



# 差餉物業估價署年報

## Rating and Valuation Department Annual Summary

### 2008-2009



香港特別行政區政府  
差餉物業估價署

Rating and Valuation Department  
The Government of the Hong Kong Special Administrative Region

2008-2009

差餉物業估價署年報

Rating and Valuation Department  
Annual Summary





# 目錄 | Contents

- 1 署長序言  
Commissioner's Overview
- 7 理想及使命  
Vision and Mission
- 9 職能  
Functions
- 19 服務表現及成就  
Performance and Achievements
- 35 新增及優化服務  
New and Improved Services
- 39 迎接挑戰  
Challenges Ahead
- 43 環保報告  
Environmental Report
- 51 人力資源  
Human Resources
- 59 附表  
Tables
- 73 附錄  
Annexures



署長序言

Commissioner's  
Overview





差餉物業估價署署長 曾梅芬太平紳士

Mrs Mimi BROWN, JP  
Commissioner of Rating and Valuation

- 3 挑戰和成就  
Challenges and Achievements
- 5 機遇與展望  
Opportunities and Prospects



差餉物業估價署在2008-2009年度，是有長足發展的一年。而對於不少人來說，這也是充滿挑戰的一年。原本欣欣向榮的經濟，隨着次按問題浮現而急轉直下。儘管面對重大考驗，本署在各項服務上仍力臻完善，一一履行本署訂下的服務承諾，並依期完成全面重估差餉工作。

香港經濟在過去數年蓬勃發展，帶來了財政盈餘，因此，政府在年內繼續實施差餉寬減措施，寬免年內所有差餉繳納人的差餉，上限為每戶每季5 000元。約有99%的住宅物業和85%的非住宅物業因而無須繳納差餉。

## 挑戰和成就

9月爆發的金融風暴，令經濟環境輒然逆轉，社會各階層人士莫不受到影響。金融市場動盪，引致租務市場也不穩定，這亦為重估差餉工作增添困難和帶來前所未見的挑戰。重估差餉的估價依據日期是2008年10月1日，雖然困難重重，重估全港物業應課差餉租值的工作仍如期完成，一共涉及估價冊上233萬個物業和地租登記冊上178萬個物業。

新一年度的估價冊和地租登記冊於2009年3月11日公布，電子版本亦上載至本署網站(網址：<http://www.rvdpi.gov.hk>)，讓市民於3月16日至5月31日期間查閱。隨著金融危機的深化而影響本地的經濟，本署年內接獲約51 000份反對最新應課差餉租值的建議書，高於前一年接獲的38 000份。

2008-2009 was a year of solid achievement for the Department. It was also a challenging year to many people when the subprime crisis unfolded causing the flourishing economy to take a severe turn. Amid the challenging time, we strived to deliver our services to meet the performance targets and complete the annual revaluation.

In view of the fiscal surplus brought about by robust economic growth in previous years, Government continued to grant rates concession to all ratepayers to offset the rates payable for 2008-2009, subject to a ceiling of \$5 000 per quarter for each rateable tenement. As a result, about 99% of domestic properties and 85% of non-domestic properties were not required to pay rates in the year.

## Challenges and Achievements

The outbreak of the global financial crisis in September has precipitated an adverse economic environment that has affected people from all walks of life. The financial turmoil also caused great uncertainties to the rental market, making the task of revaluation more difficult and challenging than ever. Notwithstanding, review of all rateable values in the territory with reference to rental levels as at 1 October 2008 was completed on schedule, involving 2.33 million assessments in the Valuation List and 1.78 million assessments in the Government Rent Roll.

The new Valuation List and Government Rent Roll were declared on 11 March 2009 and the public was able to view the electronic version of the Valuation List and Government Rent Roll on our website (<http://www.rvdpi.gov.hk>) during the proposal period from 16 March to 31 May 2009. While the impact of the financial crisis deepened and filtered through into the economy, we also saw an upsurge in the number of proposals and received some 51 000 objections against the new rateable values as compared to 38 000 cases in the previous year.



經過多年的努力耕耘，本署籌備的「物業資訊網」，在2月順利推出首階段服務，這標誌着本署在拓展電子政府服務方面的一個里程碑，更為促進日後部門間提供公共服務的協作奠定基礎。新網上系統全日運作，讓市民經互聯網取得物業資料。用戶可利用這個收費網上系統，取得物業的實用面積、落成年份及住宅物業的核准用途等資料。新系統具備中英雙語搜尋功能，搜尋途徑多達五個。現時，市民亦可免費瀏覽逾220萬個經本署和土地註冊處配對的物業資料；到了2010年，物業數目更會增至257萬個。本署將會繼續尋找機會，在這個平台上增添其他增值服務。

在執行法例方面，本署首次檢控一名業主在明知情況下作出失實陳述。被告承認控罪並被判罰款。本署歡迎法庭對此案的判決，希望今次成功地引用差餉條例檢控違法人士，有助遏止業主作出這類違法行為。

為了保障置業人士的利益，本署與運輸及房屋局一起合作，就「實用面積」釐訂一個統一定義，藉此進一步提高樓花銷售說明的透明度和清晰度。統一的「實用面積」定義現已納入地政總署「預售樓花同意方案」的規管範圍內。今後，發展商在銷售說明中必須採用統一的「實用面積」定義來表述物業面積。這將有助置業人士更全面地掌握物業的面積資料。

After years of hard work, we successfully launched the first phase of the Property Information Online in February. It was a milestone of the Department in the development of e-Government service and laid a foundation for further inter-departmental collaboration in delivering public services. The new system provides round-the-clock convenient service to the public for access to property information through Internet. Users can obtain information, at a fee, on saleable area, year of completion and permitted uses of residential properties through this online system, which features a bilingual search engine with five different searching paths. At present, the public can also browse more than 2.20 million aligned property address records of the Department and the Land Registry free of charge. The aligned records would ultimately grow to 2.57 million in 2010. We would continue to explore the possibility of expanding the online platform to implement other value-added services.

On prosecution front, we for the first time took a property owner to court for knowingly making a false statement. The defendant pleaded guilty and was fined. We welcome the court ruling and hope that the conviction under the Rating Ordinance would deter property owner from committing similar offence.

In a bid to strengthen the protection for interests of property buyers, we collaborated with the Transport and Housing Bureau to work out the standardised definition of "saleable area" to further enhance the transparency and clarity of information presented in the sales description for uncompleted residential properties. This standardised definition of "saleable area" has now become a requirement under the Lands Department Consent Scheme and developers must adopt the definition to present the floor area in their sales brochures. This would enable prospective purchasers to get hold of comprehensive and accurate information on the floor area of units.

## 機遇與展望

本署未來的發展方向，重點仍然是不斷提升以客為本的顧客服務，以及利用新方法和新工具來革新業務流程。要有效回應各式各樣的訴求和提高工作效率，資訊科技的應用將會是舉足輕重，對於本署運作發展更是日益重要。因此，本署會繼續投放資源發展多項電子政府措施：

- 「物業資訊網」下一階段服務的籌備工作現正進行，當新階段服務在今年較後時間推出後，市民在全年任何時間都可以上網查閱物業的應課差餉租值。
- 電子表格服務將會新增更多為顧客設想周到的服務，例如向登記用戶發出電子徵收通知書、電子催辦函和電子收據等，當中的電子發單服務將於明年推出。
- 現行的綜合發單及繳款服務將繼續推廣，希望有更多擁有多個物業的繳納人採用。
- 本署會繼續積極落實在「部門資訊科技計劃」中所訂定的十大策略項目。該等策略項目，將有助本署迎接挑戰和把握機遇，以及透過革新服務來迎合顧客的需要。

## Opportunities and Prospects

To enhance service delivery from the perspective of customers and transform the business operations with new methods and tools remain the focus of our future direction. To meet diverse demands and improve efficiency, information technology plays a key role and has become increasingly important in the development of our operations. In this regard, the Department would continue investing resources in a number of e-government initiatives:

- The development work of the next phase of the Property Information Online was progressing and when launched later this year, the public would be able to make online inquiry on rateable values of properties throughout the year.
- The scope of the electronic forms service would be expanded to include other customer-centric proposals such as electronic demand notes, e-reminders and e-receipts to registered users, with the electronic billing to be implemented next year.
- The existing consolidated Billing and Payment Service for rates and Government rent would continue to be promoted and extended to payers with multiple properties.
- We would continue to implement the 10 strategic programmes identified in our Departmental Information Technology Plan progressively, which would better position the Department to respond to challenges and opportunities in today's changing environment, and facilitate service transformation to meet customer needs.



面對挑戰，行政長官在2008-2009年度的施政報告中制定了多項新猷作為對策。為此，本署審視了現行的服務承諾，希望能提升服務質素，滿足市民需要。

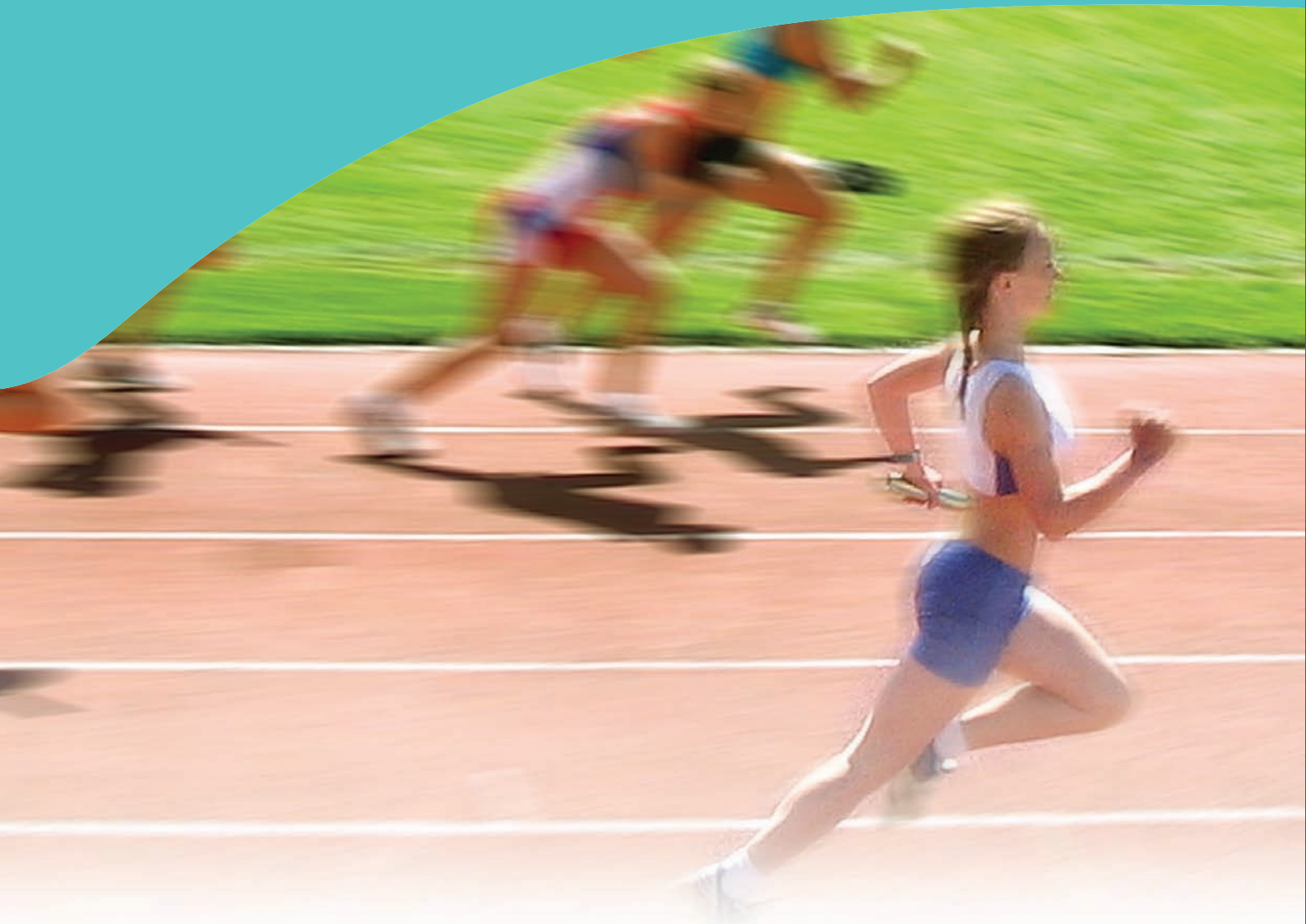
In his 2008-2009 Policy Address, the Chief Executive has set several new targets to address the challenges Hong Kong is facing. In response to that, we have reviewed our performance pledges with a view to enhancing the quality of public services to meet the needs of the community.

我謹藉此機會感謝本署全體員工，一直以來專心致志，緊守崗位。本署今天取得的成績，他們實在功不可沒。

To all the staff of the Department, I would like to express my thanks for their unfailing support and dedication which have contributed to our progress and achievements.

差餉物業估價署署長  
曾梅芬太平紳士  
2009年10月

Mrs Mimi Brown, JP  
Commissioner of Rating and Valuation  
October 2009



## 理想及使命 | Vision and Mission



## 理想 使命

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。

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 services 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.







# 職能 | Functions





- 11 評估差餉  
Rating
- 12 評估地租  
Government Rent
- 14 帳目及發單  
Accounting and Billing
- 15 物業估價服務  
Property Valuation Services
- 16 物業資訊服務  
Property Information Services
- 18 業主與租客服務  
Landlord and Tenant Services



差餉物業估價署的主要職能計有：

- 評估差餉及地租；
- 管理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；以及
- 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。

The principal functions of the Rating and Valuation Department are:

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

## 評估差餉

「差餉」是對房地產徵收的稅項，並按應課差餉租值乘以一個指定百分率徵收。

物業的「應課差餉租值」是根據物業在指定日期於公開市場上可取得的全年租金估值。

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，當中載列全港已評估差餉的物業的資料。

## 估價冊

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2009年4月1日，估價冊共載有2 332 208個差餉估價項目，應課差餉租值總值達3 687億元。詳情請參閱表1至表8。

## Rating

Rates are a tax on landed properties and are levied at a specified percentage of their rateable values.

The rateable value of a property is an estimate of its annual market rental value as at a designated date.

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

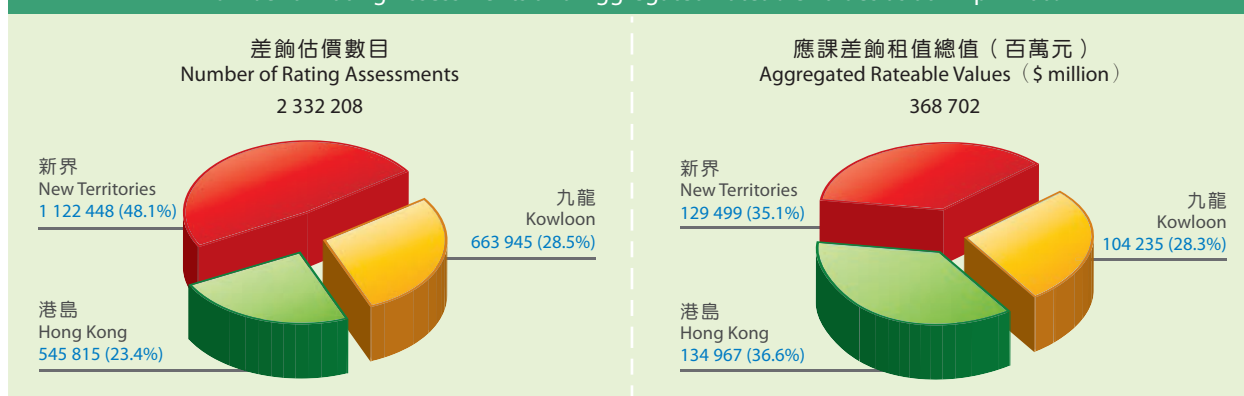
## The Valuation List

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

The Valuation List as at 1 April 2009 contained 2 332 208 rating assessments with total rateable values of \$368.7 billion. Further details are shown in Tables 1 - 8.

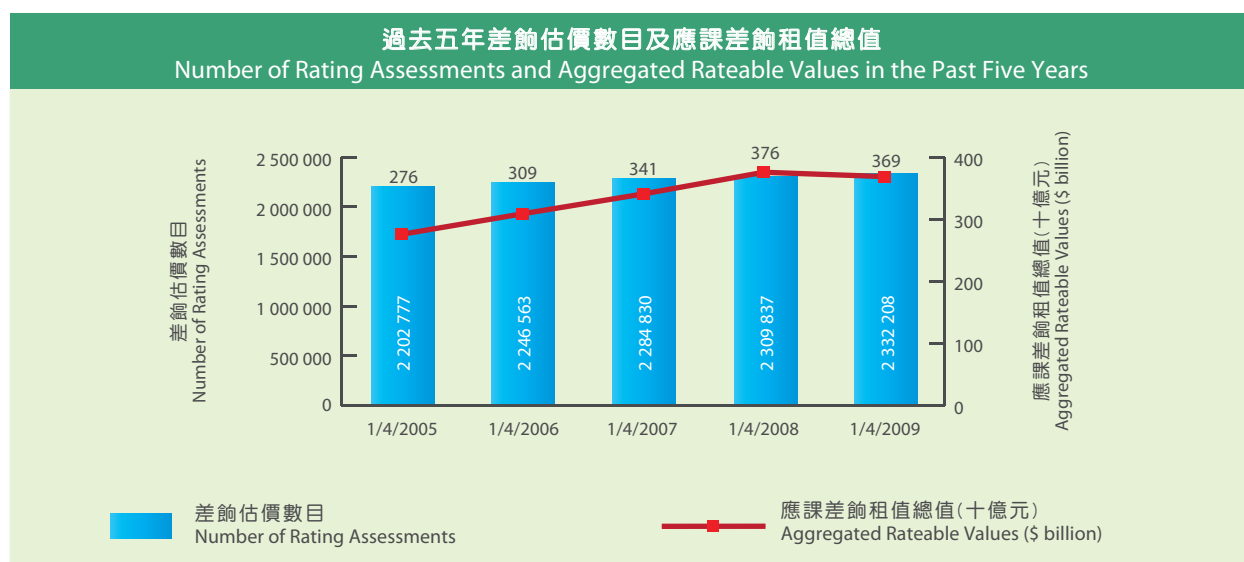


截至2009年4月1日的差餉估價數目及應課差餉租值總值  
Number of Rating Assessments and Aggregated Rateable Values as at 1 April 2009



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 number of rating assessments and the aggregated rateable values in the past five years :



## 評估地租

香港的土地一般由政府以批地形式，即以政府租契租出。承租人須為此繳納「地租」。

本署負責評定兩類地租，按物業的應課差餉租值計算地租應繳額。該兩類地租分別根據下列法例繳納：

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

## Government Rent

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

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

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

## 根據《地租(評估及徵收)條例》(第515章)而評估的地租

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，載列所有根據本條例評估地租的物業的應課差餉租值。截至2009年4月1日，地租登記冊載有1 782 712個估價項目，應課差餉租值總值約為1 994億元。詳情請參閱表9。

第515章所指的地租，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。按條例的規定，須繳納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日生效後獲准延期或續期的契約；以及
- (b) 自1985年5月27日起新批出的契約，包括交回後重批的租契。

唯一獲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，只須繼續繳納先前須繳的象徵式地租。

對於大部分要按第515章繳納地租的物業而言，用作計算地租的應課差餉租值等同於用作計算差餉的應課差餉租值。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)，則本署會分別釐定兩項應課差餉租值。

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

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 1 782 712 assessments as at 1 April 2009 with an aggregated rateable value of \$199.4 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 Government 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

可續期租契於續期後的地租評估和徵收，受到《政府租契條例》(第40章)所規管。條例規定，有關地租為物業在租契續期日的應課差餉租值的3%。這類地租有別於第515章所指的地租，其數額在續期後會維持不變，直至該土地作重新發展為止。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%。

本署須按第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。

## 帳目及發單

由1995年7月1日起，差餉物業估價署署長接管差餉發單和帳目修訂的職務，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》(第515章)負責發單徵收地租。

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

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

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

The Department's involvement under Cap. 40 includes initiating 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.

## Accounting and Billing

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

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

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

### 印花稅

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，以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值。

### 遺產稅

雖然遺產稅已於2005年7月被取消，但本署仍須處理在此日期以前的個案，向遺產稅署署長提供物業估價，以釐定遺產稅。

## Property Valuation Services

### Stamp Duty

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.

### Estate Duty

Following the abolition of Estate Duty in July 2005, the Department was no longer required to provide valuation advice to the Estate Duty Commissioner on the appropriate value of property for Estate Duty purposes though past cases would continue to be referred to the Department for advice.



## 為其他政府部門提供估價服務

本署亦經常為政府其他部門及半政府機構提供估價服務。

## Valuations for Other Government Departments

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

## 物業資訊服務

### 物業市場資料

在評估差餉及物業價值的過程中，本署會收集到大量的物業資料，因此本署能夠為政府在物業市場方面提供專業意見。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作參考。

此外，本署亦會應各局及部門的要求，進行專題研究和分析。

本署每年出版的《香港物業報告》，回顧過往一年物業市場的情況，並預測未來兩年的樓宇落成量。報告內亦載有主要物業類別的總存量及空置量。

另外，本署又編製《香港物業報告－每月補編》，定期更新物業售價、租金統計、市場回報率、落成量、買賣宗數及成交總值的資料。

為配合《地產代理條例》(第511章)的實施，本署於2009年2月推出“物業資訊網”。市民可利用此收費服務索取住宅物業樓齡、實用面積和物業許可用途的資料。

## Property Information Services

### Property Market Information

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

The Department also undertakes specific 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 two years. This Review also gives an account of the stock and vacancy of major property types.

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

To facilitate implementation of the Estate Agents Ordinance (Cap. 511), members of the public can obtain, at a fee, information on the age, saleable area and permitted use of a residential property through the Department's Property Information Online service launched in February 2009.



## 編配門牌號數

根據《建築物條例》(第123章)，差餉物業估價署署長主管全港樓宇門牌號數的編配事宜。本署會在進行日常的差餉估價工作時，同時執行這項工作，為新建樓宇在落成前編配門牌號數。

本署會舉辦大規模的宣傳活動，鼓勵市民在樓宇和店鋪入口處標示正確門牌號數。

## Building Numbering

Under the Buildings Ordinance (Cap. 123), 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 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

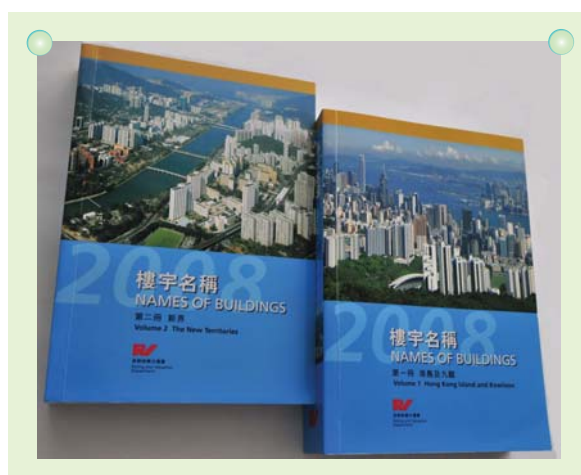
本署編製及修訂《樓宇名稱》一書，詳列全港樓宇的中英文名稱、地址及落成年份。

該書有助市民、緊急服務人員、郵政署及其他政府部門迅速找出樓宇的地址。

## Names of Buildings

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.





## 業主與租客服務

本署負責執行《業主與租客(綜合)條例》(第7章)。該條例對業主與租客雙方的權利與義務均有所規定。

### 諮詢及調解服務

本署人員免費為市民提供全面的住宅租務諮詢服務，包括定期到民政事務處會見市民，以及到土地審裁處當值，提供服務。

市民亦可透過本署24小時自動電話資訊服務或瀏覽本署網站，取得一般租務資訊。

### 監察收樓令

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，以執行收樓令及有關條例的規定。

### 新租出或重訂協議通知書

本署為住宅物業業主批署新租出或重訂協議通知書(表格CR109)。該通知書是採取法律行動追收租金時必需的文件。

## Landlord and Tenant Services

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

### Advisory and Mediatory Services

Comprehensive and free advisory services are available to the public on landlord and tenant matters 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 stationed at the Lands Tribunal.

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

### Monitoring of Possession Orders

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.

### Notice of New Letting or Renewal Agreement

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

The image displays two versions of Form CR109, titled "Notice of New Letting or Renewal Agreement". The left version is in Chinese, and the right version is in English. Both forms are structured similarly, with sections for providing details about the premises, the tenancy agreement, and the agreed rent, followed by a declaration section.

**Chinese Version (Left):**

- 表頭:** 表格 CR109 (業主與租客(綜合)條例) - 新訂或重訂協議通知書
- 第A部分 - 住宅物業資料:** 包括物業地址、單位號碼、物業用途等。
- 第B部分 - 協議日期及租期:** 包括協議日期、租期、租金等。
- 第C部分 - 協議租金:** 包括租金、租金增加/減少、租金支付日期等。
- 第D部分 - 聲明:** 包括聲明人、聲明內容等。

**English Version (Right):**

- Form CR109:** Landlord and Tenant (Consolidation) Ordinance - Part B
- Part A - Particulars of Domestic Premises:** Includes address, unit number, etc.
- Part B - Agreement Date and Length of Tenancy:** Includes agreement date, tenancy period, etc.
- Part C - Particulars of Agreed Rent:** Includes rent, rent increase/decrease, etc.
- Part D - Declaration:** Includes declarant, declaration content, etc.



服務表現及成就

Performance and  
Achievements





- 21 評估差餉及地租  
Rating and Government Rent
- 26 帳目及發單  
Accounting and Billing
- 29 估價及物業資訊服務  
Valuation and Property Information Services
- 33 業主與租客服務  
Landlord and Tenant Services
- 34 服務表現及目標  
Performance and Service Targets





## 評估差餉及地租

### 修訂和更新估價冊及地租登記冊

本署不時修訂和更新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，以及將曾更改結構的物業的原有估價刪除，然後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。

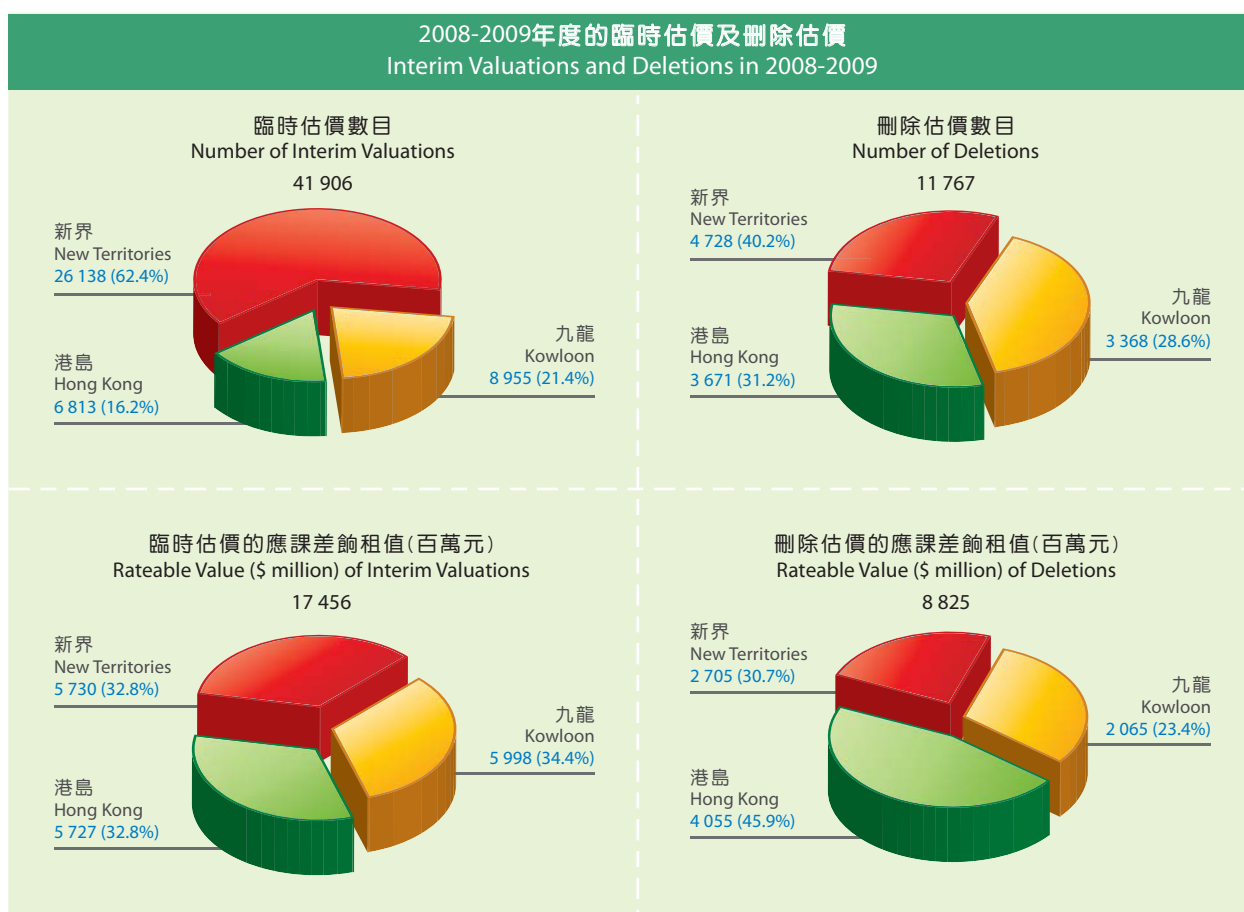
表10顯示2008-2009年度臨時估價及刪除估價的數目。下列圖表顯示估價冊及地租登記冊內按區域劃分的臨時估價和刪除估價的數目，以及有關的應課差餉租值：

## Rating and Government Rent

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

The Department maintains the Valuation List and Government Rent Roll by including new buildings or premises which have become liable for rates and/or 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 number of interim valuations and deletions carried out in 2008-2009 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:





## 每年重估應課差餉租值

不同類別及在不同地區的物業，其租金水平會隨着時間轉變而有不同幅度的變動。自1999年開始，本署每年進行全面重估應課差餉租值，以便根據物業最新的公開市值租金評定物業的差餉租值，以此為基礎公平地重新分配繳納差餉和地租的責任。

在全面重估2009-2010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233萬個物業的應課差餉租值，以及載於地租登記冊內約178萬個物業的應課差餉租值。

新應課差餉租值的生效日期是2009年4月1日，估價依據日期為2008年10月1日。

重估完成後，應課差餉租值平均下調1%。其中45.1%物業的應課差餉租值平均下跌5.9%，另有47.2%物業的應課差餉租值維持不變，餘下7.7%物業的應課差餉租值則有平均約6.1%的升幅。

表11詳列全面重估應課差餉租值後，主要類別物業的差餉及地租的變動。

## Annual General Revaluations

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

Approximately 2.33 million assessments in the Valuation List and 1.78 million assessments in the Government Rent Roll were reviewed in the revaluation for 2009-2010.

The new rateable values which took effect on 1 April 2009 were based on market rents as at the valuation reference date of 1 October 2008.

The exercise had resulted in an average decrease of 1% in rateable values. For 45.1% of the properties, the rateable values were decreased by 5.9% on average. 47.2% had no change in rateable values. The remaining 7.7% of the properties had their rateable values increased by 6.1% on average.

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



## 建議、反對及上訴

市民如對估價冊或地租登記冊內的資料有意見，可於每年4月和5月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，署長便會發出「決定通知書」。

繳納人接獲「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。

在上述情況下，本署的專業人員會就估價冊及地租登記冊內所載的應課差餉租值提出支持的陳詞和論據，並會以專家證人的身分代表差餉物業估價署署長出席土地審裁處的聆訊。

表12詳列本署過去兩年所處理過的建議書、反對書及上訴個案數目。

## Proposals, Objections and Appeals

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

However, if the property included in the Government Rent Roll 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 Government Rent Roll.

In the case of an interim valuation, deletion or correction to the Valuation List and Government Rent Roll, a payer can lodge an objection with the Commissioner within 28 days of the 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 Government Rent Roll entries, and appear before the Lands Tribunal as the Commissioner's expert witnesses.

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



## 差餉徵收率

差餉是根據應課差餉租值乘以一個百分率而徵收的。在2008-2009財政年度，差餉徵收率為5%。這個徵收率自1999-2000年度起便一直維持不變。

現時所有差餉收入都撥歸政府一般收入帳目。

## 按供水情況扣減差餉

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

如沒有淡水供應，則每年繳納的差餉額可獲扣減15%。

下表概括列出截至2009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：

## Rates Charges

Rates are payable at a percentage of rateable value. For the financial year 2008-2009, this percentage was 5%. The rates percentage charge has remained unchanged at 5% since 1999-2000.

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

## Water Concessions

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

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

The number and aggregated rateable values of assessments with water concessions as at 1 April 2009 are summarised in the table below:

按供水情況扣減差餉的物業 Properties with Water Concessions				
	應繳差餉獲扣減 7.5% Rates payable reduced by 7.5%		應繳差餉獲扣減 15% Rates payable reduced by 15%	
	數目 No.	應課差餉租值 (千元) Rateable Value (\$ '000)	數目 No.	應課差餉租值 (千元) Rateable Value (\$ '000)
港島 Hong Kong	1	31	19	28 289
九龍 Kowloon	-	-	-	-
新界 New Territories	39	684	653	31 490
總數 Overall	40	715	672	59 779

## 根據《地租(評估及徵收)條例》(第515章)徵收地租

截至2009年4月1日，地租登記冊載有1 782 712個估價項目。

在2008-2009年度，本署為徵收地租而進行的臨時估價有32 879個，被刪除的估價則有6 883個。詳情見表10。

終審法院在2001年3月就發展用地和農地應否評估地租一案作出裁決。法院確認本署的法律觀點，認為根據地租條例／規例的規定，發展用地、重新發展用地及農地均須繳納地租。

此外，土地審裁處又就一宗發展用地估價方法的測試個案進行聆訊，並於2008年2月作出裁決，認同本署所採用的估價方法。但發展商不服審裁處的裁決，並就法律觀點問題向上訴庭提出上訴。此案將於2010年年底進行聆訊。

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

The number of assessments in the Government Rent Roll on 1 April 2009 was 1 782 712.

The number of interim valuations and deletions carried out in 2008-2009 for Government rent purposes were 32 879 and 6 883 respectively. See details in Table 10.

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

A test case on valuation issues of development sites was also heard before the Lands Tribunal, which handed down the judgement in February 2008. The Tribunal endorsed the Department's valuation approach but the developers filed an appeal to the Court of Appeal on a point of law against the Tribunal's decision. The date of hearing is scheduled in late 2010.





## 根據《政府租契條例》(第40章)為可續期土地契約徵收地租

截至2009年3月31日，約有222 000個物業須根據第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。

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：

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

There were approximately 222 000 properties paying rent assessed under this Ordinance as at 31 March 2009. As more renewable leases are renewed and more land held under renewed renewable leases is redeveloped, more properties will become liable to this rent.

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

過去五年處理的地租（第40章）個案 Government Rent (Cap. 40) Cases Handled in the Past Five Years				
年度 Year	續期 Renewal		重新發展 Redevelopment	
	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)
2004-2005	5 711	714	618	75
2005-2006	10 049	923	698	187
2006-2007	13 173	1 235	10	9
2007-2008	6 968	839	616	56
2008-2009	6 233	747	271	85

## 帳目及發單

### 差餉收入

2008-2009年度的差餉收入為71.75億元。這款項已反映年內因差餉寬減措施而少收的112.6億元。

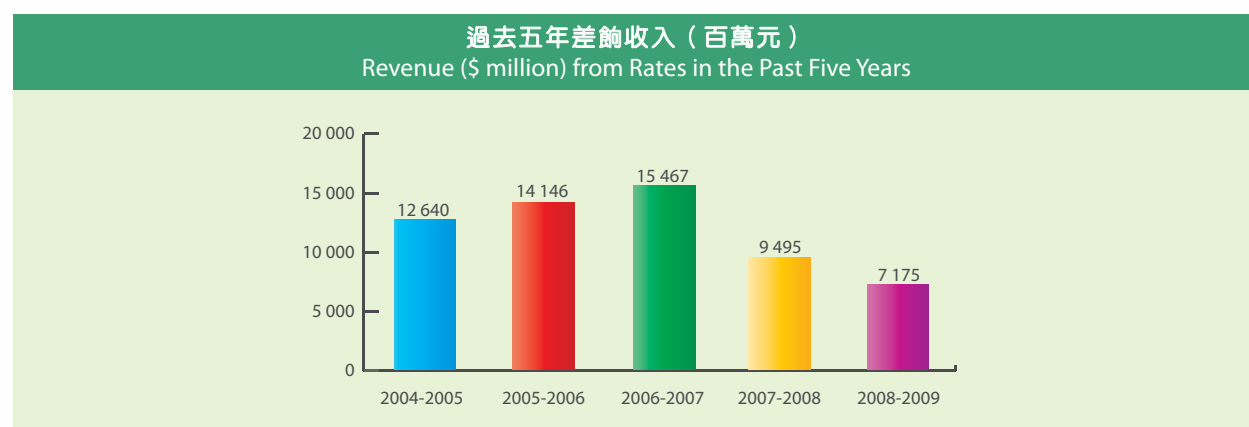
下圖顯示過去五年的差餉收入：

## Accounting and Billing

### Revenue from Rates

The revenue from rates in 2008-2009 was \$7 175 million, reflecting the loss in revenue of \$11 260 million due to rates concession granted in the year.

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



## 差餉退款

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。2008-2009年度退還的款額微不足道。

## 差餉欠款

在2008-2009年度，本署向欠交差餉的業主追討欠款，涉及的個案約為38 800個。

在該財政年度終結時，約有30 900個帳目尚未清繳欠款。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2009年3月31日，錄得的拖欠差餉為6 500萬元。下圖顯示過去五年的差餉欠款情況：

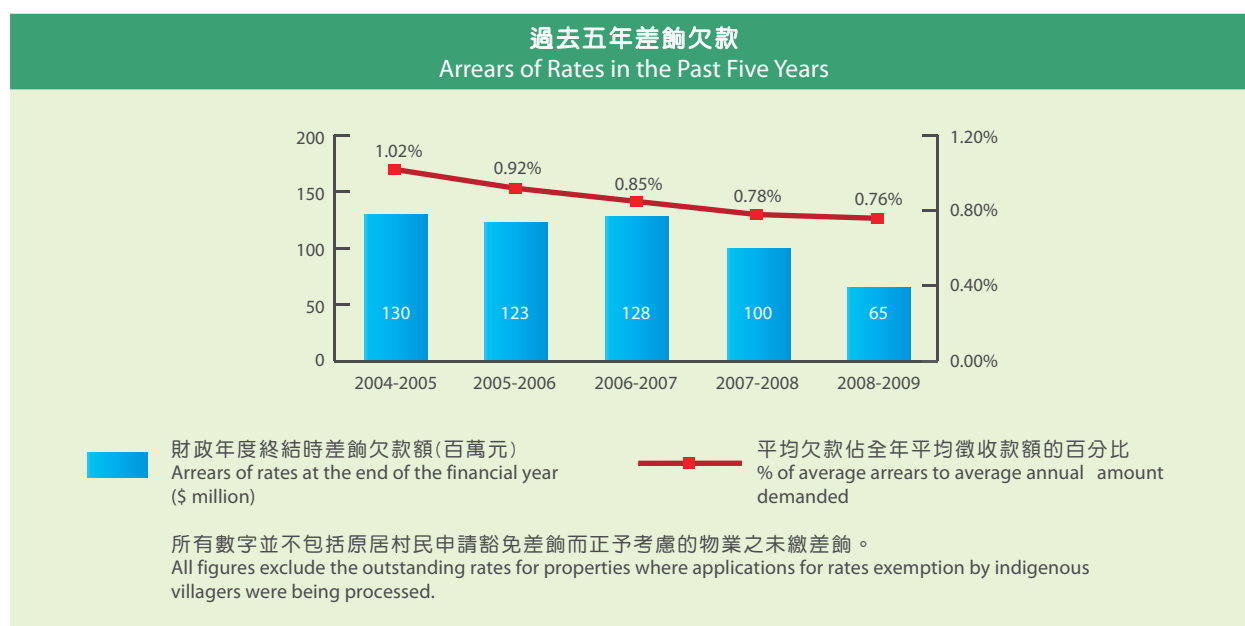
## Refund of Rates

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 2008-2009.

## Arrears of Rates

In 2008-2009, the Department took recovery action in respect of arrears outstanding for about 38 800 cases.

Some 30 900 accounts had outstanding rates at the end of the financial year. The number of accounts with outstanding rates excluded the properties for which applications for rates exemption by indigenous villagers were being processed. By 31 March 2009, \$65 million of rates arrears were recorded. The chart below shows arrears of rates in the past five years:



## 地租收入及欠款

2008-2009年度的地租收入為59.44億元。

## Revenue from Government Rents and Arrears

The revenue from Government rents in 2008-2009 was \$5 944 million.

截至2009年3月31日，拖欠地租的帳目約有27 100個，未收的款項約為6 300萬元，平均欠款佔全年平均地租徵收額1.1%。欠款帳目並未包括原居村民因申請租金優惠而暫緩繳納的地租。

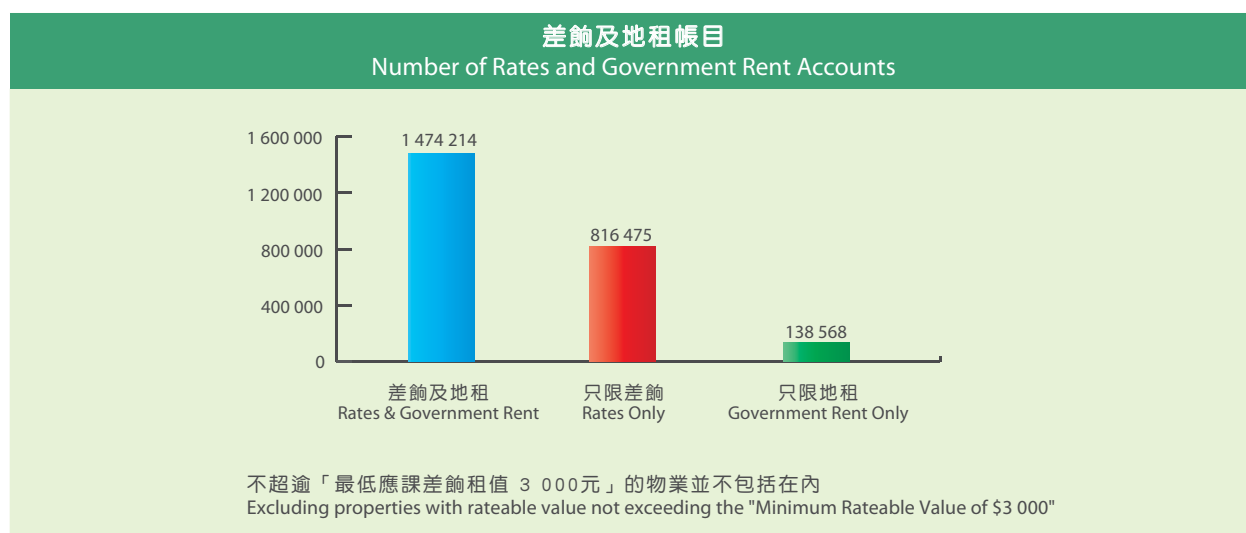
Some 27 100 accounts had rent arrears as at 31 March 2009, comprising about \$63 million. The percentage of average arrears to average annual Government rent demanded was 1.1%. This amount excluded the outstanding Government rent for properties owned by indigenous villagers where applications for rent concession were being processed.

## 差餉及地租帳目

截至2009年4月1日，差餉及地租帳目逾243萬個。下圖顯示各種帳目的數量：

## Rates and Government Rent Accounts

About 2.43 million rates and Government rent accounts were maintained by the Department as at 1 April 2009. These accounts are set out in the chart below:



## 宣傳準時繳款

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

## Announcement on Prompt Payment

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

## 估價及物業資訊服務

## Valuation and Property Information Services

### 印花稅

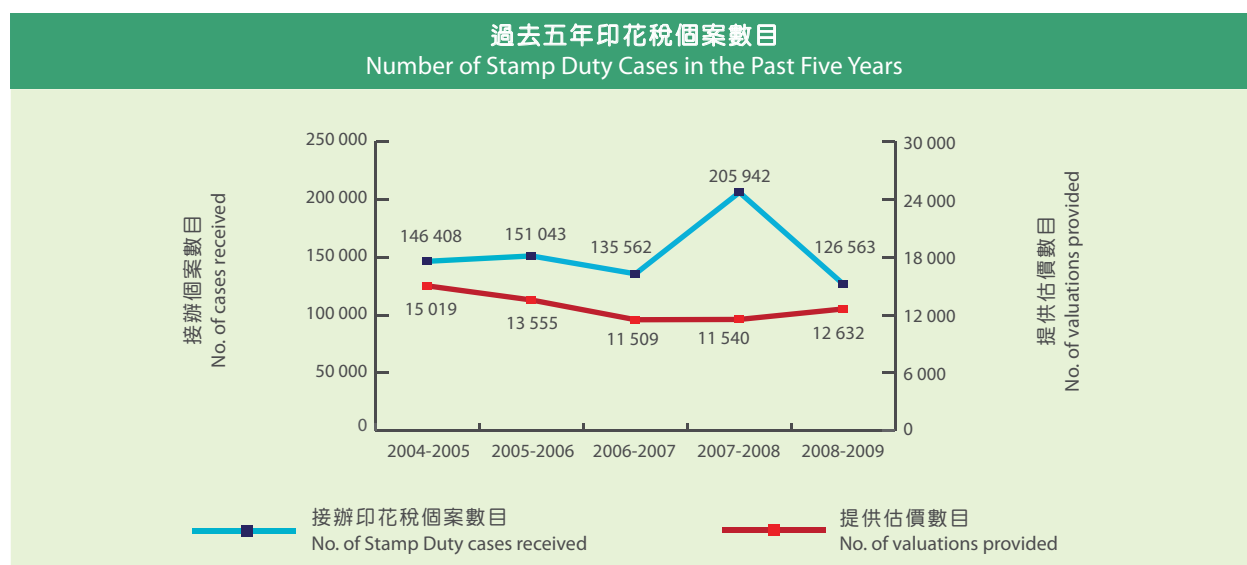
在2008-2009年度，共有126 563宗個案須審查及估價。本署共提供了12 632項估價，涉及的物業是申報價值偏低或是未有在契約上註明轉讓價值。

### Stamp Duty

In 2008-2009, the number of cases received for examination and valuation was 126 563. The Department provided 12 632 valuations where the stated consideration was considered inadequate and for properties transferred without stated consideration.

下圖顯示過去五年這方面的工作量：

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

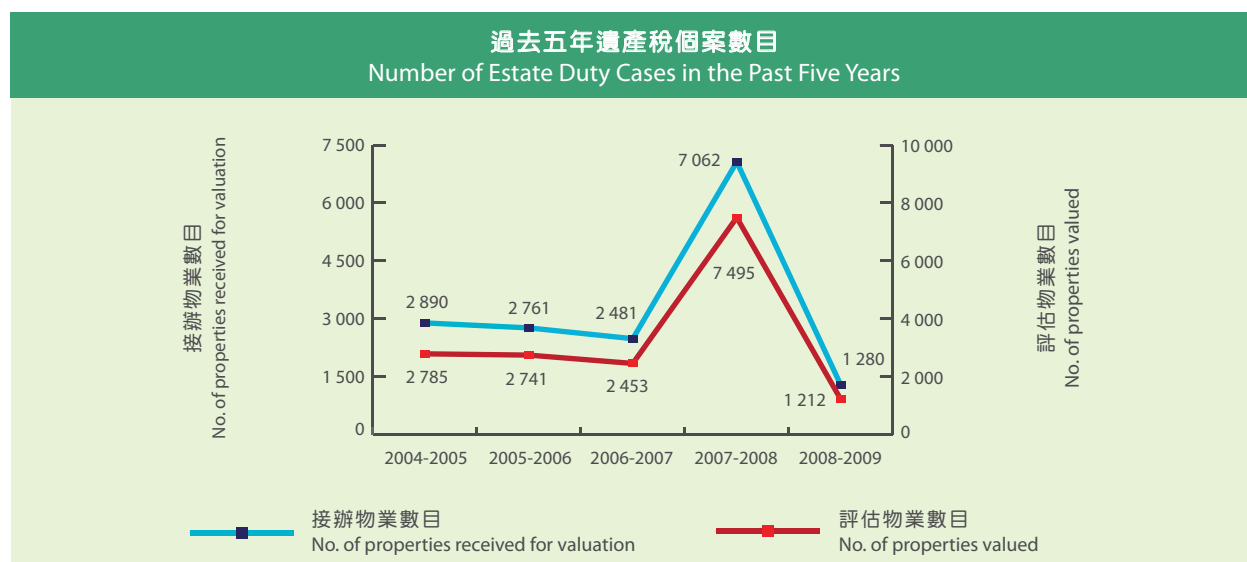


### 遺產稅

年內共有299宗個案交由本署評定物業價值，涉及1 280個物業。下圖顯示過去五年的遺產稅工作量：

### Estate Duty

During the year, 299 cases involving 1 280 properties were forwarded to the Department for valuation. The graph below shows the volume of Estate Duty work in the past five years:





雖然這稅項已於2005年7月取消，但本署仍須處理在此日期以前的個案。不過，相信日後此等個案的數目會減少。

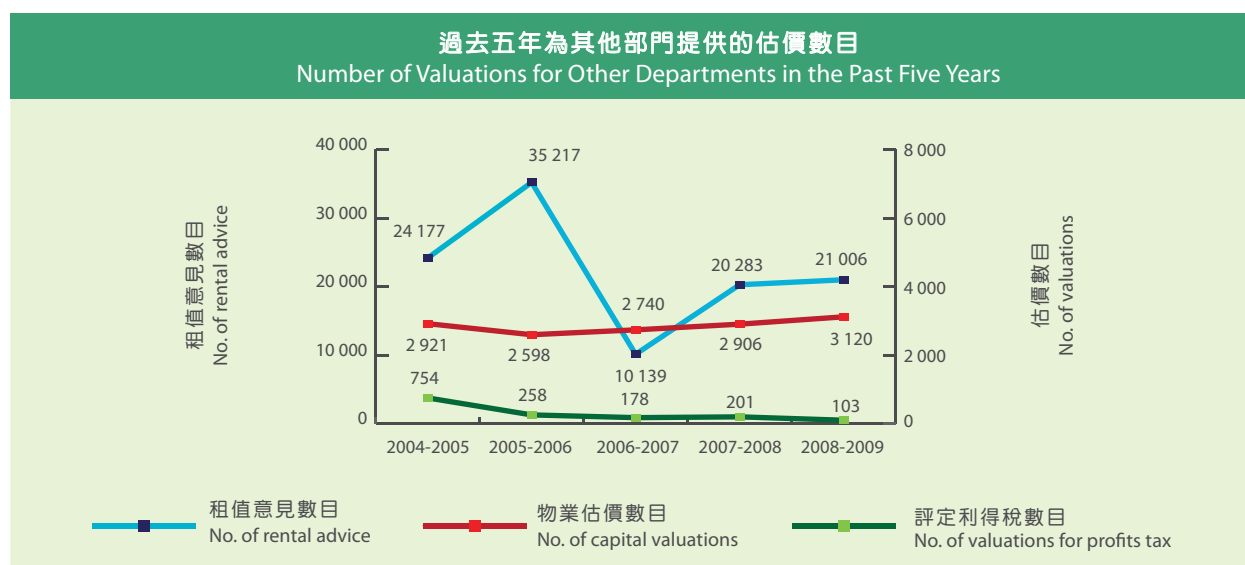
Despite abolition of this tax in July 2005, past cases would continue to be received. It is expected however that the number will decline in the coming years.

### 為其他政府部門和半政府機構提供估價服務

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21 006宗個案提供租值意見、評估3 120個物業的售價及103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：

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

Other valuations, including 21 006 rental advice, 3 120 capital valuations and 103 profits tax cases were provided to other Government departments and quasi-government bodies in the past year. These valuation services given in the past five years are summarised in the graph below:



## 物業資訊服務

本署為協助政府制定政策而進行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，本署也悉力向運輸及房屋局提供房屋產量及物業市況等物業市場的資料，以便當局能準確掌握全港的房屋發展方向及市場動態。

《香港物業報告》2009年版回顧2008年物業市場的情況，並預測2009至2010年的樓宇落成量。該報告的印行本已公開發售，市民也可登入本署網站免費下載。

## Property Information Services

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

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

The 2009 edition of the "Hong Kong Property Review" gives a review of the property market in 2008 and provides forecasts of completions in 2009 to 2010. While printed copies of this publication are on sale to the public, the Internet version is available for free download from the Department's website.



另外，市民也可在本署網站瀏覽《香港物業報告—每月補編》，以及免費下載有關物業租金、售價及落成量的統計資料，又或使用本署的24小時自動電話資訊服務（電話：2152 2152），經圖文傳真索取。

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



## 編配門牌號數

在2008-2009年度獲編配門牌號數的發展項目共有1 472個，其中1 397個位於新界。

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，本署還會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。

本署定期舉辦宣傳活動以提醒市民正確標示門牌號數。最近一次宣傳活動於2006年年底舉行。

### 《樓宇名稱》

2008年版《樓宇名稱》的印行本已公開發售。市民亦可登入本署網站免費瀏覽書中資料。該書的印行本每三年修訂一次，而網上版則於每年4月和10月更新。

## Building Numbering

During 2008-2009, about 1 472 developments were allotted with building numbers, of which 1 397 were in the New Territories.

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

To promote correct display of building numbers, publicity campaigns are regularly conducted with the last one held at the end of 2006.

### "Names of Buildings" Book

The 2008 edition of the "Names of Buildings" Book is available for sale and the entries in the book can be viewed free of charge at the Department's website. While the printed version will be revised at 3-year interval, the Internet version is updated biannually in April and October.



## 業主與租客服務

### 《業主與租客(綜合)條例》

《2004年業主與租客(綜合)(修訂)條例》於2004年7月9日起生效，撤銷主體條例第IV部分所載的住宅租賃的租住權保障，以及條例第V部分所載的終止非住宅租賃的最短通知期規定。

在本署的協助下，業主與租客已逐漸明白該修訂條例的運作，並已適應了有關法例的轉變。

### 諮詢及調解服務

在2008-2009年度，本署處理了約263 000宗查詢，其中43 000宗由本署每天派駐土地審裁處當值的人員處理，另有16 000宗由本署於每星期指定時間派往民政事務處當值的人員處理。

## Landlord and Tenant Services

### Landlord and Tenant (Consolidation) Ordinance

The Landlord and Tenant (Consolidation) (Amendment) Ordinance 2004 took effect from 9 July 2004. It removed 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 principal Ordinance.

With the assistance rendered by the Department, landlords and tenants have gradually gained an understanding of the effect of the Amendment Ordinance and have adapted to the legislative changes.

### Advisory and Mediatory Services

In 2008-2009, some 263 000 enquiries were handled, with 43 000 and 16 000 of these being dealt with by officers during their daily and weekly visits to the Lands Tribunal and District Offices respectively.



## 新租出或重訂協議通知書

在2008-2009年度，本署共處理了42 000份新租出或重訂協議通知書。

## Notice of New Letting and Renewal Agreement

A total of 42 000 Notices of New Letting or Renewal Agreement were processed in 2008-2009.

## 服務表現及目標

### 服務承諾

2008-2009年度服務承諾所載列的全部九項工作均已達標或超額完成。

2009-2010年度的服務承諾中，服務項目增至11個，有關單張載錄了新定的服務水平及目標。



## Performance and Service Targets

### Performance Pledge

For all the nine work items listed in the 2008-2009 Performance Pledge, the set service levels or targets were either achieved or exceeded.

The pledged service items for 2009-2010 have been increased to 11 and the new service levels and targets are published in the 2009-2010 Performance Pledge pamphlet.

### 24小時自動電話資訊服務

本署設有24小時自動電話資訊服務，讓市民透過預錄聲帶，查詢有關差餉、地租和租務事宜，以及取得差餉／地租發單和徵收的最新資訊。

使用這項服務的人士亦可選擇以傳真方式索取物業市場統計數字等資料。

對市民有影響的政策和程序如有任何修改，本署也會藉此項服務通知市民。市民只須致電2152 2152便可使用這項服務。

### 1823 電話中心

除了上述自動電話資訊服務之外，市民亦可致電2152 0111，使用由接線生24小時接聽的1823電話中心服務。此服務涵蓋本署所處理的一切事宜。

### 24-hour Automated Telephone Enquiry Service

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.

### 1823 Call Centre

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



新增及優化服務

New and  
Improved Services





- 37 以電子方式遞交表格及通知書  
Electronic Submission of Forms and Notices
- 37 綜合發單及繳款服務  
Consolidated Billing and Payment Service
- 37 中文徵收差餉 / 地租通知書  
Rates and Government Rent Demand Notes  
in Chinese Language
- 38 物業資訊網  
Property Information Online
- 38 發出電子徵收差餉 / 地租通知書  
及物業詳情申報表  
Electronic Issue of Rates / Government Rent  
Demands and Requisition Forms



## 以電子方式遞交表格及通知書

本署推出了簡便易用的電子表格服務，繳納人可以利用電子方式遞交法定表格及通知書，為市民提供了以郵寄或親身遞交方式以外的另一選擇。這項服務自推出以來，廣受繳納人歡迎，而本署經網上收到的法定表格及通知書逐年遞增。本署將會繼續提升系統功能，以切合顧客的需要，提供更多電子服務。市民可瀏覽本署網站(網址：<http://www.rvd.gov.hk>)或致電1823電話中心(電話：2152 0111)，了解更多有關電子表格服務的詳情。

## Electronic Submission of Forms and Notices

Providing an efficient, convenient and user-friendly means of submitting forms, this electronic mode of service is an easy alternative to the conventional method of serving statutory forms and notices by post or in person. This service has become increasingly popular to payers and the number of forms and notices received online was on the rise. We would continue to expand the functionalities to provide more electronic services to payers. The public can visit the Department's website (<http://www.rvd.gov.hk>) or call the 1823 Call Centre at 2152 0111 for information about the e-form service.

## 綜合發單及繳款服務

「綜合發單及繳款服務」簡化了季度徵收通知書在行政處理、帳目管理和款項繳收各方面的程序，惠及約1 900個綜合帳戶的繳納人，涉及的個別帳目超過160 000個。這項服務最初推出時是以持有大量物業的業主為主要對象。本署將會繼續擴展及優化這項服務以滿足持有多個物業繳納人的需要。

## Consolidated Billing and Payment Service

This service simplifies the processing, accounting and payment of quarterly demand notes and now benefits payers of about 1 900 consolidated accounts, covering some 160 000 individual accounts. Initially targeting at major owners with large property portfolios, this customer-focus service will continue to be expanded and enhanced to meet the needs of all payers with multiple properties.

## 中文徵收差餉／地租通知書

為配合不同繳納人的需要，現時徵收通知書同時以中英雙語顯示物業資料。繳納人也可選擇收取只以中文顯示物業地址和繳納人姓名及通訊地址的通知書。寄發中文季度徵收通知書的服務自推出以來，選擇收取的人數按年遞增，目前已有逾37 000個帳戶持有人選用這項服務。

## Rates and Government Rent Demand Notes in Chinese Language

To cater for the needs of some payers, we provided bilingual descriptions of the properties on the demand notes. In addition, payers could choose to receive demand notes which will show property addresses, payers' names and correspondence addresses in Chinese only. Since the introduction of this service, the number of payers opted to receive Chinese quarterly demands has been growing. There are some 37 000 account holders using this service.

## 物業資訊網

本署已於2009年2月推出「物業資訊網」服務。這個嶄新網上服務，可視為本署朝向實現「物業資訊通」這個最終目標而邁出的第一步。現時，已有超過220萬本署及土地註冊處已配對的物業地址記錄可供公眾查詢，預計到了2010年會完成最終的257萬個物業記錄配對。另外，一個方便易用的雙語搜尋器亦已發展完成，為市民提供比以前更簡便的搜尋物業記錄途徑。新網上系統全日運作，只於每晚深夜稍作少於15分鐘的停頓以進行數據更新。2009-2010年度差餉估價冊及地租登記冊亦於「物業資訊網」平台上展示。為進一步優化客戶服務，日後將會有更多服務項目增設於「物業資訊網」內。

## Property Information Online

The Department launched its Property Information Online service in February. The new online service can be seen as the early stage of the ultimate Property Information Hub project. More than 2.20 million aligned property address records held in both the Department and the Land Registry are made available for search by the public. The ultimate number of aligned records shall reach 2.57 million by 2010. A user-friendly bilingual search engine has also been developed and access to property records by the public becomes much easier than before. The new online system is operating round-the-clock with only a very short interruption of not more than 15 minutes after mid-night for data update. Online display of the 2009-2010 Valuation List and Government Rent Roll was also made available on the new online platform. More service items will be added in order to enhance customer service.



## 發出電子徵收差餉／地租通知書及物業詳情申報表

在發出電子徵收通知書方面，本署已在2008年展開系統基礎建設工作，至今進展良好。這項新服務預計會在2010-2011年度推出，有意使用的人士，可自2010年年中開始，登記成為電子徵收通知書用戶。

## Electronic Issue of Rates / Government Rent Demands and Requisition Forms

The development work on infrastructure for the issue of electronic demand notes to payers started in 2008 and has been in good progress. This new service is scheduled for implementation in 2010-2011 and interested parties can begin registering as e-demand subscribers in mid-2010.



# 迎接挑戰 | Challenges Ahead





- 41 每年全面重估應課差餉租值  
Annual General Revaluations
- 41 評估地租  
Government Rent Assessment
- 42 外判工作  
Outsourcing Opportunities
- 42 推行部門資訊科技計劃  
Implementation of Departmental  
Information Technology Plan





## 每年全面重估應課差餉租值

新落成物業的數目按年遞增，令評估宗數不斷上升，而本署須在緊迫時間內完成全面重估應課差餉租值的工作，這無疑是一項具挑戰性的工作。在處理其他工作的同時，本署亦須處理全面重估後所收到的大量反對建議書，仔細覆核每宗個案，這對本署來說，亦是另一項挑戰。要完成這些繁重工作，周詳部署必不可少。此外，本署也會不時採用新方法，並多加應用自動化估價系統，輔以有效的員工培訓工作，務求不斷提升工作效率。

## Annual General Revaluations

As the number of new buildings requiring assessment keeps growing from year to year, to complete the annual review of all rateable values in the territory within a tight timeframe remains a challenging task. The large number of objections received after revaluation, which require detailed review of each case, presents additional challenge to the Department when other activities are also competing for resources. Meticulous planning is therefore crucial to the successful completion of these tasks. We also constantly explore opportunities to improve operational efficiency by innovative measures and wider application of automation. This would be reinforced by effective staff training.



## 評估地租

有關向發展用地徵收地租的爭議仍未解決，雖然土地審裁處已就測試個案作出裁決，認同本署的估價方法，但上訴人就法律觀點問題向上訴法院提出上訴。本署正與律政司緊密合作，為訴訟作好準備。此上訴案已定於2010年年底進行聆訊。

## Government Rent Assessment

The dispute on the assessment of development sites to Government rent has not yet been settled. Following the handing down of judgment on the test case by the Lands Tribunal confirming our valuation approach, the Appellant filed an appeal to the Court of Appeal on a point of law. We have been working in collaboration with the Department of Justice on the preparatory work for the litigation. The Court of Appeal hearing is now scheduled in late 2010.

## 外判工作

本署除了將徵收差餉及地租通知書的印刷和置入信封的工作外判外，也把某些估價工作外判，以利用私營機構的技術和資源。年內，本署共批出兩份合約，以加快新界鄉郊物業的評估工作。本署會繼續研究將其他工作外判，以提高服務水平。

## Outsourcing Opportunities

Apart from contracting out the printing and enveloping of rates and Government rent demand notes, we have outsourced valuation work to tap the skills and resources available in the private sector. Two contracts have been awarded during the year to speed up the assessment of rural properties in the New Territories. The Department will continue to explore further outsourcing opportunities in other activities to improve service delivery.

## 推行部門資訊科技計劃

本署現正分階段推行一項為期五年的部門資訊科技計劃，這個策略性藍圖的目的是在推行本署的電子服務時，配合新的電子政府環境，並通過應用資訊科技來引入更多以客為本的服務，提升業務運作成效。

## Implementation of Departmental Information Technology Plan (DITP)

The Department is implementing by phases the initiatives identified in the DITP. This 5-year strategic blueprint aligns the Department with the new e-government environment and will utilise information technology to introduce customer-centric services as well as enhancing business operations.



A large blue wind turbine stands on a grassy hill under a clear blue sky. In the background, there are rolling hills and a small cluster of white buildings. The top of the image has a green curved overlay.

環保報告

Environmental  
Report





45	環保政策和目標 Environmental Policy and Objectives
45	提高員工的環保意識 Promotion of Staff Awareness
46	節省能源 Energy Conservation
47	善用紙張和信封 Saving of Paper and Envelopes
47	廢物管理 Management of Wastes
47	採購環保產品 Procurement of Green Products
48	在環保方面的成果 Green Performance
49	《清新空氣約章》 Clean Air Charter
50	前瞻 The Way Forward





本署主要負責評估物業的差餉及地租、修訂有關帳目和發出徵收通知書。此外，本署向政府決策局及部門提供物業估價服務，編製物業市場統計數字，並就租務事宜為業主和租客提供諮詢與調解服務。

## 環保政策和目標

差餉物業估價署的工作雖然不會對環境造成重大影響，但部門也致力確保在營運過程中履行環保責任，恪守《清新空氣約章》的承諾。本署已制定下列環保政策和目標：

政策： 差餉物業估價署在使用資源時，會遵循「減用、再用和再造」三大原則。

目標： 節約資源和減少廢物。

本署已在運作上處處體現環保文化，而在日常運作中，亦以推行各項環保措施為要務。為此，本署委任了內務秘書為「環保經理」，負責監察和檢討部門環保措施的推行。

## 提高員工的環保意識

為了提高員工的環保意識，鼓勵員工身體力行環保概念，提倡節約能源和提高能源效益，以及爭取員工持續支持環保，本署已：

- 定期在內聯網發布各項環保內務管理措施和最新的環保計劃；
- 鼓勵員工通過本署公務員建議書計劃提出環保建議；以及
- 藉着康樂社籌辦的活動，將環保觀念從辦公室推展至日常生活中，例如在本署的電子布告板設立「交換角」，讓員工刊登交換二手物品的電子廣告。

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

## Environmental Policy and Objectives

While the departmental operations do not have a significant impact on the environment, the Department is committed to ensuring that our operations are conducted in an environmentally responsible manner and meeting the commitments of the Clean Air Charter. The Department has formulated its environmental policy and objectives as follows:

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

Objectives : Resources saving and waste reduction.

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

## Promotion of Staff Awareness

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

- circulated regularly through the intranet system various departmental green housekeeping measures and up-to-date green initiatives;
- encouraged staff to put forward green suggestions through the RVD Staff Suggestions Scheme; and
- extended the green concepts from office to daily life through activities organised by the Recreation Club, e.g. exchange goods among colleagues by posting e-advertisements on "Exchange Corner" in the Department's electronic bulletin board.

## 節省能源

本署在日常工作中所推行的節省能源措施包括：

### 辦公室

- 當陽光直射室內時，將百葉簾放下；
- 在沒有人使用辦公室時，關掉所有電源；
- 在辦公時間內將辦公室文儀器材設定至省電模式；
- 在當眼處張貼節能標貼，提醒員工節約能源；
- 避免使用非必要的照明設備，並拆除過多的光管，把員工一般不會在該處閱讀文件的地方調暗；
- 把電腦設備室的室溫調高攝氏1度至2度；以及
- 提醒員工穿着輕便而合適的衣服，並把辦公室的室溫保持在攝氏25.5度。

### 汽車

- 鼓勵共用部門車隊以減少汽油消耗量；
- 事先計劃路線，以縮短行車距離和時間，避開擁擠的地區；
- 善用外出車輛或安排多人乘搭順風車，避免一人用車的情況；
- 於車輛等候時停車熄匙，以節省能源和減少廢氣排放；
- 密切留意汽車保養，確保車輛不會排出大量廢氣；以及
- 密切留意汽車耗油量。

## Energy Conservation

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

### Office

- lowering the venetian blinds when direct sunlight is penetrating a window;
- switching off electricity supplies when offices are left vacant;
- setting office equipment to energy saving mode during office hours;
- display of energy saving stickers at conspicuous places to enhance staff awareness on energy conservation;
- avoid unnecessary lighting and reducing the illumination level of areas where colleagues do not normally have to read written materials by removing excessive fluorescent tubes;
- adjusting upwards the air-conditioning temperature of the computer equipment rooms by 1°C to 2°C; and
- dressing light, casual and smart, and maintaining the indoor office temperature at 25.5°C.

### Vehicles

- encourage sharing of pool cars to reduce fuel consumption;
- plan routes to minimise the journey distance and time, and to avoid congested areas;
- plan travel or carpool to avoid single-passenger car trips;
- switching off vehicle engines while waiting to save energy and reduce vehicle emissions;
- close monitoring of vehicle maintenance to ensure low emissions; and
- close monitoring of vehicle fuel consumption.

## 善用紙張和信封

本署已採取以下措施，以善用紙張和信封：

- 充分利用每張紙的正反兩面，並把多頁資料印在同一張紙上；
- 把過時表格的空白一面用作草稿紙；
- 以可供重複使用的釘孔信封來傳遞非機密文件；
- 已發送的傳真文件，無需再將文件正本以郵遞方式寄出；
- 盡量減少使用傳真封面頁；
- 盡量縮短文件的分發名單；
- 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；
- 將部門刊物和員工通訊等上載到本署的電子布告板和網頁；以及
- 使用再造紙代替原木漿紙。

## 廢物管理

在「減用、再用和再造」的原則下，本署已採取以下措施：

- 收集廢紙／報紙以作回收之用；
- 把用完的雷射打印碳粉盒和噴墨盒交還作回收之用；以及
- 參加由大廈管理處統籌的回收行動，在本署範圍內放置回收箱。

## 採購環保產品

在採購產品時本署會盡可能考慮環保因素：

- 購置具有自動節能功能的辦公室文儀器材；

## Saving of Paper and Envelopes

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

- use both sides of the paper and print multiple pages on one sheet;
- use obsolete forms with one clean side as drafting paper;
- use transit envelopes for unclassified documents;
- avoid sending original documents after they have been sent by fax;
- minimising the use of fax cover page;
- keep documents distribution list to minimal level;
- reduce the number of hardcopy manuals and regulations, and maximise the use of the intranet system and Divisional Information Centre;
- release the Department's paper publications, staff newsletter etc. by uploading the e-copy on the Department's electronic bulletin board and homepage; and
- use recycled paper instead of virgin paper.

## Management of Wastes

To uphold the principles of Reduce, Reuse and Recycle, the Department has adopted the following:

- collect waste paper/newspaper for recycling;
- return used laser printer toner and inkjet cartridges for recycling; and
- participate in the recycling programme coordinated by the Building Management Office by placing recycling bins in the Department premises;

## Procurement of Green Products

In conducting procurement, we took into account environmental factors as far as applicable:

- to procure office equipment with automatic energy saving function;

- 購置環保產品，如再造紙、可替換筆芯的原子筆、可循環再造的碳粉盒／噴墨盒和環保電池／充電池；
- 購置具有雙面影印／列印功能的影印機和打印機；以及
- 購置傳真機時，選擇使用普通紙而非用熱能傳真紙的機種。

- to procure green products such as recycled paper, refillable ball pens, recyclable toner/inkjet cartridges and environmental friendly/ rechargeable batteries;
- to procure photocopiers and printers with double-sided copying/printing function; and
- to procure plain paper fax machines instead of thermal paper ones.

## 在環保方面的成果

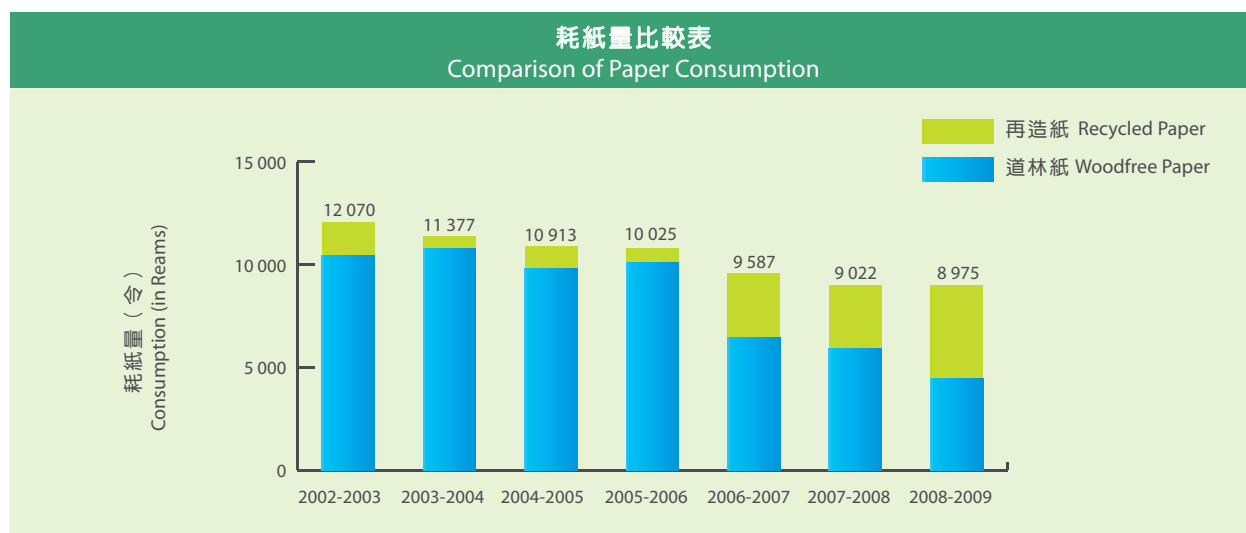
### 減少耗用紙張和信封

本署2008-2009年度A3和A4紙的耗用量合共為8 975令，較2002-2003年度的12 070令減少25.6%；而在本署2008-2009年度的耗紙量中，有50.1%為再造紙，較2007-2008年度增長了45.4%。

## Green Performance

### Reduced Consumption of Paper and Envelopes

The consumption of A3 and A4 paper in 2008-2009 was 8 975 reams, indicating a decrease of 25.6% against 12 070 reams in 2002-2003. Besides, 50.1% of the paper requirement for 2008-2009 was met by recycled paper, indicating an increase of 45.4% over the usage in 2007-2008.



	2002-2003 (基準年 Base Year)	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
耗紙量 (令) Paper Consumption (Reams)	12 070	11 377	10 913	10 025	9 587	9 022	8 975
環保目標 Green Target	-	-2.5%	-5%	-7.5%	-10%	-	-
本署減幅 Reduction Rate	-	-5.7%	-9.6%	-16.9%	-20.6%	-25.3%	-25.6%



本署在2004年1月推出綜合發單及繳款服務，讓擁有多個物業的繳納人可選擇收取一張綜合徵收通知書，自此本署的紙張和信封耗用量持續減少。

截至2008-2009年度最後一季為止，約有160 000個個別帳目整合成約1 900個綜合帳目。這項服務自2004年推行以來，一直有效節省紙張和其他資源。舉例來說，信封的耗用量減少了14.9%(由2004-2005年度的1 209 340個減至2008-2009年度的1 028 612個)。為進一步減少廢物，本署會繼續鼓勵擁有多個物業的差餉繳納人採用這種以客為本又符合環保原則的服務。

## 減少和回收廢物

本署繼續積極減少製造廢物，並鼓勵廢物回收。在2008-2009年度，本署共回收了41 310公斤廢紙，亦收集了1 251個用完的碳粉盒／噴墨盒，交予政府物流服務署作公開拍賣。

本署增加使用數碼相機，以取代傳統的菲林相機，從而減少菲林／幻燈片的耗用量和沖曬照片的數量。在2008-2009年度，本署只用了九卷菲林，較2007-2008年度的70卷大減87.1%；而2008-2009年度沖曬照片的數量只有1 738張，比2007-2008年度的2 855張減少39.1%。

## 《清新空氣約章》

為配合《清新空氣約章》的承諾，本署已實施以下有助改善空氣質素的環保標準／做法，並會提醒員工加以注意：

- 遵守所有適用於汽車操作的條例和規則；
- 每年為部門車輛安排全面檢查，以確保車輛操作正常；
- 定期監測室內空氣質素；以及
- 採取各項辦公室和車輛操作的節能措施。

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

As at the end of 2008-2009, about 160 000 individual accounts have been replaced by around 1 900 consolidated accounts. This Service has helped achieve savings in paper and other resources. For example, the consumption of envelopes has been reduced by 14.9% (from 1 209 340 numbers in 2004-2005 to 1 028 612 numbers in 2008-2009) since its launching in 2004-2005. To further reduce waste, the Department will continue to invite multi-property ratepayers to use this customer-focus and environmental friendly service.

## Reduce and Recycle of Wastes

The Department has continued its efforts to reduce and recycle wastes. In 2008-2009, 41 310 kilograms of waste paper were collected for recycling; and 1 251 numbers of empty toner/inkjet cartridges were collected for sale by public auctions arranged by the Government Logistics Department.

With the increasing use of digital cameras to replace conventional film cameras, the Department successfully reduced the number of films, negatives and photo prints. In 2008-2009, a total of only nine rolls of films were consumed, representing a decrease of 87.1% when compared with the total consumption of 70 rolls in 2007-2008. Moreover, only 1 738 photos were printed in 2008-2009, which indicated a reduction of 39.1% from 2 855 photos in 2007-2008.

## Clean Air Charter

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

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

## 前瞻

為響應政府節省能源和紙張的運動，本署會繼續致力節約用紙和用電。各科別會認真檢討並密切留意其用紙和用電模式，務求令辦公室的運作更具環保效益。

本署早前就文件管理進行了顧問研究，研究建議將本署的文件以電子方式處理和存檔。當有關系統全面啟用後，本署可省卻了儲存文件印文本的需要，並向辦公室無紙化邁進一大步。此外，本署會繼續推出以電子方式遞交法定表格的服務，務求與市民合作節約用紙，提倡綠化環境。

本署會一如既往，在所有工作環節採取節能措施，以恪守《清新空氣約章》的承諾，為改善本港的空氣質素出一分力。

## The Way Forward

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

We have just completed a consultancy study on document management. Upon full implementation of the recommendations, our records will be processed and kept electronically. It will reduce our need for storage area and is a step towards a paperless office. Moreover, by providing an e-option for submission of statutory forms, the Department will continue its effort to join hands with the public in reducing paper consumption and in promoting a greener environment.

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



# 人力資源 | Human Resources



曾梅芬太平紳士  
差餉物業估價署署長  
Mrs Mimi BROWN, JP  
Commissioner of  
Rating and Valuation

鄧炳光太平紳士  
差餉物業估價署副署長  
Mr P. K. TANG, JP  
Deputy Commissioner of  
Rating and Valuation

勞大輝先生  
助理署長 (差餉及物業估價事務)  
Mr T.F. LO  
Assistant Commissioner  
(Rating and Valuation)

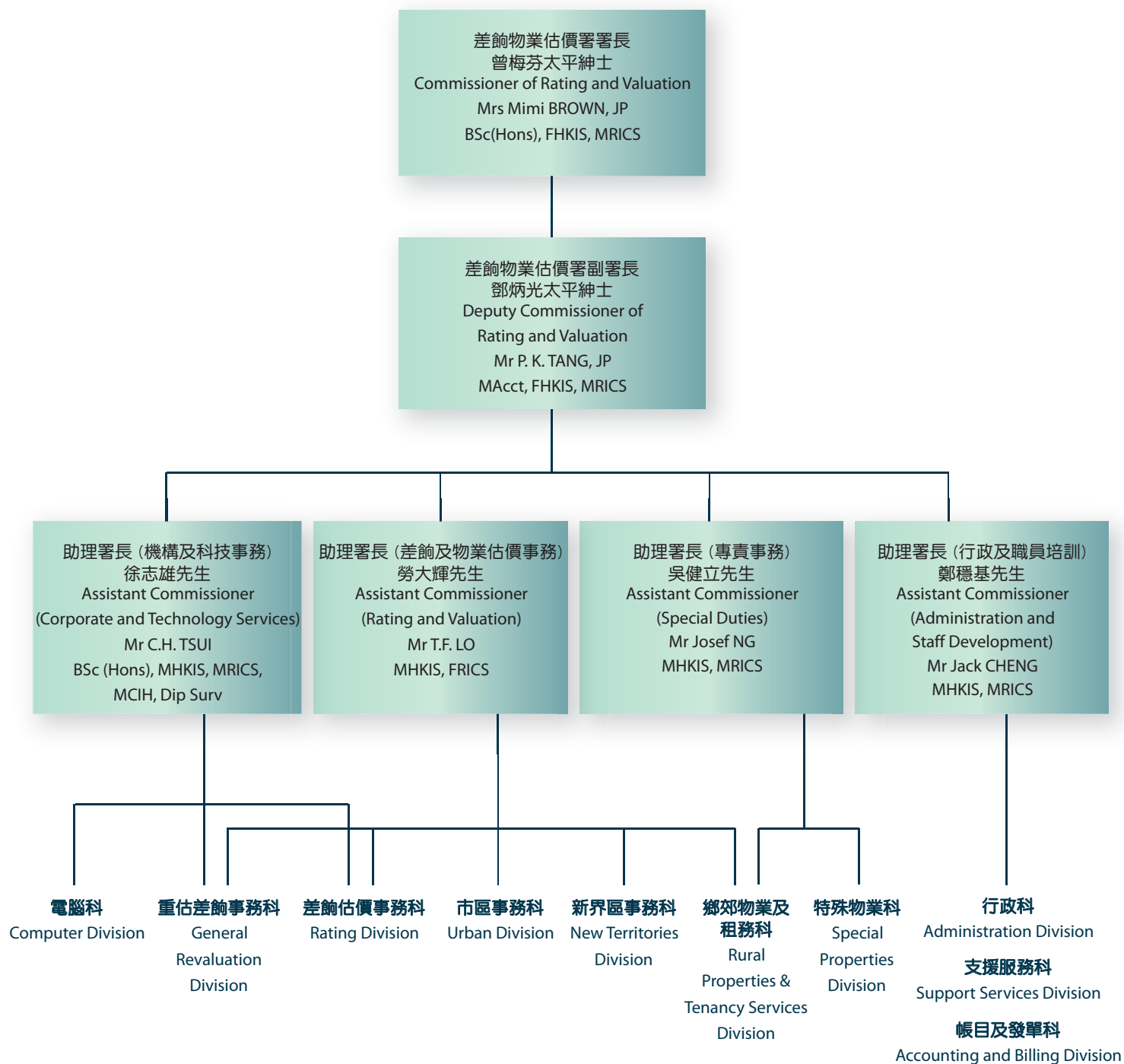
吳健立先生  
助理署長 (專責事務)  
Mr Josef NG  
Assistant Commissioner  
(Special Duties)

徐志雄先生  
助理署長 (機構及科技事務)  
Mr C.H. TSUI  
Assistant Commissioner  
(Corporate and Technology Services)

鄭穩基先生  
助理署長 (行政及職員培訓)  
Mr Jack CHENG  
Assistant Commissioner  
(Administration and Staff Development)



部門架構 (2009年4月1日)  
Organisation Structure ( 1 April 2009 )

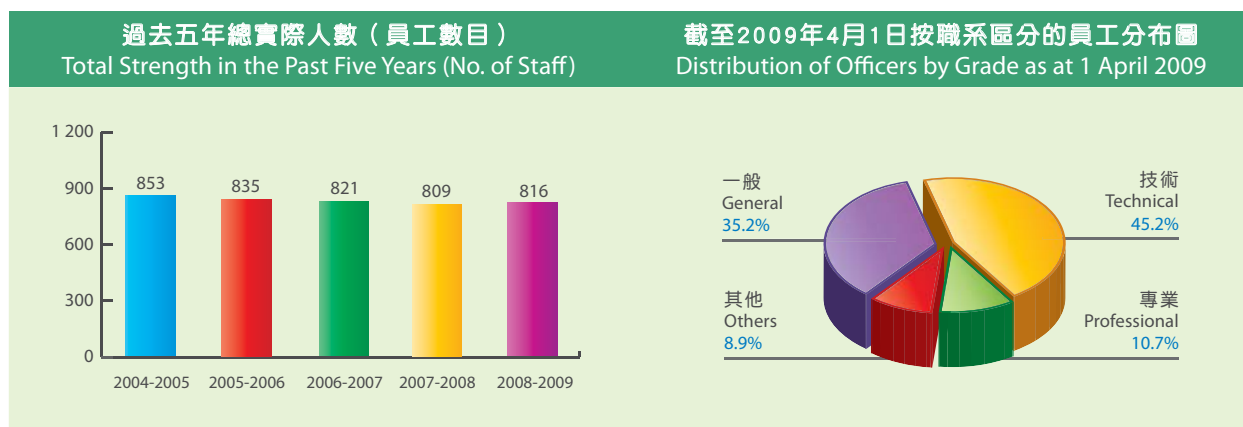




## 人手編制

截至2009年4月1日，本署實際總人數為816人，其中專業職系人員佔87名，技術職系人員佔369名，一般職系人員佔287名，其他職系人員佔73名。

以下圖表顯示過去五年的實際總人數，以及截至2009年4月1日按職系區分的員工比例：



附錄A列出本署在2008年4月1日及2009年4月1日的編制及實際人數比較。本署高級首長級人員亦擔任若干跨部門或外間委員會的成員，該等委員會名稱載於附錄B。

本署於2008-2009年度的個人薪酬（不計長俸、旅費、宿舍等開支）及部門開支達3.812億元，上一年度則為3.586億元。

## Staffing

As at 1 April 2009, the Department had a total strength of 816 officers including 87 professional officers, 369 technical officers, 287 general grade officers and 73 officers of other grades.

The following figures show the total strength of staff in the past five years and the distribution of officers by grade as at 1 April 2009:

Annex A sets out a comparison of the establishment and strength as at 1 April 2008 and 1 April 2009. 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 \$381.2 million in 2008-2009, compared with \$358.6 million in the preceding year.

## 培訓與發展計劃

本署2008-2009年度培訓與發展計劃已順利推行。年內，每名部門職系人員平均受訓3.6天以上。面對環境轉變、與日俱增的工作量、愈趨複雜的工作，以及市民更高的要求，令我們的工作變得更富挑戰性。署方深明員工所面對的種種挑戰，特別安排多方面的培訓和發展課程，內容既針對署方提供服務的需要，也照顧到員工的事業發展和個人抱負。

### 專業職系人員培訓

為配合專業職系人員的事業發展，以及掌握最新的海外估價實務，本署於2008年4月安排了一名高級物業估價測量師前赴英國物業估價局，進行為期六個月的實習。

為了加深對內地政治、法律、經濟和社會制度的了解，兩名高級物業估價測量師先後於2008年4月和10月，參加由清華大學舉辦、為期兩周的國情研習課程；還有一名物業估價測量師於2009年1月參加由中山大學主辦、為期一周的同類課程。

一如往年，英國專家學院於2008年11月在香港舉辦了一個為期兩天的「專家證人培訓課程」，本署有一名高級物業估價測量師及七名物業估價測量師參與。

在持續專業發展方面，年內本署為專業職系人員及見習人員舉辦了八個涉及不同專業範疇的內部研討會。

為估價測量見習生及初級物業估價測量師／助理物業估價測量師而設的師友制計劃，早於2003年年初及2004年9月相繼推出，兩個計劃均大受歡迎。在去年的計劃中，六名初級物業估價測量師和七名物業估價測量見習生，分別獲安排接受四名首席物業估價測量師和三名高級物業估價測量師的指導。

## Training and Development Plan

The Departmental Training and Development Plan for 2008-2009 was implemented successfully. During the year, departmental grade staff received training for over 3.6 days on average. The Department is fully aware of challenges faced by staff due to the changing environment, increase in workload, the 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.

### Professional Staff Training

For career development and updating practices overseas, one Valuation Surveyor was attached to the Valuation Office Agency (VOA) of the United Kingdom for six months from April 2008.

To familiarise with the political, social, economical and legal systems in the Mainland, two Senior Valuation Surveyors attended a 2-week National Studies Course at the Tsinghua University in April and October 2008 respectively. Besides, one Valuation Surveyor attended a 1-week National Studies Course at Sun Yat-sen University in January 2009.

As in previous years, a 2-day expert witness course run by the Academy of Experts, United Kingdom, was held in November 2008 for our professional staff including one Senior Valuation Surveyor and seven Valuation Surveyors.

For continuing professional development, eight in-house seminars on different professional topics were held for professional staff and trainees of the Department during the year.

The mentoring schemes for Valuation Surveying Graduates and junior Valuation Surveyor/Assistant Valuation Surveyor have been in place since early 2003 and September 2004 respectively. Both schemes have been well received. Under the mentoring schemes, six junior Valuation Surveyors and seven Valuation Surveying Graduates were placed under the mentorship of four Principal Valuation Surveyors and three Senior Valuation Surveyors.

## 專業講座／與內地和海外同業交流

為了掌握估價專業的最新發展，包括海外的估價實務，本署經常與內地及海外同業保持聯繫。

本署去年一共接待了六個內地訪問團，成員包括多個省市政府的高級官員。這些講座／訪問活動不僅能促進學術及專業層面的交流，亦讓彼此有機會分享工作心得。

### 專業資格

本署兩名人員通過了由香港測量師學會主辦的2008-2009年度專業能力最終評審，繼而成為該學會的專業會員。

### 內部培訓課程

本署職員培訓組負責舉辦內部職業培訓課程及經驗分享會，內容涵蓋不同的課題和範疇，包括部門電腦系統運作、估價實務及工作程序等。去年，該組共舉辦了39班的課程／研討會，涵蓋21個不同課題，出席人數達1 700人次。

為了提升本署職員的顧客服務技巧，本署於2009年2月至3月間為員工舉辦了九個顧客服務工作坊，為期一天，參加者包括前線職員及專業和高級技術職系的管方人員。合共有267名員工參加，反應熱烈，逾九成參加者均表示工作坊極度有用或非常有用。

此外，職員培訓組年內亦為33名新入職人員和其他調任至本署的一般／共通職系人員安排了四個入職講座。

## Professional Talks/Exchanges with Mainland and Overseas Counterparts

It is important to keep abreast of the development on the professional front, including the latest practices overseas. In this regard, the Department maintains regular contacts with our Mainland and overseas counterparts.

With regard to liaison with the Mainland, there were six visits to the Department from senior officials of Mainland provincial authorities. These talks/visits not only fostered exchange of views at an academic and professional level but also enabled sharing of experience on work related issues.

### Professional Membership

In 2008-2009, two officers passed the Final Assessment of Professional Competence (APC) conducted by the Hong Kong Institute of Surveyors (HKIS) and they were then elected to professional membership.

### In-house Training Courses

The Department's Staff Development Section has organised a wide variety of in-house job-specific training courses and experience sharing sessions on different subjects including computer systems in RVD, valuation practices and work procedures. A total of 39 classes covering 21 courses/seminars were held for a total of about 1 700 trainees.

With a view to polishing the customer service skills of our staff, nine classes of a 1-day customised workshop on handling difficult customers were held in February and March 2009 for our staff, including frontline staff and managers from professional and senior technical grades. Responses to the workshop were overwhelming. A total of 267 officers attended the workshops and over 90% of the participants rated the workshops either excellent or very effective.

A total of four in-house induction seminars were held for 33 new recruits as well as officers of the general/common grades posted to the Department during the year.

## 其他培訓課程

為使首長級和高級專業職系人員能具備充分的公關知識和技巧，面對公眾傳媒，本署於2009年3月中舉辦了一個為期一天的傳媒培訓工作坊，共有23人參與，各參加者均認為課程相當實用。

本署員工對電腦及資訊科技應用課程的反應十分理想。年內，本署共有70人次參加由政府承辦商提供的各類電腦課程，而為配合本署的長遠資訊科技培訓需要，本署又為約340名部門職系人員舉辦各類電腦課程，另有11名專業和技術職系人員獲挑選參加由私人承辦商舉辦的「統計分析系統」課程。

此外，本署員工共有970人次參加由公務員培訓處舉辦的各類課程。

## Other Training Courses

To equip directorate and senior professional staff with the necessary knowledge and communication skills with the public through the media, a 1-day customised media training workshop was conducted for 23 officers in mid-March 2009. All participants considered the course very effective.

Responses of staff on computer training and IT applications were good. A total of over 70 attendance was recorded for a variety of computer courses run by the Government bulk contractors. To meet the Department's long-term IT training needs, a variety of computer courses has been organised for about 340 officers of the departmental grades. In addition, 11 professional and technical officers have attended SAS training courses run by a private contractor.

For other wide-ranging CSTD courses, a total of about 970 attendance was recorded.



## 估價署網上學習系統

為了向全體員工提供更佳的網上學習機會，本署於2007年8月試行一個網上學習系統。員工可以隨時利用桌面電腦，透過內聯網使用該系統。

該系統不僅方便員工善用網上學習資源，亦為他們提供一個反映培訓需要的平台。於2008-2009年度，該系統共錄得超過4 000次點擊率，並有99位學員完成多個網上課程。本署將繼續與公務員培訓處保持密切聯繫，為員工提供更多網上學習的機會。

## RVD e-Learning System

To provide better e-learning opportunities for our staff, the Department has launched a pilot RVD e-Learning System (the System) for use via our Intranet in August 2007. Staff can easily access the System using their desktop computer.

The System not only provides our staff with user-friendly access to learning resources but also serves as a convenient platform for staff to give feedback. In 2008-2009, over 4 000 hits to the System were recorded with 99 trainees completed various web-courses. We will continue to seek further e-learning opportunities in consultation with CSTD.



## 職員關係和參與

本署一向致力確保員工能自由發表對署內事務的意見，以促進良好的管職關係。

由職方、管方及公務員事務局代表組成的部門協商委員會，提供一個有效的溝通渠道。委員會定期開會，商討員工福利事宜，並就會上提出的事宜迅速採取跟進行動。

一般職系協商委員會的主要職能是藉着定期會議，加強管方與一般職系人員的溝通和合作。

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流措施而提交的建議。年內，該委員會收到多項建議，並向部分同事給予獎勵，以嘉許其創意及進取精神。

本署署長以往每月均透過內聯網向全體員工發送一份名為《電子快訊》的部門通訊，簡報本署當前事務和未來挑戰。自2009年年初開始，《電子快訊》已轉為專題報告形式的季刊。而有關員工的消息，則安排在另一份經本署內聯網每月發送的《部門快訊》內報道。為進一步改善部門的內部溝通，署方亦定期舉辦工餘茶敘，讓管職雙方在輕鬆的氣氛下聚首一堂。

本署每半年一度編印一份名為《估藝集》的部門雜誌，內容多姿多采，包括部門花絮和不同題材的文章，全部文稿均由本署員工提供。

## Staff Relations and Participation

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

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

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

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

The Commissioner issued a monthly newsletter, entitled "E-Update", to all staff via the Intranet, keeping them informed of current issues and upcoming challenges. Since early 2009, the publication is issued quarterly on specific topics. News pertaining to staff matters is disseminated through the monthly "RVD Express" on the Department's Intranet. 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.



## 社交及康樂活動

### 康樂社

年內，本署康樂社除了舉辦多項體育比賽和興趣班以外，還安排了不同類型的康樂活動，如參觀機電工程署和離島一日遊等。

本署義工隊一向熱心公益，年內曾參與多項義務工作，例如在節日探訪長者及傷殘人士、籌辦遊藝節目、於年近歲晚時為獨居長者鬆鐵閘以迎新歲、陪同長者遊覽雲泉仙館及香港濕地公園，又參與多個慈善機構的賣旗日等。除了義工服務外，義工隊亦協助社會福利署呼籲大家積極參與義工服務，並曾與不同的非牟利慈善團體合作(包括循道衛理楊震社會服務處、香港青年協會及母親的抉擇等)，關顧社會上不同階層的有需要人士。

康樂社的經費來自員工福利基金、入會費及各項活動的報名費。

### 慈善活動

本署曾參與公益金及其他慈善機構舉辦的活動，籌得善款超過15 000元。

## Social and Recreation

### Recreation Club

The Department's Recreation Club organised a variety of sport competitions and interest classes during the year. Besides, it also held various recreational activities including visit to the Electrical and Mechanical Services Department and a 1-day tour to outlying islands.

The RVD Volunteer Service Team participated in a wide variety of volunteer activities, such as paying home visits to the elderly and the handicapped on festive occasions, organising fun shows, providing lunar year-end front gate painting service for the elderly living alone, leading the elderly to the Wun Chuen Sin Koon and Hong Kong Wetland Park, and selling flags, etc. Apart from the above volunteer activities, the RVD Volunteer Service Team also assisted the Social Welfare Department in organising activities to promote public participation in volunteer services and worked together with different non-profit making organisations, such as the Yang Memorial Methodist Social Service, The Hong Kong Federation of Youth Groups and the Mother's Choice to serve the needy from all walks of life.

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

### Charity



The Department raised a total of over \$15 000 for various charity events organised by the Community Chest and other charitable organisations.





# 附表 | Tables



- 
- 
- 61 估價冊 - 各地區的已估價物業 (表 1)  
Valuation List - Assessments by District (Table 1)
- 62 估價冊 - 各地區的已估價私人住宅物業 (表 2)  
Valuation List - Private Domestic Assessments by District (Table 2)
- 63 估價冊 - 各地區的已估價公屋住宅物業 (表 3)  
Valuation List - Public Domestic Assessments by District (Table 3)
- 64 估價冊 - 各地區的已估價舖位及其他商業樓宇 (表 4)  
Valuation List - Shop and Other Commercial Assessments by District (Table 4)
- 65 估價冊 - 各地區的已估價寫字樓及工貿大廈 (表 5)  
Valuation List - Office and Industrial / Office Assessments by District (Table 5)
- 66 估價冊 - 各地區的已估價工廠大廈及貨倉 (表 6)  
Valuation List - Factory and Storage Assessments by District (Table 6)
- 67 估價冊 - 各類物業的估價及應課差餉租值 (表 7)  
Valuation List - Distribution of Assessments and Rateable Values  
by Category (Table 7)
- 68 估價冊 - 按應課差餉租值劃分的已估價物業 (表 8)  
Valuation List - Analysis of Assessments by Rateable Value Range (Table 8)
- 69 地租登記冊 - 各地區的已估價物業 (表 9)  
Government Rent Roll - Assessments by District (Table 9)
- 70 臨時估價及刪除估價 (表 10)  
Interim Valuations and Deletions (Table 10)
- 71 重估應課差餉租值 - 對主要類別物業的影響 (表 11)  
General Revaluation - Effect on Main Property Types (Table 11)
- 72 估價建議書、反對書及上訴個案 (表 12)  
Proposals, Objections and Appeals (Table 12)



估價冊 - 截至2009年4月1日各地區的已估價物業  
VALUATION LIST - ASSESSMENTS BY DISTRICT AS AT 1 APRIL 2009

地區	District	數量 Number	應課差餉租值 Rateable Value (千元 \$'000)
中西區	Central and Western	152 612	58 030 660
灣仔	Wan Chai	100 812	30 123 337
東區	Eastern	205 972	29 168 808
南區	Southern	86 419	17 644 386
<b>港島</b>	<b>Hong Kong</b>	<b>545 815</b>	<b>134 967 191</b>
油尖旺	Yau Tsim Mong	178 296	40 116 016
深水埗	Sham Shui Po	118 168	15 894 244
九龍城	Kowloon City	140 853	18 322 535
黃大仙	Wong Tai Sin	87 743	9 912 333
觀塘	Kwun Tong	138 885	19 990 028
<b>九龍</b>	<b>Kowloon</b>	<b>663 945</b>	<b>104 235 156</b>
葵青	Kwai Tsing	107 333	27 942 937
荃灣	Tsuen Wan	118 812	14 385 911
屯門	Tuen Mun	163 803	12 304 092
元朗	Yuen Long	149 145	10 876 948
北區	North	95 187	5 955 737
大埔	Tai Po	101 432	7 859 717
沙田	Sha Tin	203 498	20 053 162
西貢	Sai Kung	132 165	12 741 843
離島	Islands	51 073	17 379 071
<b>新界</b>	<b>New Territories</b>	<b>1 122 448</b>	<b>129 499 417</b>
<b>總數</b>	<b>OVERALL</b>	<b>2 332 208</b>	<b>368 701 764</b>

估價冊 - 截至2009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 2009

地區 District	A 及 B 類 CLASSES A & B		C 類 CLASS C		D 及 E 類 CLASSES D & E		雜類物業 MISCELLANEOUS		總數 TOTAL	
	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	71 430	6 669 516	9 535	2 577 165	13 391	8 957 378	214	68 970	94 570	18 273 029
灣仔 Wan Chai	43 653	4 280 001	7 205	1 670 363	11 104	6 098 801	194	29 811	62 156	12 078 975
東區 Eastern	138 654	12 187 617	17 820	3 611 034	5 766	1 862 878	157	54 732	162 397	17 716 260
南區 Southern	43 553	3 434 953	3 560	771 897	10 538	8 693 565	54	80 577	57 705	12 980 993
<b>港島 Hong Kong</b>	<b>297 290</b>	<b>26 572 086</b>	<b>38 120</b>	<b>8 630 458</b>	<b>40 799</b>	<b>25 612 622</b>	<b>619</b>	<b>234 090</b>	<b>376 828</b>	<b>61 049 257</b>
油尖旺 Yau Tsim Mong	95 443	6 458 772	13 414	2 672 742	3 873	1 460 348	403	26 082	113 133	10 617 944
深水埗 Sham Shui Po	70 864	4 590 005	6 787	920 131	3 132	1 020 202	336	110 213	81 119	6 640 551
九龍城 Kowloon City	77 855	5 479 387	17 650	2 801 902	9 848	3 138 786	194	144 835	105 547	11 564 910
黃大仙 Wong Tai Sin	65 349	4 089 159	271	32 387	70	13 287	136	7 442	65 826	4 142 276
觀塘 Kwun Tong	87 980	5 638 890	661	61 508	120	12 765	191	24 986	88 952	5 738 150
<b>九龍 Kowloon</b>	<b>397 491</b>	<b>26 256 213</b>	<b>38 783</b>	<b>6 488 671</b>	<b>17 043</b>	<b>5 645 389</b>	<b>1 260</b>	<b>313 558</b>	<b>454 577</b>	<b>38 703 830</b>
葵青 Kwai Tsing	63 259	3 738 681	2 893	403 424	604	124 342	300	27 035	67 056	4 293 482
荃灣 Tsuen Wan	70 692	4 503 720	6 525	745 055	1 148	204 762	362	30 692	78 727	5 484 228
屯門 Tuen Mun	108 445	4 318 769	3 897	297 389	2 343	364 215	243	27 441	114 928	5 007 814
元朗 Yuen Long	100 517	3 619 633	10 858	832 543	5 828	681 419	820	19 184	118 023	5 152 779
北區 North	68 468	2 648 910	3 269	188 635	2 675	276 114	834	17 412	75 246	3 131 071
大埔 Tai Po	67 420	3 061 414	4 856	453 343	6 069	1 533 815	390	23 379	78 735	5 071 951
沙田 Sha Tin	129 153	7 644 640	11 530	1 556 365	4 520	1 072 959	175	50 041	145 378	10 324 005
西貢 Sai Kung	102 640	6 667 837	3 383	448 137	4 220	1 655 743	108	37 781	110 351	8 809 498
離島 Islands	33 103	1 454 708	7 992	829 511	3 004	918 301	161	4 596	44 260	3 207 115
<b>新界 New Territories</b>	<b>743 697</b>	<b>37 658 312</b>	<b>55 203</b>	<b>5 754 402</b>	<b>30 411</b>	<b>6 831 670</b>	<b>3 393</b>	<b>237 558</b>	<b>832 704</b>	<b>50 481 942</b>
<b>總數 OVERALL</b>	<b>1 438 478</b>	<b>90 486 612</b>	<b>132 106</b>	<b>20 873 531</b>	<b>88 253</b>	<b>38 089 680</b>	<b>5 272</b>	<b>785 206</b>	<b>1 664 109</b>	<b>150 235 029</b>

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2009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 2009

地區	District	房屋委員會 HOUSING AUTHORITY				房屋協會及 香港平民屋宇有限公司 <sup>#</sup> HOUSING SOCIETY & HONG KONG SETTLERS HOUSING CORPORATION LIMITED <sup>#</sup>			
		租者置其屋計劃下 已售出的前租住公屋單位 Former Rental Housing Units sold under TPS*		租住公屋 Rental Housing		租者置其屋計劃下 仍未售出的單位 Units unsold under TPS*		非租者置其屋計劃 Non TPS*	
		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	24 216	878	102 639
灣仔	Wan Chai	-	-	-	-	-	-	-	-
東區	Eastern	2 517	120 884	1 109	42 840	67	1 517 546	452	295 736
南區	Southern	6 820	300 579	3 706	127 431	47	933 014	5	30 626
<b>港島</b>	<b>Hong Kong</b>	<b>9 337</b>	<b>421 463</b>	<b>4 815</b>	<b>170 271</b>	<b>119</b>	<b>2 474 776</b>	<b>1 335</b>	<b>429 001</b>
油尖旺	Yau Tsim Mong	-	-	-	-	4	149 032	673	34 742
深水埗	Sham Shui Po	4 333	176 907	2 397	79 545	108	1 864 976	8	45 205
九龍城	Kowloon City	-	-	-	-	29	615 861	18	226 416
黃大仙	Wong Tai Sin	15 684	751 011	7 725	290 418	128	2 784 388	-	-
觀塘	Kwun Tong	9 568	405 662	6 476	201 414	151	3 488 508	342	203 977
<b>九龍</b>	<b>Kowloon</b>	<b>29 585</b>	<b>1 333 581</b>	<b>16 598</b>	<b>571 376</b>	<b>420</b>	<b>8 902 764</b>	<b>1 041</b>	<b>510 340</b>
葵青	Kwai Tsing	10 384	381 309	4 236	119 419	150	3 329 647	482	118 038
荃灣	Tsuen Wan	-	-	-	-	39	687 917	175	67 095
屯門	Tuen Mun	9 324	258 142	12 022	245 631	59	883 331	-	-
元朗	Yuen Long	3 625	88 445	4 858	109 364	102	1 148 498	-	-
北區	North	11 350	299 822	6 233	139 104	16	334 393	18	15 937
大埔	Tai Po	12 920	455 475	7 883	212 292	15	292 835	-	-
沙田	Sha Tin	20 149	718 538	6 359	190 508	74	1 512 531	16	122 671
西貢	Sai Kung	9 503	346 397	5 699	167 526	31	877 086	249	57 606
離島	Islands	-	-	-	-	63	483 050	-	-
<b>新界</b>	<b>New Territories</b>	<b>77 255</b>	<b>2 548 128</b>	<b>47 290</b>	<b>1 183 845</b>	<b>549</b>	<b>9 549 289</b>	<b>940</b>	<b>381 346</b>
<b>總數</b>	<b>OVERALL</b>	<b>116 177</b>	<b>4 303 171</b>	<b>68 703</b>	<b>1 925 492</b>	<b>1 088</b>	<b>20 926 829</b>	<b>3 316</b>	<b>1 320 688</b>

# 包括房屋協會長者安居樂計劃下興建的單位。  
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多以大廈為單位，但經租者置其屋計劃已售出或仍未售出的單位普遍會以個別單位數目顯示。

\* TPS: Tenants Purchase Scheme

# Include units developed under the Senior Citizen Residence Scheme of Housing Society.

The above figures exclude parking spaces which are separately assessed.

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

估價冊 - 截至2009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 2009

地區	District	舖位 Shop		其他商業樓宇 Other Commercial	
		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	9 421	4 875 174	2 595	3 190 455
灣仔	Wan Chai	7 786	5 564 864	2 122	1 854 404
東區	Eastern	8 801	2 488 238	1 069	564 233
南區	Southern	2 199	700 923	263	134 961
<b>港島</b>	<b>Hong Kong</b>	<b>28 207</b>	<b>13 629 199</b>	<b>6 049</b>	<b>5 744 053</b>
油尖旺	Yau Tsim Mong	20 377	11 638 039	3 817	3 808 739
深水埗	Sham Shui Po	9 595	2 880 347	1 375	356 373
九龍城	Kowloon City	8 034	1 800 485	899	411 213
黃大仙	Wong Tai Sin	3 042	928 199	153	108 528
觀塘	Kwun Tong	5 541	2 411 443	290	314 085
<b>九龍</b>	<b>Kowloon</b>	<b>46 589</b>	<b>19 658 513</b>	<b>6 534</b>	<b>4 998 938</b>
葵青	Kwai Tsing	3 600	1 298 473	166	112 065
荃灣	Tsuen Wan	4 881	1 689 500	218	238 653
屯門	Tuen Mun	5 172	1 469 031	154	212 557
元朗	Yuen Long	6 912	1 577 862	384	217 283
北區	North	2 765	835 399	57	40 029
大埔	Tai Po	2 562	782 322	147	106 139
沙田	Sha Tin	4 395	2 424 029	66	186 961
西貢	Sai Kung	3 206	1 079 347	25	31 553
離島	Islands	2 497	1 770 097	67	22 218
<b>新界</b>	<b>New Territories</b>	<b>35 990</b>	<b>12 926 060</b>	<b>1 284</b>	<b>1 167 458</b>
<b>總數</b>	<b>OVERALL</b>	<b>110 786</b>	<b>46 213 772</b>	<b>13 867</b>	<b>11 910 448</b>



估價冊 - 截至2009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 2009

地區	District	寫字樓 Office		工貿大廈 Industrial/Office	
		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	24 286	20 948 699	-	-
灣仔	Wan Chai	13 194	7 357 882	-	-
東區	Eastern	4 813	2 665 516	177	74 624
南區	Southern	1 220	244 985	25	4 212
<b>港島</b>	<b>Hong Kong</b>	<b>43 513</b>	<b>31 217 081</b>	<b>202</b>	<b>78 836</b>
油尖旺	Yau Tsim Mong	22 785	6 868 796	79	12 160
深水埗	Sham Shui Po	1 537	466 064	1 032	308 715
九龍城	Kowloon City	1 317	384 878	18	3 265
黃大仙	Wong Tai Sin	78	34 234	353	41 794
觀塘	Kwun Tong	1 692	1 474 682	1 273	407 250
<b>九龍</b>	<b>Kowloon</b>	<b>27 409</b>	<b>9 228 654</b>	<b>2 755</b>	<b>773 184</b>
葵青	Kwai Tsing	633	258 413	410	197 060
荃灣	Tsuen Wan	1 428	188 290	464	21 304
屯門	Tuen Mun	467	46 402	-	-
元朗	Yuen Long	565	64 492	-	-
北區	North	229	62 141	62	4 993
大埔	Tai Po	61	9 678	-	-
沙田	Sha Tin	699	435 035	205	72 703
西貢	Sai Kung	5	11 928	-	-
離島	Islands	290	390 652	-	-
<b>新界</b>	<b>New Territories</b>	<b>4 377</b>	<b>1 467 030</b>	<b>1 141</b>	<b>296 059</b>
<b>總數</b>	<b>OVERALL</b>	<b>75 299</b>	<b>41 912 766</b>	<b>4 098</b>	<b>1 148 079</b>

估價冊 - 截至2009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 2009

地區	District	工廠大廈 Factory		貨倉 Storage	
		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	461	64 573	1	378
灣仔	Wan Chai	-	-	-	-
東區	Eastern	6 232	1 516 531	24	72 796
南區	Southern	4 498	635 936	11	18 525
<b>港島</b>	<b>Hong Kong</b>	<b>11 191</b>	<b>2 217 039</b>	<b>36</b>	<b>91 699</b>
油尖旺	Yau Tsim Mong	1 954	235 940	2	281
深水埗	Sham Shui Po	4 706	1 203 140	53	91 543
九龍城	Kowloon City	3 028	827 918	140	91 063
黃大仙	Wong Tai Sin	3 285	514 919	-	-
觀塘	Kwun Tong	19 415	2 954 197	148	163 468
<b>九龍</b>	<b>Kowloon</b>	<b>32 388</b>	<b>5 736 114</b>	<b>343</b>	<b>346 354</b>
葵青	Kwai Tsing	16 663	1 898 230	731	1 332 162
荃灣	Tsuen Wan	10 712	1 391 034	455	338 642
屯門	Tuen Mun	6 977	657 254	270	73 285
元朗	Yuen Long	1 184	418 375	102	53 872
北區	North	2 273	256 056	42	69 579
大埔	Tai Po	347	461 648	-	-
沙田	Sha Tin	10 455	1 128 365	314	437 074
西貢	Sai Kung	35	185 364	5	3 954
離島	Islands	25	71 974	113	153 708
<b>新界</b>	<b>New Territories</b>	<b>48 671</b>	<b>6 468 301</b>	<b>2 032</b>	<b>2 462 276</b>
<b>總數</b>	<b>OVERALL</b>	<b>92 250</b>	<b>14 421 454</b>	<b>2 411</b>	<b>2 900 329</b>

估價冊 - 截至2009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 2009

類別	Category	數量 Number	%	應課差餉租值 Rateable Value (千元 \$'000)	%
住宅	Domestic Premises	1 737 216	74.5	174 408 039	47.3
舖位及其他商業樓宇	Shop and Other Commercial Premises	124 653	5.3	58 124 220	15.8
寫字樓	Office	75 299	3.2	41 912 766	11.4
工貿大廈	Industrial/Office Premises	4 098	0.2	1 148 079	0.3
工廠大廈	Factory	92 250	4.0	14 421 454	3.9
貨倉	Storage Premises	2 411	0.1	2 900 329	0.8
停車位 *	Parking Spaces*	243 994	10.5	7 923 911	2.1
其他物業	Others	52 287	2.2	67 862 966	18.4
總數	OVERALL	2 332 208	100.0	368 701 764	100.0

\* 包括住宅及非住宅停車位。

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

估價冊 - 截至2009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 2009

應課差餉租值(元) Rateable Value Range (\$)		港島 Hong Kong	九龍 Kowloon	新界 New Territories	總數 Total	%	累積 % <sup>^</sup> Cumulative % <sup>^</sup>
3 001 -	9 999	3 477	9 375	48 438	61 290	2.6	2.6
10 000 -	19 999	26 706	34 212	112 573	173 491	7.4	10.1
20 000 -	29 999	34 859	37 843	105 558	178 260	7.6	17.7
30 000 -	39 999	17 420	66 399	188 830	272 649	11.7	29.4
40 000 -	49 999	35 378	96 249	195 484	327 111	14.0	43.4
50 000 -	59 999	47 631	85 021	124 877	257 529	11.0	54.5
60 000 -	69 999	51 464	55 852	92 770	200 086	8.6	63.0
70 000 -	79 999	43 245	41 647	63 227	148 119	6.4	69.4
80 000 -	89 999	35 674	36 153	37 104	108 931	4.7	74.1
90 000 -	99 999	24 769	24 904	29 228	78 901	3.4	77.5
100 000 -	119 999	41 512	36 575	35 204	113 291	4.9	82.3
120 000 -	139 999	29 000	27 972	19 683	76 655	3.3	85.6
140 000 -	159 999	20 271	17 074	13 263	50 608	2.2	87.8
160 000 -	179 999	14 086	11 661	8 661	34 408	1.5	89.2
180 000 -	199 999	11 679	9 847	6 137	27 663	1.2	90.4
200 000 -	249 999	21 385	19 915	8 719	50 019	2.1	92.6
250 000 -	299 999	15 805	11 717	5 259	32 781	1.4	94.0
300 000 -	349 999	12 848	8 690	4 080	25 618	1.1	95.1
350 000 -	399 999	8 700	5 016	3 288	17 004	0.7	95.8
400 000 -	449 999	6 357	3 517	2 294	12 168	0.5	96.3
450 000 -	499 999	5 293	3 286	2 136	10 715	0.5	96.8
500 000 -	599 999	7 433	4 180	3 023	14 636	0.6	97.4
600 000 -	749 999	7 300	3 898	2 962	14 160	0.6	98.0
750 000 -	999 999	7 869	3 438	2 567	13 874	0.6	98.6
1 000 000 -	1 499 999	6 547	3 223	2 309	12 079	0.5	99.1
1 500 000 -	1 999 999	2 781	1 688	1 151	5 620	0.2	99.4
2 000 000 -	2 999 999	2 386	1 709	1 183	5 278	0.2	99.6
3 000 000 -	9 999 999	3 078	2 135	1 703	6 916	0.3	99.9
10 000 000 -	99 999 999	822	737	713	2 272	0.1	100.0
100 000 000 -	999 999 999	38	12	18	68	*	100.0
1 000 000 000 -	99 999 999 999	2	-	6	8	*	100.0
總數	OVERALL	545 815	663 945	1 122 448	2 332 208	100.0	-

\* 低於 0.05%。

<sup>^</sup> 在“%”及“累積%”二欄內之數字是獨立計算得來，由於四捨五入關係，最後一欄的數字，表面上看來可能出現誤差。

\* Percentage below 0.05%.

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



地租登記冊 - 截至2009年4月1日各地區的已估價物業  
GOVERNMENT RENT ROLL - ASSESSMENTS BY DISTRICT AS AT 1 APRIL 2009

地區	District	不超過最低應課差餉租值 *		超過最低應課差餉租值	
		Not Exceeding Minimum Rateable Value*		Above Minimum Rateable Value	
		數量 Number		數量 Number	應課差餉租值 Rateable Value (千元 \$'000)
中西區	Central and Western	118		14 147	16 127 316
灣仔	Wan Chai	10		10 294	4 123 565
東區	Eastern	146		46 097	6 251 565
南區	Southern	11		43 612	6 195 774
<b>港島</b>	<b>Hong Kong</b>	<b>285</b>		<b>114 150</b>	<b>32 698 221</b>
油尖旺	Yau Tsim Mong	11		45 351	12 841 588
深水埗	Sham Shui Po	316		116 331	13 975 786
九龍城	Kowloon City	16		43 107	7 701 454
黃大仙	Wong Tai Sin	117		87 224	9 153 050
觀塘	Kwun Tong	226		138 236	17 362 793
<b>九龍</b>	<b>Kowloon</b>	<b>686</b>		<b>430 249</b>	<b>61 034 671</b>
葵青	Kwai Tsing	344		104 857	19 568 309
荃灣	Tsuen Wan	2 817		118 972	11 684 452
屯門	Tuen Mun	5 381		160 363	8 995 139
元朗	Yuen Long	31 482		146 404	9 361 026
北區	North	36 726		86 185	5 269 864
大埔	Tai Po	33 390		95 115	7 227 225
沙田	Sha Tin	5 619		198 014	18 677 510
西貢	Sai Kung	16 666		127 166	12 054 948
離島	Islands	20 259		47 582	12 865 635
<b>新界</b>	<b>New Territories</b>	<b>152 684</b>		<b>1 084 658</b>	<b>105 704 108</b>
<b>總數</b>	<b>OVERALL</b>	<b>153 655</b>		<b>1 629 057</b>	<b>199 437 000</b>

\* 凡物業的應課差餉租值不超過最低應課差餉租值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。

\* 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.

區域 Area		差餉及地租 Rates and Government Rent		只計差餉 Rates Only		只計地租 Government Rent Only	
		臨時估價 Interim Valuations	刪除估價 Deletions	臨時估價 Interim Valuations	刪除估價 Deletions	臨時估價 Interim Valuations	刪除估價 Deletions
港島 Hong Kong	數量 Number	3 119	891	3 659	2 772	35	8
	應課差餉租值 Rateable Value (千元 \$'000)	2 355 037	1 657 538	3 116 158	2 168 565	256 271	229 123
九龍 Kowloon	數量 Number	4 406	1 557	1 952	1 656	2 597	155
	應課差餉租值 Rateable Value (千元 \$'000)	1 950 361	799 127	1 243 161	944 887	2 804 666	320 536
新界 New Territories	數量 Number	14 802	1 647	3 416	456	7 920	2 625
	應課差餉租值 Rateable Value (千元 \$'000)	3 106 414	1 587 984	637 548	333 704	1 986 035	783 725
總數 OVERALL	數量 Number	22 327	4 095	9 027	4 884	10 552	2 788
	應課差餉租值 Rateable Value (千元 \$'000)	7 411 812	4 044 650	4 996 867	3 447 156	5 046 972	1 333 384

\* 不包括在估價冊 / 地租登記冊直接載入和刪除的估價。

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

2009-2010年度重估應課差餉租值 - 對主要類別物業的影響<sup>(1)</sup>  
2009-2010 GENERAL REVALUATION - EFFECT ON MAIN PROPERTY TYPES<sup>(1)</sup>

物業類別 Property Type	差餉 Rates			地租 Government Rent		
	應課差餉租值 平均增減 Average Change in Rateable Value %	平均每月 差餉(元) Average Rates Payment \$p.m.	平均每月 差餉增減(元) Average Change in Rates \$p.m.	應課差餉租值 平均增減 Average Change in Rateable Value %	平均每月 地租(元) Average Govt. Rent Payment \$p.m.	平均每月 地租增減(元) 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>	-2	263	-5	-3	147	-4
中型私人住宅物業 <sup>(2)</sup> Private Medium Domestic Premises <sup>(2)</sup>	-1	664	-6	-2	368	-8
大型私人住宅物業 <sup>(2)</sup> Private Large Domestic Premises <sup>(2)</sup>	+1	1 809	+15	-1	865	-8
私人住宅物業 Private Domestic Premises	-1	378	-4	-2	191	-5
公屋住宅物業 <sup>(3)</sup> Public Domestic Premises <sup>(3)</sup>	-3	143	-4	-3	87	-3
<b>所有住宅物業<sup>(4)</sup> All Domestic Premises<sup>(4)</sup></b>	<b>-1</b>	<b>289</b>	<b>-4</b>	<b>-2</b>	<b>157</b>	<b>-4</b>
舖位及其他商業樓宇 Shop and Other Commercial Premises	*	1 918	+1	-1	1 048	-10
寫字樓 Office	+2	2 328	+34	*	2 709	-11
工業樓宇 <sup>(5)</sup> Industrial Premises <sup>(5)</sup>	*	752	-1	*	454	-2
<b>所有非住宅物業<sup>(6)</sup> All Non-domestic Premises<sup>(6)</sup></b>	<b>*</b>	<b>2 025</b>	<b>-6</b>	<b>-1</b>	<b>1 065</b>	<b>-9</b>
<b>所有類別物業 All Types of Properties</b>	<b>-1</b>	<b>520</b>	<b>-4</b>	<b>-2</b>	<b>262</b>	<b>-4</b>

註：

\* 低於0.5%。

(1) 住宅物業的計算主要是反映物業數目，而非住宅物業則反映估價數目。

(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:

\* Percentage below 0.5%.

(1) The calculations mainly reflect the number of units for Domestic Premises, and the number of assessments for Non-domestic Premises.

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

Small domestic -- up to 69.9 m<sup>2</sup>

Medium domestic -- 70 m<sup>2</sup> to 99.9 m<sup>2</sup>

Large domestic -- 100 m<sup>2</sup> or over

(3) Refer to Housing Authority, Housing Society and Hong Kong Settlers Housing Corporation Ltd. rental units.

(4) Include car parking spaces.

(5) Include factory, storage and industrial/office premises.

(6) Include miscellaneous premises such as hotels, cinemas, petrol filling stations, schools and car parking spaces.

	差餉 Rating		地租 Government Rent	
	2007-2008	2008-2009	2007-2008	2008-2009
<b>建議書 Proposals</b>				
接辦及完成個案 Cases received and completed	40 357	38 603	144	165
覆核結果 Status on review :				
- 估價作實 assessment confirmed	34 749	31 299	124	149
- 削減應課差餉租值 rateable value reduced	2 274	2 525	5	7
- 其他 Others <sup>(1)</sup>	3 334	4 779	15	9
<b>反對書 Objections<sup>(2)</sup></b>				
年初所餘 Outstanding at beginning of year	2 219	1 179	166	254
接辦個案 Cases received	6 153	5 045	650	636
完成個案 Cases completed	7 193	5 171	562	681
覆核結果 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	4 054	3 342	481	464
- 削減應課差餉租值 rateable value reduced	521	1 451	38	80
- 其他 Others <sup>(1)</sup>	2 618	378	43	137
<b>上訴 Appeals</b>				
年初所餘 Outstanding at beginning of year	792	783	2 088	2 189
接辦個案 Cases received	109	114	120	106
完成個案 Cases completed	118	248	19	1
個案完成結果 Status of completed cases :				
- 估價作實 (全面聆訊) assessment confirmed (full hearing)	1	-	-	-
- 削減應課差餉租值 (全面聆訊) rateable value reduced (full hearing)	-	-	-	-
- 同意令 consent orders	65	206	8	-
- 撤銷 / 駁回 / 失效 withdrawn/dismissed/lapsed	52	42	11	1

註：

(1) 此欄包括無效、反對人自行撤銷反對、修改物業單位名稱及刪除估價等的個案。

(2) 數字反映所涉及的應課差餉租值數目。

Notes:

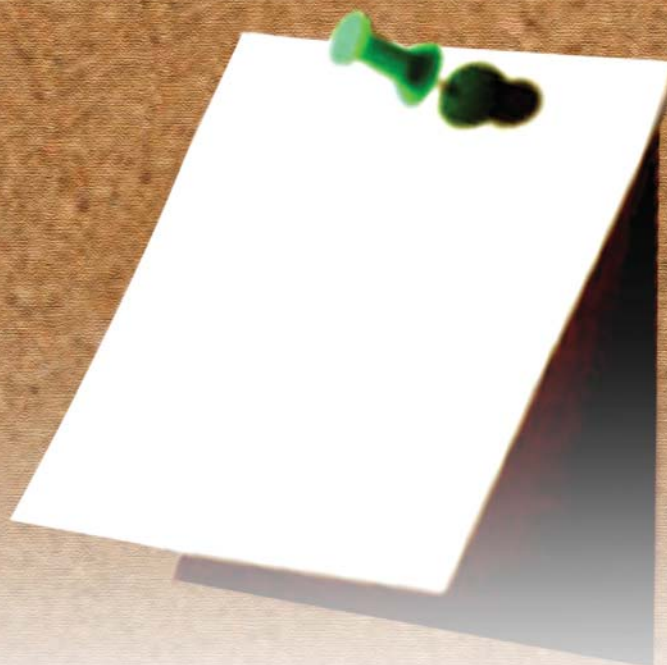
(1) These include invalid cases, cases subsequently withdrawn by objectors, cases where the alterations made were related to amendment to the tenement's description and deletion of the assessment etc.

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





## 附錄 | Annexures



- A 本署的編制及實際人數  
Establishment and Strength of the Department
- B 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
- C 技術附註  
Technical Notes
- D 刊物  
Publications
- E 各區域及地區  
Areas and Districts
- F 分區圖  
Plans



本署的編制及實際人數  
Establishment and Strength of the Department

\* EST. = Establishment SG. = Strength

	1.4.2008		1.4.2009		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.*
署長 Commissioner	1	-	1	1	-	+1
副署長 Deputy Commissioner	1	1	1	-	-	-1
助理署長 Assistant Commissioner	4	3	4	2	-	-1
首席物業估價測量師 Principal Valuation Surveyor	8	5	8	6	-	+1
高級物業估價測量師 Senior Valuation Surveyor	23	22	23	23	-	+1
物業估價測量師 Valuation Surveyor	58	45	58	52	-	+7
助理物業估價測量師 Assistant Valuation Surveyor	5	2	5	4	-	+2
首席物業估價主任 Principal Valuation Officer	15	13	15	10	-	-3
高級物業估價主任 Senior Valuation Officer	76	67	76	65	-	-2
物業估價主任 / 見習物業估價主任 Valuation Officer/Valuation Officer Trainee	257	254	257	263	-	+9
一級 / 二級物業估價助理 Valuation Assistant I/II	4	4	4	3	-	-1
高級租務主任 Senior Rent Officer	4	3	4	3	-	-
一級租務主任 Rent Officer I	11	11	11	11	-	-
二級租務主任 Rent Officer II	7	7	7	7	-	-
物業調查員 Valuation Referencer	4	4	4	4	-	-
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	3	3	3	3	-	-

\* EST. = Establishment SG. = Strength

	1.4.2008		1.4.2009		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.*
高級技術主任 Senior Technical Officer	2	2	2	2	-	-
技術主任 / 見習技術主任 Technical Officer/Technical Officer Trainee	4	4	4	4	-	-
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	2	3	3	-	+1
二級行政主任 Executive Officer II	-	1	-	-	-	-1
一級法定語文主任 Official Language Officer I	1	1	1	1	-	-
二級法定語文主任 Official 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	1	1	-	-
一級私人秘書 Personal Secretary I	5	4	5	4	-	-
二級私人秘書 Personal Secretary II	7	7	7	8	-	+1
機密檔案室助理 Confidential Assistant	1	1	1	1	-	-
高級文書主任 Senior Clerical Officer	16	13	16	14	-	+1
文書主任 Clerical Officer	37	38	37	39	-	+1
助理文書主任 Assistant Clerical Officer	108	108	108	100	-	-8
文書助理 Clerical Assistant	103	99	103	99	-	-
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	-	-
物料供應服務員 Supplies Attendant	1	1	1	1	-	-



本署的編制及實際人數  
Establishment and Strength of the Department

\* EST. = Establishment SG. = Strength

	1.4.2008		1.4.2009		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.*
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	4	3	4	3	-	-
二級會計主任 Accounting Officer II	-	1	-	1	-	-
執達主任助理 Bailiff's Assistant	2	2	2	2	-	-
電話接線生 Telephone Operator	1	1	1	1	-	-
司機 Motor Driver	7	7	7	7	-	-
辦公室助理 Office Assistant	15	15	15	11	-	-4
二級工人 Workman II	9	8	9	8	-	-
高級電腦操作員 Senior Computer Operator	1	1	1	1	-	-
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 II/Student Computer Operator	7	7	7	7	-	-
高級系統經理 Senior Systems Manager	1	1	1	1	-	-
系統經理 Systems Manager	3	3	3	3	-	-
一級系統分析 / 程序編製主任 Analyst/Programmer I	8	5	8	8	-	+3
二級系統分析 / 程序編製主任 Analyst/Programmer II	4	3	4	3	-	-
小計 Sub-total	851	802	851	809	-	+7

\* EST. = Establishment    SG. = Strength

	1.4.2008		1.4.2009		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.*
<b>額外人員</b> <b>Supernumerary Staff</b>						
署長 Commissioner	-	1	-	-	-	-1
首席物業估價主任 Principal Valuation Officer	-	2	2	2	+2	-
物業估價主任 Valuation Officer	1	1	1	1	-	-
高級租務主任 Senior Rent Officer	-	1	-	-	-	-1
文書主任 Clerical Officer	-	1	3	3	+3	+2
助理文書主任 Assistant Clerical Officer	-	-	1	1	+1	+1
二級物料供應員 Supplies Supervisors II	1	1	-	-	-1	-1
<b>小計</b> <b>Sub-total</b>	<b>2</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>+5</b>	<b>-</b>
<b>總數</b> <b>Total</b>	<b>853</b>	<b>809</b>	<b>858</b>	<b>816</b>	<b>+5</b>	<b>+7</b>

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 Commissioner	經濟發展工作小組 Working Group on Developments in the Economy	委員 Member
	監察物業市場工作小組 Working Group to Monitor the Property Market	委員 Member

見於本年報內的下述用語，除另有註明外，其意思如下：

#### (1) 樓面面積

面積以平方米計算。住宅單位的樓面面積是以「實用面積」來計算。「實用面積」是指單位獨佔的樓面面積，包括露台及外廊，但不包括樓梯、升降機槽、渠管、大堂及公用廁所等公用地方。量度「實用面積」時，是從圍繞該單位的外牆向外的一面或該單位與毗連單位的共用牆的中間點起計。窗台、天井、花園、庭院、平台、車位等地方則不包括在內。

非住宅樓宇的面積是以「內部樓面面積」來計算，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分類如下：

- 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、天台建築物等。

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

#### (1) Floor Areas

Areas are expressed in square metres. A domestic unit is measured on the basis of "saleable area" which is defined as the floor area exclusively allocated to the unit including balconies 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.

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

#### (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.



非住宅：

- (a) 舖位 - 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物業。
- (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) 其他物業 - 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，通常不包括差餉、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，將港元與美元掛鈎，採用大約7.8港元兌1美元的聯繫匯率。

(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) Shop - 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 shop or office, e.g. department stores etc.
- (c) Office - 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) Factory - 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 note-issue mechanism, at a rate of around 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.

## 公開發售

香港物業報告

樓宇名稱

香港差餉稅收歷史  
(英文版及中文版)

香港差餉稅制  
- 評估、徵收及管理  
(英文版及中文版)

## On Sale to the Public

Hong Kong Property Review

Names of Buildings

The History of Rates in Hong Kong  
(English and Chinese versions)

Property Rates in Hong Kong  
- Assessment, Collection and Administration  
(English and Chinese versions)

## 其他供公眾閱覽的刊物

年報

差餉及地租簡介

誰有責任繳納差餉與地租簡介

差餉物業估價署服務承諾

差餉物業估價署歷年發展(英文版)

香港物業報告 - 每月補編

《業主與租客(綜合)條例》指引概要

宣傳標示門牌號數的資料單張

「物業資訊網」服務簡介

遞交表格電子化服務簡介

## Other Unrestricted Publications

Annual Summary

Your Rates and Government Rent

An introduction to Who is responsible for paying rates and Government rent

Performance Pledge for the Rating and Valuation Department

Rating and Valuation Department - A Chronology

Hong Kong Property Review - Monthly Supplement

A Summary Guide on the Landlord and Tenant  
(Consolidation) Ordinance

Explanatory Leaflet for Display of Building Numbers

An introduction to Property Information Online Service

An introduction to Electronic Submission of Forms Service

各區域及地區  
Areas and Districts

地區 District	地區內的分區名稱 Names of Sub-districts within District Boundaries		規劃統計小區 Tertiary Planning Units
區域：港島 Area : Hong Kong			
中西區 Central and Western	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、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	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	薄扶林、香港仔、 鴨脷洲、黃竹坑、 壽臣山、淺水灣、 春磡角、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
區域：九龍 Area : Kowloon			
油尖旺 Yau Tsim Mong	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(p), 216, 220, 221, 222(p), 225, 226(p), 227, 228, 229, 236(p), 251, 252, 253, 254
深水埗 Sham Shui Po	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	255, 260(p), 261, 262, 263, 264, 265, 266, 267, 268(p), 269(p), 271(p), 320(p), 328(p), 761(p)
九龍城 Kowloon City	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), 215(p), 222(p), 226(p), 231, 232, 233, 234, 235, 236(p), 237, 241, 242, 243, 244, 245, 246, 247, 268(p), 271(p), 272, 282(p), 283(p), 285, 286(p)
黃大仙 Wong Tai Sin	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	281, 282(p), 283(p), 284, 286(p), 287(p), 288, 289
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	280, 286(p), 287(p), 290, 291, 292, 293(p), 294, 295, 297(p), 298(p), 831(p), 835(p)

(p) = part 部分

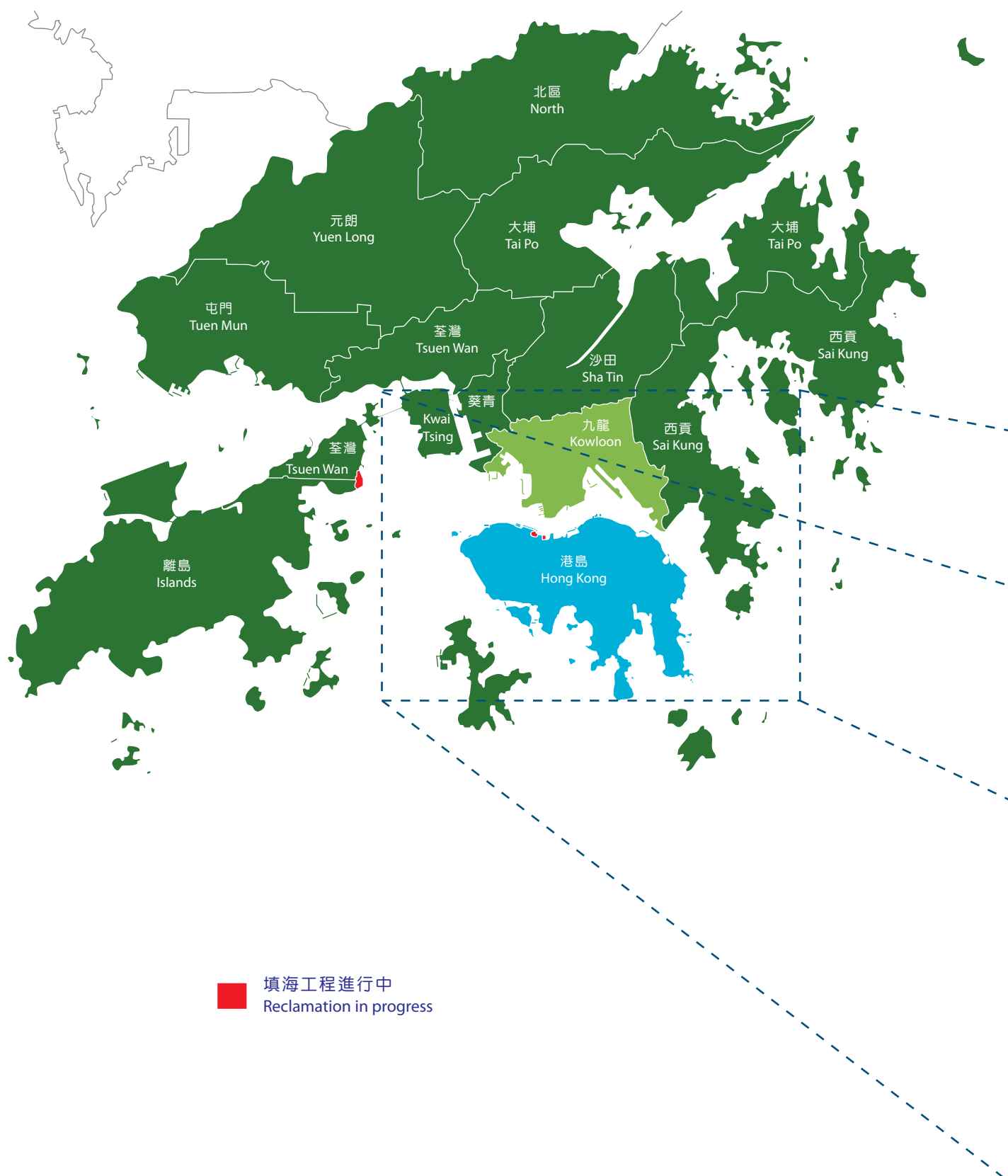
地區 District	地區內的分區名稱 Names of Sub-districts within District Boundaries		規劃統計小區 Tertiary Planning Units
區域：新界 Area : New Territories			
葵青 Kwai Tsing	葵涌、青衣	Kwai Chung, Tsing Yi	260(p), 269(p), 310(p), 320(p), 326, 327(p), 328(p), 329, 350, 351, 733(p)
荃灣 Tsuen Wan	荃灣、梨木樹、 汀九、深井、 青龍頭、馬灣、 欣澳	Tsuen Wan, Lei Muk Shue, Ting Kau, Sham Tseng, Tsing Lung Tau, Ma Wan, Sunny Bay	310(p), 321, 322, 323, 324, 325, 327(p), 331, 332, 333(p), 334, 335, 336, 340(p), 413(p), 531(p), 731, 732(p), 733(p), 961(p), 971(p), 972(p), 973(p), 974, 975
屯門 Tuen Mun	大欖涌、掃管笏、 屯門、藍地	Tai Lam Chung, So Kwun Wat, Tuen Mun, Lam Tei	333(p), 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, 522(p), 531(p), 951(p)
元朗 Yuen Long	洪水橋、廈村、 流浮山、天水圍、 元朗、新田、 落馬洲、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, 514, 515, 516, 517, 518, 519, 521, 522(p), 523, 524, 525, 526, 527, 528, 529, 531(p), 532, 533, 541, 542(p), 543(p), 544(p), 545(p), 546(p), 610(p), 632(p), 724(p)
北區 North	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	大埔墟、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), 631(p), 633(p), 634(p), 652(p), 711(p), 712(p), 720, 721, 722, 723, 724(p), 725, 726, 727, 728, 729(p), 732(p), 741(p), 742(p), 743, 744(p), 751, 757(p), 762(p), 822(p), 824(p)
沙田 Sha Tin	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	282(p), 310(p), 327(p), 724(p), 729(p), 732(p), 733(p), 744(p), 753, 754, 755, 756, 757(p), 758, 759, 761, 762(p), 824(p)
西貢 Sai Kung	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	293(p), 296, 297(p), 298(p), 741(p), 742(p), 744(p), 762(p), 811, 812, 813, 814, 815, 820, 821, 822(p), 823, 824(p), 825, 826, 827, 828, 829, 831(p), 832, 833, 834, 835(p), 836, 837, 838, 839
離島 Islands	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

(p) = part 部分



分區圖  
Plans

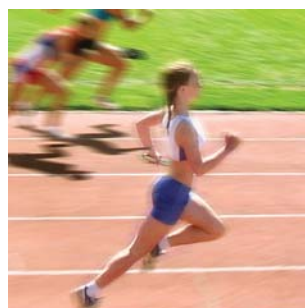
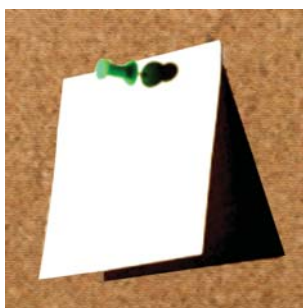
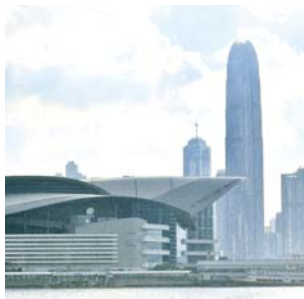
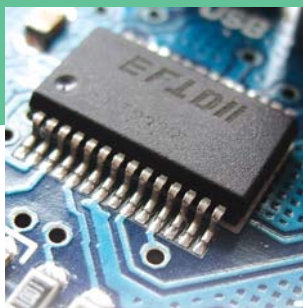
新界地區 New Territories Districts





港島及九龍地區 Hong Kong and Kowloon Districts





## 差餉物業估價署

地址 : 中國香港  
九龍長沙灣道303號  
長沙灣政府合署15樓

電話 : 2152 0111

圖文傳真 : 2152 0123

電子郵件地址 : [enquiries@rzd.gov.hk](mailto:enquiries@rzd.gov.hk)  
[billing@rzd.gov.hk](mailto:billing@rzd.gov.hk)  
[complaints@rzd.gov.hk](mailto:complaints@rzd.gov.hk)

互聯網址 : <http://www.rzd.gov.hk>

## Rating and Valuation Department

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

Telephone : 2152 0111

Facsimile : 2152 0123

E-mail addresses : [enquiries@rzd.gov.hk](mailto:enquiries@rzd.gov.hk)  
[billing@rzd.gov.hk](mailto:billing@rzd.gov.hk)  
[complaints@rzd.gov.hk](mailto:complaints@rzd.gov.hk)

Website : <http://www.rzd.gov.hk>

