



香港特別行政區政府

# 差餉物業估價署年報

# Rating and Valuation Department Annual Summary

The Government of the Hong Kong Special Administrative Region



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差 餉 物 業 估 價 署 署 長 彭 贊 榮 Kenneth T.W. Pang, J.P. F.H.K.I.S., F.R.I.C.S., M.P.A. (Harvard) Commissioner of Rating and Valuation



由於財赤嚴重及經濟低迷,2002-2003年度對公務員隊伍而言,是挑戰重重和變化萬千的一年。差餉物業估價署除不斷為達到服務承諾所定目標而努力,務求提供符合成本效益的服務外,亦繼續推行電子化政府措施,致力提高效率和改善顧客服務。

With serious budget deficit and economic difficulties, 2002-2003 was a year full of challenges and changes for the civil service. The Rating and Valuation Department continued its efforts to deliver cost-effective services in meeting its performance pledges and to pursue e-government initiatives in enhancing efficiency and customer service.

#### 挑戰與成績

政府在2002年1月1日實施差餉寬免措施,寬免2002年全年的應繳差餉,以每個物業2 000元為上限,此寬免額於2002年4月1日獲提高至5 000元。約85%(即230萬)的差餉繳納人在2002年無須繳付差餉,餘下的差餉繳納人則可受惠於全數5 000元的寬免額。

行政長官於2003年4月公布一系列即時経解民困的經濟措施,以助市民渡過非典型肺炎造成的難關。

其中一項紓困措施是一次過寬免2003年7月至9月季度的應繳差餉,每個住宅物業的寬免上限為1 250元,非住宅物業的寬免上限則為5 000元。約90%的差餉繳納人在有關季度無須繳付差餉。此外,2003年4月至6月季度的差餉及地租可以延至2003年7月底繳付,繳納人無須支付5%的附加費。

儘管資源較去年緊絀,本署仍能進一步提高效率,於2003年3月完成2003-2004年度的全面重估應課差餉租值工作。新的估價冊和地租登記冊約有210萬個估價項目,供市民在本署或經本署網頁查閱。市民可於新應課差餉租值公布後至2003年5月31日期內提出反對。

雖然經2003-2004年度全面重估差餉後,應課差餉租值平均下跌8%,但本署仍收到超過77 000份要求削減新應課差餉租值的建議書,遠較前一年的39 000份為多。非典型肺炎造成的影響是反對理據之一。根據《差餉條例》,2003-2004年度的應課差餉租值,是按照物業於估價依據日期(即2002年10月1日)的市值租金而評定,此日期以後整體經濟環境的變化,只能留待下年度重估時才考慮。

年內,本署繼續致力為市民提供優質服務,我們的11項服務表現均達到服務承諾所訂定的目標,部分甚至超越目標。此外,綜合電話查詢中心已於2002年3月推出第一階段的服務,每日24小時均有接線生解答市民的電話查詢。該中心的服務範圍現已擴展,並將於2003年底全面涵蓋本署的工作範疇。

在業主與租客的有關法例方面,本署協助房屋及規劃地政局全面檢討《業主與租客(綜合)條例》,以便放寬對租住權的過份保障,並減少對私人物業租賃的干預。

完成全面檢討後,當局於2003年1月發出諮詢文件,就撤銷某些有關租住權的條文,提出 數個可行方案。其後,當局於3月進行廣泛諮詢,包括電話調查及公開論壇,以收集有關人 士及公眾的意見。

《2003年業主與租客(綜合)(修訂)條例草案》於2003年5月30日刊憲,並於2003年6月11日提交立法會審議。該草案建議撤銷住宅租賃的租住權管制,以及撤銷終止非住宅租賃的最短通知期的規定。

#### 機遇與展望

資訊科技對日常生活越來越重要。本署致力為市民提供公共電子服務,並在部門內推廣電子 文化。

本署一向積極支持「政府服務電子化計劃」,一連串已推行或正推行的電子服務措施包括:

- ·已透過「政府服務電子化計劃」推出「地址更改易」服務。該服務可更新超過十個政府 部門內的記錄。
- · 於2004年3月將推出的估價冊及地租登記冊內,以中文及英文列載物業地址,並加上樓宇 名稱。
- · 計劃由2004年初起,為擁有多個物業的繳納人提供綜合徵收及繳付差餉 / 地租通知書的服務。
- · 計劃在2004年底,接受市民以電子方式遞交法定表格和通知書。
- ·設立一個完備的「綜合物業資料庫」,網羅及聯繫關於物業資訊的文字記錄與圖像資料,以提高運作效率。第一階段可於2003年底投入運作。
- ·在2004年初以測試形式推行「工作流程管理及工作表現監察系統」,以便更有效地在工作進度、資源分配、單位成本計算和顧客服務方面作出適當分析及管理。
- · 設立「物業資訊通」,以提供一站式電子渠道,供市民檢索各政府部門持有的物業資料 。有關這個構思的可行性研究現正進行。

為了協助解決政府財政赤字問題,本署以積極進取的態度,主動尋找及推行各項促進效率和削減開支的措施,包括檢討營運架構、重組組別、重整工序、重訂工作的優先次序和將工作外判、實施進一步電腦自動化,以及節約用電、用紙。

重組部門架構工作第一階段於2003年5月實施,務求合理地重新分配資源,以期節省開支和改善服務。本署亦已研究使用私營機構提供服務去處理積壓的工作。兩份以試驗形式批出、有關評估新界鄉郊物業的合約已順利完成,本署會進一步將工作外判。

儘管本署在困難的經濟環境及財政預算緊絀的限制下運作,但仍決心致力提供以客為本和具成本效益的服務。正如本署的《理想、使命及信念宣言》所述,能為顧客提供稱心滿意和物有所值的服務,正是本署最重要的文化基石。

本人謹此向本署全體員工致謝,感謝他們在過去一年努力不懈,攜手合作幫助部門達成服務表現和節省開支的目標。本人深信全體員工會繼續以熱誠的態度,發揮團隊精神,同心協力迎接面前的挑戰和轉變。

差餉物業估價署署長 彭贊榮太平紳士 2003年10月

#### **Challenges and Achievements**

With effect from 1 April 2002, the \$2 000 rates concession implemented on 1 January 2002 was raised to \$5 000 for each property. About 85% or 2.3 million ratepayers paid no rates in 2002 while the remainder enjoyed the full concession of \$5 000.

In April 2003, the Chief Executive announced a package of economic measures to provide immediate relief for the community to tide over the difficulties due to the outbreak of the Severe Acute Respiratory Syndrome (SARS) epidemic.

The relief measures included a one-off concession equivalent to the rates payable for the July to September 2003 quarter, subject to a cap of \$1 250 for each domestic property and \$5 000 for each non-domestic property. About 90% of ratepayers did not have to pay any rates for the period concerned. In addition, payers could defer their rates and Government rent payments for the April to June 2003 quarter until the end of July 2003 without incurring a 5% surcharge.

In March 2003, the Department completed the annual revaluation exercise for 2003-2004 with higher productivity and less resources. The new Valuation List and Government Rent Roll, with 2.1 million assessments, were available for public inspection at our office or via our website during the proposal period ended on 31 May 2003.

Despite an average reduction of 8% in rateable values following the 2003-2004 general revaluation, the Department received over 77 000 proposals seeking to reduce the new rateable values, compared to 39 000 in the previous year. The impact of SARS was referred to as one of the grounds of objection. Under the Rating Ordinance, the 2003-2004 rateable values were assessed by reference to market rental values prevailing at the valuation reference date of 1 October 2002. Any changes in the general economic environment after this date can only be considered in the next annual revaluation.

Striving to deliver quality services to the public, the Department has successfully achieved or exceeded all the eleven performance targets pledged for the year. Meanwhile, the Integrated Call Centre, first launched in March 2002 to provide 24-hour operator service to answer public telephone enquiries, has extended its scope of services and will cover the full range of the Department's work in late 2003.

As regards the landlord and tenant legislation, the Department assisted the Housing, Planning and Lands Bureau in undertaking a comprehensive review of the Landlord and Tenant (Consolidation) Ordinance with a view to relaxing all excessive protection of security of tenure and reducing intervention in private tenancies.

Following the comprehensive review, a Consultation Paper setting out possible options to remove certain security of tenure provisions was issued in January 2003. Extensive consultations ensued including a telephone survey and an open forum in March to collect views from interested parties and members of the public.

On 30 May 2003, an Amendment Bill was gazetted proposing to remove the security of tenure restrictions for domestic tenancies and the minimum notice requirement for terminating non-domestic tenancies. The Bill was submitted to the Legislative Council for deliberation on 11 June 2003.

#### Opportunities and Prospects

Information Technology (IT) has assumed increasingly significant importance in everyday life. The Department is committed to providing e-options for public services and promoting an e-culture within the organisation.

E-government initiatives continue to be high on the departmental agenda, as evidenced by the following initiatives launched or being launched by the Department:

- · "Easy Change of Address" service to update records in over ten Government departments through the Electronic Service Delivery scheme, already in operation.
- · Bilingual property addresses with building names for the Valuation List and Government Rent Roll, to be introduced in March 2004.
- · Consolidated Demand and Payment Service for rates/Government rent of multiple properties, scheduled for early 2004.
- · Electronic submission of statutory forms and notices, planned for late 2004.
- · "Integrated Property Data Base" providing a comprehensive textual and graphic repository of property information to enhance operational efficiency, first phase by the end of 2003.
- · "Workflow Management and Performance Tracking System" providing more effective management of work progress, resource allocation, unit costs and customer service, pilot run in early 2004.
- · "Property Information Hub" providing the public with a "one stop" electronic access to property information held by various Government bodies, feasibility study underway.

To contribute towards Government's concerted efforts in tackling the fiscal deficit problems, the Department has taken pro-active steps to identify and implement various efficiency saving and expenditure cutting measures, ranging from the review of the institutional framework, reorganisation of team structures, re-engineering of processes, re-prioritising and outsourcing of work, further computerisation and automation, down to economisation on electricity and paper consumption.

The first phase of the departmental re-organisation took effect in May 2003 with a view to rationalising resources to achieve efficiency savings and service improvements. Outsourcing opportunities had also been explored to make use of the market in service delivery and in clearing backlog of work. Two pilot contracts for the assessment of rural properties in the New Territories were successfully completed and further outsourcing will follow.

Operating under difficult economic environment and tight budgetary constraints, the Department is resolute in its commitment to deliver customer-focused and cost-effective services to the community. As embodied in our Vision, Mission and Value statements, customer satisfaction and value-for-money services are the key cornerstones of our corporate culture.

I am most grateful to all my staff for their unfailing support and co-operation in achieving the performance and efficiency saving targets in the past year. Working together as a team with dedication and commitment, we will consolidate our strengths to meet the many challenges and changes ahead.

Kenneth T W Pang, JP Commissioner of Rating and Valuation October 2003



#### 理想

在物業估價和資訊服務的領域,成為全球同類專業公營機構的典範。

#### 使命

提供公平合理的估價,迅速地徵收差餉及地租。 提供優質的物業資訊和相關服務,配合社會的需要。 推廣資訊和技術交流,提高物業市場透明度和效率。 擴展積極進取的部門文化和團隊精神。

#### 信念

稱心服務:我們主動掌握顧客的需要,時刻提供稱心滿意的服務。

全力承擔:我們就服務水平和表現,竭誠盡責。

專業精神:我們善用專業知識、技術和經驗,並堅守至高的誠信。 創新求進:我們力求創新,積極進取,掌握機遇和勇於面對挑戰。

以人為本:我們重視每一位同事、伙伴和顧客,以互重互信的精神,同心協力,開拓未來。

物有所值:我們善用資源,向顧客和伙伴提供最佳服務。



#### Vision

To be a world-wide model as a public agency in property valuation and information services.

#### Mission

To provide equitable valuations for the efficient and timely collection of rates and government rent. To deliver quality property information and related services tailored to the needs of the community. To contribute to a transparent and efficient property market through information and technology sharing. To develop a dynamic corporate culture and workforce in partnership with staff.

#### **Values**

Customer satisfaction: We proactively identify customers' needs,

and take every opportunity to enhance customer satisfaction.

Accountability : We accept our accountability to the Government and community

for our service standards and performance.

Professionalism : We apply appropriate professional knowledge, skills and experience,

and uphold the highest standard of integrity in our work.

Innovation : We anticipate new challenges and opportunities,

and respond to these in a timely and creative way.

Respect : We value our colleagues, partners and customers,

and look to work with them in a spirit of mutual respect and trust.

Value for Money : We strive to provide the best service to our customers and

partners in the most cost-effective manner.





- · 評估差餉及地租
- · 差餉及地租的帳目與發單
- · 向政府決策局 / 部門提供物業估價服務
- · 向政府決策局 / 部門、公共機構與私營機構提供物業資訊服務
- ·執行《業主與租客(綜合)條例》(第7章),包括就住宅租務事宜向業主及租客提供諮詢及調解服務
- · Assessment of properties to Rates and Government rent
- · Accounting and billing of Rates and Government rent
- $\cdot$  Provision of property valuation service to Government bureaux/departments
- $\cdot$  Provision of property information to Government bureaux/departments, public bodies and the private sector
- 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 in respect of residential properties.

#### 評估差餉 Rating

根據《差餉條例》(第116章),差餉物業估價署署長負責編製估價冊,載列全港已評估差餉的物業資料。

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).

#### 估價冊

#### The Valuation List

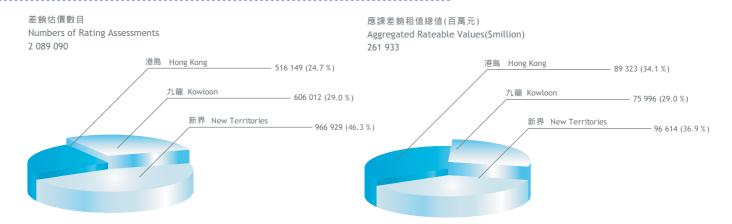
估價冊載錄所有已評估差餉的物業及其應課差餉租值。

截至2003年4月1日為止,估價冊共載有2 089 090個差餉估價項目,應課差餉租值總值達2 619億元。有關詳情請參閱表1-8。

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

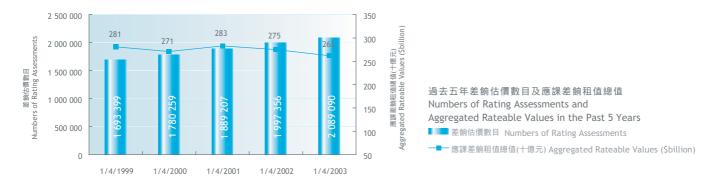
The Valuation List as at 1 April 2003 contained 2 089 090 rating assessments with total rateable values of \$261.9 billion. Further details are shown in Tables 1 - 8.

截至2003年4月1日的差餉估價數目及應課差餉租值總值 Numbers of Rating Assessments and Aggregated Rateable Values as at 1 April 2003



下圖顯示過去五年差餉估價數目及其應課差餉租值總值:

The following graph shows the numbers of rating assessments and the aggregated rateable values in the past 5 years:



#### 評估地租 Government Rent

除了評估物業的差餉外,本署還負責評定兩類由物業的應課差餉租值決定應繳額的地租。該兩類地租分別根據下列條例繳交:

- (a) 《地租(評估及徵收)條例》(第515章);及
- (b) 《政府租契條例》(第40章)。

In addition to assessing properties for rates, the Department is also responsible for the assessment of 2 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).





#### 根據《地租(評估及徵收)條例》(第515章)而評估的地租

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

差餉物業估價署署長負責評估和徵收第515章所涵蓋的地租,並編製地租登記冊,該冊載列所有根據此條例評估地租的物業的應課差餉租值。截至2003年4月1日,地租登記冊載有1 535 227個估價項目,應課差餉租值總值約為1 336.6億元。有關詳情請參閱表9。

第515章所指的地租的數額,為物業應課差餉租值的3%,並會隨應課差餉租值的改變而調整。須依據第515章繳付地租的物業,包括根據下列適用租契持有的物業:

- (a) 原沒有續期權利,但自《中英聯合聲明》在1985年5月27日生效後獲得延期或續期的契約;以及
- (b) 自1985年5月27日起新批出的契約,包括交回與重批的租契。

唯一豁免的物業是由鄉郊原居村民(或其父系合法繼承人)或祖/堂自1984年6月30日以來便一直持有的舊批約地段、鄉村地段、小型屋宇或相若的鄉郊土地。持有此類鄉郊土地的原居村民或祖/堂,只須繼續繳付先前須繳的象徵式租金。

對於大部分須繳付第515章所指地租的物業而言,用作計算地租的應課差餉租值與用作計算差餉的應課差餉租值並無分別。如物業獲豁免評估差餉,或物業只有部分須繳納地租(例如:物業所處土地一部分是根據適用租契而持有,另一部分則根據其他類別的租契而持有),本署會分別釐定兩項應課差餉租值。

The Commissioner is responsible for assessing and collecting Cap. 515 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 1 535 227 assessments as at 1 April 2003 with an aggregated rateable value of \$133.66 billion. Further details are shown in Table 9.

Cap. 515 Government rent is determined at 3% of the rateable value of a property and is adjusted in step with changes in the rateable value. Properties liable to Cap. 515 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 since 30 June 1984 continuously held by an indigenous villager (or his lawful successor through the male line) or a tso/tong. Whilst the indigenous villager or tso/tong holds such rural holdings, only the nominal rent which was payable formerly will continue to be payable.

For the majority of properties liable to Cap. 515 Government rent, 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.

#### 根據《政府租契條例》(第40章)而評估的地租

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

可續期租契於續期後在地租方面的評估和徵收,是受《政府租契條例》(第40章)規管的。根據該條例的規定,有關地租為物業在租契續期日的應課差餉租值的3%。有別於第515章所指地租,這類地租的數額在續期後會維持不變,除非該幅已批租的土地已作重新發展。當重建完成後,地租便會修訂為新建築物應課差餉租值的3%。

本署須就第40章的規定,為續期及重新發展的個案,向地政總署提供新地租額,以及答覆市民有關的查詢。

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 Cap. 515 Government rent, this rent will remain fixed throughout the renewed term unless and until redevelopment of the land leased has taken place and completed, 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 renewal action, providing the Lands Department with assessments of new rents where a renewal or redevelopment has taken place and responding to enquiries from the general public.

#### 帳目及發單 Accounting and Billing

由1995年7月1日起,差餉物業估價署署長接管差餉的發單及修訂帳目職務,包括追討差餉欠款。

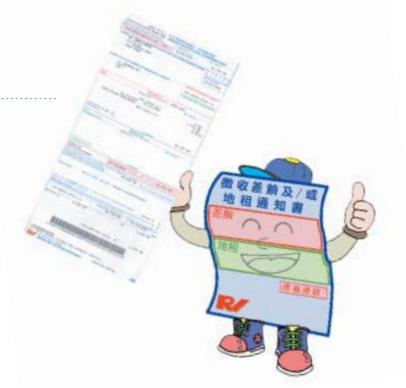
由1997年6月28日起,本署根據《地租(評估及徵收)條例》負責發單徵收地租。

差餉及地租均須每季預繳。倘若物業同時須繳納差餉及地租,差餉繳納人便會收到合併徵收通知書。

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

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



#### 物業估價服務 Property Valuation Services

#### 印花稅 Stamp Duty

本署審查物業的轉讓,向印花稅署署長(由稅務局局長兼任)提供估值方面的意見,目的是保障政府在印花稅方面的收入。若認為所申報的轉讓價值不可接受,本署便會就物業的估價提供意見。

本署亦會為沒有訂明價值的轉讓物業提供估價服務。

The Department provides valuation advice to the Collector of Stamp Revenue (who is also the Commissioner of Inland Revenue) by examining transactions involving the transfer of property. The aim is to safeguard revenue from this source. Where the stated consideration is considered unacceptable, the Department will provide a valuation advice.

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



#### 遺產稅 Estate Duty

本署向遺產稅署署長(同樣由稅務局局長兼任)建議恰當的物業價值,以釐定遺產稅。

The Department also advises the Estate Duty Commissioner (again the Commissioner of Inland Revenue) on the appropriate value of property for Estate Duty purposes.

#### 為其他政府部門提供估價服務 Valuations for Other Government Departments

本署亦經常為政府其他部門及半政府機構提供估價服務。

The Department provides regular valuation services to other Government departments and quasi-government bodies.

#### 物業資訊服務 Property Information Services

#### 物業市場資料

#### **Property Market Information**

在評估差餉及物業價值的過程中,本署收集到大量的物業資料,因而能為政府在物業市場方面提供重要意見。本署定期修訂多項統計數據,並分發給決策局及其他政府部門。

此外,本署亦會應各局及部門的要求,進行特別的研究及分析。

本署每年出版一期《香港物業報告》,回顧過往一年物業市場的情況,並預測未來三年的樓宇落成量。報告內亦載有住宅及非住宅物業的總存量及空置量。

另外,本署印製的《香港物業報告-每月補編》定期更新物業價格、租金統計、市場回報率、落成量和買賣宗數/總值的資料。

為配合《地產代理條例》的實施,本署設有資訊熱線,市民可以透過此收費服務,利用圖文傳真機取得住宅物業樓齡、實用面積和物業許可用途的資料。

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 research and 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 3 years. This Review also gives an account of the stock and vacancy of domestic and non-domestic properties.

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

To facilitate implementation of the Estate Agents Ordinance, members of the public can obtain by facsimile, at a fee, information on the age, saleable area and permitted use of a residential property through the Department's Info-Hotline service.

#### 編配門牌號數 Building Numbering

根據《建築物條例》,差餉物業估價署署長主管全港樓宇門牌號數編配事宜。本署會在進行日常的差餉估價工作時,同時執行是項工作,為新建樓宇在落成前編配門牌號數。

本署會透過舉辦大規模的宣傳運動,鼓勵市民在樓宇和店舖入口處標示正確門牌號數。

Under the Buildings Ordinance, the Commissioner of Rating and Valuation is the authority for building numbering in the territory. This work is undertaken in the course of normal rating work, with numbers being allocated in advance of the completion of new buildings.

The Department promotes the correct display of building numbers at entrances to shops and buildings by means of publicity campaigns.



## 樓宇名稱

#### Names of Buildings

本署編製及修訂《樓宇名稱》一書,詳列全港樓宇的中英文名稱、地址及落成年份。

該書可協助市民、緊急服務人員、郵政局及其他政府 部門找出樓宇的地址。市民可在政府新聞處刊物銷售 小組購買該書,亦可登入本署網頁,免費瀏覽該書的 互聯網版本。

The Department publishes and maintains a "Names of Buildings" book which contains a comprehensive list of names of buildings in the territory, their addresses in both Chinese and English, and the year of completion.

This book assists the public, the emergency services, the post office and other departments to identify addresses of particular buildings. Printed copies are available for sale at the Publications Sales Secion of the Information Services Department. The internet version can be viewed by the public free of charge at the Department's homepage.



## 業主與租客服務 Landlord and Tenant Services

本署負責執行《業主與租客(綜合)條例》(第7章)。該條例對租住權方面的保障,以及業主與租客雙方的權利與義務有所規定。本署亦因應住宅物業市場的變化,定期覆檢條例。

The Department administers the Landlord and Tenant (Consolidation) Ordinance (Cap. 7) which deals with security of tenure as well as matters relating to the rights and obligations of landlords and tenants. It also regularly reviews the Ordinance to take into account the changing circumstances of the residential market.

#### 諮詢及調解服務 Advisory and Mediatory Services

本署的人員提供全面而免費的住宅租務諮詢服務,包括定時前往多個民政事務處,及每天在土地審裁處當值,提供服務。

市民亦可透過本署24小時電話資訊服務,或從本署網址 http://www.info.gov.hk/rvd, 取得有關租務一般資訊

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

General information on landlord and tenant matters may be obtained through the Department's 24-hour automated telephone enquiry service or accessed from our website at <a href="http://www.info.gov.hk/rvd">http://www.info.gov.hk/rvd</a>.



#### 提供租金資料 Supply of Rental Information

本署收到以指定表格遞交的申請後,會對已根據該條例第IV 部分向土地審裁處申請授予新租賃的業主/租客或其專業顧問,提供相關的租金資料,而這是一項收費服務。

Upon receipt of applications on specified form, the Department will supply relevant rental information at a fee to parties or their professional advisers who have made applications to the Lands Tribunal for the grant of new tenancies under Part IV of the Ordinance.



#### 監察收樓令 Monitoring of Possession Orders

如業主以自住或重建理由獲土地審裁處頒發收回處所管有令(收樓令),本署會定期監察有關物業,以執行該條例及收樓令的規定。

The Department regularly monitors premises where landlords are granted orders for possession by the Lands Tribunal on self-occupation or redevelopment grounds. The objective is to enforce the requirements of the orders as well as the Ordinance.





- · 評估差餉及地租 · 帳目及發單
- · 估價及物業資訊服務
- · 業主及租客服務
- ·服務表現及目標
- · Rating and Government rent
- · Accounting and billing
- · Valuation and property information services
- · Landlord and tenant services
- · Performance and service targets

# 評估差餉及地租 Rating And Government Rent

#### 保存及更新估價冊及地租登記冊

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

本署不時更新和修訂估價冊及地租登記冊內的資料,有關工作包括加入新建樓宇及須繳納差餉及/或地租的物業、刪除已拆卸樓宇及無須繼續評估差餉及/或地租的物業,以及刪除曾更改物業結構的原有估價和加入重新評定的估價。「臨時估價」及「刪除估價」是修訂估價冊及地租登記冊的常用方法。

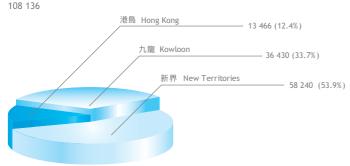
表10顯示2002-2003年度臨時估價及刪除估價的數目。下面圖表顯示按區域劃分估價冊及地租登記冊內臨時估價和刪除估價的數目,以及相對的應課差餉租值。

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

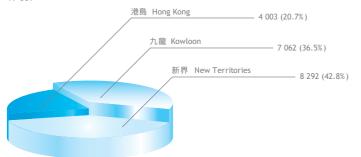
The numbers of interim valuations and deletions carried out in 2002-2003 are shown in Table 10. The following charts show the distribution by region of the total numbers and rateable values of interim valuations and deletions in the Valuation List and Government Rent Roll.

2002 – 2003年度的臨時估價及刪除估價 Interim Valuations and Deletions in 2002-2003

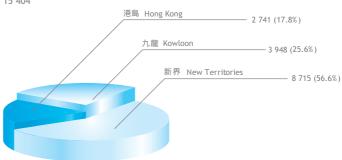
臨時估價數目 Numbers of Interim Valuations



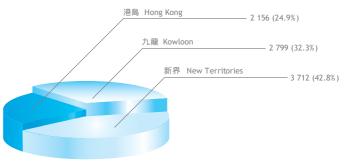
臨時估價的應課差餉租值(百萬元) Rateable Value (\$million) of Interim Valuations 19 357



刪除估價數目 Numbers of Deletions 15 404



刪除估價的應課差餉租值(百萬元) Rateable Value (\$million) of Deletions 8 667



## 每年重估應課差餉租值

#### **Annual General Revaluations**

不同類別以及在不同地區的物業,其租金水平會隨時間變遷而有不同幅度的變動。由1999年起,本署開始每年全面重估應課差餉租值,以便根據物業的公開市值租金評定物業的最新租值,用以公平地重新分配繳納差餉和地租的責任。

在全面重估2003-2004年度的應課差餉租值的過程中,本署重新評估載於估價冊內約209萬個物業的應課差餉租值,以及載於地租登記冊內154萬個物業的應課差餉租值。

新應課差餉租值的生效日期是2003年4月1日,估價依據日期為2002年10月1日。

重估完成後,應課差餉租值平均下調了8%。約91%物業的應課差餉租值平均下調了10%,約有8%物業的應課差餉租值維持不變。餘下1%物業的應課差餉租值則有平均約10%的升幅,主要是商舖及商業樓宇。

表11詳細列出全面重估應課差餉租值後,主要類別物業差餉及地租的變動。

Rental levels change over time by varying amounts for different categories of premises and in different locations. Since 1999, revaluations are conducted annually in order to bring rateable values up to date and to redistribute the liability for rates and Government rent fairly relative to the open market rental value of properties.

Approximately 2.09 million assessments in the Valuation List and 1.54 million assessments in the Government Rent Roll were reviewed in the revaluation for 2003-2004.

The new rateable values which took effect on 1 April 2003 were based on market rents as at the valuation reference date of 1 October 2002.

The exercise had resulted in an average reduction of 8% in rateable values. For about 91% of properties the rateable values were reduced by 10% on average. About 8% had no change in rateable values. The remaining 1% of properties, mainly shops and commercial premises, had their rateable values increased by about 10% on average.

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



2003-2004年度差餉估價冊及地租登記冊簽署儀式 2003-2004 Valuation List and Government Rent Roll Declaration Ceremony



#### 建議、反對及上訴

#### Proposals, Objections and Appeals

市民如對估價冊或地租登記冊內資料有意見,可於每年4月及5月份內向本署署長提交建議書,要求修改有關的資料。

然而,如果地租登記冊內的物業與估價冊的相同,則只須就估價冊的記項提交反對建議書。估價冊如因建議書而有任何修改,地租登記冊亦會相應修改。

繳納人如欲就臨時估價、刪除估價或更正估價冊及地租登記冊內的資料提出反對,可於有關通知書的發出日期起計 28日內,向本署署長提交反對書。

在上述情況下,本署的專業人員均會詳細考慮所有建議書和反對書。如果沒有收到撤銷通知書或不曾達成修改協議,署長會發出「決定通知書」。

繳納人在接獲「決定通知書」後,如仍不滿署長的決定,可在「決定通知書」發出日期起計28日內向土地審裁處提出上訴。

在此情況下,本署的專業人員會就估價冊及地租登記冊內所列應課差餉租值提出支持的陳詞和論證,並會以差餉物業估價署專家證人的身分出席土地審裁處的聆訊。

表12詳列過去兩年所處理過的建議書、反對書及上訴個案數目。

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

However, if the property included in the GRR is identical to that in the Valuation List, the proposal can only be made against the entry in the Valuation List. Any alteration to the Valuation List resulting from the proposal will also be made to the GRR.

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

In both circumstances, 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 issue of the respective notices.

In such circumstances professional officers of the Department prepare cases in support of the Valuation List and GRR entries, and appear before the Lands Tribunal as the Commissioner's expert witnesses.

Details of proposals, objections and appeals dealt with in the past 2 years are shown in Table 12.

#### 差餉徵收率

#### **Rates Charges**

差餉是根據應課差餉租值乘以一個百分率而徵收的。在2003-2004財政年度,差餉徵收率為5%。自1999-2000年度起,差餉徵收率維持不變,仍為5%。

現時所有差餉收入都撥入政府一般收入帳目。

Rates are payable at a percentage of rateable value. For the financial year 2003-2004, 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.

#### 按供水情況扣減差餉

#### **Water Concessions**

任何物業如只獲政府輸水管供應未經過濾的淡水,每年繳交的差餉額可獲扣減7.5%。

如沒有淡水供應,則每年繳交的差餉額可獲扣減15%。

下表概括列出截至2003年4月1日,這些按供水情況獲扣減差餉的物業數目及應課差餉租值總數:

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 numbers and aggregated rateable values of assessments with water concessions as at 1 April 2003 are summarised in the table below:

按供水情況扣減差餉的物業 Properties with Water Concessions

	應課差餉獲扣減7.5% Rates payable reduced by 7.5%		應課差餉獲扣減15% Rates payable reduced by 15%	
	數目	應課差餉租值(千元)	數目	應課差餉租值(千元)
	No.	Rateable Value (\$'000)	No.	Rateable Value (\$'000)
港島 Hong Kong	1	31	32	45 691
九龍 Kowloon	-	-	-	-
新界 New Territories	109	1 892	1 028	137 673
總數 Overall	110	1 923	1 060	183 364

#### 根據《地租(評估及徵收)條例》(第515章) 徵收地租 Government Rent under the Government Rent (Assessment and Collection) Ordinance (Cap. 515)

截至2003年4月1日,地租登記冊載有1 535 227個估價。

在2002-2003年度,本署為徵收地租而進行的臨時估價有92 824個,被刪除的估價則有10 222個。詳情見表10。

發展用地、重新發展用地及農地應否接受地租評估一事,曾爭議多年。這宗上訴案已經審結,終審法院於2001年3月作出裁決,肯定了本署的觀點,認為根據地租條例/規例的規定,發展中或重新發展中的用地及農地均須繳納地租。

儘管此事的法律爭議已經解決,但發展用地的估價事宜仍有爭論,有待土地審裁處審理。

The number of assessments in the Government Rent Roll on 1 April 2003 was 1 535 227.

The numbers of interim valuations and deletions carried out in 2002-2003 for Government rent purposes were 92 824 and 10 222 respectively. See details in Table 10.

The assessability of development sites, redevelopment sites and agricultural land had been disputed for several years. The matter was finally resolved with the Court of Final Appeal judgement delivered in March 2001, which 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 Ordinance/Regulation.

Although the legal issues have been settled, valuations of development sites are still in dispute, which will be argued before the Lands Tribunal.

#### 根據《政府租契條例》(第40章)為可續期土地契約徵收地租

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

下表顯示過去五年本署處理的個案數目和評估的應課差餉租值總數。

截至2003年3月31日,約有171 000個物業須根據《政府租契條例》(第40章)繳納地租。由於這類租契不斷續期,而且越來越多這類土地重新發展,因此,將有更多物業須要繳納此類地租。

The numbers of cases handled by the Department and the total rateable values assessed over the past 5 years are detailed in the table below.

There were approximately 171 000 properties paying rent assessed under this Ordinance as at 31 March 2003. As more renewable leases are renewed and more land held under renewable leases is redeveloped, more properties will become liable to this rent.

過去五年處理的地租(第40章)個案 Government Rent (Cap.40) Cases Handled in the Past 5 Years

過去五年差餉收入(百萬元)

		續期 Renewal	重新發展 Redevelopment		
年度 Year	已估價物業數目 No. of Assessments	應課差餉租值總值(百萬元) Total Rateable Value (\$million)	已估價物業數目 No. of Assessments	應課差餉租值總值(百萬元) Total Rateable Value (\$million)	
1998-1999	13 863	1 906	2 912	503	
1999-2000	9 798	2 154	927	263	
2000-2001	2 809	591	781	98	
2001-2002	2 645	257	1 252	268	
2002-2003	744	79	946	191	

#### 帳目及發單 Accounting and Billing

#### 差餉收入

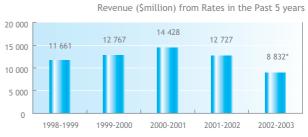
#### Revenue from Rates

經扣除差餉退款及寬減差餉額後,預計2002-2003年度的差餉收入為88.32億元。

右圖顯示過去五年的差餉收入。

The provisional revenue from rates in 2002-2003, after adjusting for refund and concession, was \$8 832 million.

The chart at the right shows the total revenue from rates in the past 5 years.



\*暫定數字 Provisional figure

#### 差餉退款 Refund of Rates

只有空置土地及因政府取得法院頒令而空置的物業,才可獲退還差 餉。2002-2003年度退還的款額是一個極細小的數目。

Only vacant open land and vacancies resulting from Court Orders obtained by the Government are eligible for refunds. The amount of refund was negligible in 2002-2003.

#### 差餉寬減

#### **Rates Concession**

鑑於本港經濟不景,政府為紓解民困,遂一次過寬減所有差餉繳納人的差餉。寬減措施在2002年1月1日生效,寬減金額相當於每個物業在2002年實際應繳的差餉,以2000元為限。

由2002年4月1日起計的九個月期間,每個物業獲進一步寬減最多達3 000元的差餉。在2001-2002年度及2002-2003年度,這兩個寬減計劃分別為差餉繳納人節省20.94億元和50.91億元。

As a relief measure to address the impact of the economic downturn, a one-off concession was granted to all ratepayers with effect from 1 January 2002. The concession was equivalent to the actual rates payable for each tenement in 2002, subject to a maximum of \$2 000.

An additional rates concession up to a maximum of \$3 000 was granted for each tenement for the 9-month period starting from 1 April 2002. The 2 concession schemes brought the total savings to \$2 094 million and \$5 091 million for ratepayers in 2001-2002 and 2002-2003 respectively.

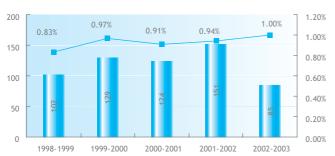
#### 差餉欠款 Arrears of Rates

2002-2003年度內,本署向欠交差餉的業主追討欠款,涉及的物業數目為77.257個。

在該財政年度終結時,共有51 191個物業尚未清繳欠款。此數目並不包括現正辦理由原居村民提交的豁免差餉申請。截至2003年3月31日,拖欠的差餉為0.85億元。下圖顯示過去五年的差餉欠款情況。

In 2002-2003, the Department took recovery action in respect of arrears outstanding for  $77\ 257$  properties.

51 191 properties had outstanding rates at the end of the financial year. The number of properties with outstanding rates excluded the properties for which applications for rates exemption by indigenous villagers were being processed. By 31 March 2003, \$85 million rates were in arrears. The chart below shows arrears of rates in the past 5 years.



#### 過去五年差餉欠款 Arrears of Rates in the Past 5 Years

百萬元 \$million 一一 佔徵收款額的百分比 % of amount demanded 所有數字並不包括原居村民申請豁免差餉而正予考慮的物業之未繳差餉。 All figures exclude the outstanding rates for properties where applications for rates exemption

by indigenous villagers were being processed.

#### 地租收入及欠款

#### Revenue from Government Rents and Arrears

2002-2003年度的預算地租收入為42.09億元。

截至2003年3月31日,拖欠地租的物業約有34 119個,未收的款項約為6 300萬元,佔應收地租額1.22%。至於原居村民因申請租金優惠而暫時未繳的地租,以及正向土地審裁處提出上訴,而土地審裁處已頒發暫緩繳納令的物業所欠繳款項均未有包括在內。

The provisional revenue from Government rents in 2002-2003 was \$4 209 million.

Some 34 119 properties had rent arrears as at 31 March 2003, comprising about \$63 million or 1.22% of Government rent demanded. This amount excluded the outstanding Government rent for properties owned by indigenous villagers where applications for rent concession were being processed. Also excluded were the outstanding arrears of properties under appeal to the Lands Tribunal where holding-over orders have been granted.

#### 差餉及地租帳目 Rates and Government Rent Accounts

截至2003年4月1日,差餉及地租帳目超逾200萬個。下圖顯示各種不同類別帳目的數量。

Over 2 million rates and Government rent accounts were maintained by the Department as at 1 April 2003. The numbers of different types of accounts are set out in the chart below.



#### 差餉及地租帳目 Numbers of Rates and Government Rent Accounts 不超逾「最低應課差餉租值 3000元」的物業並不包括在內 Excluding properties with rateable value not exceeding the "Minimum Rateable Value of \$3000".

#### 宣傳準時繳款

#### Announcement on Prompt Payment

為提醒繳納人準時繳交差餉及地租,本署在每季到期繳交差餉及地租的月份,均在電視播出宣傳短片並在電台作出廣播。

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.

#### 估價及物業資訊服務 Valuation and Property Information Services

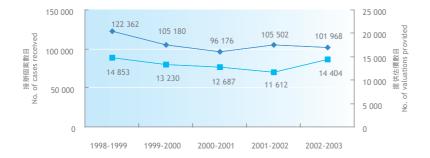
#### 印花稅 Stamp Duty

在2002-2003年度內,共有101 968宗個案須審查及估價。本署共提供了14 404項估價,涉及的物業主要是申報價值偏低或是未有在契約上註明轉讓價值。

下圖顯示過去五年這方面的工作量。

In 2002-2003, the number of cases received for examination and valuation was 101 968. The Department provided 14 404 valuations where the stated consideration was considered inadequate and for properties transferred without stated consideration.

The graph below shows the volume of this type of work in the past 5 years.

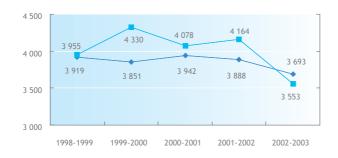


# 過去五年印花稅個案數目 Numbers of Stamp Duty Cases in the Past 5 Years 接辦印花稅個案數目 No. of stamp duty cases received 提供估價數目 No. of valuations provided

#### 遺產稅 Estate Duty

年內,共有1037宗個案交由本署評定物業價值,涉及的物業達3693個。下圖顯示過去五年的遺產稅工作量。

During the year, 1 037 cases involving 3 693 properties were forwarded to the Department for valuation. The graph below shows the volume of Estate Duty work in the past 5 years.

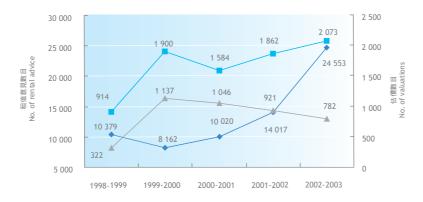


### 為其他政府部門和半政府機構提供估價服務

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

過去一年間,本署為其他政府部門及半政府機構提供估價服務,包括為24 553宗個案提供租值意見、評估2 073項物業售價及782宗利得稅個案。下圖顯示本署過去五年所提供的這類估價服務。

Other valuations, including 24 553 rental advice, 2 073 capital valuations and 782 profits tax cases were provided to other Government departments and quasi-government bodies in the past year. These valuation services given in the past 5 years are summarised in the graph below.



過去五年為其他部門提供的估價數目 Numbers of Valuations for Other Departments in the Past 5 years

→ 租值意見數目 No. of rental advice

— 物業估價數目 No. of capital valuations

▲ 評定利得稅數目 No. of valuations for profits tax

#### 提供物業資訊服務

#### **Property Information Services**

本署為協助政府制定政策而負責的物業研究及市場監察工作,在過去數年間明顯增多。

除不時回應公眾人士、政府決策局、部門及機構查詢資料的要求外,本署也致力將物業市場的信息傳送給房屋及規劃地政局,以便該局更新其綜合電腦系統內的資料。該個系統旨在集中提供土地供應、房屋產量及物業市場的詳細資料,以便當局準確掌握全港的房屋發展方向及市場活動。

《香港物業報告》2003年版主要是回顧2002年物業市場的情況,並預測2003至2005年的樓宇落成量。該份報告印文本已公開發售,市民也可到本署網頁(網址: http://www.info.gov.hk/rvd)免費瀏覽。

至於該刊物的每月補充資料《香港物業報告-每月補編》,市民同樣可到本署網頁免費瀏覽或下載有關物業租金、價格及落成量的最新統計資料。市民亦可使用本署的24小時電話資訊服務(電話:2152 2152),經圖文傳真機取得這些資料。本署另備有每月補編的印文本,供免費取閱。

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 Housing, Planning and Lands Bureau for inclusion in their integrated computerised system to provide central information on land supply, housing production and the property market to facilitate gauging of territory-wide housing development and market activities.

The 2003 edition of the Hong Kong Property Review gives a review of the property market in 2002 and provides forecasts of completions in 2003 to 2005. While printed copies of this publication are on sale to the public, the internet version is available for free public viewing from the Department's homepage at <a href="http://www.info.gov.hk/rvd">http://www.info.gov.hk/rvd</a>.

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

#### 編配門牌號數

#### **Building Numbering**

年內獲編配門牌號數的樓宇,在港島和九龍共有90幢,而在新界有4922幢。

除定期在已有門牌編配系統的地區為新建樓宇編配門牌號數外,本署還為以往沒有正式門牌號數的新界鄉郊地區,編配有系統的門牌號數。

為向市民提倡正確地標示門牌號數,本署定期舉辦宣傳活動,以喚起市民的注意,最近一次在2000年底舉行。本署將於 2003年底展開下一次宣傳活動。

During the year, building numbers were allocated to 90 buildings in Hong Kong and Kowloon and 4 922 buildings 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.

To promote correct display of building numbers, publicity campaigns were regularly conducted with the latest one held at the end of 2000. The Department will start the next publicity campaign at the end of 2003.

#### 《樓宇名稱》

#### "Names of Buildings" Book

2001年版的《樓宇名稱》於2001年12月出版,印文本已公開發售。市民也可到本署網頁免費瀏覽書內的資料,而網上版的資料每六個月更新一次。本署於2003年底出版此刊物的2003年版。

The 2001 edition of the "Names of Buildings" Book was published in December 2001. Printed copies are available for sale. Entries in the book can be viewed free of charge at the Department's homepage. This internet version is updated by the Department every 6 months. The Department will publish the 2003 edition of this publication at the end of 2003.



#### 業主與租客服務 Landlord and Tenant Services

#### 《業主與租客(綜合)條例》

#### Landlord and Tenant (Consolidation) Ordinance

自從該條例的第I及II部分於1998年12月31日屆滿後,差不多所有住宅租客的租住權均受該條例第IV部保障,而須繳納市值租金。

在2002-2003年度內,本署共處理了29915份根據第IV部提交的新租出或重訂協議通知書。

該條例的修訂草案已於2002年12月通過。該等修訂的主要目的,是精簡重訂住宅租賃及收回處所管有的程序,加重侵擾租客、非法著令租客遷出的罰則,並改善該條例的一般運作。

另一修訂草案於2003年5月刊登憲報,並於2003年6月提交立法會審議。該修訂草案建議修訂法例,以撤銷該條例第IV部分所載的住宅租賃的租住權保障,以及該條例第V部分所載的終止非住宅租賃的最短通知期規定。

Following the expiry of Parts I and II of the Ordinance on 31 December 1998, nearly all domestic tenants are now given security of tenure under Part IV of the Ordinance subject to payment of prevailing market rents.

A total of 29 915 Notices of New Lettings/Renewal Agreements under Part IV were processed in 2002-2003.

An Amendment Bill to the Ordinance was enacted in December 2002. The amendments are mainly to streamline the procedures in renewal of domestic tenancies and recovery of possession of premises, increase penalties for harassment and unlawful eviction of tenants, and improve the general operation of the Ordinance.

A further Amendment Bill was gazetted in May 2003 and submitted to the Legislative Council in June 2003. It proposes legislative amendments to remove the security of tenure restrictions for domestic tenancies under Part IV and the minimum notice requirement for terminating non-domestic tenancies under Part V of the Ordinance.

#### 諮詢及調解服務

#### **Advisory and Mediatory Services**

在2002-2003年度內,本署處理約152 500宗查詢,其中49 000宗經由本署每天派往土地審裁處當值的人員處理,另有12 000宗經由每星期指定時間派往民政事務處當值的人員處理。

In 2002-2003, some 152 500 enquiries were handled, with 49 000 and 12 000 of these being dealt with by officers during their daily and weekly visits to the Lands Tribunal and District Offices respectively.

#### 提供租金資料

#### Supply of Rental Information

為協助向土地審裁處申請聆訊的訴訟雙方,本署在2002-2003年度提供租金資料給約130個申請人。

To assist parties involved in Lands Tribunal hearings, rental data were provided to about 130 applicants during 2002-2003.

#### 服務表現及目標 Performance and Service Targets

#### 服務承諾

#### Performance Pledge

2002-2003年度服務承諾所列的11項工作,全部達到或超越所定的服務水平及目標。

2003-2004年度的服務承諾單張,載錄了新的服務表現及目標。

For all the 11 activities listed in the 2002-2003 Performance Pledge, set service levels and targets were either exceeded or achieved.

The new service levels and targets are contained in the 2003-2004 Performance Pledge pamphlet.

#### 24小時電話資訊服務

#### 24-hour Automated Telephone Enquiry Service

本署推出的24小時電話資訊服務,可讓市民透過預錄聲帶,查詢有關差餉、地租及租務事宜,以及差餉/地租發單和徵收的最新資料。

使用這項服務的人士亦可選擇以圖文傳真機,接收某些資料,例如物業市場統計數字。

對市民有影響的政策和程序如有修改,也可以透過此系統讓市民得知。市民只須以電話 致電2152 2152便可使用這項服務。

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

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

#### 綜合電話查詢中心 Integrated Call Centre

本署設有24小時電話資訊服務,但隨著綜合電話查詢中心的第一階段服務於2002年3月推出後,市民也可選擇使用24小時由接線生接聽的電話查詢服務。最後階段的服務將於2003年底推出,屆時將涵蓋帳目及發單方面的查詢。

In addition to the automated telephone enquiry service, a 24-hour operator service is also available through the Integrated Call Centre, with the first phase launched in March 2002. The final phase will be implemented in late 2003 to cover enquiries on accounting and billing matters.





- · 地址更改易服務
- · 綜合電話查詢中心
- · 中、英文物業地址及樓宇名稱 · 綜合徵收及繳款通知書服務
- · 電子方式遞交表格及通知書
- · Easy Change of Address Service
- · Integrated Call Centre
- Bilingual Property Addresses and Building NamesConsolidated Demand and Payment Service for Multiple Properties
- · Electronic Submission of Forms and Notices

#### 地址更改易服務

#### Easy Change of Address Service

公共服務電子化計劃現時為公眾人士提供網上「地址更改易」服務,市民可同時通知超過十個政府部門更改其通訊地址。由於本署是其中一個參加公共服務電子化計劃的部門,因此差餉和地租繳納人可隨時隨地透過互聯網更新其通訊地址,既方便又快捷。這項設施24小時運作,並且無須使用數碼簽署。

The Electronic Service Delivery (ESD) scheme now provides an online "Easy Change of Address" service for the public to inform over 10 Government departments simultaneously of their latest correspondence address. As this Department is one of the participants in the ESD scheme, rates and Government rent payers can easily update their correspondence addresses through the internet, on an anytime, anywhere basis. This is a 24-hour facility and does not require the use of digital signature.



### 綜合電話查詢中心 Integrated Call Centre

這項以客為本的服務於2002年3月首度推出,並且24小時運作,提供全日由接線生操作的公眾電話查詢服務。服務範圍在本年內已擴展,而涵蓋帳目及發單資料的最後階段將於2003年底推出。市民可致電本署的24小時電話資訊服務(2152 2152),或綜合電話查詢中心的24小時由接線生操作的熱線(2152 0111)查詢。

This customer-focused initiative was first launched in March 2002 to provide 24-hour operator service for public telephone enquiries. The scope of its services has been expanded during the year and the final phase covering account and billing information will be implemented in late 2003. All telephone enquiries can be made through either the Department's 24-hour Automated Telephone Enquiry Service at 2152 2152, or the 24-hour operator service of the Integrated Call Centre at 2152 0111.

### 中、英文物業地址及樓宇名稱

### Bilingual Property Addresses and Building Names

將於2004年3月公布的新估價冊及地租登記冊,會首次以中、英文顯示所有物業的地址。如物業有樓宇名稱,本署亦會在物業地址內加入樓宇名稱。繳納人可選擇接收顯示英文或中文地址的差餉及地租通知書。

The new Valuation List and Government Rent Roll to be declared in March 2004 will show property addresses in both English and Chinese for the first time. Building names, if available, will also be incorporated into the property addresses. Payers will then be given a choice to receive the demands for rates and Government rent in either English or Chinese language.

#### 綜合徵收及繳款通知書服務

# Consolidated Demand and Payment Service for Multiple Properties

本署將於2004年初推出綜合徵收及繳款通知書服務。屆時,擁有多個物業的差餉/地租繳納人可申請這項服務,接收載列繳納人各項物業應繳納的差餉/地租總額的綜合通知書,而無須收到個別物業的徵收通知書。這項服務可方便繳納人處理每季通知書的帳目和繳款工作,同時亦可為政府節省不少文具和郵費開支。

The Department will introduce a Consolidated Demand and Payment Service in early 2004, whereby a payer with multiple properties may apply for a consolidated rates/Government rent demand listing the amounts payable for all his properties instead of receiving separate demands for each and every individual property. This service will benefit such payers as it will facilitate their processing and accounting work as well as their payment for each quarterly demand. It will also save considerable stationery and postage expenses.

#### 電子方式遞交表格及通知書

#### **Electronic Submission of Forms and Notices**

為了促進電子商貿,政府已提出《2003年電子交易條例(修訂)條例草案》,以便能推行新措施,包括接納以電子記錄的形式送達的法定表格和通知書。這修訂條例草案通過後,對於《差餉條例》、《地租(評估及徵收)條例》及《業主與租客(綜合)條例》下現時規定以親身遞交或郵寄方式送達的法定表格和通知書,本署將接納以電子方式遞交。這項新安排預計會於2004年底實施,而本署正著手為這項新安排作準備。

In an effort to facilitate the conduct of e-business, the Electronic Transactions Ordinance (Amendment) Bill 2003 has been introduced in order to enable, among other things, the acceptance of electronic records of statutory forms and notices. Pending its enactment, the Department will accept electronic submission of statutory forms and notices currently required to be served by personal service or by post under the Rating Ordinance, the Government Rent (Assessment and Collection) Ordinance and the Landlord and Tenant (Consolidation) Ordinance. Preparations are underway to cater for this new arrangement, expected to be put in place in late 2004.







- · 每年全面重估應課差餉租值
- · 評估地租
- · 外判工作
- ・檢討架構
- · 有關評估差餉及地租的審核報告
- · 政府服務電子化策略
- · 綜合物業資料庫
- · 物業資訊通
- · Annual General Revaluations
- · Government Rent Assessment
- · Outsourcing Opportunities
- · Institutional Review
- · Audit Review on Assessment of Rates and Government Rent
- · E-Government Strategy
- · Integrated Property Data Base
- · Property Information Hub

# 每年全面重估應課差餉租值

**Annual General Revaluations** 

現時全港的差餉估價超逾210萬個,地租估價也達到140萬個。本署每年全面重估應課差餉租值時,要以非常緊絀的人手在短時間內覆核和更新這些估價,確是一項艱巨和充滿考驗的工作。我們甚至必須在2003-2004年度估價冊反對書的覆核工作完成以前,開始詳細計劃2004-2005年度的重估工作。我們的資源有限,但有待處理的工作卻很多,要妥善運用資源和安排先後次序,實在不容易。鑑於經濟不景、物業市場疲弱,加上非典型肺炎對經濟造成的嚴重打擊,下一次的全面重估應課差餉租值工作毫無疑問會加倍困難和極具挑戰性。

The annual general revaluation remains to be a massive and testing task, with over 2.1 million rating assessments and 1.4 million Government rent assessments to be reviewed and updated within a short period of time under severe manpower constraints. Elaborate planning of the next revaluation exercise for 2004-2005 commenced even before the completion of review of the large number of objections against the 2003-2004 Valuation List. Competing resources and priorities present a major challenge to the Department. Given the economic recession, the weak property market and the severe impact of SARS on the economy, the next general revaluation will undoubtedly be a difficult and formidable one.



#### 評估地租

#### **Government Rent Assessment**

終審法院的裁決,已經確立了法理依據,發展用地、重建用地與農地雖然無須繳納差餉,但本署有權評估及徵收該等 用地的地租。不過,有關發展用地租值的評估方法仍有爭議,我們會向土地審裁處提交一宗測試個案,以待裁決。

The legal basis for assessment of Government rent in respect of development, redevelopment and agricultural land, which is not liable for rates, has been upheld by the Court of Final Appeal. However, the method of valuation to be used in assessing development sites is still being contested. A test case will be put to the Lands Tribunal for determination.





#### 外判工作

#### **Outsourcing Opportunities**

為了以有限的資源,應付不斷增加的工作量,本署考慮更多利用私營機構提供的服務,以便清理積壓的工作。 2003年初的試驗計劃順利完成後,本署再批出兩份涉及新界鄉郊物業估價工作的合約。本署會考慮擴大外判工 作的範圍和規模,以便處理因資源所限而積壓已久的工作。

To tackle increasing workload against limited resources, outsourcing opportunities had been explored to make use of the market in service delivery and in clearing backlog of work. Following the successful completion of a pilot scheme in early 2003, the Department has awarded another 2 contracts for the assessment of rural properties in the New Territories. The Department will consider further outsourcing opportunities, in terms of both scope and scale, for work that has been outstanding for a long time but cannot be dealt with due to resource constraints.





#### 檢討架構 Institutional Review

在經濟氣候欠佳的情況下,本署仍繼續探索、開拓商機和進一步提高工作效率,以及檢討部門的組織架構。我們已仔細研究多個方案及其可行性。年內,政府內外的經濟環境皆出現了一些重大變化,促使本署重新研究早前曾考慮的方案。

儘管如此,本署仍繼續透過重組架構、重整工序、重訂次序和外判工作,推行多個改進效率和削減成本措施。

Amidst a difficult economic climate, the Department has continued to explore business and efficiency opportunities, and to review its institutional structure. A number of studies had been undertaken to examine possible options and their feasibility. During the year, there were significant economic changes both within and outside the Government environment which had prompted the need to re-visit the proposals previously considered.

Notwithstanding, various efficiency improvement and cost cutting initiatives have been implemented through re-organisation, reengineering, re-prioritisation and outsourcing.

#### 有關評估差餉及地租的審核報告

### Audit Review on Assessment of Rates and Government Rent

審計署署長已經對本署的表現發表審核報告,就九項工作範圍提出改善建議。這些工作範圍包括加強監察以確保在24個月的時限內完成臨時估價工作、撤銷指定鄉村區、向不符合豁免資格的物業追討地租,以及評估廣告招牌的差餉。我們認同大部分的建議,並已立即展開跟進行動。

The Director of Audit has conducted a review on the Department's performance and made recommendations for improvements in 9 areas of activities including the monitoring of the 24-month time bar for interim valuations, de-designation of Designated Village Areas (DVAs), recovery of Government rent for tenements not qualified for exemption and rating of advertising signs. We agree in general with most of the recommendations and are taking immediate follow-up actions.

# 政府服務電子化策略 E-Government Strategy

本署十分注重不斷提升資訊科技系統的功能,以應付將來的服務需求。另外,本署會於未來五年推行多個計劃,以進一步提高效率和成本效益。本署會特別著重客戶服務、工作策劃、服務表現管理,以及整體基礎設施的支援,以便更有效地實施政府服務電子化的各項措施。

Strong emphasis is placed on the continuing development of information technology capabilities to meet future service demands. Various projects will be implemented over the next 5 years with a view to further enhancing efficiency and cost-effectiveness. Special emphasis will be given to customer service, work planning, performance management and overall infrastructure support to facilitate the implementation of various e-government initiatives.



#### 綜合物業資料庫

#### **Integrated Property Data Base**

本署設有一個完備的全港物業資料庫,供評定差餉和進行估價之用。除了協助執行本署各種職能外,這個資料庫亦處理與若干政府部門及外界機構的資料交換。

為了擴大現時以文本為基礎的物業資料庫的用途,本署快將啟用一個綜合物業資料庫。該資料庫不但網羅物業資訊的文字記錄與圖像資料,還能讓本署更快捷有效地執行評定差飽和估價工作,並能快速地及以符合成本效益的原則,處理部門對外或對內的傳送、交換和共用物業資料。第一階段的服務將於2003年底推出。

The Department maintains a comprehensive, territory-wide, property database for rating and valuation purposes. In carrying out various departmental functions, it also exchanges data with a number of Government departments and external organisations.

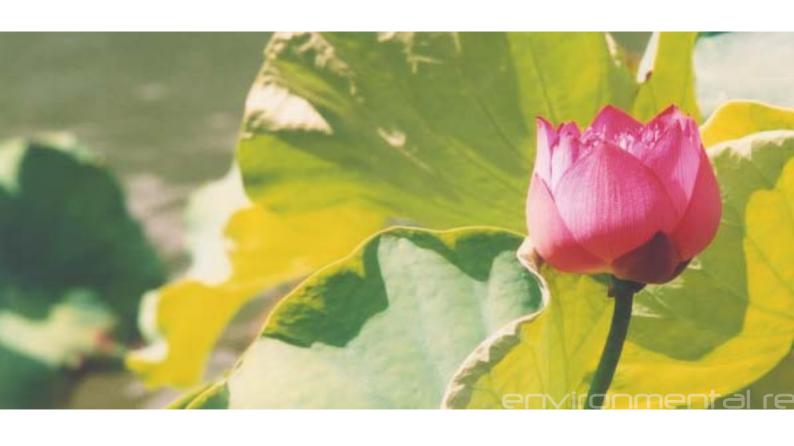
To add value to the current text-based property database, the Department will soon implement an Integrated Property Data Base (IPDB). In addition to providing a comprehensive textual and graphic repository of property information, the IPDB will enhance the efficiency and effectiveness of rating and valuation work. It will also help facilitate the transfer, exchange and sharing of property data within and outside of the Department in a timely and cost-effective manner. The first phase of this project will be implemented by the end of 2003.

#### 物業資訊通

#### **Property Information Hub**

政府正構思發展一個物業資訊通,以期提供一站式的物業資訊服務,方便市民以電子方式查閱各個政府機構儲存的物業資料。本署擁有龐大的物業資料庫,現正與有關的政府決策局和部門,協力成立此物業資訊通。此計劃的主要目的是為公眾及私營機構,尤其是物業界別的從業員和商界,提供完備的物業資訊服務,從而促進物業交易。本署正研究該計劃的可行性。

The concept of a Property Information Hub is being developed by Government, aiming at providing "one-stop" electronic access to property information held by various Government bodies. This Department, in possession of massive property data, is collaborating with the relevant Government bureaux and departments on the establishment of this Property Information Hub. The primary objective is to facilitate property transactions by providing a comprehensive property information service to both the public and private sectors, especially property-related practitioners and the business community. A feasibility study is currently being undertaken.





政策:差餉物業估價署遵循「減用、再用和再造」三大原則使用資源。

宗旨:節約資源和減少廢物。

目標:限制紙張使用量,務求每年增幅不超過3%。

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

consumption of resources.

Objective: Resources saving and wastes reduction.

Target : To limit the yearly growth rate of the consumption of paper to no more than 3% each year.

# 管制人員環保報告 Controlling Officer's Environmental Report

#### 環保內務管理方法

#### **Green Housekeeping Measures**

在日常運作方面推行各項環保措施,一向是本署的優先處理項目。本署委任了內務秘書為「環保經理」,負責監察及定期檢討部門環保措施的施行。為了提高員工的環保意識,以及爭取他們的支持,本署已:

- · 定期通過內聯網發佈環保內務管理的多項措施;以及
- · 藉著環境保護署的協助,為員工舉辦講座及工作坊,例如綠色生活及環保駕駛等。

The Department has always accorded high priority in implementing various green housekeeping measures in its daily operations. The Departmental Secretary was appointed as "Green Manager" to oversee and to keep under review the Department's green measures. To promote environmental awareness on green issues and to sustain staff support, the Department has

- circulated regularly through the intranet various departmental green housekeeping measures;
- · organised through the Environmental Protection Department some in-house seminars and workshops for staff on green living, eco-driving, etc.



# 節省能源 Energy Conservation

為了節省能源,本署一向鼓勵員工遵行一系列節省能源的措施,包括:

- · 當陽光照射室內時,將百葉窗簾放下;
- · 通往升降機大堂和接連沒有空調房間的門經常保持關閉;
- · 在沒有人使用辦公室時,將房間及開敞辦公地方的所有供電系統關掉; 以及
- · 鼓勵共用部門車輛隊以減少汽油消耗。

To conserve energy, the Department has encouraged staff to adopt a series of energy saving measures, including

- · lowering venetian blinds when direct sunlight is penetrating a window;
- keeping closed the entrance doors to lift lobbies and non air-conditioned rooms;
- switching off electricity supplies for rooms and open plan areas when the offices are left vacant; and
- · encouraging sharing of pool cars to reduce fuel consumption.

#### 善用紙張和信封

## Economy in the Use of Paper and Envelopes

本署亦有制定多項善用紙張和信封的措施,例如:

- · 充分利用每張紙的正反兩面和盡量減低文件的分發數量;
- . 利用不再使用的表格和文件的空白一面作草稿紙;
- ·在設計部門表格時要特別注意善用紙張的原則,並控制印刷表格的數量,以減少浪費;
- · 盡量使用可供重複使用的釘孔信封來傳遞不屬機密類別的文件;
- · 在節日時不寄發賀卡, 改以電郵道賀;
- · 覆檢文件的分發名單,以期盡量減少印文本的數目;
- ·全面推行電腦化的工時記錄管理系統,以代替人手填寫工時記錄表;以及
- · 減少指引和守則印文本的數目,並廣泛使用內聯網及分區資料庫。

在本署員工通力合作之下, 2002-2003年度耗用 A3 及 A4 紙 的數量為 12 070令,較 2001-2002年度的 12 265令減少 1.6%。在去年的耗紙量中,循環再造紙的用量為 1.695令,較 2001-2002年度循環再造紙 1.035令的耗量增加 64%。

The Department has also introduced a number of measures to economise the use of paper and envelopes, such as

- using both sides of the paper and to keep the number of copies of documents to the minimum possible;
- using outdated forms and obsolete copies of documents with one clean side as drafting paper;
- · exercising utmost care in the design of departmental forms and controlling the quantity to be printed in order to minimise wastage;
- · using transit envelopes whenever possible for unclassified documents;
- · sending e-greetings in festive occasions to replace greeting cards;
- · reviewing distribution list of documents to keep it to minimal level;
- · implementing computerised Timesheet Management System to replace manual recording of worksheet; and
- · reducing the number of hardcopy manuals and regulations, and widening the use of intranet and Divisional Information Centre.

With concerted staff efforts, the consumption of A3 and A4 paper in 2002-2003 was 12 070 reams, indicating a decrease of 1.6% against 12 265 reams in 2001-2002. Among all the paper consumed last year, 1 695 reams were recycled paper representing an increase of 64% against 1 035 reams of recycled paper used in 2001-2002.







#### 廢物管理

## Management of Wastes

本署亦積極減少並回收廢物。在2002-2003年度,本署共回收廢紙54 111公斤,較2001-2002年度的67 172公斤減少19%。這反映本署在2002-2003年度在減少並限制用紙方面取得的成果。本署亦與激光打印機墨盒供應商達成協議,回收已使用的打印機墨盒。

此外,本署參加了2002-2003年度的「人人有腦 希望工程」,捐贈了100台剩餘而操作正常的電腦和其他電腦附件,這既可推廣循環再用有用的資源,又可幫助弱勢社群。

The Department has also made efforts to reduce and recycle wastes. In 2002-2003, 54 111 kilograms of waste paper were collected, representing a drop of 19% when compared with 67 172 kilograms collected in 2001-2002. This reflects that the Department was successful in reducing waste and limiting the consumption of paper in 2002-2003. Arrangements have also been made with the suppliers to collect used laser printer cartridges.

To promote reuse of serviceable resources and at the same time to help the under-privileged, the Department donated 100 sets of surplus serviceable computers and various computer accessories to the Project CompuAid in 2002-2003.



#### 前瞻

### Way Forward

為求在環保成績上不斷求進,本署會將「取代」(Replace)這環保新原則納入為我們的環保政策,同事會採用環保採購的措施,例如以數碼相機取代傳統相機,以及在電子打字機、傳真機和車輛等辦公室器材不能再用時,先作仔細檢討是否需要才決定維修或以新的器材取代。

為配合政府節省能源和用紙的目標,本署會力求在2003-2004財政年度節省2.5%用紙和1.5%能源。全體組別員工都要仔細檢討用紙的情況,並盡力減低用紙的數量。本署亦設計了一套節省能源的電腦程式,當聯網的電腦閒置達15分鐘,中央系統便會自動關閉有關電腦的硬碟。本署會繼續制訂各項措施,務求有效達致節省能源和用紙的目標。

To continue improving its environmental performance, the Department will include the new principle of "Replace" in its environmental policy and implement green procurement, e.g. to replace conventional cameras by digital cameras, to review critically the need for replacement of office equipment such as electronic typewriters, fax machines, vehicles, etc.

To comply with the Government's drive to economise on the use of energy and paper, the Department will aim at achieving a 2.5% reduction in paper and 1.5% in energy consumption in the financial year 2003-2004. All sections will be required to critically review their paper consumption pattern and place greater efforts in cutting the quantity of paper used. An energy-saving programme has been designed to centrally log out the networked computers when they have been idling for more than 15 minutes. The Department will continue to develop effective measures to reduce energy and paper consumption.





# 由左至右:

黄張坤儀女士 - 內務秘書 . 黃振韶先生 - 副署長 . 史偉信先生 - 差餉估值顧問 彭寶榮先生 - 差餉物業估價署署長 蕭權生先生 - 助理署長(專責事務) . 老興忠先生 - 助理署長(差餉及物業估價事務) . 曾梅芬女士 - 助理署長(行政)

From left to right:

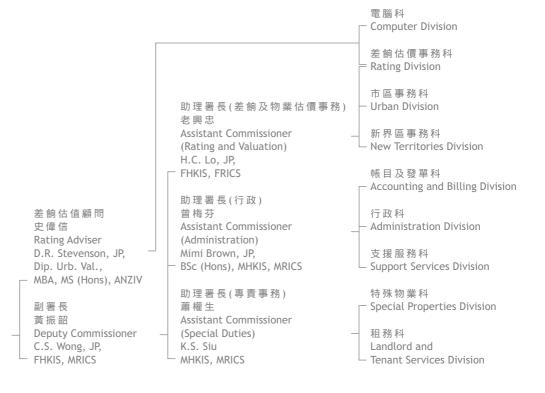
Mrs. Alice Wong - Departmental Secretary . Mr. C.S. Wong - Deputy Commissioner . Mr. D.R. Stevenson - Rating Adviser

Mr. Kenneth T.W. Pang - Commissioner of Rating and Valuation

Mr. K.S. Siu - Assistant Commissioner (Special Duties) . Mr. H.C. Lo - Assistant Commissioner (Rating and Valuation) . Mrs. Mimi Brown - Assistant Commissioner (Administration)



# 部門架構(2003年4月1日) Organisation Structure (1 April 2003)



差餉物業估價署署長 彭贊榮 Commissioner of Rating and Valuation Kenneth T.W. Pang, JP, FHKIS, FRICS, MPA (Harvard)

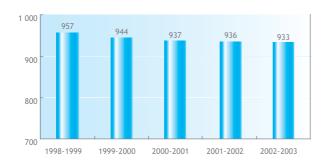
# 人手編制 Staffing

截至2003年4月1日止,本署總實際人數為933人,其中專業職系人員佔106名、技術職系人員佔411名、一般職系人員 佔334名、其他職系人員佔82名。

以下圖表顯示過去五年的總實際人數,以及截至2003年4月1日為止按職系區分的員工比例:

As at 1 April 2003, the Department had a total strength of 933 officers including 106 professional officers, 411 technical officers, 334 general grade officers and 82 officers of other grades.

The following figures show the total strength of staff in the past 5 years and the distribution of officers by grade as at 1 April 2003:



過去五年總實際人數(員工數目) Total Strength in the Past 5 Years (No. of Staff)



截至2003年4月1日按職系區分的員工分布圖 Distribution of Officers by Grade as at 1 April 2003

附錄 A 列出本署在 2002年 4 月 1 日 及 2003年 4 月 1 日的編制及實際人數,以及兩者的對比。本署高級首長級人員亦在若干跨部門或外間委員會擔任成員,該等委員會名稱載於附錄 B。

本署於2002-2003年度的個人薪酬(不計長俸、旅費、宿舍等開支)及部門開支達4.069億元, 上一年度則為3.892億元。

Annex A sets out a comparison of the establishment and strength as at 1 April 2002 and 1 April 2003. Senior directorate staff also serve on inter-departmental and external committees, and a list of the committees is at Annex B.

Expenditure on personal emoluments (other than pensions, passages, quarters, etc.), and charges for departmental expenses amounted to \$406.9 million in 2002-2003, compared with \$389.2 million in the preceding year.

# 培訓與發展計劃 Training and Development Plan

本署2002-2003年度培訓與發展計劃已順利推行。年內,每名員工的平均受訓日數為四天。現今,環境轉變、工作量日益增加、工作日趨複雜,以及市民期望不斷提高,均使我們的工作更富挑戰性。管方深明培訓的重要性,因此為員工安排多方面的訓練課程,既針對部門所提供服務的需求,也照顧員工的事業發展和個人抱負。

The Departmental Training and Development Plan for 2002-2003 was implemented satisfactorily. Staff has attended training courses for 4 days on average over the year. The Department is fully aware of challenges to staff presented by the changing environment, the increasing volume of work, complexity of issues, and higher public expectations. Apart from addressing the Department's needs in its service delivery, the various training and development programmes contribute to meeting the career development needs and personal aspirations of staff.

#### 專業人員訓練

#### **Professional Staff Training**

為專業人員的職業前途發展,本署安排一名高級物業估價測量師,於2003年4月到英國估價部門接受為期六個月的實習。

為了提高員工在集成估價方面的技巧,本署安排一名高級物業估價測量師及四名物業估價測量師參加由香港理工大學主辦的兩天電腦集成估價課程。

在管理技巧方面,三名高級物業估價測量師參加了公務員培訓處舉辦的公營機構領袖訓練課程,該課程為期一個月。

另有兩名首席物業估價測量師到內地考察。年內,我們首次資助物業估價測量師職系人員修讀深造課程,向兩名物業估價測量師各發放一萬元,以資助他們修讀碩士學位課程。

在延續專業知識發展進修方面,本署為專業人員及見習人員,舉辦了四個與專業範疇有關的研討會。

另外,八名專業人員參加了一個由專家學院舉辦為期兩天的專家證人培訓課程。

For career development purposes, 1 Senior Valuation Surveyor was attached to the Valuation Office Agency of United Kingdom for 6 months since April 2003.

To sharpen our skills in mass appraisal, 1 Senior Valuation Surveyor and 4 Valuation Surveyors attended a 2-day Computer-assisted Mass Appraisal (CAMA) training course held by Hong Kong Polytechnic University.

On the management front, 3 Senior Valuation Surveyors attended the 1-month Leadership in the Public Sector Programme organised by the Civil Service Training and Development Institute.

2 Principal Valuation Surveyors paid a familiarisation visit to mainland China.

For the first time, we introduced sponsorship for the Valuation Surveyor grade officers to undertake post-graduate studies. Under this scheme, two Valuation Surveyors obtained sponsorship of \$10 000 each for pursuing their Master Degree study.

For continued professional development, 4 seminars were held for professional officers and trainees on topics related to our professional work.

In addition, 8 professional officers attended a 2-day expert witness course run by the Academy of Experts.

# 專業資格

#### Professional Membership

年內,有六名人員通過了香港測量師學會主辦的專業能力最終評審,並申請成為香港測量師學會專業會員。

同年,共有七名人員通過英國列丁大學或物業管理學院開辦的物業管理函授課程的期終考試,符合申請成為香港測量師 學會產業測量組專業會員的學歷要求。

6 officers passed the Final Assessment of Professional Competence (APC) conducted by the Hong Kong Institute of Surveyors (HKIS) and applied for election to professional membership.

During the year, a total of 7 staff members passed the final examination of Estate Management correspondence courses run by the University of Reading or College of Estate Management in the United Kingdom, which satisfy in full the academic requirements for corporate membership of the HKIS in the General Practice Division.

#### 內部訓練課程

# **In-house Training Courses**

年內,本署職員培訓組為478名員工舉辦了17個內部訓練課程及經驗分享會,各有不同主題,內容涵蓋多個範疇,包括部門電腦系統運作、地租事宜、估價實務及工作程序。

職員培訓組也安排了一個內部講座,介紹如何利用數碼地圖,評估商舖價值,該講座吸引了超過一百名專業及技術職系人員參加。

為提高員工對資訊科技保安的意識和了解,以及讓他們更明白有關的責任,職員培訓組分23次為九百多名員工舉辦相關的講座。

此外,培訓組還為61名新入職人員安排六項入職講座。

The Department's Staff Development Section organised a great variety of in-house training courses and experience sharing sessions on different subjects, including computer systems in the Department, Government rent issues, valuation practices and work procedures. A total of 17 seminars/courses were held for 478 trainees during the year to cover the above subjects.

An in-house seminar on "Valuation of shops by Digital Map" was well attended by over 100 professional and technical staff.

IT security awareness training was conducted for all staff of the department. A total of 23 sessions for more than 900 staff had been organised which helped raise staff's awareness and understanding on IT security as well as their responsibility in this respect.

In addition, 6 induction seminars were held for 61 new-comers to the Department.



#### 其他訓練課程

#### **Other Training Courses**

年內,本署安排了多個電腦及資訊科技應用課程,員工反應非常踴躍。共有21名專業及技術職系人員參加私人承辦商就 SAS程式舉辦的多個課程。此外,政府大型承辦商亦提供不同種類的電腦課程,參加者多達280人次。本署職員共有 1 663人次參加公務員培訓處舉辦的各項課程。

The response of staff on computer training and IT applications was encouraging. 21 professional and technical officers attended various training courses on SAS Programmes run by private contractors. In addition, a total of 280 attendances were recorded for a variety of computer courses run by the Government bulk contractors.

A total of 1 663 attendances were also recorded for a wide range of courses organised by the Civil Service Training and Development Institute.

#### 海外機構與內地機關到訪本署

#### Visits from Overseas Organisations and Mainland Authorities

同年共有六個海外學術及專業機構和內地地方機關到訪本署,大大促進學術和專業範疇,以及工作相關事宜的交流。

During the year, there were 6 visits to the Department from overseas academic and professional institutions and also mainland local authorities. These visits fostered exchange of views at an academic and professional level as well as on work related issues.

#### 國際物業稅務學會第五屆周年會議(2002年)

International Property Tax Institute (IPTI) 5th Annual Conference, 2002

國際物業稅務學會第五屆周年會議於2002年8月在香港舉行。是次國際會議首次由亞洲城市主辦。為期四天的會議是由加拿大國際物業稅務學會、美國林肯土地政策學院和本署合辦,以「物業稅在亞洲面臨的挑戰」為主題。在約200位與會人士中,約80位是來自23個國家/地區的海外代表。是次會議取得空前成功。

During August 2002, the 5th Annual Conference of the International Property Tax Institute was held in Hong Kong which was the first Asian city to host this international forum. The 4-day conference, with the theme "Property Tax Challenges in Asia", was jointly organised by the Department, the International Property Tax Institute of Canada and the Lincoln Institute of Land Policy of USA. The event attracted some 200 participants including 80 overseas delegates from 23 countries/territories all over the world and concluded with tremendous success.



# 職員關係和參與 Staff Relations and Participation

本署一向盡力確保員工能自由發表對署內事務的意見,以促進良好的員工關係。

由職方、管方及公務員事務局代表所組成的部門協商委員會,提供一個有效的溝通渠道。委員會每三個月開會一次,商討員工福利事宜,並就所提出的事宜迅速採取跟進行動。年內,部門協商委員會亦就成立差餉物業估價署營運基金和解決財赤措施,舉行數次特別會議。

一般職系協商委員會的主要功能是藉著定期舉行會議,以加強管方與一般職系員工的溝通和合作。

部門公務員建議書審核委員會專責評審員工就促進效率或節省開支措施提交的建議。年內,該委員會收到多項建議,並 對部分同事給予獎勵,以嘉許其創意及主動精神。

本署署長每月均向全體員工發送一份名為《電子快訊》的部門通訊,簡報本署當前的事務及即將面對的挑戰。為了進一步改善部門的內部溝通,署方亦定期舉行工餘茶聚,讓管職雙方在輕鬆的氣氛下聚首一堂。

本署亦一年兩次編印一份專供署內員工閱讀,名為《估藝集》的雜誌,其內容多姿多采,包括署內花絮和不同主題的文章等,全部文稿均由本署員工提供。

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

The Departmental Consultative Committee, comprising representatives of the staff, management side and Civil Service Bureau, provides an effective means of communication. Meetings are held quarterly to discuss matters affecting the well-being of staff, and prompt follow-up action is taken on matters raised. A number of special Departmental Consultative Committee meetings were held during the year to discuss matters relating to establishing the RVD Trading Fund and measures to tackle the fiscal deficits.

The General Grades Consultative Committee aims at strengthening communication and cooperation between management and General Grades staff through regular discussions.

The Departmental Staff Suggestion Committee considers proposals submitted by staff on efficiency-enhancement or expenditurecutting measures. A number of suggestions were received during the year and some colleagues were awarded for their good efforts and initiative.

The Commissioner issues a monthly newsletter, entitled "E-Update", to all staff via the intranet, keeping them informed of current issues and upcoming challenges. To further improve communication, informal get-togethers are also held regularly bringing staff and management together in a relaxed atmosphere.

A lively in-house magazine "ASSESSMENT" is published twice a year. It contains news roundups and articles, on a variety of issues, contributed by staff.





### 社交及康樂 Social and Recreation

#### 康樂社

#### Recreation Club

年內,本署的康樂社籌辦了多個不同類型的社交及康樂活動,包括體育比賽、插花班、西貢一日遊、東龍島一日遊、參 觀米埔自然保護區及香港理工大學畫出彩虹活動。

本署的義工隊一向熱心公益,年內參與的義務工作計有香港傷殘青年協會賣旗日、探訪陽光之家、保良局125周年步行籌款及心連心全城抗炎大行動。

康樂社的經費來源包括員工福利基金、會員的入會費,以及各項活動的參加費用。

The Department's Recreation Club organised a number of sports competitions and recreational activities during the year, including flower arrangement classes, Tour to Sai Kung, Day Trip to Tung Lung Island, Visit to the Mai Po Nature Reserve Area and Human Rainbow Project of the Hong Kong Polytechnic University.

The RVD Social Working Group participated in a wide variety of volunteer works, such as Flag Day of the Hong Kong Federation of Handicapped Youth, visit to the Project Sunshine of Caritas Medical Centre, Po Leung Kuk Charity Walk 2002 and the Operation UNITE.

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

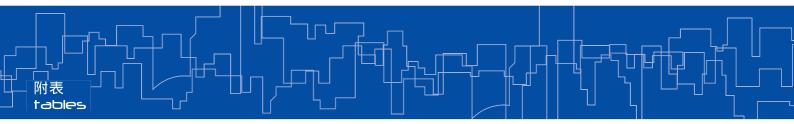
# 慈善活動

# Charity

本署參與公益金及香港樂施會舉辦的多項慈善活動,籌得的善款超過37000元。

The Department raised a total of over \$37 000 for various charity events organised by the Community Chest and the Oxfam Hong Kong.







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- 估價冊- 各地區的已估價公屋住宅物業 Valuation List - Public Domestic Assessments by District
- 估價冊- 各地區的已估價舖位及其他商業樓宇 Valuation List - Shop and Other Commercial Assessments by District
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# 估價冊 - 截至 2003 年 4 月 1 日各地區的已估價物業 Valuation List - Assessments by District as at 1 April 2003

地區 District	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	
中西區			
Central and Western 灣仔	145 948	33 972 501	
得日 Wan Chai 東區	97 142	20 019 182	
Eastern	200 425	23 097 672	
南區 Southern	72 634	12 233 434	
港島	544.440	00.000.700	
Hong Kong	516 149	89 322 788	
油尖旺 Yau Tsim Mong	155 072	25 489 052	
深水埗 Sham Shui Po	101 691	11 766 074	
九龍城 Kowloon City	129 313	14 689 393	
黃大仙 Wong Tai Sin	84 349	8 497 519	
觀塘 Kwun Tong	135 587	15 554 144	
九龍 Kowloon	606 012	75 996 181	
葵青 Kwai Tsing	101 601	20 115 705	
荃灣 Tsuen Wan	96 002	10 547 206	
屯門 Tuen Mun	146 035	10 537 538	
元朗 Yuen Long	118 670	8 547 241	
北區 North	83 017	5 220 466	
大埔 Tai Po	88 775	6 733 822	
沙田 Sha Tin	195 570	17 074 365	
西貢 Sai Kung	98 887	8 642 134	
離島 Islands	38 372	9 195 897	
新界 New Territories	966 929	96 614 373	
總數 OVERALL	2 089 090	261 933 343	

估價冊 - 截至 2003 年 4 月 1 日各地區的已估價私人住宅物業 Valuation List - Private Domestic Assessments by District as at 1 April 2003

			C 類 LASS C				推類物業 ELLANEOUS	總數 TOTAL		
地區 District	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	數量 Number	應課差餉租值 Rateable Value (千元\$'000)
中西區										
Central and Western 灣仔	67 563	4 590 402	9 070	1 831 407	13 232	6 241 271	268	36 374	90 133	12 699 454
Wan Chai 東區	43 279	3 374 086	7 149	1 284 040	10 669	4 242 044	218	27 646	61 315	8 927 816
Eastern 南區	134 895	9 892 020	17 376	2 861 505	5 507	1 396 331	168	40 143	157 946	14 189 999
労區 Southern	37 634	2 582 583	3 499	639 409	8 443	5 189 995	58	80 316	49 634	8 492 303
港島 Hong Kong	283 371	20 439 090	37 094	6 616 360	37 851	17 069 642	712	184 480	359 028	44 309 572
油尖旺 Yau Tsim Mong 深水埗	85 134	5 046 868	9 084	1 155 080	2 587	727 225	508	31 119	97 313	6 960 292
Sham Shui Po	59 423	3 241 010	6 608	721 092	2 647	634 111	491	34 789	69 169	4 631 002
九龍城 Kowloon City	70 278	4 310 388	17 123	2 314 888	9 165	2 432 330	257	33 498	96 823	9 091 105
黃大仙 Wong Tai Sin	62 588	3 562 511	272	30 729	65	10 493	161	8 353	63 086	3 612 086
觀塘 Kwun Tong	86 361	5 002 201	659	57 854	122	28 154	203	14 910	87 345	5 103 119
九龍 Kowloon	363 784	21 162 979	33 746	4 279 643	14 586	3 832 314	1 620	122 668	413 736	29 397 604
葵青 Kwai Tsing	59 324	3 193 476	3 071	363 234	603	103 791	352	29 085	63 350	3 689 586
荃灣 Tsuen Wan	57 710	3 222 353	2 635	206 243	838	128 642	480	34 638	61 663	3 591 876
屯門 Tuen Mun	100 185	3 583 994	3 377	234 557	2 182	319 251	215	32 022	105 959	4 169 824
元朗 Yuen Long	82 740	2 880 685	9 102	651 440	4 117	416 423	730	18 990	96 689	3 967 538
北區 North	59 799	2 395 798	2 578	165 570	1 692	144 464	820	19 046	64 889	2 724 878
大埔 Tai Po	59 598	2 694 605	4 476	400 198	5 005	1 072 095	233	21 183	69 312	4 188 082
沙田 Sha Tin	124 421	6 812 832	10 945	1 292 678	4 286	898 686	184	44 028	139 836	9 048 225
西貢 Sai Kung	78 816	4 352 065	2 149	206 206	3 799	1 206 766	100	33 294	84 864	5 798 330
離島 Islands	26 715	1 089 337	4 237	413 554	2 697	618 924	159	5 030	33 808	2 126 845
新界 New Territories	649 308	30 225 144	42 570	3 933 681	25 219	4 909 043	3 273	237 316	720 370	39 305 184
總數 OVERALL	1 296 463	71 827 212	113 410	14 829 685	77 656	25 810 998	5 605	544 464	1 493 134	113 012 360

上述數字包括在租者置其屋計劃下已售出的租住單位,但不包括另行評估的停車位。

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

估價冊 - 截至 2003 年 4 月 1 日各地區的已估價公屋住宅物業 Valuation List - Public Domestic Assessments by District as at 1 April 2003

			房屋委 Housing A	房屋協會及香港平民屋宇有限公司 Housing Society &						
		置其屋計劃下  前租住公屋單位	和者間	租住公屋 Ren 置其屋計劃下	tal Housing	\$	Hong Kong Settlers Housing Corporation Limited			
		ntal Housing Units I under TPS*	仍未				置其屋計劃 租住公屋 n TPS* Rental Housing			
地區 District	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	數量 Number	應課差餉租值 Rateable Value (千元\$'000)		
中西區 Central and Western	-	-	-	-	5	20 260	6	38 080		
灣仔 Wan Chai 東區	-		-	-	-	-	-	-		
た Eastern 南區	2 483	111 420	1 141	41 112	66	1 348 200	452	260 228		
Southern	2 436	104 471	822	29 649	51	965 922	5	27 008		
港島 Hong Kong	4 919	215 890	1 963	70 760	122	2 334 382	463	325 316		
油尖旺 Yau Tsim Mong 深水埗	-	-	-	-	3	105 948	668	31 916		
Sham Shui Po 九龍城	3 136	134 129	1 688	54 799	118	1 489 299	8	48 254		
Kowloon City 黃大仙	-	-	-	-	29	583 384	18	213 039		
受べ回 Wong Tai Sin 觀塘	15 235	706 461	8 169	298 845	122	2 451 178	-	-		
Kwun Tong	9 271	390 111	6 768	209 554	151	3 038 350	9	175 344		
九龍 Kowloon	27 642	1 230 701	16 625	563 199	423	7 668 160	703	468 553		
葵青 Kwai Tsing 荃灣	9 058	335 273	3 015	88 709	131	2 611 708	482	110 729		
至/号 Tsuen Wan 屯門	-	-	-	-	34	494 255	175	59 835		
Tuen Mun 元朗	7 324	187 553	5 364	109 161	68	1 000 874	-	-		
Yuen Long 北區	-	-	-	-	95	1 127 816	-	-		
North 大埔	8 404	235 281	4 053	101 432	25	367 610	18	16 747		
Tai Po 沙田	10 070	366 818	5 221	146 013	21	448 278	-	-		
Sha Tin 西貢	19 751	702 355	6 747	202 276	69	1 351 344	16	123 048		
Sai Kung 離島	3 346	115 584	1 916	45 170	35 51	824 789 321 619	6	41 007		
Islands 新界	-	-	-	-	JI	321017	-	-		
मार्ग New Territories	57 953	1 942 863	26 316	692 762	529	8 548 294	697	351 366		
總數 OVERALL	90 514	3 389 454	44 904	1 326 721	1 074	18 550 836	1 863	1 145 235		

另行評估的停車位並不包括在上述數字內。 上述數字所表示的估價物業通常以大廈為單位; 只有經租者置其屋計劃已售出或仍未售出的單位 才普遍會以個別單位數目顯示。

The above figures exclude parking spaces which are separately assessed.

Number denotes units of assessments which are normally on a building basis, except for those units sold and unsold under TPS which will generally indicate number of individual flats.

<sup>\*</sup>TPS: Tenants Purchase Scheme

估價冊 - 截至 2003 年 4 月 1 日各地區的已估價舖位及其他商業樓宇 Valuation List - Shop and Other Commercial Assessments by District as at 1 April 2003

舖位 Shop 其他商業樓宇 Other Commercial

地區 District	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	
中西區					
Central and Western	9 537	3 213 126	2 620	1 702 204	
灣仔 Wan Chai	7 178	3 550 598	1 874	1 395 695	
東區 Eastern	8 704	2 082 799	1 097	484 539	
南區 Southern	2 101	545 710	273	110 463	
港島 Hong Kong	27 520	9 392 233	5 864	3 692 901	
油尖旺 Yau Tsim Mong	19 582	7 448 031	3 453	2 313 419	
深水埗 Sham Shui Po	8 662	2 266 850	1 365	350 666	
九龍城 Kowloon City	7 855	1 524 533	895	337 033	
黃大仙 Wong Tai Sin	2 939	694 307	150	107 521	
觀塘 Kwun Tong	5 050	1 506 992	265	250 517	
九龍 Kowloon	44 088	13 440 714	6 128	3 359 156	
葵青 Kwai Tsing	3 338	949 482	170	121 921	
荃灣 Tsuen Wan	4 345	1 281 620	210	207 608	
屯門 Tuen Mun	4 912	1 151 471	153	177 599	
元朗 Yuen Long	6 082	1 250 813	379	173 503	
北區 North	2 795	747 657	55	38 396	
大埔 Tai Po	2 541	661 135	142	105 708	
沙田 Sha Tin	4 178	1 850 559	68	175 871	
西貢 Sai Kung	2 320	621 676	22	59 813	
離島 Islands	2 152	1 065 677	60	25 547	
新界 New Territories	32 663	9 580 089	1 259	1 085 967	
總數 OVERALL	104 271	32 413 037	13 251	8 138 023	

估價冊 - 截至 2003 年 4 月 1 日各地區的已估價寫字樓及工貿大廈 Valuation List - Office and Industrial/Office Assessments by District as at 1 April 2003

		寫字樓 Office		工貿大廈 Industrial/Office			
地區 District	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	數量 Number	應課差餉租值 Rateable Value (千元\$'000)			
中西區 Central and Western	24 513	7 808 707					
灣仔							
Wan Chai 東區	13 008	3 693 827	-	-			
Eastern	4 810	1 535 339	178	61 372			
南區 Southern	1 119	60 234	24	4 801			
港島 Hong Kong	43 450	13 098 107	202	66 173			
油尖旺 Yau Tsim Mong	23 026	3 983 152	79	9 365			
深水埗 Sham Shui Po	1 410	273 040	980	216 746			
九龍城 Kowloon City	1 295	259 194	18	3 621			
黃大仙 Wong Tai Sin	75	25 037	350	33 770			
觀塘 Kwun Tong	1 260	503 134	1 240	268 390			
九龍 Kowloon	27 066	5 043 557	2 667	531 892			
葵青 Kwai Tsing	641	160 927	293	112 732			
荃灣 Tsuen Wan	1 390	123 609	466	23 280			
屯門 Tuen Mun	595	29 585	-	-			
元朗 Yuen Long	559	38 765	-	-			
北區 North	237	31 997	61	3 854			
大埔 Tai Po	59	8 234	-	-			
沙田 Sha Tin	477	168 398	204	41 499			
西貢 Sai Kung	5	8 676	-	-			
離島 Islands	280	409 584	-	-			
新界 New Territories	4 243	979 775	1 024	181 366			
總數 OVERALL	74 759	19 121 439	3 893	779 430			

估價冊 - 截至 2003 年 4 月 1 日各地區的已估價工廠大廈及貨倉 Valuation List - Factory and Storage Assessments by District as at 1 April 2003

		工廠大廈 Factory		貨倉 Storage		
地區 District	數量 Number	應課差餉租值 Rateable Value (千元\$'000)	數量 Number	應課差餉租值 Rateable Value (千元\$'000)		
中西區 Central and Western 灣仔	507	54 718	15	6 059		
Wan Chai 東區 Eastern	6 419	- 1 127 819	23	60 461		
南區 Southern	4 473	494 573	11	17 361		
港島 Hong Kong	11 399	1 677 110	49	83 881		
油尖旺 Yau Tsim Mong	2 045	199 777	2	175		
深水埗 Sham Shui Po	5 529	872 144	56	87 122		
九龍城 Kowloon City	2 981	564 095	117	73 950		
黃大仙 Wong Tai Sin	3 316	396 822	-	-		
觀塘 Kwun Tong	19 633	2 220 136	153	127 025		
九龍 Kowloon	33 504	4 252 974	328	288 272		
葵青 Kwai Tsing	16 787	1 528 009	701	1 001 511		
荃灣 Tsuen Wan	10 832	1 118 997	464	245 531		
屯門 Tuen Mun	6 844	461 318	271	47 740		
元朗 Yuen Long	1 185	358 146	101	42 001		
北區 North	2 263	203 379	40	48 428		
大埔 Tai Po	340	371 120	-	-		
沙田 Sha Tin	10 411	876 188	286	302 819		
西貢 Sai Kung	34	158 136	5	3 674		
離島 Islands	25	57 397	111	130 800		
新界 New Territories	48 721	5 132 689	1 979	1 822 503		
總數 OVERALL	93 624	11 062 773	2 356	2 194 657		

# 估價冊 - 截至 2003 年 4 月 1 日各類物業的估價及應課差餉租值 Valuation List - Distribution of Assessments and Rateable Values by Category as at 1 April 2003

類別	Category	數量 Number	%	應課差餉租值 Rateable Value (千元\$'000)	%
住宅	Domestic Premises	1 540 975	73.8	134 035 151	51.2
舖位及其他商業樓宇	Shops and Other Commercial Premises	117 522	5.6	40 551 060	15.5
寫字樓	Offices	74 759	3.6	19 121 439	7.3
工貿大廈	Industrial/Office Premises	3 893	0.2	779 430	0.3
工廠大廈	Factories	93 624	4.5	11 062 773	4.2
<b></b> 貨倉	Storage Premises	2 356	0.1	2 194 657	0.8
停車位*	Parking Spaces*	212 472	10.2	7 568 685	2.9
其他物業	Others	43 489	2.1	46 620 148	17.8
總數	Overall	2 089 090	100.0	261 933 343	100.0

<sup>\*</sup> 包括住宅及非住宅停車位。

 $<sup>\</sup>ensuremath{^{*}}$  Include both domestic and non-domestic parking spaces.

估價冊 - 截至 2003 年 4 月 1 日按應課差餉租值劃分的已估價物業 Valuation List - Analysis of Assessments by Rateable Value Range as at 1 April 2003

		能飽租值 (元) Value Range (\$)	港島 Hong Kong	九龍 Kowloon	新界 New Territories	總數 Total	%	累積 %^ Cumulative %^
3 001	-	9 999	1 954	6 285	23 885	32 124	1.5	1.5
10 000	-	19 999	24 017	27 066	102 926	154 009	7.4	8.9
20 000	-	29 999	35 240	38 699	108 056	181 995	8.7	17.6
30 000	-	39 999	29 947	64 812	190 551	285 310	13.7	31.3
40 000	-	49 999	57 608	116 052	185 617	359 277	17.2	48.5
50 000	-	59 999	60 563	87 887	118 538	266 988	12.8	61.3
60 000	-	69 999	53 966	62 964	66 760	183 690	8.8	70.0
70 000	-	79 999	36 967	40 176	43 694	120 837	5.8	75.8
80 000	-	89 999	32 735	25 087	28 535	86 357	4.1	80.0
90 000	-	99 999	22 841	20 207	17 084	60 132	2.9	82.8
100 000	-	119 999	30 438	25 149	20 037	75 624	3.6	86.5
120 000	-	139 999	19 266	16 583	13 062	48 911	2.3	88.8
140 000	-	159 999	13 816	12 165	7 236	33 217	1.6	90.4
160 000	-	179 999	13 288	10 269	5 626	29 183	1.4	91.8
180 000	-	199 999	8 841	8 922	4 611	22 374	1.1	92.9
200 000	-	249 999	17 270	12 355	7 055	36 680	1.8	94.6
250 000	-	299 999	13 020	7 229	4 287	24 536	1.2	95.8
300 000	-	349 999	8 534	4 289	3 172	15 995	0.8	96.6
350 000	-	399 999	5 279	2 717	2 475	10 471	0.5	97.1
400 000	-	449 999	4 022	2 132	1 612	7 766	0.4	97.4
450 000	-	499 999	3 885	1 941	1 587	7 413	0.4	97.8
500 000	-	599 999	5 134	2 390	1 860	9 384	0.4	98.2
600 000	-	749 999	4 781	2 221	1 957	8 959	0.4	98.7
750 000	-	999 999	4 526	2 147	1 653	8 326	0.4	99.1
1 000 000	-	1 499 999	3 323	2 320	1 521	7 164	0.3	99.4
1 500 000	-	1 999 999	1 508	1 157	749	3 414	0.2	99.6
2 000 000	-	2 999 999	1 424	1 038	867	3 329	0.2	99.7
3 000 000	-	9 999 999	1 626	1 210	1 296	4 132	0.2	99.9
10 000 000	-	99 999 999	318	539	596	1 453	0.1	100.0
100 000 000	-	999 999 999	10	5	18	33	*	100.0
1 000 000 000	-	99 999 999 999	2	-	5	7	*	100.0
總數		Overall	516 149	606 013	966 928	2 089 090	100.0	

<sup>\*</sup> 低於 0.05%。

<sup>4</sup> 在"%"及"累積 %"二欄內之數字是獨立計算得來, 由於以四捨五入計算,最後一欄的數字,表面上看來可能出現誤差。

<sup>\*</sup> 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.

# 地租登記冊 - 截至 2003 年 4 月 1 日各地區的已估價物業 Government Rent Roll - Assessments by District as at 1 April 2003

不超逾最低應課差餉租值 \* 超逾最低應課差餉租值 Not Exceeding Above Minimum Minimum Rateable Value \* Rateable Value

地區 District	數量 Number	數量 Number	應課差餉租值 Rateable Value (千元\$'000)
中西區 Central and Western	24	10 439	6 514 286
灣仔 Wan Chai	-	7 906	2 448 695
東區			
Eastern 南區	83	42 421	4 188 948
Southern	11	28 432	3 073 841
港島 Hong Kong	118	89 198	16 225 771
油尖旺 Yau Tsim Mong	31	22 819	5 521 388
深水埗 Sham Shui Po	252	99 110	10 249 169
九龍城 Kowloon City	26	36 590	5 590 229
黃大仙 Wong Tai Sin	8	82 224	5 757 120
觀塘 Kwun Tong	12	133 385	11 985 042
九龍 Kowloon	329	374 128	39 102 948
葵青 Kwai Tsing	317	99 481	15 836 528
荃灣 Tsuen Wan	2 350	96 663	8 849 721
屯門 Tuen Mun	4 556	142 547	7 262 608
元朗 Yuen Long	29 411	116 915	6 706 243
北區 North	32 171	76 637	4 349 585
大埔 Tai Po	30 351	84 535	5 929 577
沙田 Sha Tin	4 735	189 133	14 534 018
西貢 Sai Kung	13 790	94 187	7 582 953
離島 Islands	18 238	35 437	7 275 987
新界 New Territories	135 919	935 535	<b>78</b> 32 <b>7</b> 221
	133 717	733 333	10 321 221
總數 OVERALL	136 366	1 398 861	133 655 939

<sup>\*</sup> 凡物業的應課差餉租值不超逾最低應課差餉租值 3 000 元,用以計算地租的應課差餉租值在法律上當作為 1 元,而應繳地租為每年 0.03 元。實際上,本署不會向這類物業發出徵收地租通知書。

<sup>\*</sup> 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.

- 2002-2003 年度臨時估價及刪除估價 \*
- Interim Valuations and Deletions in 2002-2003 \*

差餉及地租 Rates and Government Rent					只計差餉 Rates Only				只計地租 Government Rent Only			
地區 District	Interim 數量 Number	寺估價 Valuations 應課 差餉租值 Rateable Value (千元\$'000)	Del 數量 Number	余估價 letions 應課 差餉租值 Rateable Value (千元\$'000)	Interim 數量 Number	寺估價 Valuations 應課 差餉租值 Rateable Value (千元\$'000)	Del 數量 Number	余估價 etions 應課 差餉租值 Rateable Value (千元\$'000)	Interim 數量 Number	時估價 Valuations 應課 差餉租值 Rateable Value (千元\$'000)	Del 數量 Number	余估價 etions 應課 差餉租值 Rateable Value (千元\$'000)
港島 Hong Kong	6 985	1 717 731	163	240 576	6 421	2 143 102	2 559	1 550 843	60	142 627	19	364 681
九龍 Kowloon	31 577	3 418 298	1 832	560 585	3 572	2 739 439	2 035	1 860 689	1 281	903 785	81	377 639
新界 New Territories	46 997	3 768 138	1 649	791 421	5 319	1 752 508	588	722 623	5 924	2 771 461	6 478	2 197 634
總數 Overall	85 559	8 904 167	3 644	1 592 582	15312	6 635 049	5 182	4 134 156	7 265	3 817 873	6 578	2 939 954

<sup>\*</sup> 不包括在估價冊 / 地租登記冊直接載入和刪除的估價。

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

2003-2004 年度重估應課差餉租值 - 對主要類別物業的影響<sup>(1)</sup> 2003-2004 General Revaluation - Effect on Main Property Types<sup>(1)</sup>

		差餉 Rates		Government Rent		
	應課差餉租值 平均增減	平均每月 差餉(元)	平均每月 差餉增減(元)	應課差餉租值 平均增減	平均每月 地租(元)	平均每月 地租增減(元)
物業類別 Property Type	Average Change in Rateable Value %	Average Rates Payment \$p.m.	Average Change in Rates \$p.m.	Average Change in Rateable Value %	Average Govt.Rent Payment \$p.m.	Average Change in Govt. Rent \$p.m.
小型私人住宅物業 <sup>(2)</sup> Private Small Domestic Premises <sup>(2)</sup>	-10	230	-25	-9	130	-13
中型私人住宅物業 <sup>(2)</sup> Private Medium Domestic Premises <sup>(2)</sup>	-10	542	-57	-9	294	-30
大型私人住宅物業 <sup>(2)</sup> Private Large Domestic Premises <sup>(2)</sup>	-8	1 397	-122	-8	635	-57
公屋住宅物業 <sup>(3)</sup> Public Domestic Premises <sup>(3)</sup>	-10	130	-15	-10	78	-9
所有住宅物業 <sup>(4)</sup> All Domestic Premises <sup>(4)</sup>	-9	246	-25	-9	141	-14
舖位及其他商業樓宇 Shops and Other Commercial Premises	-4	1 416	-62	-3	809	-22
寫字樓 Offices	-13	1 064	-158	-12	1 087	-155
工業樓宇 <sup>(5)</sup> Industrial Premises <sup>(5)</sup>	-9	557	-57	-9	344	-35
所有非住宅物業 <sup>(6)</sup> All Non-domestic Premises <sup>(6)</sup>	-6	1 352	-82	-5	753	-41
所有類別物業 All Types of Properties	-8	400	-33	-7	223	-18

註: (1) 上表的計算是基於物業的數目,並不是估價的數目。

(2) 所有住宅物業均按實用面積分類:

小型住宅 -- 不超過 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) 指由房屋委員會、房屋協會及香港平民屋宇有限公司提供的租住單位。
- (4) 包括停車位。
- (5) 包括工廠、貨倉及工貿大廈。
- (6) 包括其他形式物業如酒店、戲院、油站、學校及停車位。

Notes: (1) The calculations in the above table are based on the numbers of units instead of numbers of assessments.

(2) Domestic units are classified by relation to saleable areas as below:

Small domestic -- up to 69.9 m²

Medium domestic -- 70 m² to 99.9 m²

Large domestic -- 100 m² or over

- $(3) \ \ Refers to \ Housing \ Authority, \ Housing \ Society \ and \ Hong \ Kong \ Settlers \ Housing \ Corporation \ Ltd. \ rental \ units.$
- (4) Includes car parking spaces.
- (5) Includes factories, storage and industrial/office premises.
- (6) Includes miscellaneous premises such as hotels, cinemas, petrol filling stations, schools and car parking spaces.

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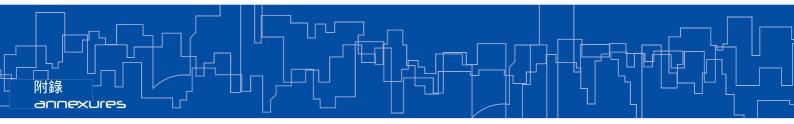
2001-2002 及 2002-2003 年度的估價建議書 反對書及上訴個案 Proposals, Objections and Appeals in the Years of 2001-2002 and 2002-2003

	差餉 Rating			地租 Government Rent			
	2001-2002	2002-20	003 <sup>(1)</sup>	2001-2002	2	2002-2003	3 <sup>(1)</sup>
建議書 Proposals 接辦及完成個案 Cases received and completed	61	034	38 641		139		489
覆核結果 Status on review: - 估價作實	51 138	30 956		110		431	
assessment confirmed - 削減應課差餉租值	8 043	6 313		25		50	
rateable value reduced - 其他 miscellaneous <sup>(2)</sup>	1 853	1 372		4		8	
反對書 Objections							
年初所餘 Outstanding at beginning of year		713	2 575		26		27
接辦個案 Cases received		352	14 529		932		965
完成個案 Cases completed 覆核結果	39	490	14 066		931		898
程权和未 Status on review: - 建議臨時估價、刪除或更正估價作實 proposed interim valuation, deletion or correction confirmed	37 123	11 530		686		725	
- 削減應課差餉租值 rateable value reduced	1 133	1 451		82		31	
- 其他 miscellaneous <sup>(2)</sup>	1 234	1 085		163		142	
上訴 Appeals							100
年初所餘 Outstanding at beginning of year 接辦個案 Cases received		691	776		217		499 681
完成個案 Cases received 完成個案 Cases completed		521 436	534 615		289 7		23
個案完成結果		430	013		1		23
Status of completed cases: - 估價作實	1	-		-		-	
assessment confirmed - 削減應課差餉租值(全面聆訊)	-	3		-		-	
rateable value reduced (full hearing) - 同意令	233	236		1		14	
consent orders - 撤銷 / 駁回 / 失效 withdrawn/dismissed/lapsed	202	376		6		9	

註: (1) 重估應課差輸租值於 2002 年 4 月 1 日生效。 (2) 此欄包括無效、反對人自行撤銷反對或修改不關乎應課差輸租值的個案,例如:修改物業名稱及刪除估價。

Notes:(1) Revaluation took effect on 1 April 2002.

(2) These include invalid cases, cases subsequently withdrawn by objectors and cases where the alterations made were not related to the rateable value, e.g. amendment to the tenement's description and deletion of the assessment.





附錄 Annexures

- 本署的編制及實際人數 A Establishment and Strength of the Department
- 在外間委員會擔任成員的高級首長級人員 B Senior Directorate Staff Serving on Inter-departmental and External Committees
  - 技術附註 C Technical Notes
    - 刊物 D Publications
  - 各區域及地區 E Areas and Districts
    - 地圖 Plans

本署的編制及實際人數

Establishment and Strength of the Department

\* EST. = Establishment

SG. = Strength

		1.4	.2002	1.4	.2003	增加, Increase/	/ 減少 Decrease
		編制 EST.*	實際人數 SG.*	編制 EST.*	實際人數 SG.*	編制 EST.*	實際人數 SG.*
1	署 長 Commissioner	1	1	1	1	-	-
 	副署長 Deputy Commissioner	1	1	1	1	-	-
 	助理署長 Assistant Commissioner	3	2	3	2	-	-
 	差 餉 估 值 顧 問 Rating Adviser	1	1	1	1	-	-
1	首席物業估價測量師 Principal Valuation Surveyor	9	9	9	7	-	-2
 	高級物業估價測量師 Senior Valuation Surveyor	28	27	27	27	-1	-
1	物業估價測量師 Valuation Surveyor	66	62	64	60	-2	-2
 	助理物業估價測量師 Assistant Valuation Surveyor	5	3	5	6	-	+3
 	首席物業估價主任 Principal Valuation Officer	16	16	16	16	-	-
 	高級物業估價主任 Senior Valuation Officer	85	79	82	82	-3	+3
 	物業估價主任/見習物業估價主任 Valuation Officer/Valuation Officer Trainee	281	277	277	276	-4	-1
1	一級 / 二級物業估價助理 Valuation Assistant I/II	6	6	6	6	-	-
 	高級租務主任 Senior Rent Officer	4	4	4	4	-	-
 	一級租務主任 Rent Officer I	13	13	13	13	-	-
 	二級租務主任 Rent Officer II	9	7	7	7	-2	-
	物業調查員 Valuation Referencer	7	6	7	7	-	+1
 	高級統計主任 Senior Statistical Officer	2	2	2	2	-	-
 	一級統計主任 Statistical Officer I	3	3	3	3	-	-
 	二級統計主任 Statistical Officer II	2	2	2	2	-	-

\* EST. = Establishment SG. = Strength

	1.	4.2002	1.4	4.2003		/減少 /Decrease
	編制 EST.*	實際人數 SG.*	編制 EST.*	實際人數 SG.*	編制 EST.*	實際人數 SG.*
高級技術主任 Senior Technical Officer	3	3	2	2	-1	-1
技術主任/見習技術主任 Technical Officer/Technical Officer Trainee	9	9	6	6	-3	-3
描摹員 Tracer	2	2	2	2	-	-
總行政主任 Chief Executive Officer	1	1	1	1	-	-
高級行政主任 Senior Executive Officer	1	1	1	1	-	-
一級行政主任 Executive Officer I	3	3	3	3	-	-
一級中文主任 Chinese Language Officer I	1	1	1	1	-	-
二級中文主任 Chinese Language Officer II	2	2	2	2	-	-
繕校員 Calligraphist	1	1	1	1	-	-
高級私人秘書 Senior Personal Secretary	1	-	1		-	-
一級私人秘書 Personal Secretary I	5	6	5	6	-	-
二級私人秘書 Personal Secretary II	10	10	10	10	-	-
機密檔案室助理 Confidential Assistant	1	1	1	1	-	-
高級打字員 Senior Typist	1	1	-	-	-1	-1
打字員 Typist	1	1	-	-	-1	-1
高級文書主任 Senior Clerical Officer	18	15	18	18	-	+3
文書主任 Clerical Officer	44	39	44	38	-	-1
助理文書主任 Assistant Clerical Officer	129	127	127	126	-2	-1
文書助理 Clerical Assistant	106	106	106	109	-	+3

本署的編制及實際人數 Establishment and Strength of the Department \* EST. = Establishment

SG. = Strength

	1	4.2002	1.4.2003		增加 / 減少 Increase/Decrease	
	編制 EST.*	實際人數 SG.*	編制 EST.*	實際人數 SG.*	編制 EST.*	實際人數 SG.*
一級物料供應員 Supplies Supervisor I	1	1	1	1	-	-
二級物料供應員 Supplies Supervisor II	1	1	1	1	-	-
助理物料供應員 Supplies Assistant	1	1	1	1	-	-
物料供應服務員 Supplies Attendant	1	1	1	1	-	-
高級庫務會計師 Senior Treasury Accountant	1	1	1	1	-	-
高級會計主任 Senior Accounting Officer	1	-	1	1	-	+1
一級會計主任 Accounting Officer I	2	3	2	2	-	-1
二級會計主任 Accounting Officer II	2	2	2	2	-	-
執達主任助理 Bailiff's Assistant	3	3	3	3	-	-
電話接線生 Telephone Operator	1	1	1	1	-	-
司機 Motor Driver	10	10	10	10	-	-
辦 公 室 助 理 Office Assistant	19	16	19	18	-	+2
二級工人 Workman II	9	9	9	9	-	-
高級電腦操作員 Senior Computer Operator	2	2	2	2	-	-
一級電腦操作員 Computer Operator I	5	5	5	5	-	-
二級電腦操作員/見習電腦操作員 Computer Operator I/Student Computer Operator	8	8	8	8	-	-
高級系統經理 Senior Systems Manager	1	-	1	-	-	-
系 統 經 理 Systems Manager	2	3	2	3	-	-
一級系統分析/程序編製主任 Analyst/Programmer I	5	4	5	4	-	-
二級系統分析/程序編製主任 Analyst/Programmer II	3	4	3	4	-	-
小計 Sub-total	959	925	939	927	-20	+2

\* EST. = Establishment SG. = Strength

	1.4.2002		1.4.	1.4.2003		增加/減少 Increase/Decrease	
	編制 EST.*	實際人數 SG.*	編制 EST.*	實際人數 SG.*	編制 EST.*	實際人數 SG.*	
額外人員 Supernumerary Staff							
助理署長 Assistant Commissioner	1	1	-	-	-1	-1	
高級物業估價測量師 Senior Valuation Surveyor	-	-	1	1	+1	+1	
首席物業估價主任 Principal Valuation Officer	1	-	-	-	-1	-	
高級打字員 Senior Typist	-	-	1	1	+1	+1	
高級文書主任 Senior Clerical Officer	1	1	-	-	-1	-1	
文書主任 Clerical Officer	5	5	-	-	-5	-5	
助理文書主任 Assistant Clerical Officer	-	-	1	1	+1	+1	
辦 公 室 助 理 Office Assistant	1	1	-	-	-1	-1	
高級庫務會計師 Senior Treasury Accountant	-	-	1	1	+1	+1	
二級會計主任 Accounting Officer II	1	1	1	1	-	-	
二級統計主任 Statistical Officer II	1	1	1	1	-	-	
高級私人秘書 Senior Personal Secretary	1	1	-	-	-1	-1	
小計 Sub-total	12	11	6	6	-6	-5	
總數 Total	971	936	945	933	-26	-3	

# 在外間委員會擔任成員的高級首長級人員

Senior Directorate Staff Serving on Inter-departmental and External Committees

職位 Title	委員會名稱 Committee	身分 Capacity
署長	經濟發展工作小組	委員
Commissioner	Working Group on Developments in the Economy	Member
	監察物業市場工作小組	委員
	Working Group to Monitor the Property Market	Member
	測量師註冊管理局	成員
	Surveyors Registration Board	Member
	香港理工大學	委員
	建築及房地產學系顧問委員會	Member
	Hong Kong Polytechnic University	
	Advisory Committee on Building and Real Estate	
副署長	香港房屋協會 - 監事會	委員
Deputy Commissioner	Hong Kong Housing Society - Supervisory Board	Member
差餉估值顧問	資訊科技用戶經理小組	委員
Rating Adviser	Information Technology User-managers Group	Member
助理署長(專責事務)	檢討駐海外人員租金津貼小組	委員
Assistant Commissioner	Panel on Review of Rent Allowances	Member
(Special Duties)	for Officers Posted Outside Hong Kong	
助理署長(差餉及物業估價事務)	房屋需求研究工作小組	委員
Assistant Commissioner	Working Group on Housing Demand	Member
(Rating and Valuation)		

見於本年報內的下述用語,除另有註明外,其 意思如下: Where referred to in this publication the terms shown below, unless otherwise indicated, have the following general meanings:

#### (1) 樓面面積

非住宅樓宇的樓面面積是指其「內部樓面面積」 ,量度範圍是有關單位牆壁(或與毗連單位的 共用牆)向內的一面所圍繞的全部面積。

#### (2) 物業類別

### 住宅:

(a) 私人住宅單位 · 各自設有專用的煮食設施和浴室(及/或廁所)的獨立居住單位。居者有其屋計劃、私人機構參建居屋計劃、市區改善計劃、住宅發售計劃和夾心階層住屋計劃的住宅單位,均屬這一類別。租者置其屋計劃下售出的單位亦屬這類別。

住宅單位可按樓面面積細分如下:

A類 - 實用面積少於40平方米

B類 - 實用面積為40至69.9平方米

C類 - 實用面積為70至99.9平方米

D類 - 實用面積為100至159.9平方米

E類 - 實用面積為160平方米或以上

- (b) 公屋住宅單位 · 由香港房屋委員會、香港房屋協會和香港平民屋宇有限公司興建的租住單位。
- (c) 雜類住宅單位 包括用作住宅的閣仔、天台構築物等。

#### (1) Floor Areas

Areas are expressed in square metres. The floor area for a domestic unit is its "saleable area". "Saleable area" is defined as the floor area exclusively allocated to the unit, including balconies and verandahs but excluding common areas such as stairs, lift shafts, pipe ducts, lobbies and communal toilets. It is measured from the outside of the exterior enclosing walls of the unit and the middle of the party walls between two units. Bay windows, yards, gardens, terraces, flat roofs, carports and the like are excluded from the area.

The floor area for non-domestic accommodation is its "internal floor area". "Internal floor area" is defined as the area of all enclosed space of the unit measured to the internal face of enclosing external and/or party walls.

#### (2) Property Types

#### Domestic:

(a) Private domestic - Independent dwellings with separate cooking facilities and bathroom (and/or lavatory). Domestic units built under the Home Ownership Scheme, Private Sector Participation Scheme, Urban Improvement Scheme, Flat-for-Sale Scheme and Sandwich Class Housing Scheme are included. Domestic units sold under the Tenants Purchase Scheme are also included.

Domestic units are sub-divided 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) Public domestic Units 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.

# (續 cont'd

#### 技術附註 Technical Notes

#### 非住宅:

- (a) 舗位 設計或改建作零售業用途,並實際 作這用途的物業。
- (b) 商業樓宇 設計或改建作商業用途的樓宇 , 例如百貨公司等 , 但不包括舖位或寫字樓。
- (c) 寫字樓 商用樓宇內的物業,但不包括綜合用途樓宇內的非住宅用途單位。
- (d) 工貿大廈 設計或獲證明作工貿用途的樓面面積。
- (e) 工廠 為製造業工序及有關用途而建設的樓宇。
- (f) 貨倉 設計或改建作倉庫或冷藏庫的樓宇。
- (g) 停車位 · 位於主要作住宅或非住宅用途樓 宇內的停車位。
- (h) 雜類物業 · 不屬於上述任何類別的物業,例如酒店,戲院及劇場、學校、康樂會及會所、社區及福利用途樓宇、油站等物業。

#### (3) 租金

本書所載租金全部以港元計算,通常不包括差詢、管理費及其他費用在內。

#### (4) 匯率

除另有說明外,本年報所用的「元」均指港元。自1983年10月17日起,政府透過一項有關發行紙幣的措施,將港元與美元聯繫,以7.8港元兌1美元為固定匯率。

### (5) 四捨五入

由於數字四捨五入,所以個別項目的總和與各 表所示的總數可能有些微差別。

#### Non-Domestic:

- (a) Shops Premises designed or adapted for retail trade and used as such.
- (b) Commercial premises Premises designed or adapted for commercial use, but not falling within the definitions of shops or offices, e.g. department stores etc.
- (c) Offices Premises situated in buildings designed for commercial/business purposes excluding non-domestic floors in composite buildings.
- (d) Industrial/office premises Premises comprising floor space designed or certified for industrial/office use.
- (e) Factories Premises designed for manufacturing processes and uses directly related to such processes.
- (f) Storage premises Premises designed or adapted for use as godowns or cold stores.
- (g) Parking spaces Parking spaces either in a predominantly domestic or non-domestic building.
- (h) Other premises Premises not included in any of the above types such as hotels, cinemas and theatres, schools, recreation club and association premises, community and welfare premises, petrol filling stations etc.

#### (3) Rent

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

#### (4) Exchange Rate

Where dollars are quoted in this report, they are, unless otherwise stated, Hong Kong dollars. Since 17 October 1983, the Hong Kong dollar has been linked to the US dollar, through an arrangement in the noteissue mechanism, at a fixed rate of HK\$7.8=US\$1.

#### (5) 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.

annex D

公開發售 On Sale to the Public 其他供公眾閱覽的刊物 Other Unrestricted Publications

香港物業報告

Hong Kong Property Review

樓宇名稱

Names of Buildings

年報

**Annual Summary** 

差餉及地租簡介

Your Rates and Government Rent

差餉物業估價署服務承諾

Performance Pledge for the Rating and Valuation Department

差餉物業估價署歷年發展

Rating and Valuation Department - A Chronology

香港差餉的歷史

The History of Rates in Hong Kong

香港物業報告 - 每月補編

Hong Kong Property Review - Monthly Supplement

《業主與租客(綜合)條例》簡介

A Guide to the Landlord and Tenant (Consolidation) Ordinance

物業資訊服務

Property Info-Hotline Service

# 各區域及地區 Areas and Districts

區域:港島 Area:Hong Kong

地區 District	以往報告沿用的地區名稱 Old District Names in Previous Publications		Nam	區內的分區名稱 nes of Sub-districts n District Boundaries	規劃統計小區 Tertiary Planning Units
中西區 Central and Western	西區 上環 中區 半山區(部分) 山頂(部分)	West Sheung Wan Central Mid-levels(p) Peak(p)	堅尼地城、石塘咀、 西營盤、上環、 中環、金鐘、 半山區、山頂	Kennedy Town, Shek Tong Tsui, Sai Ying Pun, Sheung Wan, Central, Admiralty, Mid-levels, Peak	111(p), 112, 113, 114, 115, 116, 121, 122, 123, 124(p), 141, 142, 143, 172(p), 181, 182(p)
灣仔 Wan Chai	灣仔 半山區(部分) 山頂(部分) 銅鑼灣(部分) 北角(部分) 南區(部分)	Wan Chai Mid-levels(p) Peak(p) Causeway Bay(p) North Point(p) South(p)	灣仔、銅鑼灣、 跑馬地、大坑、 掃桿埔、渣甸山	Wan Chai, Causeway Bay, Happy Valley, Tai Hang, So Kon Po, Jardine's Lookout	124(p), 131, 132, 133, 134, 135, 140, 144, 145, 146, 147(p), 148(p), 149, 151(p), 158(p), 175(p), 182(p), 183(p), 184, 190
東區 Eastern	銅鑼灣(部分) 北角(部分) 筲箕灣	Causeway Bay(p) North Point(p) Shau Kei Wan	天后、寶馬山、 北角、鰂魚涌、 西灣河、筲箕灣、 柴灣、小西灣	Tin Hau, Braemar Hill, North Point, Quarry Bay, Sai Wan Ho, Shau Kei Wan, Chai Wan, Siu Sai Wan	147(p), 148(p), 151(p), 152, 153, 154, 155, 156, 157, 158(p), 161, 162, 163, 164, 165, 166, 167, 194(p)
南區 Southern	半山區(部分) 香港仔 南區(部分)	Mid-levels(p) Aberdeen South(p)	薄扶林、香港仔、 鴨脷洲、黃竹坑、 壽臣山、淺水灣、 舂磡角、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	111(p), 171, 172(p), 173, 174, 175(p), 176, 183(p), 191, 192, 193, 194(p), 195, 196, 197, 198

(p) = part 部分

區域:九龍 Area:Kowloon

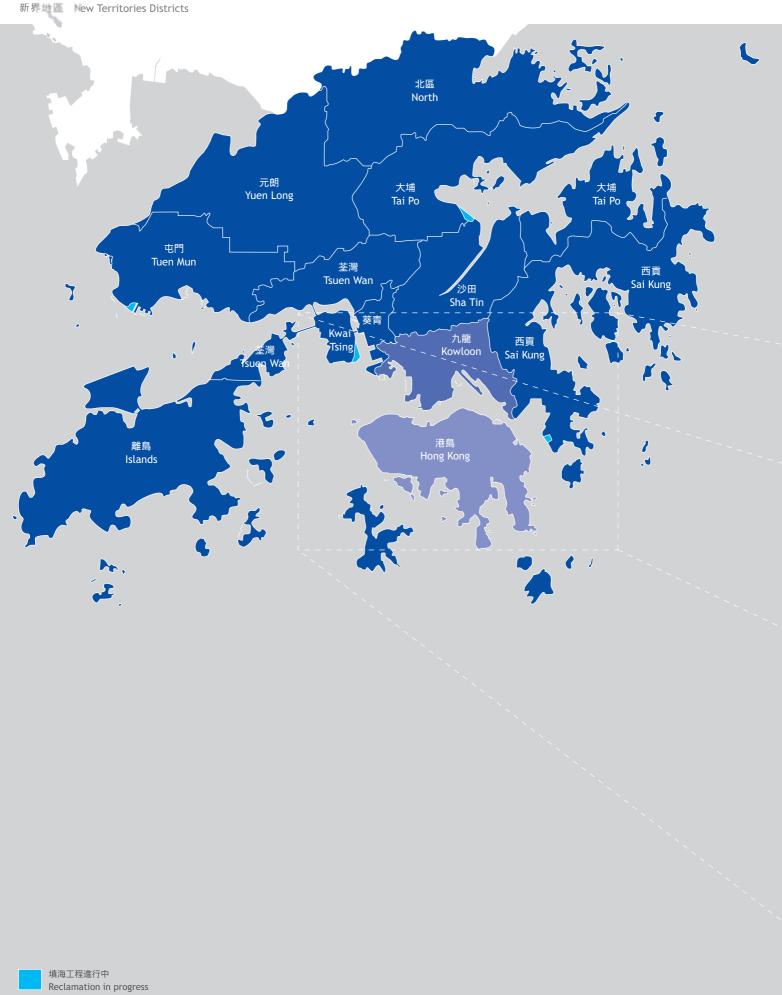
地區 District	以往報告沿用的地區名稱 Old District Names in Previous Publications		Nam	區內的分區名稱 es of Sub-districts n District Boundaries	規劃統計小區 Tertiary Planning Units
油尖旺 Yau Tsim Mong	尖沙咀 (部分) 油麻地 旺角 長沙灣(部分)	Tsim Sha Tsui(p) Yau Ma Tei Mong Kok Cheung Sha Wan(p)	尖沙咀、油麻地、 西九龍填海區、 京士柏、旺角、 大角咀	Tsim Sha Tsui, Yau Ma Tei, West Kowloon Reclamation, King's Park, Mong Kok, Tai Kok Tsui	211, 212, 213(p), 214, 215, 216, 217, 220, 221, 222(p), 225, 226, 227, 228, 229, 236(p), 266(p), 269(p)
深水埗 Sham Shui Po	長沙灣(部分) 石硤尾	Cheung Sha Wan(p) Shek Kip Mei	美孚、荔枝角、 長沙灣、深水埗、 石硤尾、又一村、 大窩坪、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	260, 261, 262, 263, 264, 265, 266(p), 267, 268(p), 269(p), 271(p), 320(p)
九龍城 Kowloon City	尖沙咀(部分) 紅磡 何文田 九龍塘 黃大仙(部分)	Tsim Sha Tsui(p) Hung Hom Ho Man Tin Kowloon Tong Wong Tai Sin(p)	紅磡、土瓜灣、 馬頭角、馬頭圍、 啟德、九龍城、 何文田、九龍塘、 筆架山	Hung Hom, To Kwa Wan, Ma Tau Kok, Ma Tau Wai, Kai Tak, Kowloon City, Ho Man Tin, Kowloon Tong, Beacon Hill	213(p), 222(p), 231, 232, 233, 234, 235, 236(p), 237, 241, 242, 243, 244, 245, 246, 247(p), 268(p), 271(p), 272, 283(p), 285, 286(p)
黃大仙 Wong Tai Sin	黃大仙(部分)	Wong Tai Sin(p)	新蒲崗、黃大仙、 東頭、橫頭磡、 樂富、鑽石山、 慈雲山、牛池灣	San Po Kong, Wong Tai Sin, Tung Tau, Wang Tau Hom, Lok Fu, Diamond Hill, Tsz Wan Shan, Ngau Chi Wan	271(p), 281, 282, 283(p), 284, 287, 288, 289
觀塘 Kwun Tong	觀塘	Kwun Tong	坪石、九龍灣、 牛頭角、佐敦谷、 觀塘、秀茂坪、 藍田、油塘、 鯉魚門	Ping Shek, Kowloon Bay, Ngau Tau Kok, Jordan Valley, Kwun Tong, Sau Mau Ping, Lam Tin, Yau Tong, Lei Yue Mun	247(p), 280, 286(p), 290, 291, 292, 293, 294, 295, 297, 298(p)

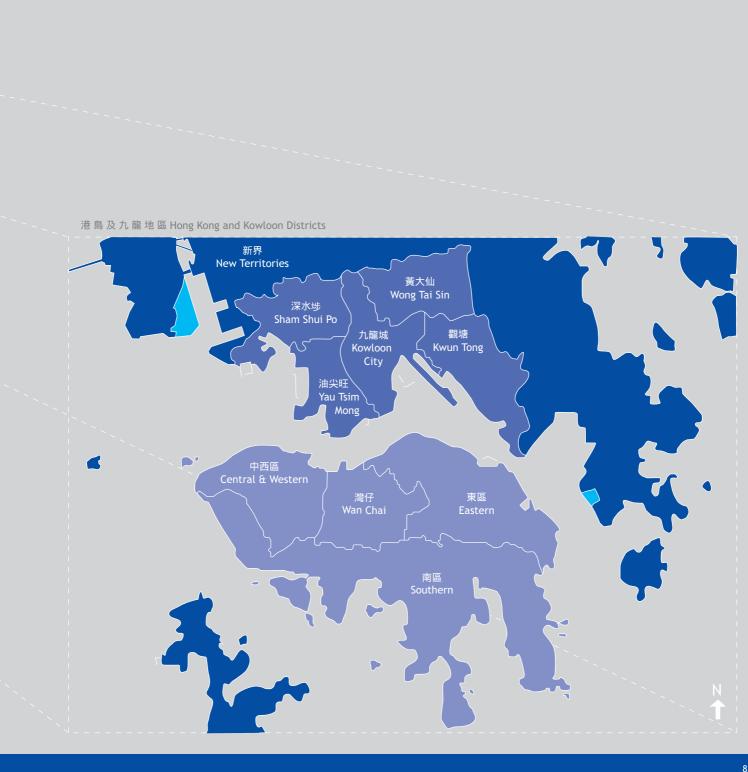
(p) = part 部分

區域:新界

Area: New Territories

AICA . NEW IC	11101163				
地區 District	Old Di	沿用的地區名稱 strict Names ous Publications	Na	地區內的分區名稱 ames of Sub-districts hin District Boundaries	規劃統計小區 Tertiary Planning Units
葵青 Kwai Tsing	荃灣(部分)	Tsuen Wan(p)	葵涌、青衣	Kwai Chung, Tsing Yi	269(p), 310(p), 320(p), 321(p), 326, 327(p), 328, 329, 350, 351
荃灣 Tsuen Wan	荃灣(部分) 離島(部分)	Tsuen Wan(p) Outlying Islands(p)	荃灣、梨木樹、 汀九、深井、 青龍頭、馬灣、 陰澳	Tsuen Wan, Lei Muk Shue, Ting Kau, Sham Tseng, Tsing Lung Tau, Ma Wan, Yam O	310(p), 321(p), 322, 323, 324, 325, 331, 332, 333(p), 334, 335, 336, 340(p), 413(p), 531(p), 533(p), 731, 732(p), 961(p), 971(p), 972(p), 973(p), 974, 975
屯門 Tuen Mun	屯門	Tuen Mun	大欖涌、掃管笏、 屯門、藍地	Tai Lam Chung, So Kwun Wat, Tuen Mun, Lam Tei	340(p), 411, 412(p), 413(p), 414, 415, 416(p), 421, 422, 423, 424, 425, 426, 427, 428, 431(p), 432, 433(p), 434, 441, 442, 513(p), 531(p), 951(p)
元朗 Yuen Long	元朗 天水圍	Yuen Long Tin Shui Wai	洪水橋、廈村、 流浮山、天水圍、 元朗、新田、 落馬州、錦田、 石崗、八鄉	Hung Shui Kiu, Ha Tsuen, Lau Fau Shan, Tin Shui Wai, Yuen Long, San Tin, Lok Ma Chau, Kam Tin, Shek Kong, Pat Heung	333(p), 412(p), 413(p), 416(p), 431(p), 433(p), 510, 511, 512, 513(p), 514, 515, 516, 517, 518, 519, 521, 522, 523, 524, 525, 526, 527, 528, 529, 531(p), 532, 533(p), 541, 542(p), 543(p), 544(p), 545(p), 546(p), 610(p), 632(p)
北區 North	北區(部分) 大埔(部分)	North(p) Tai Po(p)	粉嶺、聯和墟、 上水、石湖墟、 沙頭角、鹿頸、 烏蛟騰	Fanling, Luen Wo Hui, Sheung Shui, Shek Wu Hui, Sha Tau Kok, Luk Keng, Wu Kau Tang	542(p), 543(p), 544(p), 545(p), 546(p), 610(p), 621, 622, 623, 624, 625, 626, 627, 628, 629, 631(p), 632(p), 633(p), 634(p), 641, 642, 651, 652(p), 653, 711(p), 712(p)
大埔 Tai Po	大埔(部分) 馬鞍山(部分) 北區(部分)	Tai Po(p) Ma On Shan(p) North(p)	大埔堰、大埔、 大埔滘、大尾篤、 船灣、樟木頭、 企嶺下	Tai Po Market, Tai Po, Tai Po Kau,Tai Mei Tuk, Shuen Wan, Cheung Muk Tau, Kei Ling Ha	310(p), 533(p), 631(p), 632(p), 633(p), 634(p), 652(p), 711(p), 712(p), 720, 721, 722, 723, 724, 725, 726, 727, 728, 729(p), 732(p), 741, 742(p), 743, 744(p), 751, 753(p), 757(p), 762(p), 811(p), 812(p), 815(p), 822(p), 824(p)
沙田 Sha Tin	沙田 馬鞍山(部分)	Sha Tin Ma On Shan(p)	大圍、沙田、 火炭、馬料水、 烏溪沙、馬鞍山	Tai Wai, Sha Tin, Fo Tan, Ma Liu Shui, Wu Kai Sha, Ma On Shan	327(p), 729(p), 732(p), 733, 744(p), 753(p), 754, 755, 756, 757(p), 758, 759, 761(p), 762(p), 824(p)
西貢 Sai Kung	西貢 將軍澳	Sai Kung Tseung Kwan O	清水灣、西貢、 大網仔、將軍澳、 坑口、調景嶺、 馬游塘	Clear Water Bay, Sai Kung, Tai Mong Tsai,Tseung Kwan O, Hang Hau, Tiu Keng Leng, Ma Yau Tong	296, 298(p), 742(p), 761(p), 762(p), 811(p), 812(p), 813, 814, 815(p), 820, 821, 822(p), 823, 824(p), 825, 826, 827, 828, 829, 831, 832, 833, 834, 835, 836, 837, 838, 839
離島 Islands	離島(部分)	Outlying Islands(p)	長洲、坪洲、 大嶼山 (包括東涌)、 南丫島	Cheung Chau, Peng Chau, Lantau Island (including Tung Chung), Lamma Island	911, 912, 913, 920, 931, 932, 933, 934, 941, 942, 943, 944, 950, 951(p), 961(p), 962, 963, 971(p), 972(p), 973(p), 976





# 差餉物業估價署

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