

土地注册处 **概览**

The Land Registry **AT A GLANCE**



土地注册处于1993年8月成为香港最先以营运基金形式运作的政府部门之一。土地注册处营运基金是在商业原则下按自负盈亏的基准运作，须达致与政府所协定按固定资产平均净值计算的回报率。营运基金的年报及经审计署署长认证的财务报表，每年均须提交香港特别行政区立法会省览。

In August 1993, the Land Registry was established as one of the Hong Kong's first Trading Fund Departments. Operating on a self-financing basis under commercial principles, the Land Registry Trading Fund (LRTF) is required to achieve a return on the average net fixed assets employed as agreed with the Government. The LRTF's Annual Report and the financial statements certified by the Director of Audit must be tabled in the Legislative Council of the Hong Kong Special Administrative Region each year.



理想、使命、信念及职能

VISION, MISSION, VALUES AND FUNCTIONS

我们的理想

我们竭尽所能，凡事做到最好。

Our Vision

To be the best in all that we do.

我们的使命

- ✦ 确保为客户提供稳妥方便的土地注册和资讯服务。
- ✦ 开发人力资源、发展资讯科技、优化服务环境，确保为客户提供高效及优质服务。
- ✦ 与时俱进，提倡及循序落实香港土地业权注册制度。

Our Mission

- ✦ To ensure secure, customer friendly land registration and information services.
- ✦ To develop our human resources, information technology and service environment so as to ensure improvement in service quality and value to our customers.
- ✦ To advocate reform of Hong Kong's land registration system through introduction of land title registration system.

我们的信念

- 持平守正 — 以至诚的态度及操守接待客户及工作伙伴。
- 追求卓越 — 一丝不苟，力臻完美。
- 诚挚尊重 — 竭诚尊重和信任客户及工作伙伴。
- 积极学习 — 与客户、工作伙伴和海内外同业紧密联系、交流学习，为社会提供更佳服务。

Our Values

- Integrity — to customers, partners and colleagues, we observe the highest ethical standards.
- Excellence — we aim to excel in all that we do.
- Respect — we show respect and trust to our customers, partners and colleagues.
- Learning — we learn constantly from each other, from our partners, customers and comparable organisations elsewhere how to provide better services to the community.

我们对香港的价值

- ✘ 香港有超过半数家庭是物业的注册业主。
- ✘ 截至2022年3月，银行及金融机构以注册土地和物业作抵押的贷款约为36,090亿港元。
- ✘ 2021/22年度查阅注册资料超逾600万宗。
- ✘ 超过120个政府部门和机构使用土地注册处的资料进行规划研究以至执法等工作。
- ✘ 土地注册资料显示的物业交易可追溯至1844年，乃香港经济和社会历史的资料宝库。

职能

土地注册处的主要职能如下：

- ✘ 按照《土地注册条例》（第128章）及《土地注册规例》的规定，备存土地登记册及相关的土地纪录，以执行土地注册制度；
- ✘ 为市民提供查阅土地登记册及其他土地纪录的设施；
- ✘ 向政府部门及机构提供物业资料；以及
- ✘ 按照《建筑物管理条例》（第344章）的规定，处理业主立案法团的注册申请。

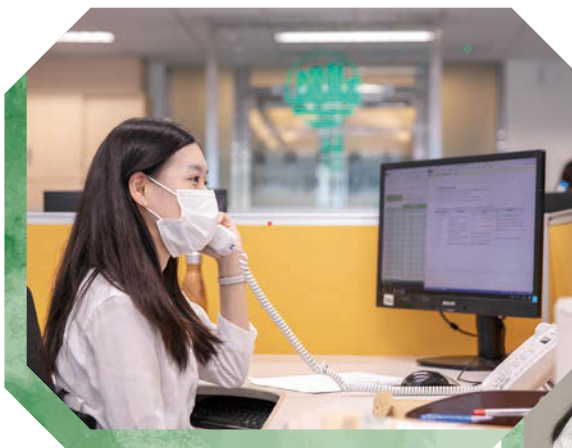
Our Value to Hong Kong

- ✘ Over half of all Hong Kong families are registered property owners.
- ✘ Banks and financial institutions loaned about HK\$3,609 billion as at March 2022 against the security of registered land and property.
- ✘ Over six million searches of registered information took place in 2021/22.
- ✘ Over 120 Government departments and agencies use the Land Registry's information for purposes ranging from planning studies to law enforcement.
- ✘ Registered information traces back to 1844, providing resources on the economic and social history of Hong Kong.

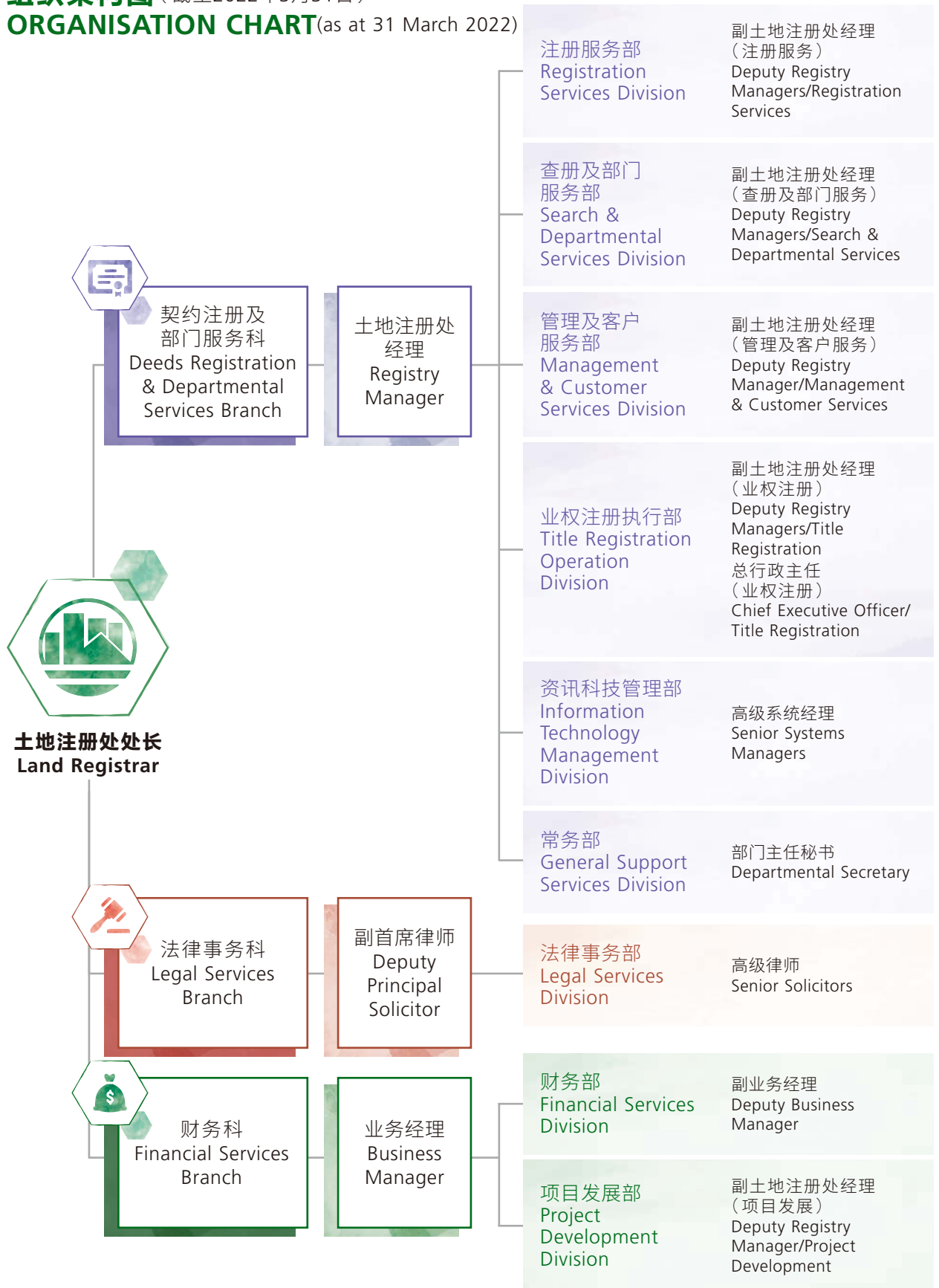
Functions

The Land Registry's main functions are to:

- ✘ administer a land registration system by maintaining a land register and related land records under the Land Registration Ordinance (Cap. 128) and its regulations;
- ✘ provide the public with facilities for search of the land register and other land records;
- ✘ provide Government departments and agencies with property information; and
- ✘ process applications for incorporation of owners under the Building Management Ordinance (Cap. 344).



组织架构图 (截至2022年3月31日)
ORGANISATION CHART (as at 31 March 2022)



管理层团队 MANAGEMENT TEAMS



土地注册处处长及各科主管 The Land Registrar and Branch Heads

- 1** **谭惠仪女士, JP** (土地注册处处长)
Ms Joyce TAM, JP (Land Registrar)
- 2** **彭嘉辉先生** (土地注册处经理)
(生效日期为2022年8月19日)
Mr K. F. PANG (Registry Manager)
(With effect from 19 August 2022)
- 3** **蔡恒璇女士** (副首席律师)
(生效日期为2022年1月24日)
Ms Christina CHOI (Deputy Principal Solicitor)
(With effect from 24 January 2022)
- 4** **潘雪聪女士** (业务经理)
Ms Venelie POON (Business Manager)



契约注册及部门服务科

Deeds Registration and Departmental Services Branch

- | | |
|--|---|
| <p>1 彭嘉辉先生 (土地注册处经理)
(生效日期为2022年8月19日)
Mr K. F. PANG (Registry Manager)
(With effect from 19 August 2022)</p> | <p>7 刘少雯女士 (副土地注册处经理)
(生效日期为2022年8月29日)
Ms Eva LAU (Deputy Registry Manager)
(With effect from 29 August 2022)</p> |
| <p>2 梁慧娴女士 (副土地注册处经理)
Ms Alice LEUNG (Deputy Registry Manager)</p> | <p>8 林谢淑仪女士 (副土地注册处经理)
Mrs Cindy LAM (Deputy Registry Manager)</p> |
| <p>3 原伟铨先生 (副土地注册处经理)
Mr W. C. YUEN (Deputy Registry Manager)</p> | <p>9 麦振威先生 (高级系统经理)
Mr Andrew MAK (Senior Systems Manager)</p> |
| <p>4 马秀文女士 (副土地注册处经理)
Ms Delphine MA (Deputy Registry Manager)</p> | <p>10 温锡麟先生 (副土地注册处经理)
Mr Francis WAN (Deputy Registry Manager)</p> |
| <p>5 任美琼女士 (部门主任秘书)
Ms Tina YAM (Departmental Secretary)</p> | <p>11 黄柏森先生 (总行政主任)
(生效日期为2022年3月21日)
Mr Patrick WONG (Chief Executive Officer)
(With effect from 21 March 2022)</p> |
| <p>6 霍伟勤女士 (高级系统经理)
Ms Emily FOK (Senior Systems Manager)</p> | <p>12 潘辉耀先生 (副土地注册处经理)
Mr Kenneth POON (Deputy Registry Manager)</p> |



法律事务科 Legal Services Branch

- 1** 蔡恒璇女士 (副首席律师)
(生效日期为2022年1月24日)
Ms Christina CHOI (Deputy Principal Solicitor)
(With effect from 24 January 2022)
- 2** 陆钧韦先生 (高级律师)
Mr Wesley LUK (Senior Solicitor)
- 3** 李宝君女士 (高级律师)
Ms Shirley LEE (Senior Solicitor)

- 4** 廖湘桥女士 (高级律师)
Ms Louisa LIU (Senior Solicitor)
- 5** 黄颂诗女士 (高级律师)
Ms Joyce WONG (Senior Solicitor)



财务科 Financial Services Branch

1 潘雪聪女士 (业务经理)
Ms Venelie POON (Business Manager)

2 梅竹辉先生 (副业务经理)
Mr Eddie MUI (Deputy Business Manager)

3 刘润霞女士 (副土地注册处经理)
Miss Kathy LAU (Deputy Registry Manager)