested areas;
- plan travel or carpool to avoid single-passenger car trips;
- switch off vehicle engines while waiting to save energy and reduce vehicle emissions;
- closely monitor vehicle maintenance to ensure low emissions; and
- closely monitor vehicle fuel consumption.

### Vehicles

### 善用纸张及信封

本署采取下列措施，以善用纸张及信封：

- 充分利用每张纸的正反两面，并把多页资料印在同一张纸上；
- 把过时表格的空白一面用作草稿纸；
- 使用再造纸代替原木浆纸；
- 影印机旁设置环保盒，放置经单面使用的纸张，以便用于复印；
- 以可供重复使用的钉孔信封传递非机密文件；
- 于会议时使用平板电脑，减少列印会议文件；
- 重复使用信封及暂用档案夹；
- use both sides of the paper and print multiple pages on one sheet;
- use obsolete forms with one clean side as drafting paper;
- use recycled paper instead of virgin paper;
- set up green trays in photocopiers to facilitate printing with papers used on one side;
- use transit envelopes for unclassified documents;
- use tablets to store documents for meetings to save printing of hard copies;
- reuse envelopes and loose minutes jackets;

### Saving of Paper and Envelopes

The Department has adopted the following measures to economise the use of paper and envelopes:



- 发送传真文件后，无需再邮寄文件的正本，而正本可供存档之用；
- 在适当情况下不使用传真封面页；
- 使用电脑接收传真文件，以便筛选垃圾邮件；
- 尽量缩短文件的分发名单；
- 减少指引和守则印文本的数目，广泛使用内联网和其他电子方式分发指引和守则；
- 将部门刊物、员工通讯等上载到本署的知识管理系统、电子布告板和网页；以及
- 逐步采用文件管理系统，管理电子和非电子档案。
- avoid sending original documents after they have been sent by fax and the original documents can be used as a file copy;
- stop the use of fax cover page where appropriate;
- use computer to receive fax so as to screen out junk mail;
- keep documents distribution list to minimal level;
- reduce the number of hardcopy manuals and regulations, and maximise the use of the intranet system and other electronic means in distributing manuals and regulations;
- release the Department's paper publications, staff newsletter, etc. by uploading the e-copy on the Department's Knowledge Management System, electronic bulletin board and homepage; and
- adopt the Document Management System by phases to manage both electronic and non-electronic records.



### 废物管理

在「物尽其用，人人有责」的原则下，本署采取下列各项措施：

- 收集废纸 / 报纸作回收之用；
- 避免使用难以回收的纸张（例如纸杯及涂有塑料的纸）；
- 保持可回收的废纸干爽清洁，并尽量清除纸上的胶纸、钉书钉和回形针；
- 在日常运作中，以及在筹办会议和活动时，减少使用即弃物品；
- 交还用完的雷射打印碳粉盒和喷墨盒作回收之用；以及
- 参与由大厦管理处统筹的回收计划，在本署范围内放置回收箱。

### Management of Wastes

To uphold the principles of reduce, reuse and recycle, the Department has adopted the following:

- collect waste paper/newspaper for recycling;
- avoid using paper which has no/limited recycling outlet (e.g. paper cups, paper coated with plastic);
- keep paper recyclables dry and clean and remove adhesive tapes, staples and paper clips from paper to be recycled as far as possible;
- minimise the use of disposable items in daily operations, as well as in organising meetings and events;
- return used laser printer toner and ink-jet cartridges for recycling; and
- participate in the recycling programme coordinated by the Building Management Office by placing recycling bins in the Department premises.



# 环保报告

## Environmental Report

### 采购环保产品

本署致力推行环保采购，购买产品时尽可能考虑环保因素：

- 购置具有自动节能功能、符合能源效益的办公室文仪器材；
- 购置环保产品，例如再造纸、可替换笔芯的原子笔、可循环再造的碳粉盒 / 喷墨盒及环保电池 / 充电电池；
- 于采购时尽量采用环境保护署制定的环保规格；以及
- 购置具有双面影印 / 列印功能的影印机和打印机。

### Procurement of Green Products

The Department is committed to green procurement. In conducting procurement, we took into account environmental factors as far as applicable:

- procure energy efficient office equipment with automatic energy saving function;
- procure green products such as recycled paper, refillable ball pens, recyclable toner/inkjet cartridges and environmental-friendly/rechargeable batteries;
- adopt green specifications promulgated by the Environmental Protection Department for procurement exercises where such specifications are applicable; and
- procure photocopiers and printers with double-sided copying/printing function.

### 环保方面的成果

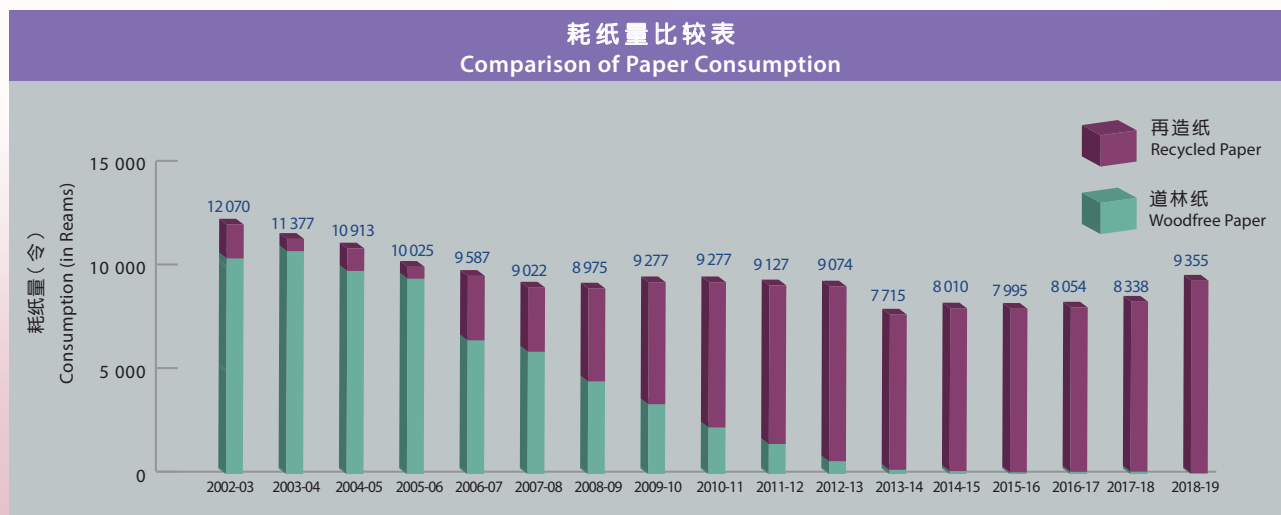
#### 减少耗纸量

2018-19 年度本署的 A3 和 A4 纸耗用量合共为 9 355 令，较 2002-03 年度的 12 070 令减少 22.5%。此外，2018-19 年度的耗纸量约 98.5% 为再造纸。

### Green Performance

#### Reduced Consumption of Paper

The consumption of A3 and A4 paper in 2018-19 was 9 355 reams, indicating a reduction of 22.5% against 12 070 reams in 2002-03. Besides, about 98.5% of the paper requirement for 2018-19 was met by recycled paper.





来年本署定当继续提醒同事注意保护环境，确保纸张用得其所。

2004年1月，本署推出综合发单及缴款服务，让拥有多个物业的缴纳人可选择收取一张综合征收通知书，自此本署的纸张及信封耗用量持续减少。

截至2018-19年度最后一季为止，约有15万个独立帐目整合成大约2 000个综合帐目。本署会继续鼓励拥有多个物业的差饷缴纳人，采用这种以客为本且符合环保原则的服务。

### 减少和回收废物

本署继续积极减少制造废物，并鼓励废物回收。2018-19年度共回收了43 983公斤废纸，并收集了864个用完的碳粉盒/喷墨盒，交予政府物流服务署公开拍卖。

### 清新空气约章

为配合《清新空气约章》的承诺，本署实施下列有助改善空气质素的环保标准/做法，并提醒员工注意：

- 遵守所有适用于汽车操作的条例和规例；
- 每年为部门车辆安排全面检查，确保车辆操作正常；以及
- 采取各项办公室和车辆操作的节能措施。

自2009年起，本署办事处所在的长沙湾政府合署已获颁发《良好级室内空气质素检定证书》。

In the coming year, the Department shall keep on promoting environmental awareness among colleagues and endeavour to continue to economise consumption.

The consumption of paper and envelopes has been reducing since the launching of the Consolidated Billing and Payment Service in January 2004, which allows payers with multiple properties the option of receiving a consolidated demand.

As at the end of 2018-19, about 150 000 individual accounts have been replaced by around 2 000 consolidated accounts. The Department will continue to invite multi-property ratepayers to use this customer-focus and environmental-friendly service.

### Reduce and Recycle of Wastes

The Department has continued its efforts to reduce and recycle wastes. In 2018-19, 43 983 kilograms of waste paper were collected for recycling; and 864 numbers of empty toner/inkjet cartridges were collected for sale by public auctions arranged by the Government Logistics Department.

### Clean Air Charter

In line with the commitments of the Clean Air Charter, the Department has maintained and reminded staff to observe environmental standards/practices in improving air quality:

- comply with all the applicable ordinance and regulations related to vehicle operation;
- arrange annual maintenance to ensure proper function of the Department's vehicle; and
- adopt a number of energy saving measures in the office and for vehicle operation.

Our office building, the Cheung Sha Wan Government Offices, has been awarded the "Good Class" Indoor Air Quality Certificate since 2009.



# 环保报告

## Environmental Report

### 前瞻

为响应政府节省能源和纸张的呼吁，本署会继续尽力节约用纸和用电。各科别将认真检讨并密切留意用纸和用电模式，务求令办公室的运作更具环保效益。

### 电子资料管理系统

因应电子资料管理策略工作小组的建议，本署已于2013年2月推出名为「知识管理系统」的资讯科技平台，集合部门的书面知识，以及同事的工作经验和知识，通过电子媒介以有效的方式让同事分享。另外，为配合政府档案管理电子化的方针，本署已开发第一阶段的文件管理系统，务求把部门内部的电子和非电子档案以统一的方式整合管理。实施电子资料管理计划有助减少档案储存空间，向办公室无纸化迈进一步。

### 电子发单服务

为提供快捷简便的服务，同时节约用纸，本署在2010年12月推出电子发单服务，市民可于征收差饷及/或地租季度通知书印文本发出之前，经互联网收取通知书的电子版本。本署已于2015年参与电子帐单及缴费平台。差饷缴纳人可于该平台收到征收差饷及/或地租通知书的电子帐单摘要及安排以电子缴费方式缴交其物业的差饷及/或地租。自2018年12月起，尚未清缴差饷及/或地租的缴纳人可使用从本署网站索取的「付款QR码」，到邮政局及便利店缴款。本署希望最终可停发印文本通知书，以达到环保的目标。

### The Way Forward

To support the Government's drive to economise the use of energy and paper, the Department will sustain its effort in saving paper and electricity with best endeavour. All divisions will continue to critically review and closely monitor their paper and energy consumption patterns with a view to achieving a greener office.

### Electronic Information Management System (EIMS)

Following the recommendation of the Electronic Information Management (EIM) Working Group, the Department has developed and implemented an IT platform - Knowledge Management System in February 2013 under which the Department's written knowledge as well as colleagues' working experiences and knowledge can be built up and shared among staff effectively through electronic means. Separately, pursuant to the Government's drive for electronic records management, the Department has implemented the first phase of the Document Management System to manage both electronic and non-electronic records in an integrated and consistent manner. Implementation of the EIM strategy will help reduce our need for storage area and is a step towards a paperless office.

### E-Billing

To provide a convenient, efficient service and to conserve paper consumption, the Department launched the e-billing service in December 2010. This allows the public to receive the quarterly demands for rates and/or Government rent via the Internet in advance of the paper bills. In 2015, the Department joined the Electronic Bill Presentment and Payment (EBPP) platform. Through the platform, ratepayers can use the EBPP service for receiving e-Bill summaries from and making e-payments to the Department in respect of the Demand for Rates and/or Government Rent of their properties. Since December 2018, payers with outstanding balance in their accounts can obtain a "payment QR code" from the Department's website for payment of rates and/or government rent at post offices and convenience stores. Dispensing with paper bills is our ultimate environmental-friendly objective.



# 环保报告

## Environmental Report

截至 2019 年 3 月 31 日为止，超过 37 900 个用户登记使用电子发单服务，连结约 54 400 个缴纳人帐户，当中约 65% 用户选择停收通知书印文本，表示缴纳人对本署的电子服务有信心，并且支持环保。本署会继续努力与市民合作节约用纸，提倡绿化环境。

As at 31 March 2019, over 37 900 subscribers have registered for the service, linking up about 54 400 payer accounts. About 65% of the subscribers have opted to drop their paper bills. This has demonstrated the confidence of our payers in using the service and their commitment to conserving the environment. The Department will continue its effort to join hands with the public in reducing paper consumption and in promoting a greener environment.

### 清新空气约章

本署将一如既往，在所有工作环节中采取节能措施，以恪守《清新空气约章》的承诺，为改善本港的空气质素出一分力。

### Clean Air Charter

The Department will continue to adopt energy-efficient measures in all its practices in an effort to improve Hong Kong's air quality in compliance with the commitments of the Clean Air Charter.



来源：渔农自然护理署  
Source: Agriculture, Fisheries and Conservation Department

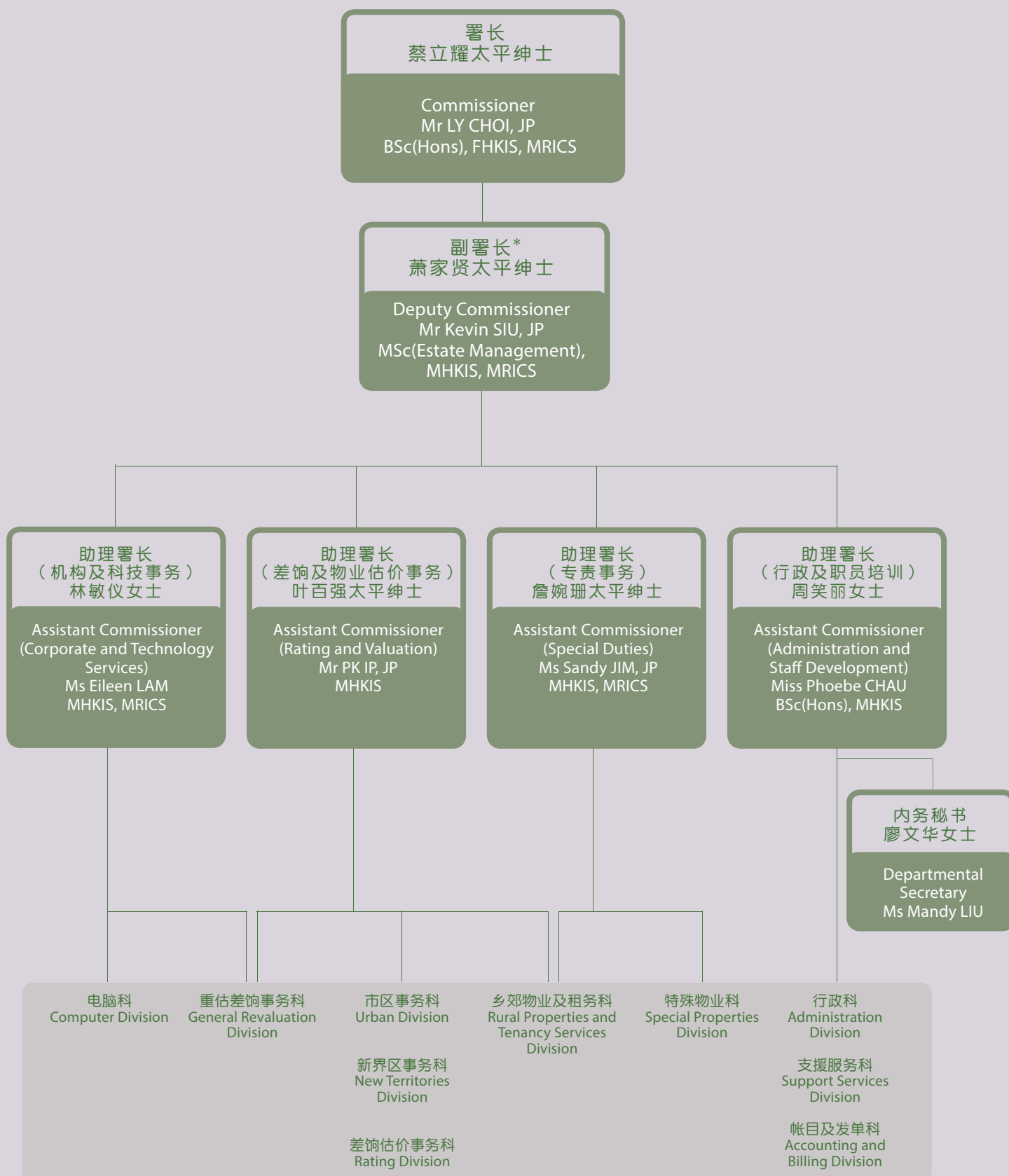


# 人力资源

## Human Resources



部门架构 (2019 年 4 月 1 日)  
Organisation Structure (1 April 2019)





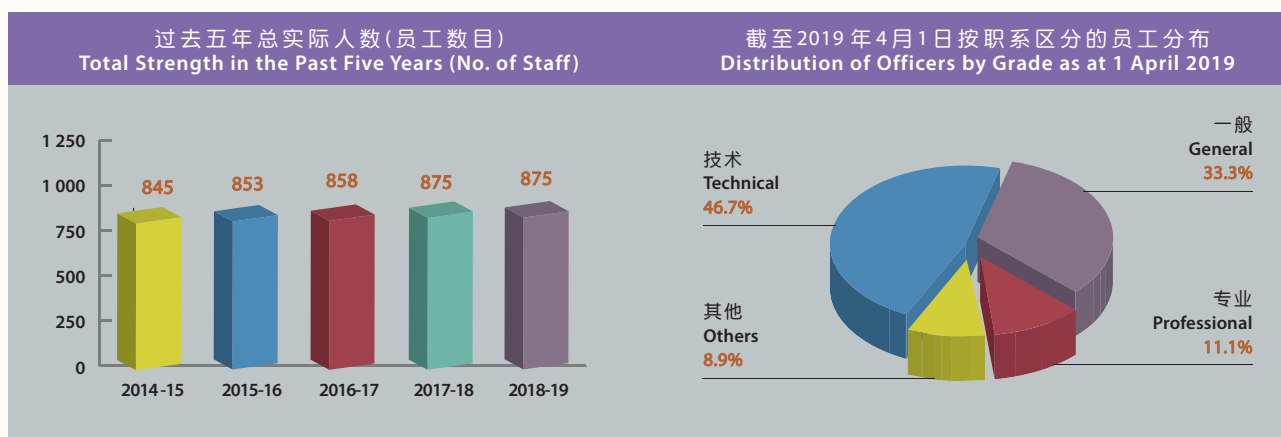
# 人力资源

## Human Resources

### 人手编制

截至2019年4月1日，本署实际总人数为875人，其中包括97名专业职系及409名技术职系人员，291名一般职系及78名其他职系人员。

以下图表显示过去五年的实际总人数，以及截至2019年4月1日按职系区分的员工比例：



附录B列出2018年4月1日和2019年4月1日本署的编制与实际人数比较。

本署2018-19年度的个人薪酬（不计长俸、旅费、宿舍等开支）和部门开支达5.49亿元，上年度则为5.31亿元。

### 培训与发展计划

本署2018-19年度培训与发展计划顺利推行，年内每名部门职系人员平均受训2.8天。本署深知由于环境转变、工作量与日俱增、工作愈趋复杂，以及为满足市民更高的要求，员工须面对种种挑战，因此安排多方面的培训和发展课程，内容既针对本署提供服务的需要，又照顾到员工的事业发展与个人抱负。

### Staffing

As at 1 April 2019, the Department had a total strength of 875 officers comprising 97 professional and 409 technical officers, 291 officers of general grade and 78 of other grades.

The following figures show the total strength of staff in the past five years and the distribution of officers by grade as at 1 April 2019:

Annex B sets out a comparison of the establishment and strength as at 1 April 2018 and 1 April 2019.

Expenditure on personal emoluments (other than pensions, passages, quarters, etc.) and charges for departmental expenses amounted to \$549 million in 2018-19, compared with \$531 million in the preceding year.

### Training and Development Plan

The Departmental Training and Development Plan for 2018-19 was implemented successfully. During the year, departmental grade staff received training for 2.8 days on average. The Department is fully aware of challenges faced by staff due to the changing environment, increase in workload, complexity of issues and higher public expectations. Apart from addressing the Department's needs in our service delivery, the various training and development programmes contribute to meeting career development needs and personal aspirations of staff.



## 专业职系人员培训

为配合专业职系人员的事业及持续专业发展，本署安排一名物业估价测量师前赴英国物业估价局，由2018年7月起实习三个月。

为加深了解内地的政治、社会、经济和法律制度，本署一名助理署长到国家行政学院参加了进阶国家事务研习课程。另有三名高级物业估价测量师和三名物业估价测量师分别参加了清华大学和浙江大学举办的国家事务研习课程。

持续专业发展方面，本署年内为拥有专业资格的人员和见习人员举办了三个涉及不同专业课题的内部研讨会。

为物业估价测量见习生、年资浅的物业估价测量师/助理物业估价测量师而设的师友制计划，已于2003年年初和2004年9月相继推出。本署已安排四名首席物业估价测量师和四名高级物业估价测量师指导17名资历较浅的物业估价测量师和助理物业估价测量师，而五名物业估价测量见习生则由五名资深的物业估价测量师指导。2018-19年度，本署更将师友制计划扩展至见习物业估价主任职系，并于年内安排16名高级物业估价主任指导22名见习物业估价主任。



## Professional Staff Training

For career and continuing professional developments, a Valuation Surveyor was attached to the Valuation Office Agency of the United Kingdom for three months from July 2018.

To familiarise with the political, social, economic and legal systems in the Mainland, an Assistant Commissioner of Rating and Valuation attended the Advanced National Studies Programme at the Chinese Academy of Governance. Meanwhile, three Senior Valuation Surveyors and three Valuation Surveyors attended the National Studies Courses at Tsinghua University and Zhejiang University respectively.

For continuing professional development, three in-house seminars on different professional topics were held for professionally qualified officers and trainees of the Department during the year.

The mentoring schemes for Valuation Surveying Graduates and junior Valuation Surveyors/Assistant Valuation Surveyors have been in place since early 2003 and September 2004 respectively. There were 17 junior Valuation Surveyors and Assistant Valuation Surveyors placed under the mentorship of four Principal Valuation Surveyors and four Senior Valuation Surveyors, as well as five Valuation Surveying Graduates under the mentorship of five experienced Valuation Surveyors. The mentoring scheme has also been extended to Valuation Officer Trainees (VOT) in 2018-19. During the year, 22 VOT have been placed under the mentorship of 16 Senior Valuation Officers.



# 人力资源

## Human Resources

### 专业资格

2018-19 年度，本署一名人员通过香港测量师学会的专业评核试最终评审，成为该学会的专业会员。

### 内部培训课程

本署职员培训组举办了多类型内部职业培训课程和经验分享会，内容涉及不同课题，包括部门电脑系统运作、估价实务与工作程序。年内举办的课程合计 16 班，涵盖 10 个课题，共有 789 名学员出席。

为使各组别的成员建立更紧密的关系、改善彼此间的沟通并加强团队协作，本署于 2018 年 2 月开展长达两年的团队建立计划，举办为各科别不同职级人员而设，为期一天的团队建立工作坊。计划推展至今，共有 497 名职员参加。

另有 110 名新聘任人员和新到任的一般及共通职系人员参加了年内举办的部门入职讲座。

### Professional Membership

In 2018-19, one officer passed the Final Assessment of Professional Competence conducted by the Hong Kong Institute of Surveyors and was then elected to professional membership.

### In-house Training Courses

The Department's Staff Development Section has organised a wide variety of in-house job-specific training courses and experience sharing sessions on different subjects including computer systems, valuation practices and work procedures of the Department. A total of 16 classes covering 10 topics were held with a total attendance of 789 trainees.

To strengthen the bonds among team members and improve their communication and collaboration, a two-year team building programme with customised one-day workshop for staff of different ranks across divisions was launched in February 2018. Since then, a total of 497 staff members have taken part in the programme.

In-house induction seminars were held for 110 new recruits as well as officers of the general and common grades posted to the Department during the year.



## 其他培训课程

本署人员对电脑和资讯科技应用的培训反应理想。年内共有 886 名学员参加了 14 个为他们度身订造有关各类电脑课程的班别。

公务员事务局公务员培训处和其他政策局 / 部门举办的各类课程，本署共有 638 人次参加。

## 估价署网上学习系统和知识管理系统

除网上学习系统之外，本署于 2013 年 2 月推出知识管理系统，目的是改善搜集、分享和应用机构知识的途径。两个系统均方便员工经内联网善用网上学习资源。

2018-19 年度，网上学习系统共录得 1 721 次点击，45 名学员报读不同的网上课程。知识管理系统作为「一站式知识平台」，已成为署内资讯和知识的单一接触点，提供各种协作工具，包括项目支援工具与讨论区，让同事就有兴趣的课题分享资讯和交流意见。

## Other Training Courses

Responses of staff on computer training and IT applications were good. A total of 886 trainees in 14 customised classes attended a variety of computer courses during the year.

For other wide-ranging courses organised by the Civil Service Training and Development Institute of the Civil Service Bureau and other Government bureaux/departments, a total attendance of 638 was recorded.

## RVD e-Learning System and Knowledge Management System

In addition to the e-Learning System, the Department rolled out the Knowledge Management System (KMS) in February 2013 to improve the way of capturing, sharing and using organisational knowledge. Both systems provide our staff with user-friendly access to learning resources via the Intranet.

In 2018-19, 1 721 hits to the e-Learning System were recorded with 45 users enrolling on various web-courses. Serving as a "one-stop knowledge shop", the KMS provides a single access point for internal information and knowledge as well as collaborative tools including project support tools and discussion forum for colleagues sharing advice and information on topics of interest.





# 人力资源

## Human Resources

### 职员关系和参与

本署一向致力确保员工能自由发表意见，以促进良好的管职关系。

由职方、管方和公务员事务局代表组成的部门协商委员会，提供一个有效的沟通平台。委员会定期开会，商讨影响员工福祉的事宜，会后亦迅速跟进会上所提出的事项。

一般职系协商委员会旨在透过定期会议，加强管方与一般职系人员的沟通和合作。

为进一步改善沟通，定期举办的工余茶叙让管职双方在轻松的气氛下聚首一堂，交流专业知识、分享工作经验和交换意见。

部门的公务员建议书审核委员会，专责评审员工就提高工作效率、改善公共服务质素或节流方法等方案提交的建议。对于年内所收到的多项建议，提议者亦获颁予纪念品，感谢他们对本部门的公务员建议书计划的支持。

有关员工的消息，每月会透过内联网发送的《部门快讯》报道。此外，每年编印的部门杂志《估艺集》，内容丰富，包括部门花絮和不同题材的文章，全部稿件均由本署职员提供。

### Staff Relations and Participation

The Department makes every effort to ensure that individual staff members can freely air their views and concerns to foster good staff relations.

The Departmental Consultative Committee, comprising representatives of the staff side, management side and Civil Service Bureau, provides a platform for effective communication. Meetings are held regularly to discuss matters affecting the well-being of staff and prompt follow-up action is taken on matters raised.

The General Grades Consultative Committee aims at strengthening communication and co-operation between the management and General Grades staff through regular discussions.

To further improve communication, informal get-togethers are also held regularly. Staff and the management are given opportunity to share knowledge and experience and exchange views in a relaxed atmosphere.

The Departmental Staff Suggestions Committee considers proposals submitted by staff on efficiency enhancement, service improvement or cost-saving measures. For a number of suggestions received during the year, souvenirs were presented to the proposers for their support of the Departmental Staff Suggestions Scheme.

News pertaining to staff matters is disseminated through the monthly "RVD Express" on the Department's Intranet. In addition, a lively in-house magazine "ASSESSMENT" is published each year. It contains news roundups and articles, on a variety of subjects, contributed by staff.





## 社交和康乐活动

本署一向鼓励同事保持作息平衡，注重健康生活。

### 康乐社

本署康乐社举办多项体育比赛，包括羽毛球、足球和乒乓球。此外，康乐社亦举办多种兴趣班，如太极拳、瑜伽及书法，大受同事欢迎。

在喜庆节日如中秋节及农历新年，康乐社为同事安排应节礼品订购，反应热烈。此外，康乐社亦举办了午间讲座，邀请临床心理学家为同事讲解压力警号及舒压方法。

本署义工队曾与多个非牟利慈善团体合作，关怀社会上不同阶层有需要人士，这些团体包括循道卫理杨震社会服务处、香港青年协会、健康快车、延爱之家、赛马会善宁之家和母亲的抉择。此外，义工队亦参与多种义工活动，包括在不同节日到地区探访独居长者及护老院，和协助慈善团体举办筹款活动。

康乐社的经费来自员工福利基金、入会费和各项活动的报名费。

### 慈善活动

本署参与公益金、乐施会和其他慈善机构举办的活动，筹得善款逾 30 930 元。

## Social and Recreation

The Department encourages staff to maintain a healthy work-life balance and live a healthy lifestyle.

### Recreation Club

The Department's Recreation Club organised a variety of sports competitions including badminton, football and table tennis. The Club also organised various interest classes on Taichi, Yoga and Chinese calligraphy. They were well received by colleagues.

On festive occasions such as the Mid-autumn Festival and Chinese New Year, the Club organised pre-orderings of festive items, which were popular among colleagues. The Club also invited a clinical psychologist to conduct a lunch seminar on stress management, sharing with colleagues on tips to identify and cope with stress.

The Volunteer Service Team of the Department worked together with different non-profit making organisations, such as the Yang Memorial Methodist Social Service, the Hong Kong Federation of Youth Groups, Lifeline Express, Home Care for Girls, Jockey Club Home for Hospice and Mother's Choice to serve the people in need from all walks of life. The Volunteer Service Team also participated in a wide variety of volunteer activities, such as paying home visits to the elderly living alone and the residential care homes for the elderly during various festivals and assisting charitable organisations in arranging fund-raising events.

Sources of funds for the Club include the Staff Welfare Fund, subscriptions from members and enrolment fees for various activities.

### Charity

The Department raised over \$30 930 in total for various charity events organised by the Community Chest, Oxfam and other charitable organisations.



附表  
Tables



- 64 估价册 - 各地区的已估价物业 (表 1)  
Valuation List - Assessments by District (Table I)
- 65 估价册 - 各地区的已估价私人住宅物业 (表 2)  
Valuation List - Private Domestic Assessments by District (Table 2)
- 66 估价册 - 各地区的已估价公屋住宅物业 (表 3)  
Valuation List - Public Domestic Assessments by District (Table 3)
- 67 估价册 - 各地区的已估价铺位及其他商业楼宇 (表 4)  
Valuation List - Shop and Other Commercial Assessments by District (Table 4)
- 68 估价册 - 各地区的已估价写字楼及工贸大厦 (表 5)  
Valuation List - Office and Industrial / Office Assessments by District (Table 5)
- 69 估价册 - 各地区的已估价工厂大厦及货仓 (表 6)  
Valuation List - Factory and Storage Assessments by District (Table 6)
- 70 估价册 - 各类物业的估价及应课差餉租值 (表 7)  
Valuation List - Distribution of Assessments and Rateable Values by Category (Table 7)
- 71 估价册 - 按应课差餉租值划分的已估价物业 (表 8)  
Valuation List - Analysis of Assessments by Rateable Value Range (Table 8)
- 72 地租登记册 - 各地区的已估价物业 (表 9)  
Government Rent Roll - Assessments by District (Table 9)
- 73 临时估价及删除估价 (表 10)  
Interim Valuations and Deletions (Table 10)
- 74 重估应课差餉租值 - 对主要类别物业的影响 (表 11)  
General Revaluation - Effect on Main Property Types (Table 11)
- 75 估价建议书、反对书及上诉个案 (表 12)  
Proposals, Objections and Appeals (Table 12)

估价册 - 截至 2019 年 4 月 1 日各地区的已估价物业  
Valuation List - Assessments by District as at 1 April 2019

地区	District	数量 Number	应课差饷租值 Rateable Value (千元 \$'000)
中西区	Central and Western	152 545	99 611 581
湾仔	Wan Chai	115 522	59 777 806
东区	Eastern	196 658	52 413 126
南区	Southern	91 627	29 697 890
港岛	Hong Kong	556 352	241 500 404
油尖旺	Yau Tsim Mong	188 667	80 649 635
深水埗	Sham Shui Po	123 508	30 606 530
九龙城	Kowloon City	152 657	37 482 387
黄大仙	Wong Tai Sin	94 917	20 388 769
观塘	Kwun Tong	147 012	46 011 919
九龙	Kowloon	706 761	215 139 240
葵青	Kwai Tsing	112 004	46 238 067
荃湾	Tsuen Wan	127 983	30 104 186
屯门	Tuen Mun	172 559	24 347 285
元朗	Yuen Long	191 968	32 458 205
北区	North	102 877	15 058 418
大埔	Tai Po	114 217	18 494 926
沙田	Sha Tin	230 443	50 533 842
西贡	Sai Kung	157 209	32 747 078
离岛	Islands	58 973	28 494 735
新界	New Territories	1 268 233	278 476 742
总数	OVERALL	2 531 346	735 116 385



估价册 - 截至 2019 年 4 月 1 日各地区的已估价私人住宅物业  
Valuation List - Private Domestic Assessments by District as at 1 April 2019

表

Table 2

地区 District	A 及 B 类 Classes A & B		C 类 Class C		D 及 E 类 Classes D & E		杂类物业* Miscellaneous*		总数 Total	
	数量 Number	应课差餉租值 Rateable Value (千元 \$'000)	数量 Number	应课差餉租值 Rateable Value (千元 \$'000)	数量 Number	应课差餉租值 Rateable Value (千元 \$'000)	数量 Number	应课差餉租值 Rateable Value (千元 \$'000)	数量 Number	应课差餉租值 Rateable Value (千元 \$'000)
中西区 Central and Western	71 622	13 592 896	9 864	4 116 558	13 993	12 381 949	450	226 211	95 929	30 317 614
湾仔 Wan Chai	51 589	10 054 210	9 021	3 463 464	12 392	9 699 596	239	46 251	73 241	23 263 521
东区 Eastern	133 958	23 590 750	16 221	5 429 204	5 124	2 707 492	188	108 647	155 491	31 836 093
南区 Southern	45 694	7 267 126	4 043	1 561 168	11 452	11 370 115	64	132 227	61 253	20 330 636
港岛 Hong Kong	302 863	54 504 982	39 149	14 570 393	42 961	36 159 152	941	513 336	385 914	105 747 864
油尖旺 Yau Tsim Mong	98 850	14 370 980	14 893	5 108 719	5 072	3 095 924	399	66 880	119 214	22 642 503
深水埗 Sham Shui Po	74 348	10 252 417	6 789	1 847 916	3 166	1 666 425	306	190 901	84 609	13 957 659
九龙城 Kowloon City	81 654	12 068 850	18 467	5 375 954	12 310	6 726 697	178	372 449	112 609	24 543 951
黄大仙 Wong Tai Sin	70 670	8 735 755	1 440	445 910	501	240 290	120	11 120	72 731	9 433 075
观塘 Kwun Tong	90 885	11 542 073	948	201 113	152	39 267	140	39 842	92 125	11 822 295
九龙 Kowloon	416 407	56 970 076	42 537	12 979 613	21 201	11 768 603	1 143	681 192	481 288	82 399 484
葵青 Kwai Tsing	66 257	8 678 960	2 898	775 109	610	202 378	278	68 382	70 043	9 724 828
荃湾 Tuen Wan	74 234	11 059 970	7 236	1 680 401	1 575	579 268	392	47 752	83 437	13 367 391
屯门 Tuen Mun	116 862	11 338 616	4 491	744 098	3 171	984 528	294	109 619	124 818	13 176 861
元朗 Yuen Long	129 856	12 304 739	14 558	2 557 897	9 041	2 241 922	1 315	46 114	154 770	17 150 672
北区 North	75 682	7 074 423	3 496	416 422	3 938	840 004	1 494	46 291	84 610	8 377 140
大埔 Tai Po	75 445	8 215 975	6 505	1 270 082	8 539	3 263 283	497	43 547	90 986	12 792 886
沙田 Sha Tin	143 394	19 917 266	17 216	4 554 911	6 556	2 864 135	204	208 858	167 370	27 545 170
西贡 Sai Kung	117 790	17 655 236	7 850	2 052 221	5 897	3 613 369	115	118 190	131 652	23 439 016
离岛 Islands	37 260	3 923 823	8 533	1 857 537	3 903	1 742 585	267	7 625	49 963	7 531 570
新界 New Territories	836 780	100 169 008	72 783	15 908 677	43 230	16 331 471	4 856	696 378	957 649	133 105 533
总数 OVERALL	1 556 050	211 644 065	154 469	43 458 683	107 392	64 259 226	6 940	1 890 906	1 824 851	321 252 881

\* 杂类住宅单位包括用作住宅的阁楼、天台建筑物等。

• 上述数字包括在租者置其屋计划下已售出的前租住公屋单位，但不包括另行评估的车位。

\* Miscellaneous domestic units include cocklofts, roof top structures, etc. used for domestic purposes.

• The above figures include those former public rental housing units sold under the Tenants Purchase Scheme, but exclude car parking spaces which are separately assessed.





估价册 - 截至 2019 年 4 月 1 日各地区的已估价公屋住宅物业  
Valuation List - Public Domestic Assessments by District as at 1 April 2019

地区	District	香港房屋委员会 HONG KONG HOUSING AUTHORITY						香港房屋协会及 香港平民屋宇有限公司 # HONG KONG HOUSING SOCIETY & HONG KONG SETTLERS HOUSING CORPORATION LIMITED #	
		租者置其屋计划下 已售出的前租住公屋单位 Former Rental Housing Units sold under TPS *		租住公屋 Rental Housing		非租者置其屋计划 Non TPS *		租住公屋 Rental Housing	
		租者置其屋计划下 仍未售出的单位 Units unsold under TPS *							
		数量 Number	应课差饷租值 Rateable Value (千元 \$'000)	数量 Number	应课差饷租值 Rateable Value (千元 \$'000)	数量 Number	应课差饷租值 Rateable Value (千元 \$'000)	数量 Number	应课差饷租值 Rateable Value (千元 \$'000)
中西区	Central and Western	-	-	-	-	5	43 635	878	201 507
湾仔	Wan Chai	-	-	-	-	-	-	3	228 571
东区	Eastern	2 800	276 185	826	62 481	72	2 989 941	443	252 732
南区	Southern	8 305	652 848	2 222	138 835	42	1 687 999	5	49 740
港岛	Hong Kong	11 105	929 033	3 048	201 316	119	4 721 575	1 329	732 551
油尖旺	Yau Tsim Mong	-	-	-	-	4	309 845	665	72 103
深水埗	Sham Shui Po	5 151	350 970	1 579	85 170	112	4 130 204	8	72 927
九龙城	Kowloon City	-	-	-	-	32	1 310 795	18	420 349
黄大仙	Wong Tai Sin	18 196	1 439 752	5 213	311 150	134	4 967 500	-	-
观塘	Kwun Tong	11 408	743 846	4 646	216 768	228	10 541 209	342	357 604
九龙	Kowloon	34 755	2 534 568	11 438	613 088	510	21 259 553	1 033	922 983
葵青	Kwai Tsing	11 907	898 713	2 702	150 153	160	6 632 293	461	224 557
荃湾	Tsuen Wan	-	-	-	-	39	1 227 458	175	145 452
屯门	Tuen Mun	13 198	734 628	8 155	328 045	61	1 778 881	-	-
元朗	Yuen Long	5 914	291 003	2 569	119 271	123	2 839 305	-	-
北区	North	14 038	870 252	3 550	179 296	23	1 093 613	158	29 004
大埔	Tai Po	15 774	1 360 955	5 105	323 425	17	628 719	-	-
沙田	Sha Tin	22 781	1 852 964	3 736	244 976	103	4 889 543	6	260 530
西贡	Sai Kung	11 737	961 407	3 470	225 191	37	2 124 040	249	130 387
离岛	Islands	-	-	-	-	67	1 188 872	-	-
新界	New Territories	95 349	6 969 922	29 287	1 570 357	630	22 402 723	1 049	789 930
总数	OVERALL	141 209	10 433 523	43 773	2 384 761	1 259	48 383 851	3 411	2 445 464

# 包括香港房屋协会长者安居乐住屋计划及优质长者房屋项目下兴建的单位。

• 另行评估的车位并不包括在上述数字内。

• 上述数字所表示的估价物业多以大厦为单位，但经租者置其屋计划已售出或仍未售出的单位普遍会以个别单位数目显示。

\* TPS: Tenants Purchase Scheme

# Include units developed under the Senior Citizen Residences Scheme and the Quality Elderly Housing Project of the Hong Kong Housing Society.

• The above figures exclude car parking spaces which are separately assessed.

• Number denotes units of assessments which are mostly on a building basis, but units sold and unsold under TPS generally indicate number of individual flats.



估价册 - 截至 2019 年 4 月 1 日各地区的已估价铺位及其他商业楼宇  
Valuation List - Shop and Other Commercial Assessments by District as at 1 April 2019

表  
Table 4

地区	District	铺位 Shop		其他商业楼宇 Other Commercial	
		数量 Number	应课差饷租值 Rateable Value (千元 \$'000)	数量 Number	应课差饷租值 Rateable Value (千元 \$'000)
中西区	Central and Western	9 207	10 589 892	2 508	5 835 352
湾仔	Wan Chai	8 135	10 896 152	2 214	4 874 376
东区	Eastern	8 368	4 088 307	924	894 237
南区	Southern	2 281	1 359 007	621	312 996
港岛	Hong Kong	27 991	26 933 358	6 267	11 916 960
油尖旺	Yau Tsim Mong	21 059	22 616 873	3 886	8 965 174
深水埗	Sham Shui Po	9 425	4 470 693	1 391	611 698
九龙城	Kowloon City	7 767	3 384 334	874	766 557
黄大仙	Wong Tai Sin	3 505	2 191 460	146	128 745
观塘	Kwun Tong	6 090	5 112 353	311	466 131
九龙	Kowloon	47 846	37 775 712	6 608	10 938 305
葵青	Kwai Tsing	3 980	2 684 661	173	189 367
荃湾	Tsuen Wan	5 513	3 498 564	197	515 829
屯门	Tuen Mun	5 628	3 235 147	145	313 724
元朗	Yuen Long	7 994	4 422 163	411	513 448
北区	North	2 886	2 242 058	50	85 751
大埔	Tai Po	2 860	1 638 393	146	208 689
沙田	Sha Tin	5 045	5 587 733	109	496 488
西贡	Sai Kung	3 313	2 642 271	30	25 784
离岛	Islands	2 697	6 272 901	64	236 479
新界	New Territories	39 916	32 223 892	1 325	2 585 559
总数	OVERALL	115 753	96 932 963	14 200	25 440 825



估价册 - 截至 2019 年 4 月 1 日各地区的已估价写字楼及工贸大厦  
Valuation List - Office and Industrial/Office Assessments by District as at 1 April 2019

地区	District	写字楼 Office		工贸大厦 Industrial/Office	
		数量 Number	应课差餉租值 Rateable Value (千元 \$'000)	数量 Number	应课差餉租值 Rateable Value (千元 \$'000)
中西区	Central and Western	22 159	34 044 778	-	-
湾仔	Wan Chai	13 285	14 403 558	-	-
东区	Eastern	3 812	5 474 588	200	332 093
南区	Southern	1 816	1 037 570	26	10 809
港岛	Hong Kong	41 072	54 960 495	226	342 902
油尖旺	Yau Tsim Mong	21 503	13 471 904	86	23 424
深水埗	Sham Shui Po	2 085	1 119 473	940	437 076
九龙城	Kowloon City	1 301	931 261	18	6 782
黄大仙	Wong Tai Sin	314	239 144	339	72 619
观塘	Kwun Tong	4 027	6 573 842	1 108	663 055
九龙	Kowloon	29 230	22 335 624	2 491	1 202 956
葵青	Kwai Tsing	688	913 742	359	289 361
荃湾	Tsuen Wan	1 452	678 525	443	40 075
屯门	Tuen Mun	494	125 318	-	-
元朗	Yuen Long	527	158 494	-	-
北区	North	215	128 638	58	14 015
大埔	Tai Po	61	20 194	-	-
沙田	Sha Tin	1 936	1 678 612	101	44 481
西贡	Sai Kung	12	31 428	-	-
离岛	Islands	415	852 558	-	-
新界	New Territories	5 800	4 587 509	961	387 932
总数	OVERALL	76 102	81 883 628	3 678	1 933 790



估价册 - 截至 2019 年 4 月 1 日各地区的已估价工厂大厦及货仓  
Valuation List - Factory and Storage Assessments by District as at 1 April 2019

表

Table 6

地区	District	工厂大厦 Factory		货仓 Storage	
		数量 Number	应课差餉租值 Rateable Value (千元 \$'000)	数量 Number	应课差餉租值 Rateable Value (千元 \$'000)
中西区	Central and Western	385	128 682	-	-
湾仔	Wan Chai	-	-	-	-
东区	Eastern	6 234	2 550 337	24	166 322
南区	Southern	3 697	1 210 441	10	40 320
港岛	Hong Kong	10 316	3 889 460	34	206 642
油尖旺	Yau Tsim Mong	2 132	490 251	2	358
深水埗	Sham Shui Po	5 176	2 186 881	52	197 763
九龙城	Kowloon City	3 328	1 304 191	110	176 892
黄大仙	Wong Tai Sin	3 470	1 033 695	2	2 784
观塘	Kwun Tong	19 402	5 756 052	151	311 814
九龙	Kowloon	33 508	10 771 070	317	689 611
葵青	Kwai Tsing	18 060	4 317 333	816	3 662 326
荃湾	Tsuen Wan	11 830	3 458 301	424	760 691
屯门	Tuen Mun	6 927	1 733 518	270	171 621
元朗	Yuen Long	1 191	969 842	100	157 728
北区	North	1 975	631 000	43	176 199
大埔	Tai Po	341	1 053 713	-	-
沙田	Sha Tin	10 018	2 202 064	312	850 885
西贡	Sai Kung	36	705 402	5	8 904
离岛	Islands	25	156 320	116	265 620
新界	New Territories	50 403	15 227 492	2 086	6 053 974
总数	OVERALL	94 227	29 888 021	2 437	6 950 227



估价册 - 截至 2019 年 4 月 1 日各类物业的估价及应课差饷租值  
Valuation List - Distribution of Assessments and Rateable Values by Category as at 1 April 2019

类别	Category	数量 Number	%	应课差饷租值 Rateable Value (千元 \$'000)	%
住宅	Domestic Premises	1 873 294	74.0	374 466 957	50.9
铺位及其他商业楼宇	Shop and Other Commercial Premises	129 953	5.1	122 373 788	16.6
写字楼	Office	76 102	3.0	81 883 628	11.1
工贸大厦	Industrial / Office Premises	3 678	0.1	1 933 790	0.3
工厂大厦	Factory	94 227	3.7	29 888 021	4.1
货仓	Storage Premises	2 437	0.1	6 950 227	0.9
车位 *	Car Parking Spaces *	290 720	11.5	15 614 032	2.1
其他物业	Others	60 935	2.4	102 005 941	13.9
总数	OVERALL	2 531 346	100.0	735 116 385	100.0

\* 包括住宅及非住宅车位。

\* Include both domestic and non-domestic car parking spaces.





估价册 - 截至 2019 年 4 月 1 日按应课差饷租值划分的已估价物业  
Valuation List - Analysis of Assessments by Rateable Value Range as at 1 April 2019

表

Table 8

应课差饷租值 (元) Rateable Value Range (\$)	港岛 Hong Kong	九龙 Kowloon	新界 New Territories	总数 Total	%	累积 % <sup>^</sup> Cumulative % <sup>^</sup>
3 001 - 9 999	1 995	5 092	17 645	24 732	1.0	1.0
10 000 - 19 999	5 529	14 960	59 997	80 486	3.2	4.2
20 000 - 29 999	26 890	21 743	62 016	110 649	4.4	8.5
30 000 - 39 999	27 752	35 585	48 717	112 054	4.4	13.0
40 000 - 49 999	12 601	18 780	36 700	68 081	2.7	15.6
50 000 - 59 999	5 450	14 498	40 824	60 772	2.4	18.0
60 000 - 69 999	3 468	22 583	46 181	72 232	2.9	20.9
70 000 - 79 999	7 173	31 436	59 728	98 337	3.9	24.8
80 000 - 89 999	7 379	34 915	74 036	116 330	4.6	29.4
90 000 - 99 999	10 962	38 495	77 244	126 701	5.0	34.4
100 000 - 119 999	31 736	80 214	174 425	286 375	11.3	45.7
120 000 - 139 999	44 803	67 619	142 779	255 201	10.1	55.8
140 000 - 159 999	50 704	52 119	111 057	213 880	8.4	64.2
160 000 - 179 999	47 604	42 061	78 841	168 506	6.7	70.9
180 000 - 199 999	37 013	33 920	52 522	123 455	4.9	75.8
200 000 - 249 999	63 325	58 691	75 138	197 154	7.8	83.6
250 000 - 299 999	35 148	31 070	34 528	100 746	4.0	87.5
300 000 - 349 999	23 845	21 643	17 170	62 658	2.5	90.0
350 000 - 399 999	18 427	15 173	9 769	43 369	1.7	91.7
400 000 - 449 999	11 099	10 675	6 558	28 332	1.1	92.8
450 000 - 499 999	10 747	8 265	5 126	24 138	1.0	93.8
500 000 - 599 999	15 787	11 164	7 069	34 020	1.3	95.1
600 000 - 749 999	14 230	8 782	7 279	30 291	1.2	96.3
750 000 - 999 999	13 976	7 923	6 300	28 199	1.1	97.4
1 000 000 - 1 499 999	12 174	6 458	5 624	24 256	1.0	98.4
1 500 000 - 1 999 999	4 646	3 470	2 743	10 859	0.4	98.8
2 000 000 - 2 999 999	4 021	3 088	2 647	9 756	0.4	99.2
3 000 000 - 9 999 999	5 860	4 657	3 944	14 461	0.6	99.8
10 000 000 - 99 999 999	1 952	1 637	1 575	5 164	0.2	100.0
100 000 000 - 999 999 999	54	43	45	142	*	100.0
1 000 000 000 - 99 999 999 999	2	2	6	10	*	100.0
总数 OVERALL	556 352	706 761	1 268 233	2 531 346	100.0	-

\* 低于 0.05%。

<sup>^</sup> 在“%”及“累积 %”二栏内之数字是独立计算得来，由于四舍五入关系，最后一栏的数字，表面上看来可能出现误差。

\* Percentage below 0.05%.

<sup>^</sup> Figures in the “%” and “Cumulative %” columns are computed separately, and there may be apparent errors for some figures in the last column due to rounding.



地租登记册 - 截至 2019 年 4 月 1 日各地区的已估价物业  
Government Rent Roll - Assessments by District as at 1 April 2019

地区	District	不超逾最低应课差餉租值 *	超逾最低应课差餉租值	
		Not Exceeding Minimum Rateable Value *	Above Minimum Rateable Value	应课差餉租值
		数量 Number	数量 Number	Rateable Value (千元 \$'000)
中西区	Central and Western	120	15 542	25 406 924
湾仔	Wan Chai	4	12 558	8 034 016
东区	Eastern	90	48 105	13 772 814
南区	Southern	35	48 573	12 356 239
港岛	Hong Kong	249	124 778	59 569 993
油尖旺	Yau Tsim Mong	63	57 774	28 479 691
深水埗	Sham Shui Po	333	121 982	28 246 871
九龙城	Kowloon City	13	54 388	17 217 637
黄大仙	Wong Tai Sin	70	94 794	19 309 516
观塘	Kwun Tong	291	146 817	41 144 004
九龙	Kowloon	770	475 755	134 397 719
葵青	Kwai Tsing	346	111 148	38 314 645
荃湾	Tsuen Wan	2 661	127 954	27 064 319
屯门	Tuen Mun	5 504	169 423	23 306 693
元朗	Yuen Long	31 977	182 131	29 571 275
北区	North	37 977	92 572	13 347 948
大埔	Tai Po	31 479	106 391	17 655 980
沙田	Sha Tin	5 059	225 409	47 440 570
西贡	Sai Kung	15 883	152 182	32 357 845
离岛	Islands	20 690	55 655	25 674 630
新界	New Territories	151 576	1 222 865	254 733 903
总数	OVERALL	152 595	1 823 398	448 701 615

\* 凡物业的应课差餉租值不超逾最低应课差餉租值 3 000 元，用以计算地租的应课差餉租值在法律上当作为 1 元，而应缴地租为每年 0.03 元。实际上，本署不会向这类物业发出征收地租通知书。

\* Where the rateable value of a property does not exceed the Minimum Rateable Value of \$3 000, the rateable value for Government rent purposes is deemed by law to be \$1 and the Government rent payable if demanded would be 3 cents per annum. In practice, no rent demands are issued for such cases.



2018-19 年度临时估价及删除估价 \*  
Interim Valuations and Deletions in 2018-19 \*

表  
Table 10

区域 Area		差饷及地租 Rates and Government Rent		只计差饷 Rates Only		只计地租 Government Rent Only	
		临时估价 Interim Valuations	删除估价 Deletions	临时估价 Interim Valuations	删除估价 Deletions	临时估价 Interim Valuations	删除估价 Deletions
港岛 Hong Kong	数量 Number	397	389	3 254	2 387	50	10
	应课差饷租值 Rateable Value (千元 \$'000)	2 111 194	1 775 486	3 763 141	3 019 454	156 118	66 434
九龙 Kowloon	数量 Number	8 511	2 069	2 382	1 539	57	30
	应课差饷租值 Rateable Value (千元 \$'000)	3 145 259	1 239 951	2 319 926	1 452 388	814 143	244 176
新界 New Territories	数量 Number	18 820	3 600	3 638	341	2 493	1 463
	应课差饷租值 Rateable Value (千元 \$'000)	5 814 914	2 812 397	962 302	191 707	1 869 769	677 964
总数 OVERALL	数量 Number	27 728	6 058	9 274	4 267	2 600	1 503
	应课差饷租值 Rateable Value (千元 \$'000)	11 071 367	5 827 835	7 045 369	4 663 550	2 840 030	988 575

\* 不包括在估价册/地租登记册直接载入和删除的估价。

\* Exclude assessments directly inserted into and excluded from the Valuation List/Government Rent Roll.



2019-20 年度重估应课差餉租值 - 对主要类别物业的影响<sup>(1)</sup>  
2019-20 General Revaluation - Effect on Main Property Types<sup>(1)</sup>

物业类别 Property Type	差餉 Rates			地租 Government Rent		
	应课差餉租值 平均增减 Average Change in Rateable Value %	平均每月 差餉 (元) Average Rates Payment \$p.m.	平均每月 差餉增减 (元) Average Change in Rates \$p.m.	应课差餉租值 平均增减 Average Change in Rateable Value %	平均每月 地租 (元) Average Govt. Rent Payment \$p.m.	平均每月 地租增减 (元) Average Change in Govt. Rent \$p.m.
小型私人住宅物业 <sup>(2)</sup> Private Small Domestic Premises <sup>(2)</sup>	+6.3	566	+34	+6.7	325	+21
中型私人住宅物业 <sup>(2)</sup> Private Medium Domestic Premises <sup>(2)</sup>	+5.1	1 172	+57	+5.6	670	+36
大型私人住宅物业 <sup>(2)</sup> Private Large Domestic Premises <sup>(2)</sup>	+3.2	2 461	+76	+3.5	1 264	+43
私人住宅物业 Private Domestic Premises	+5.5	733	+38	+6.0	399	+23
公屋住宅物业 <sup>(3)</sup> Public Domestic Premises <sup>(3)</sup>	+5.2	273	+14	+5.4	161	+8
所有住宅物业 <sup>(4)</sup> All Domestic Premises <sup>(4)</sup>	+5.5	551	+29	+6.0	308	+17
铺位及其他商业楼宇 Shop and Other Commercial Premises	+2.8	3 929	+108	+3.6	2 300	+80
写字楼 Office	+4.3	4 467	+186	+4.6	4 336	+190
工业楼宇 <sup>(5)</sup> Industrial Premises <sup>(5)</sup>	+4.7	1 541	+70	+4.8	963	+44
所有非住宅物业 <sup>(6)</sup> All Non-domestic Premises <sup>(6)</sup>	+4.0	3 525	+135	+4.5	1 974	+86
所有类别物业 All Types of Properties	+4.8	927	+42	+5.3	490	+24

注：

- (1) 住宅物业的计算主要是反映物业数目，而非住宅物业则反映估价数目。
- (2) 所有住宅物业均按实用面积分类：
  - 小型住宅 -- 不超过 69.9 平方米
  - 中型住宅 -- 70 至 99.9 平方米
  - 大型住宅 -- 100 平方米或以上
- (3) 指由香港房屋委员会、香港房屋协会及香港平民屋宇有限公司提供的租住单位。
- (4) 包括住宅用车位。
- (5) 包括工厂大厦、货仓及工贸大厦。
- (6) 包括其他形式物业如酒店、戏院、油站、学校及非住宅用车位。

Notes:

- (1) The calculations mainly reflect the number of units for Domestic Premises, and the number of assessments for Non-domestic Premises.
- (2) Domestic units are classified by relation to saleable areas as below:
  - Small domestic -- up to 69.9 m<sup>2</sup>
  - Medium domestic -- 70 m<sup>2</sup> to 99.9 m<sup>2</sup>
  - Large domestic -- 100 m<sup>2</sup> or over
- (3) Refer to Hong Kong Housing Authority, Hong Kong Housing Society and Hong Kong Settlers Housing Corporation Ltd. rental units.
- (4) Include car parking spaces in domestic premises.
- (5) Include factory, storage and industrial/office premises.
- (6) Include miscellaneous premises such as hotels, cinemas, petrol filling stations, schools and car parking spaces in non-domestic premises.



2017-18 及 2018-19 年度的估价建议书、反对书及上诉个案  
Proposals, Objections and Appeals in 2017-18 and 2018-19

表  
Table 12

	差餉 Rating		地租 Government Rent	
	2017-18	2018-19	2017-18	2018-19
<b>建议书 Proposals</b>				
接办及完成个案 Cases received and completed	40 190	40 566	248	215
<u>复核结果 Status on review :</u>				
- 估价作实 assessment confirmed	30 286	31 453	231	200
- 获减应课差餉租值 rateable value reduced	1 685	1 544	11	10
- 其他 others <sup>(1)</sup>	8 219	7 569	6	5
<b>反对书 Objections <sup>(2)</sup></b>				
年初所余 Outstanding at beginning of year	1 649	1 462	74	62
接办个案 Cases received	3 727	3 423	343	193
完成个案 Cases completed	3 914	2 755	355	183
<u>复核结果 Status on review :</u>				
- 建议临时估价、删除或更正估价作实 proposed interim valuation, deletion or correction confirmed	3 315	2 243	188	161
- 获减应课差餉租值 rateable value reduced	382	86	70	6
- 其他 others <sup>(1)</sup>	217	426	97	16
<b>上诉 Appeals</b>				
年初所余 Outstanding at beginning of year	1 018	1 327	2 240	2 203
接办个案 Cases received	452	202	88	33
完成个案 Cases completed	143	206	125	310
<u>个案完成结果 Status of completed cases :</u>				
- 估价作实 (全面聆讯) assessment confirmed (full hearing)	-	-	-	-
- 获减应课差餉租值 (全面聆讯) rateable value reduced (full hearing)	-	-	-	-
- 同意令 consent orders	63	85	15	53
- 撤销/失效 withdrawn/lapsed	80	121	110	257

注：

(1) 此栏包括无效、反对人自行撤销反对、修改物业单位名称及删除估价等的个案。

(2) 数字反映所涉及的应课差餉租值数目。

Notes:

(1) These include invalid cases, cases subsequently withdrawn by objectors, cases where the alterations made were related to amendment to the tenement's description and deletion of the assessment, etc.

(2) The figures represent the total number of rateable values involved.





# 附录

## Annexures

- A 刊物  
Publications
- B 本署的编制及实际人数  
Establishment and Strength of the Department
- C 技术附注  
Technical Notes
- D 各区域及地区  
Areas and Districts
- E 分区图  
Plans



## 刊物 Publications

香港物业报告	Hong Kong Property Review
楼宇名称	Names of Buildings
年报	Annual Summary
差饷及地租简介	Your Rates and Government Rent
谁有责任缴纳差饷与地租	Who is responsible for paying rates and Government rent
服务承诺	Performance Pledge
差饷物业估价署 - 大事年表	Rating and Valuation Department - Chronology of Events
香港物业报告 - 每月补编	Hong Kong Property Review - Monthly Supplement
「物业资讯网」服务的简介小册子	Explanatory Leaflet of Property Information Online
《业主与租客（综合）条例》指引概要	A Summary Guide on the Landlord and Tenant (Consolidation) Ordinance
宣传标示门牌号数的资料单张	Explanatory Leaflet for Display of Building Numbers
*香港差饷税收历史 (英文版、繁体及简体版)	*The History of Rates in Hong Kong (English, Traditional Chinese and Simplified Chinese versions)
*香港差饷税制 - 评估、征收及管理 (英文版、繁体及简体版)	*Property Rates in Hong Kong - Assessment, Collection and Administration (English, Traditional Chinese and Simplified Chinese versions)

\* 此书亦可在政府新闻处刊物销售小组购买。

\* The book can also be purchased from the Publications Sales Unit of the Information Services Department.

以上刊物可供市民于本署网站 [www.rvd.gov.hk](http://www.rvd.gov.hk) 免费下载。

The above publications are available to the public for free download from the Department's website at [www.rvd.gov.hk](http://www.rvd.gov.hk).

## 本署的编制及实际人数 Establishment and Strength of the Department

	1.4.2018		1.4.2019		增加/减少 Increase/Decrease	
	编制 EST. *	实际人数 SG. *	编制 EST. *	实际人数 SG. *	编制 EST. *	实际人数 SG. *
署长 Commissioner	1	1	1	0	0	-1
副署长 Deputy Commissioner	1	1	1	1	0	0
助理署长 Assistant Commissioner	4	3	4	3	0	0
首席物业估价测量师 Principal Valuation Surveyor	8	6	8	7	0	+1
高级物业估价测量师 Senior Valuation Surveyor	23	15	25	16	+2	+1
物业估价测量师 Valuation Surveyor	63	64	74	63	+11	-1
助理物业估价测量师 Assistant Valuation Surveyor	5	7	5	4	0	-3
首席物业估价主任 Principal Valuation Officer	15	10	16	12	+1	+2
高级物业估价主任 Senior Valuation Officer	87	61	100	55	+13	-6
物业估价主任 / 见习物业估价主任 Valuation Officer/Valuation Officer Trainee	288	294	331	322	+43	+28
高级租务主任 Senior Rent Officer	4	1	4	3	0	+2
一级租务主任 Rent Officer I	8	5	8	3	0	-2
二级租务主任 Rent Officer II	2	2	2	1	0	-1
物业调查员 Valuation Referencer	1	1	1	1	0	0
高级统计主任 Senior Statistical Officer	2	1	2	2	0	+1
一级统计主任 Statistical Officer I	3	3	3	3	0	0
二级统计主任 Statistical Officer II	3	4	3	3	0	-1

\* EST. = Establishment      SG. = Strength



## 本署的编制及实际人数 Establishment and Strength of the Department

	1.4.2018		1.4.2019		增加/减少 Increase/Decrease	
	编制 EST. *	实际人数 SG. *	编制 EST. *	实际人数 SG. *	编制 EST. *	实际人数 SG. *
高级技术主任 Senior Technical Officer	2	2	2	2	0	0
技术主任/见习技术主任 Technical Officer/Technical Officer Trainee	4	3	4	4	0	+1
总行政主任 Chief Executive Officer	1	0	1	1	0	+1
高级行政主任 Senior Executive Officer	1	2	1	1	0	-1
一级行政主任 Executive Officer I	3	2	3	2	0	0
二级行政主任 Executive Officer II	0	1	0	1	0	0
一级法定语文主任 Official Language Officer I	1	0	1	0	0	0
二级法定语文主任 Official Language Officer II	2	3	2	3	0	0
缮校员 Calligraphist	1	1	1	1	0	0
高级私人秘书 Senior Personal Secretary	1	0	1	1	0	+1
一级私人秘书 Personal Secretary I	5	6	5	5	0	-1
二级私人秘书 Personal Secretary II	6	5	6	6	0	+1
机密档案室助理 Confidential Assistant	1	1	1	1	0	0
高级文书主任 Senior Clerical Officer	16	15	16	14	0	-1
文书主任 Clerical Officer	37	34	38	34	+1	0
助理文书主任 Assistant Clerical Officer	117	111	123	102	+6	-9
文书助理 Clerical Assistant	107	107	108	102	+1	-5
一级物料供应员 Supplies Supervisor I	1	1	1	1	0	0
二级物料供应员 Supplies Supervisor II	1	1	1	1	0	0
物料供应服务员 Supplies Attendant	1	1	1	1	0	0

\* EST. = Establishment      SG. = Strength



## 本署的编制及实际人数 Establishment and Strength of the Department

	1.4.2018		1.4.2019		增加/减少 Increase/Decrease	
	编制 EST. *	实际人数 SG. *	编制 EST. *	实际人数 SG. *	编制 EST. *	实际人数 SG. *
高级库务会计师 Senior Treasury Accountant	1	1	1	1	0	0
库务会计师 Treasury Accountant	0	0	1	0	+1	0
高级会计主任 Senior Accounting Officer	1	1	1	1	0	0
一级会计主任 Accounting Officer I	4	4	6	4	+2	0
执达主任助理 Bailiff's Assistant	2	2	2	2	0	0
电话接线生 Telephone Operator	1	1	1	0	0	-1
司机 Motor Driver	7	7	7	7	0	0
办公室助理 Office Assistant	9	9	9	9	0	0
二级工人 Workman II	10	10	10	9	0	-1
高级电脑操作员 Senior Computer Operator	1	0	1	1	0	+1
一级电脑操作员 Computer Operator I	5	6	5	5	0	-1
二级电脑操作员/见习电脑操作员 Computer Operator II/Student Computer Operator	7	7	7	7	0	0
高级系统经理 Senior Systems Manager	1	1	1	0	0	-1
系统经理 Systems Manager	3	1	4	2	+1	+1
一级系统分析/程序编制主任 Analyst/Programmer I	12	9	14	12	+2	+3
二级系统分析/程序编制主任 Analyst/Programmer II	4	8	6	5	+2	-3
小计 Sub-total	894	842	980	847	+86	+5

\* EST. = Establishment      SG. = Strength





## 本署的编制及实际人数 Establishment and Strength of the Department

	1.4.2018		1.4.2019		增加/减少 Increase/Decrease	
	编制 EST. *	实际人数 SG. *	编制 EST. *	实际人数 SG. *	编制 EST. *	实际人数 SG. *
<b>额外人员</b> Supernumerary Staff						
署长 Commissioner	0	0	1	1	+1	+1
助理署长 Assistant Commissioner	0	0	1	1	+1	+1
首席物业估价测量师 Principal Valuation Surveyor	1	1	0	0	-1	-1
高级物业估价测量师 Senior Valuation Surveyor	0	0	1	1	+1	+1
物业估价测量师 Valuation Surveyor	2	2	0	0	-2	-2
首席物业估价主任 Principal Valuation Officer	3	3	0	0	-3	-3
高级物业估价主任 Senior Valuation Officer	5	5	6	6	+1	+1
物业估价主任 Valuation Officer	6	6	6	6	0	0
高级租务主任 Senior Rent Officer	0	0	0	0	0	0
一级租务主任 Rent Officer I	0	0	0	0	0	0
总行政主任 Chief Executive Officer	1	1	0	0	-1	-1
高级文书主任 Senior Clerical Officer	0	0	1	1	+1	+1
文书主任 Clerical Officer	8	8	3	3	-5	-5
助理文书主任 Assistant Clerical Officer	3	3	5	5	+2	+2
文书助理 Clerical Assistant	1	1	1	1	0	0
二级私人秘书 Personal Secretary II	0	0	1	1	+1	+1
电话接线生 Telephone Operator	0	0	1	1	+1	+1
一级会计主任 Accounting Officer I	1	1	0	0	-1	-1
司机 Motor Driver	1	1	0	0	-1	-1
二级工人 Workman II	0	0	1	1	+1	+1
高级技术主任 Senior Technical Officer	0	0	0	0	0	0
技术主任/见习技术主任 Technical Officer/Technical Officer Trainee	1	1	0	0	-1	-1
高级电脑操作员 Senior Computer Operator	0	0	0	0	0	0
物料供应服务员 Supplies Attendant	0	0	0	0	0	0
小计 Sub-total	33	33	28	28	-5	-5
总数 Total	927	875	1008	875	+81	0

\* EST. = Establishment SG. = Strength



见于本年报内的下述用语，除另有注明外，其意思如下：

### (1) 区域及地区

港岛、九龙及新界区域已按区议会 2015 年的选区分界划分为 18 个地区，详情请见附录 D 及 E。

### (2) 楼面面积

面积以平方米计算。住宅单位的楼面面积是以「实用面积」来计算。「实用面积」是指个别单位独立使用的楼面面积，包括露台、阳台、工作平台及其他类似设施，但不包括公用地方，如楼梯、升降机槽、入墙暗渠、大堂及公用洗手间。实用面积是量度至外墙的表面或共用墙的中线所包括的面积。窗台、平台、天台、梯屋、阁楼、花园、前庭、天井、冷气机房、冷气机平台、花槽及车位并不包括在内。

非住宅楼宇的面积是以「内部楼面面积」来计算，量度范围是有关单位墙壁及 / 或与毗连单位的共用墙向内的一面所围绕的全部面积。

### (3) 物业类别

住宅：

- (a) 私人住宅单位是指各自设有专用的煮食设施、浴室和厕所的独立居住单位。居者有其屋、私人机构参建居屋、市区改善、住宅发售和夹心阶层住屋等计划兴建的住宅单位，均属这一类别。租者置其屋计划下已售出的前租住公屋单位亦属这类别。

Where referred to in this publication the terms shown below, unless otherwise indicated, have the following general meanings:

### (1) Areas and Districts

The areas of Hong Kong, Kowloon and New Territories are divided into 18 districts as shown in Annexes D & E. The boundaries of these districts follow those of the 18 District Council Districts in 2015.

### (2) Floor Areas

Areas are expressed in square metres. A domestic unit is measured on the basis of "saleable area" which is defined as the floor area exclusively allocated to the unit including balconies, verandahs, utility platforms and other similar features but excluding common areas such as stairs, lift shafts, pipe ducts, lobbies and communal toilets. It is measured to the exterior face of the external walls and walls onto common parts or the centre of party walls. Bay windows, flat roofs, top roofs, stairhoods, cocklofts, gardens, terraces, yards, air-conditioning plant rooms, air-conditioning platforms, planters/flower boxes and car parking spaces are excluded.

Non-domestic accommodation is measured on the basis of "internal floor area" which is defined as the area of all enclosed space of the unit measured to the internal face of enclosing external and/or party walls.

### (3) Property Types

Domestic:

- (a) Private domestic units are defined as independent dwellings with exclusive cooking facilities, bathroom and toilet. Domestic units built under the Home Ownership, Private Sector Participation, Urban Improvement, Flat-for-Sale and Sandwich Class Housing Schemes, etc. are included. Those former public rental housing units sold under the Tenants Purchase Scheme are also included.



住宅单位可按楼面面积分类如下：

- A 类 - 实用面积少于 40 平方米
- B 类 - 实用面积为 40 至 69.9 平方米
- C 类 - 实用面积为 70 至 99.9 平方米
- D 类 - 实用面积为 100 至 159.9 平方米
- E 类 - 实用面积为 160 平方米或以上

Domestic units are classified by reference to floor area as follows:

- Class A - Saleable area less than 40 m<sup>2</sup>
- Class B - Saleable area of 40 m<sup>2</sup> to 69.9 m<sup>2</sup>
- Class C - Saleable area of 70 m<sup>2</sup> to 99.9 m<sup>2</sup>
- Class D - Saleable area of 100 m<sup>2</sup> to 159.9 m<sup>2</sup>
- Class E - Saleable area of 160 m<sup>2</sup> or above

- (b) 公屋住宅单位包括由香港房屋委员会、香港房屋协会和香港平民屋宇有限公司兴建的租住单位。
- (c) 杂类住宅单位包括用作住宅的阁楼、天台建筑物等。

- (b) Public domestic units include those built for rental by the Hong Kong Housing Authority, Hong Kong Housing Society and Hong Kong Settlers Housing Corporation Limited.
- (c) Miscellaneous domestic units include cocklofts, roof top structures, etc. used for domestic purposes.

非住宅：

Non-Domestic:

- (a) 铺位包括设计或改建作零售业用途，并实际作这用途的物业。
- (b) 其他商业楼宇包括设计或改建作商业用途的楼宇，但不包括铺位或写字楼，例如百货公司等。
- (c) 写字楼包括商用楼宇内的物业，但不包括综合用途楼宇内的非住宅用途单位。
- (d) 工贸大厦包括设计或获证明作工贸用途的物业。
- (e) 工厂大厦包括为一般制造业工序及与该等工序有直接关系的用途（包括写字楼）而建设的楼宇，其他主要是为特殊制造业而建的厂房亦包括在内，此类特殊厂房通常由一名厂东使用。
- (f) 货仓包括设计或改建作仓库或冷藏库的楼宇及其附属写字楼，并包括位于货柜码头区内的楼宇。

- (a) Shops comprise premises designed or adapted for retail trade and used as such.
- (b) Other Commercial premises include premises designed or adapted for commercial use, but not falling within the category of shop or office, e.g. department stores, etc.
- (c) Office premises comprise premises situated in buildings designed for commercial/business purposes. Excluded are non-domestic floors in composite buildings.
- (d) Industrial/office premises comprise premises designed or certified for industrial/office use.
- (e) Factory premises comprise premises designed for general manufacturing processes and uses (including offices) directly related to such processes. The other factory premises, primarily purpose-built for specialised manufacturing processes are included. These specialised factories are usually for occupation by a single operator.
- (f) Storage premises comprise premises designed or adapted for use as godowns or cold stores and include ancillary offices. Premises located within container terminals are included.



技术附注  
Technical Notes

(g) 车位包括位于主要作住宅或非住宅用途楼宇内的停车位。

(h) 其他物业是指不属于上述任何类别的物业，例如酒店，戏院及剧场、学校、康乐会及会所、社区及福利用途楼宇、油站等物业。

#### (4) 租金

本年报所载租金全部以港元计算，通常不包括差饷、管理费及其他费用在内。

#### (5) 货币

除另有说明外，本年报所用的「元」均指港元。

#### (6) 四舍五入

由于数字四舍五入，所以各表内个别项目的总和与所示的总数可能有些微差别。

(g) Car parking spaces include parking spaces either in a predominantly domestic or non-domestic building.

(h) Other premises are those premises not included in any of the above types such as hotels, cinemas and theatres, schools, recreation clubs and association premises, community and welfare premises, petrol filling stations, etc.

#### (4) Rent

All rents quoted are in Hong Kong dollars and are normally exclusive of rates, management and other charges.

#### (5) Currency

Where dollars are quoted in this report, they are, unless otherwise stated, Hong Kong dollars.

#### (6) Rounding of Figures

Due to rounding, there may be a slight discrepancy between the sum of individual items and the total shown in the Tables.



## 各区域及地区 Areas and Districts

地区 District	地区内的分区名称 Names of Sub-districts within District Boundaries	小规划统计区 Tertiary Planning Units
区域：港岛 Area : Hong Kong		
中西区 Central and Western	坚尼地城、石塘咀、 西营盘、上环、 中环、金钟、 半山区、山顶	Kennedy Town, Shek Tong Tsui, Sai Ying Pun, Sheung Wan, Central, Admiralty, Mid-levels, Peak
湾仔 Wan Chai	湾仔、铜锣湾、 天后、跑马地、 大坑、扫杆埔、 渣甸山	Wan Chai, Causeway Bay, Tin Hau, Happy Valley, Tai Hang, So Kon Po, Jardine's Lookout
东区 Eastern	宝马山、北角、 鰂鱼涌、西湾河、 筲箕湾、柴湾、 小西湾	Braemar Hill, North Point, Quarry Bay, Sai Wan Ho, Shau Kei Wan, Chai Wan, Siu Sai Wan
南区 Southern	薄扶林、香港仔、 鸭脷洲、黄竹坑、 寿臣山、浅水湾、 春坎角、赤柱、 大潭、石澳	Pok Fu Lam, Aberdeen, Ap Lei Chau, Wong Chuk Hang, Shouson Hill, Repulse Bay, Chung Hom Kok, Stanley, Tai Tam, Shek O

(p) = part 部分





## 各区域及地区 Areas and Districts

地区 District	地区内的分区名称 Names of Sub-districts within District Boundaries		小规划统计区 Tertiary Planning Units
区域 : 九龙 Area : Kowloon			
油尖旺 Yau Tsim Mong	尖沙咀、油麻地、 西九文化区、 京士柏、旺角、 大角咀	Tsim Sha Tsui, Yau Ma Tei, West Kowloon Cultural District, King's Park, Mong Kok, Tai Kok Tsui	211, 212, 214, 215, 216, 217, 220, 221, 222, 225, 226, 227, 228, 229, 251, 252, 253, 254, 256
深水埗 Sham Shui Po	美孚、荔枝角、 长沙湾、深水埗、 石硖尾、又一村、 大窝坪、昂船洲	Mei Foo, Lai Chi Kok, Cheung Sha Wan, Sham Shui Po, Shek Kip Mei, Yau Yat Tsuen, Tai Wo Ping, Stonecutters Island	255, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269
九龙城 Kowloon City	红磡、土瓜湾、 马头角、马头围、 启德、九龙城、 何文田、九龙塘、 笔架山	Hung Hom, To Kwa Wan, Ma Tau Kok, Ma Tau Wai, Kai Tak, Kowloon City, Ho Man Tin, Kowloon Tong, Beacon Hill	213, 231, 232, 233, 234, 235, 236, 237, 241, 242, 243, 244, 245, 246, 247, 271, 272, 285, 286(p)
黄大仙 Wong Tai Sin	新蒲岗、黄大仙、 东头、横头磡、 乐富、钻石山、 慈云山、牛池湾	San Po Kong, Wong Tai Sin, Tung Tau, Wang Tau Hom, Lok Fu, Diamond Hill, Tsz Wan Shan, Ngau Chi Wan	281, 282, 283, 284, 287, 288, 289
观塘 Kwun Tong	坪石、九龙湾、 牛头角、佐敦谷、 观塘、秀茂坪、 蓝田、油塘	Ping Shek, Kowloon Bay, Ngau Tau Kok, Jordan Valley, Kwun Tong, Sau Mau Ping, Lam Tin, Yau Tong	280, 286(p), 290, 291, 292, 293, 294, 295, 297, 298

(p) = part 部分



## 各区域及地区 Areas and Districts

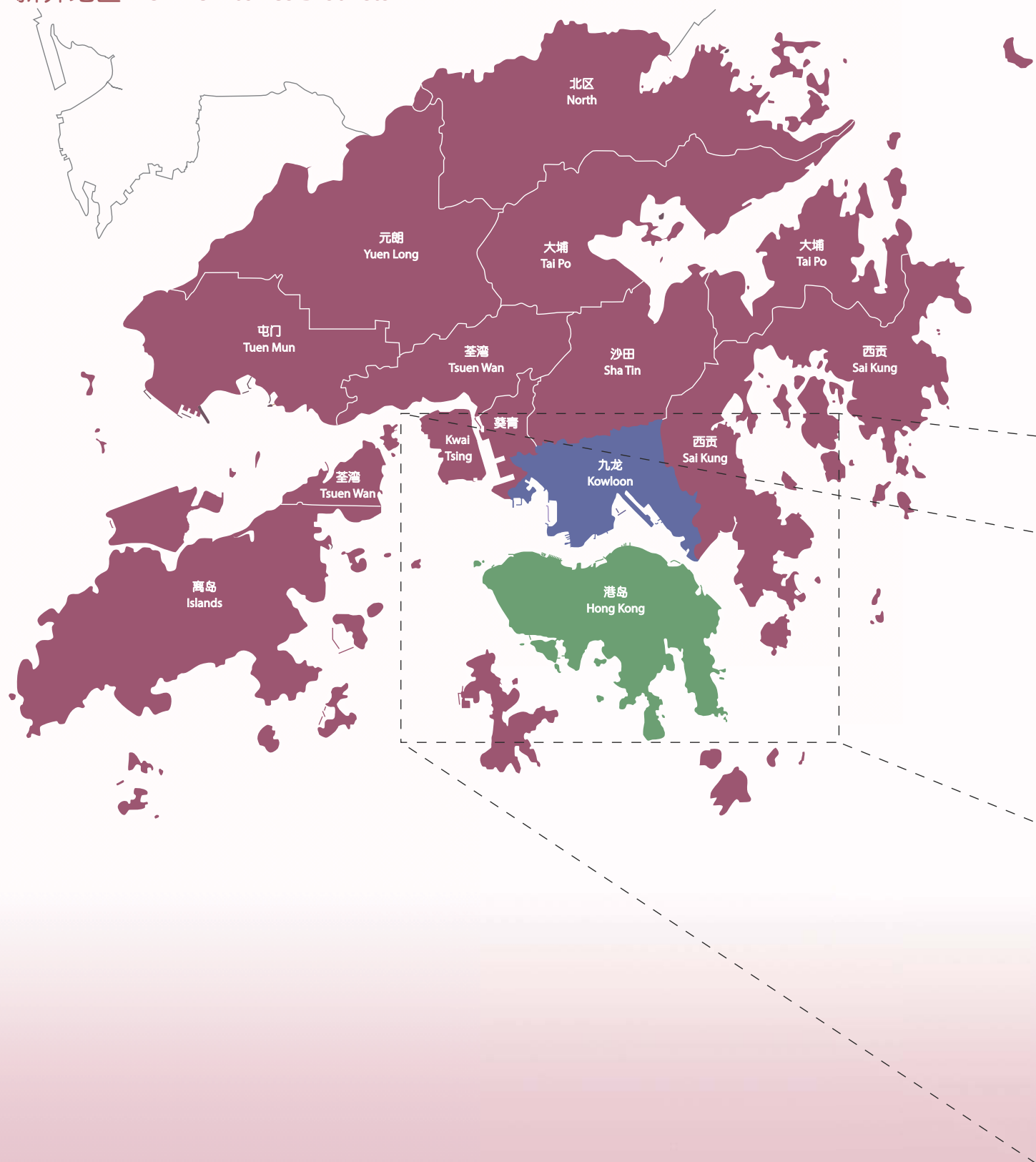
地区 District	地区内的分区名称 Names of Sub-districts within District Boundaries	小规划统计区 Tertiary Planning Units
区域：新界 Area : New Territories		
葵青 Kwai Tsing	葵涌、青衣	Kwai Chung, Tsing Yi 320, 326, 327, 328, 329, 350, 351
荃湾 Tsuen Wan	荃湾、上葵涌、 汀九、深井、 青龙头、马湾、 欣澳	Tsuen Wan, Sheung Kwai Chung, Ting Kau, Sham Tseng, Tsing Lung Tau, Ma Wan, Sunny Bay 310, 321, 322, 323, 324, 325, 331, 332, 333, 334, 335, 336, 340, 731, 973(p), 974, 975
屯门 Tuen Mun	大榄涌、扫管笏、 屯门、蓝地	Tai Lam Chung, So Kwun Wat, Tuen Mun, Lam Tei 411, 412, 413, 414, 415, 416, 421, 422, 423, 424, 425, 426, 427, 428, 431, 432, 433, 434, 441, 442
元朗 Yuen Long	洪水桥、厦村、 流浮山、天水围、 元朗、新田、 落马洲、锦田、 石岗、八乡	Hung Shui Kiu, Ha Tsuen, Lau Fau Shan, Tin Shui Wai, Yuen Long, San Tin, Lok Ma Chau, Kam Tin, Shek Kong, Pat Heung 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 521, 522, 523, 524, 525, 526, 527, 528, 529, 531, 532, 533, 541, 542, 543, 544, 610
北区 North	粉岭、联和墟、 上水、石湖墟、 沙头角、鹿颈、 乌蛟腾	Fanling, Luen Wo Hui, Sheung Shui, Shek Wu Hui, Sha Tau Kok, Luk Keng, Wu Kau Tang 545, 546, 547, 548, 621, 622, 623, 624, 625, 626, 627, 628, 629, 632, 634, 641, 642, 651, 652, 653, 711(p), 712(p)
大埔 Tai Po	大埔墟、大埔、 大埔滘、大美督、 船湾、樟木头、 企岭下	Tai Po Market, Tai Po, Tai Po Kau, Tai Mei Tuk, Shuen Wan, Cheung Muk Tau, Kei Ling Ha 631, 633, 711(p), 712(p), 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 741, 742, 743, 744, 751
沙田 Sha Tin	大围、沙田、 火炭、马料水、 乌溪沙、马鞍山	Tai Wai, Sha Tin, Fo Tan, Ma Liu Shui, Wu Kai Sha, Ma On Shan 732, 733, 753, 754, 755, 756, 757, 758, 759, 761, 762
西贡 Sai Kung	清水湾、西贡、 大网仔、将军澳、 坑口、调景岭、 马游塘	Clear Water Bay, Sai Kung, Tai Mong Tsai, Tseung Kwan O, Hang Hau, Tiu Keng Leng, Ma Yau Tong 296, 811, 812, 813, 814, 815, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 831, 832, 833, 834, 835, 836, 837, 838, 839
离岛 Islands	长洲、坪洲、 大屿山 (包括东涌、愉景湾)、 南丫岛	Cheung Chau, Peng Chau, Lantau Island (including Tung Chung, Discovery Bay), Lamma Island 911, 912, 913, 920, 931, 932, 933, 934, 941, 942, 943, 944, 950, 951, 961, 962, 963, 971, 972, 973(p), 976

(p) = part 部分

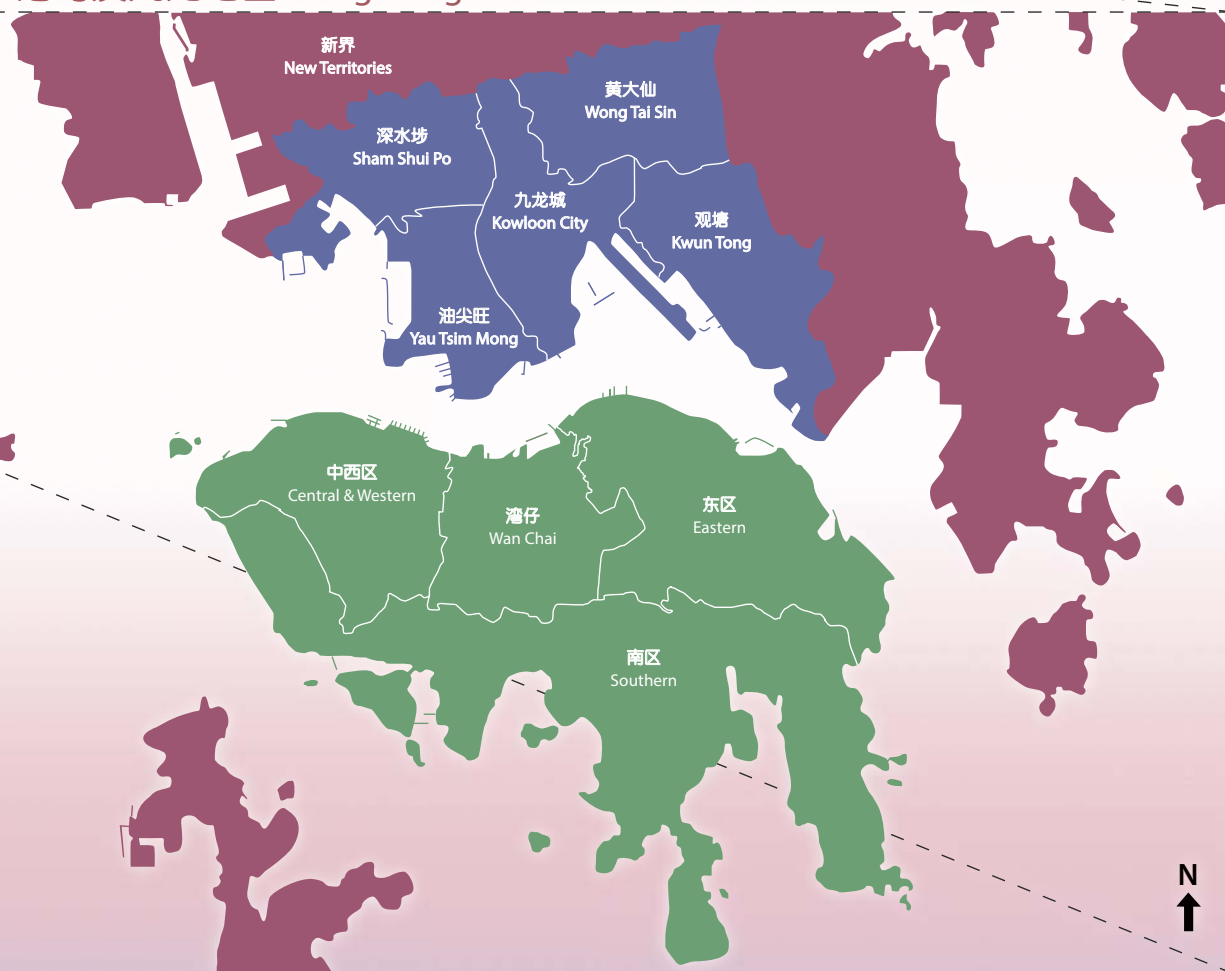


## 分区图 Plans

### 新界地区 New Territories Districts



港岛及九龙地区 Hong Kong and Kowloon Districts



## 差餉物業估價署

### 地址：

中国香港  
九龙长沙湾道 303 号  
长沙湾政府合署 15 楼

### 电话：

2152 0111/ 2152 2152

### 图文传真：

2152 0123

### 电邮地址：

enquiries@rzd.gov.hk  
billing@rzd.gov.hk  
complaints@rzd.gov.hk

### 网址：

[www.rzd.gov.hk](http://www.rzd.gov.hk)

## Rating and Valuation Department

### Address：

15th Floor, Cheung Sha Wan Government Offices,  
303 Cheung Sha Wan Road, Kowloon,  
Hong Kong, China

### Telephone：

2152 0111/ 2152 2152

### Facsimile：

2152 0123

### E-mail：

enquiries@rzd.gov.hk  
billing@rzd.gov.hk  
complaints@rzd.gov.hk

### Website：

[www.rzd.gov.hk](http://www.rzd.gov.hk)







