

業務回顧

**BUSINESS** Review



## 辦理土地文件註冊

影響土地的文件均送交本處位於金鐘道政府合署的客戶服務中心辦理註冊。

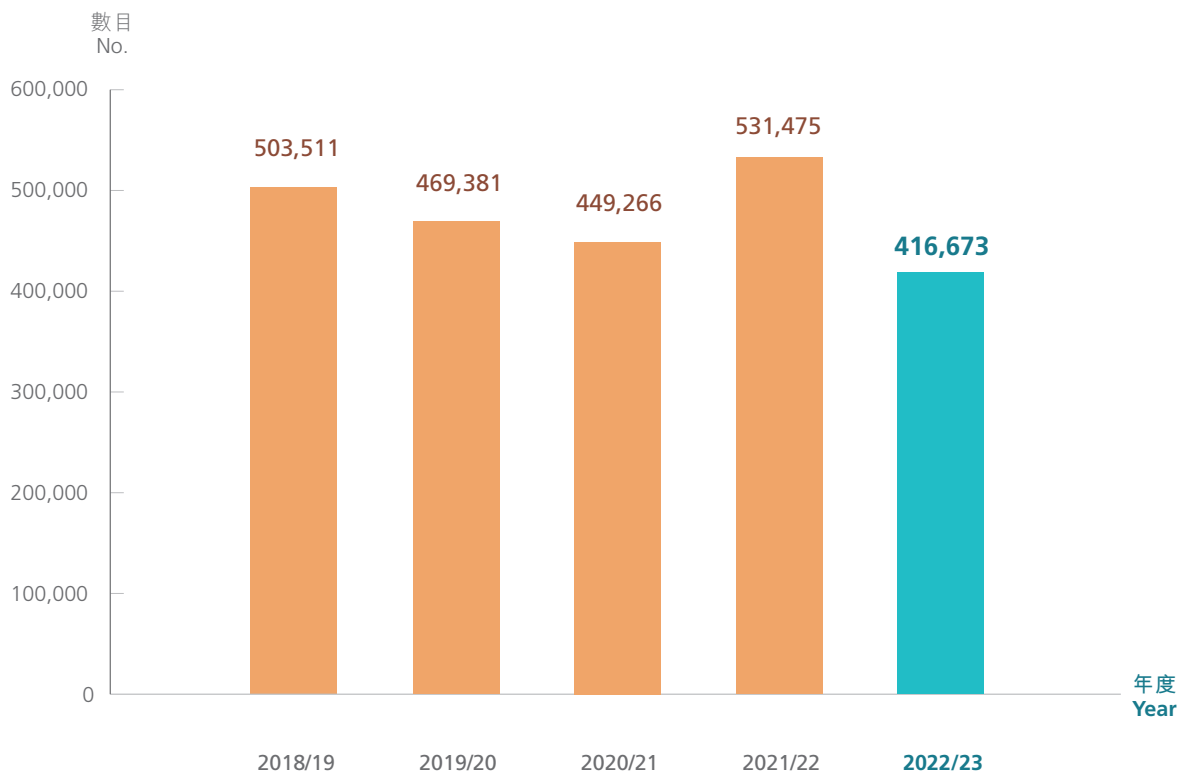
在2022/23年度，送交註冊的土地文件共416,673份，較2021/22年度減少21.6%。

## REGISTRATION OF LAND DOCUMENTS

Documents affecting land are delivered to our Customer Centre at the Queensway Government Offices (QGO) for registration.

In 2022/23, 416,673 land documents were delivered for registration, representing a decrease of 21.6% when compared with 2021/22.

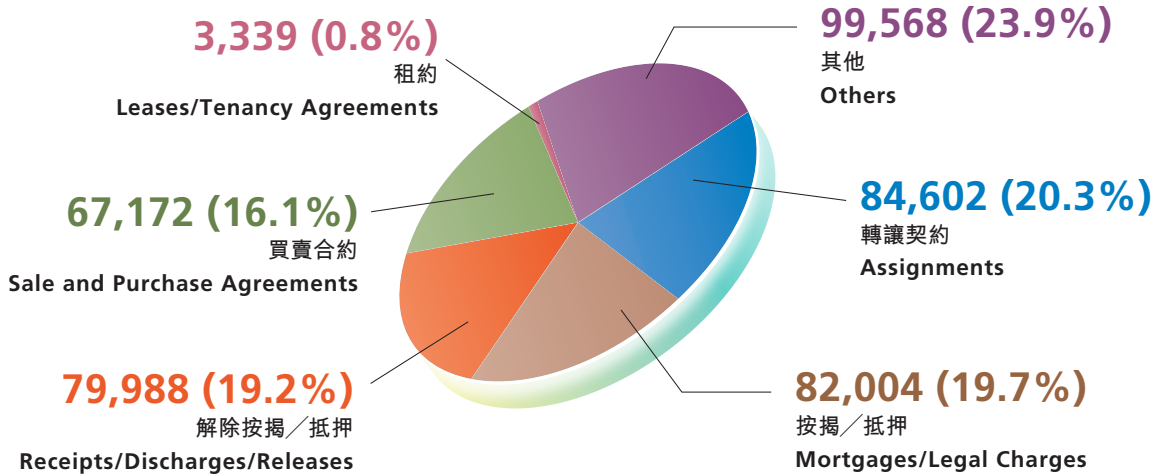
送交註冊的土地文件數目  
NO. OF LAND DOCUMENTS DELIVERED FOR REGISTRATION



年內收到的主要文件類別包括樓宇買賣合約、轉讓契約、按揭／抵押及解除按揭／抵押，佔全年收到文件總數的75.3%。

Major types of documents received included sale and purchase agreements (SPAs), assignments, mortgages/legal charges and receipts/discharges/releases which collectively accounted for 75.3% of all documents received during the year.

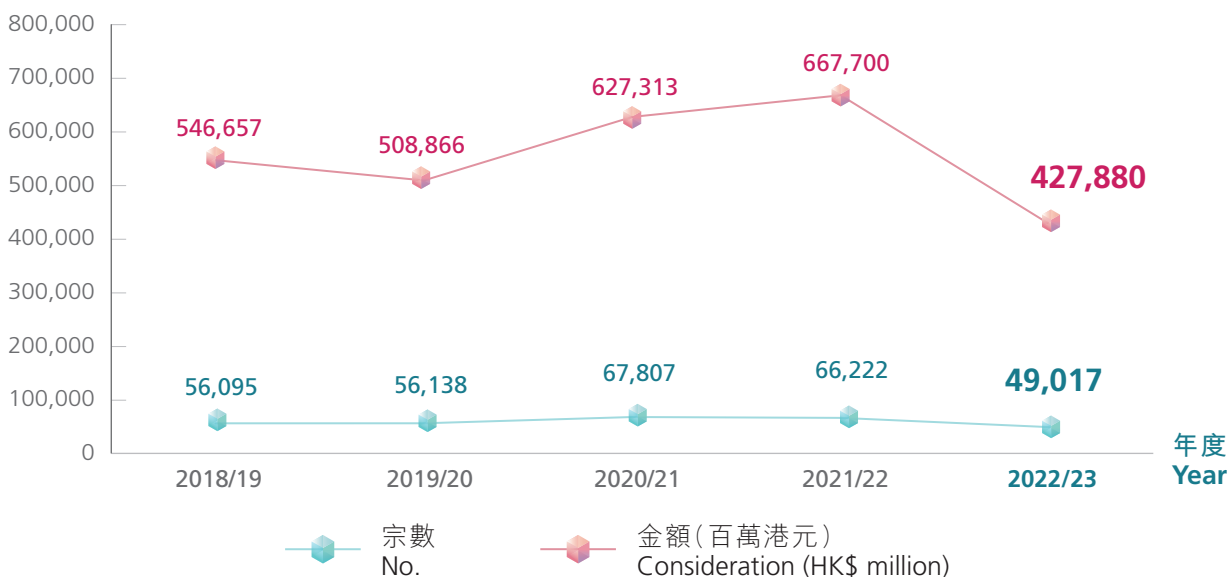
2022/23年度送交註冊的土地文件類別  
DISTRIBUTION OF LAND DOCUMENTS LODGED FOR REGISTRATION IN 2022/23



在2022/23年度送交註冊的所有樓宇買賣合約中，住宅樓宇買賣合約的宗數和總值分別是49,017份(較去年減少26%)及4,278.8億元(較去年減少35.9%)。一般而言，這類合約的數量是反映物業市場交投情況的重要指標。

Among the SPAs of all building units delivered for registration in 2022/23, the number of SPAs of residential units and their total consideration were 49,017 (-26.0% from previous year) and \$427,880 million (-35.9% from previous year) respectively. The number of these agreements is generally regarded as a key indicator of the level of activity in the property market.

送交註冊的住宅樓宇買賣合約宗數和金額  
NO. AND CONSIDERATION OF SALE AND PURCHASE AGREEMENTS OF RESIDENTIAL UNITS DELIVERED FOR REGISTRATION



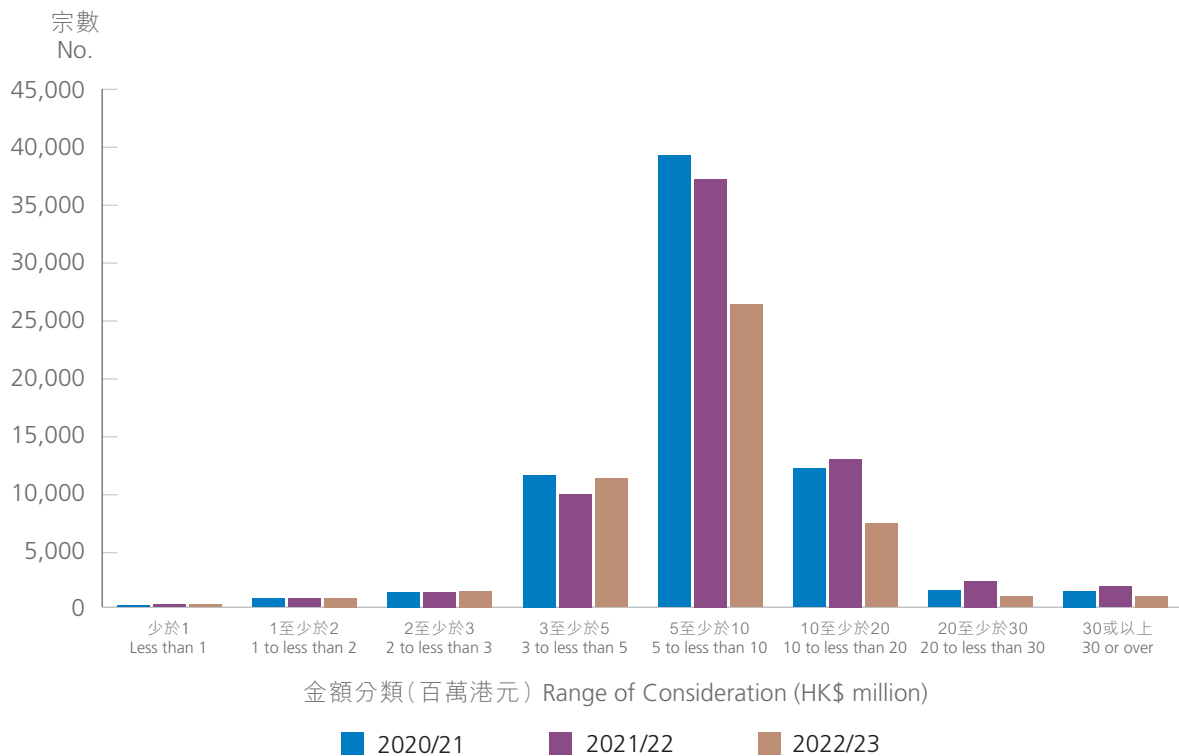
註：上述統計數字並不包括居者有其屋、私人機構參建居屋及租者置其屋等計劃下的住宅買賣，除非有關單位轉售限制期屆滿並已補償差價。

Note: The statistics do not include sales of units under the Home Ownership Scheme, the Private Sector Participation Scheme and the Tenants Purchase Scheme, etc. unless the premium of the unit concerned has been paid after the sale restriction period.

在2022/23年度，大多數住宅樓宇的交易金額是介乎500萬至1,000萬港元之間。年內交易金額超過500萬港元的住宅樓宇交易顯著減少。

The majority of the transactions in residential units in 2022/23 were within the consideration range of five to ten million Hong Kong dollars. There was a notable decrease in transactions in 2022/23 with consideration of more than five million Hong Kong dollars.

### 按金額分類的住宅樓宇買賣合約宗數 NO. OF SALE AND PURCHASE AGREEMENTS OF RESIDENTIAL UNITS BY RANGE OF CONSIDERATION



金額分類 Range of Consideration (百萬港元) (HK\$ million)		2020/21		2021/22		2022/23	
		宗數 No.	%	宗數 No.	%	宗數 No.	%
少於1	Less than 1	169	0.2	241	0.4	221	0.5
1至少於2	1 to less than 2	758	1.1	770	1.2	786	1.6
2至少於3	2 to less than 3	1,305	1.9	1,318	2.0	1,395	2.8
3至少於5	3 to less than 5	11,493	16.9	9,824	14.8	11,185	22.8
5至少於10	5 to less than 10	39,203	57.8	37,147	56.1	26,254	53.6
10至少於20	10 to less than 20	12,033	17.7	12,841	19.4	7,261	14.8
20至少於30	20 to less than 30	1,454	2.1	2,276	3.4	947	1.9
30或以上	30 or over	1,392	2.1	1,805	2.7	968	2.0
總數	Total	67,807	100.0	66,222	100.0	49,017	100.0

註：由於「四捨五入」關係，個別項目的百分率數字總和可能不等於100%。

Note: Figures in percentage for individual items may not add up to 100% due to rounding.



## 查閱土地紀錄服務

土地註冊處備存土地紀錄，目的是防止秘密及有欺詐成分的物業轉易，以及提供容易追溯和確定土地財產及不動產業權的方法。

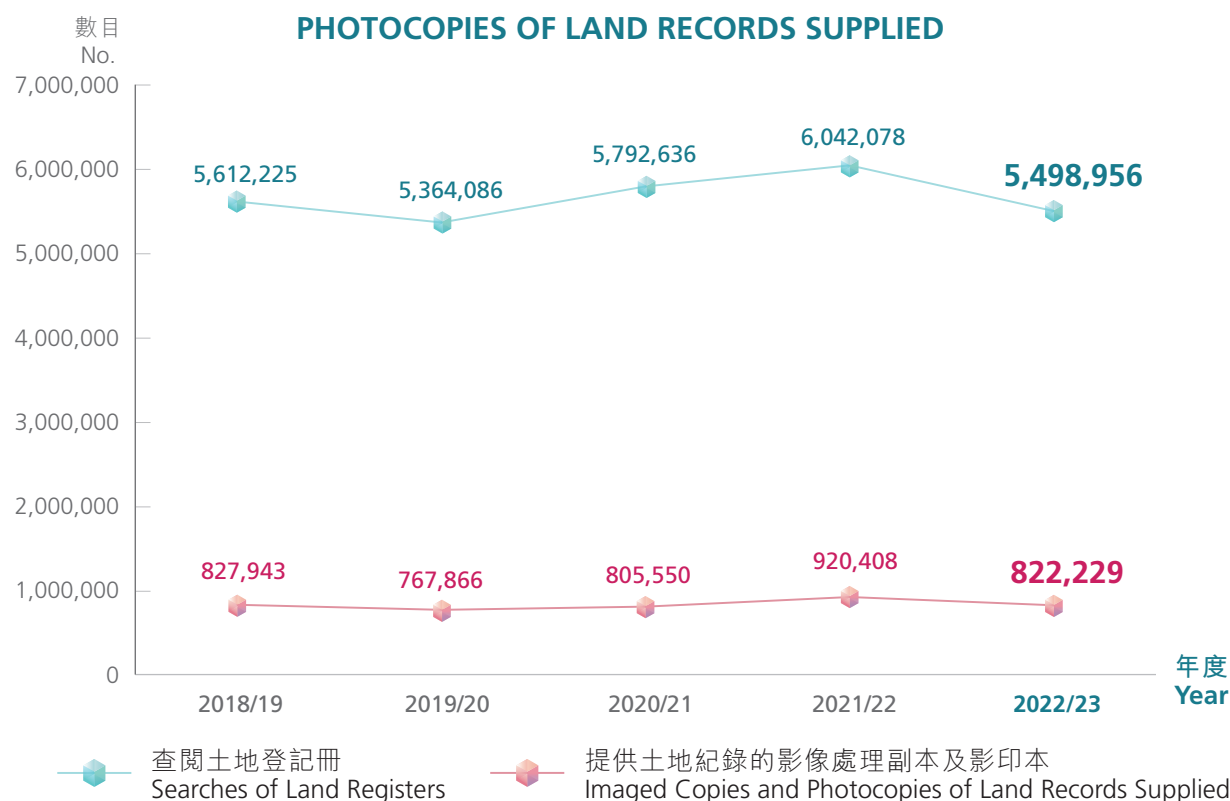
在2022/23年度，查閱土地登記冊的宗數，以及提供土地紀錄的影像處理副本和影印本的總數分別為5,498,956宗（較去年減少9.0%）及822,229份（較去年減少10.7%）。

## SEARCH SERVICES

Land records are kept by the Land Registry to prevent secret and fraudulent conveyances, and to provide means whereby the title to real and immovable property may be easily traced and ascertained.

In 2022/23, the total number of searches of land registers and supply of imaged copies and photocopies of land records were 5,498,956 (-9.0% from previous year) and 822,229 (-10.7% from previous year) respectively.

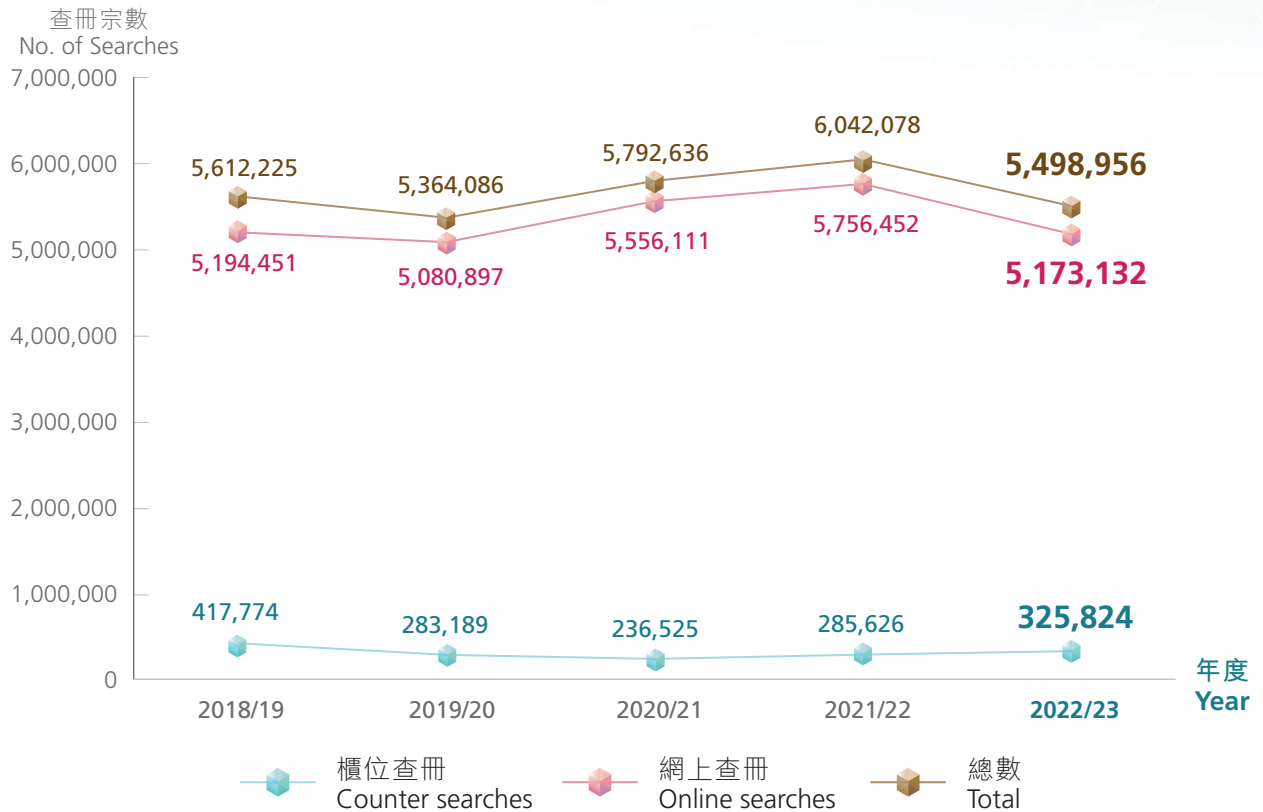
查閱土地登記冊宗數和提供土地紀錄的影像處理副本及影印本份數  
NO. OF SEARCHES OF LAND REGISTERS AND IMAGED COPIES AND PHOTOCOPIES OF LAND RECORDS SUPPLIED



本處透過「綜合註冊資訊系統」網上服務([www.iris.gov.hk](http://www.iris.gov.hk))的簡便平台，提供查閱土地紀錄的服務。年內，網上查閱土地登記冊佔總查冊量的94%。公眾人士可以非經常用戶或登記用戶身分進行查冊。在2022/23年度，登記用戶的數目共增加28個(上升1.9%)，總數達1,520個。本處位於金鐘道政府合署的客戶服務中心，以及位於大埔、元朗和荃灣的新界查冊中心亦設有櫃位查冊服務。

Search services over the internet via our Integrated Registration Information System (IRIS) Online Services at [www.iris.gov.hk](http://www.iris.gov.hk) is a user-friendly and convenient platform for search of land records. 94% of the total search volume in the year was conducted online. The public can conduct searches on either an ad hoc or a subscription basis. The number of subscribers increased by 28 (+1.9%) and reached 1,520 during 2022/23. Counter search service is available at our Customer Centre at the QGO and the New Territories Search Offices in Tai Po, Yuen Long and Tsuen Wan.

## 查閱土地登記冊宗數 NO. OF SEARCHES OF LAND REGISTERS



本處每年均會推出新版的《街道索引》及《新界地段／地址對照表》(《對照表》)，方便公眾人士查閱土地紀錄。公眾可在[本處網站](#)或透過「綜合註冊資訊系統」網上服務網站的超連結，免費瀏覽《街道索引》及《對照表》的網頁版。截至2023年3月31日，在2022年4月29日推出的《街道索引》及《對照表》網頁版錄得超過31,000瀏覽人次。

The Land Registry publishes new editions of the Street Index (SI) and the New Territories Lot/Address Cross Reference Table (CRT) annually to facilitate search of land records. Online versions of the SI and the CRT are made available for free browsing on the [Land Registry website](#) or through the hyperlink on the IRIS Online Services website. Up to 31 March 2023, over 31,000 visits to the online versions of the SI and the CRT released on 29 April 2022 were recorded.

## 業主立案法團服務

政府的一貫政策是鼓勵業主根據《建築物管理條例》(第344章)成立業主立案法團，以便他們更有效地管理大廈。根據該條例，土地註冊處負責辦理業主立案法團的註冊事宜，並就業主立案法團的紀錄提供存案和查閱服務。在2022/23年度，新註冊的業主立案法團共有119個，全港的業主立案法團總數增至11,325個。年內，業主立案法團的文件存案和查閱總數分別為21,468份及22,811份。

## OWNERS' CORPORATION SERVICES

It has always been the Government's policy to encourage owners to form Owners' Corporations (OCs) for better building management under the Building Management Ordinance (Cap. 344) (BMO). Under the BMO, the Land Registry is responsible for registration of OCs and provision of filing and search services for OC records. In 2022/23, 119 new OCs were registered. The total number of OCs in the territory reached 11,325. The total number of OC documents filed and the total number of OC documents searched were 21,468 and 22,811 respectively in 2022/23.

## 物業把關易

2019年1月推出的「物業把關易」訂購服務，幫助業主監察其物業的土地登記冊，以保障其土地權益免受欺詐風險。每當有涉及其物業的文書交付本處註冊，用戶便會收到電郵提示。為進一步提供簡易便捷的服務，我們在2022/23年度提供更多增值服務選項。用戶可提供一個附加電郵地址供其授權收件人收取電郵通知副本，以及／或提供一個香港流動電話號碼，以便當「物業把關易」通知書發送到指定的電郵地址時，同時收到提示短訊。我們並就網上申請提供更多電子付款方法。這些優化服務備受用戶歡迎。

為鼓勵更多業主訂購「物業把關易」服務，由2023年1月1日起，一次過訂購方式的費用已由580元下調至380元。我們設計了新的海報、橫幅和短片，並展開了一連串的宣傳活動，包括向持份者發出宣傳信件／電郵，以及透過地產代理監管局和鄉議局等的刊物宣傳服務。同時，我們已於各電視台和電台頻道增加播放此服務的電視宣傳短片和電台宣傳聲帶。土地註冊處處長在一個電視專題節目的訪問環節中，向業主介紹服務是有助保障其物業權益的好幫手，該節目亦已於2023年2月播出。

為保持宣傳的勢頭，我們會開展更多宣傳渠道包括社交媒體平台，以廣泛接觸市民，從而提升他們對「物業把關易」的認識。

## PROPERTY ALERT

Launched in January 2019, Property Alert is a subscription service that helps property owners safeguard their land interests against the risk of fraud through monitoring the land registers of their properties. A subscriber will receive an email alert when an instrument is delivered for registration against his/her property. To further enhance the user-friendliness of the service, we provided more value-added service options in 2022/23. Subscribers may provide an additional email address for their authorised recipient to receive a copy of email notification and/or a Hong Kong mobile number for receiving an SMS reminder when a Property Alert notification is issued to their designated email address. More e-payment channels are available for online application. These service enhancements have been well received by subscribers.

With a view to encouraging more property owners to subscribe to the service, the subscription fee for one-off subscription option has been reduced from \$580 to \$380 with effect from 1 January 2023. A series of publicity activities with newly designed posters, banners and video clips have been launched, including publicizing the service through promotional letters/emails to stakeholders as well as in the publications of Estate Agents Authority and Heung Yee Kuk, etc. Meanwhile, an increase of broadcasting frequency for Announcement in the Public Interest for this service was arranged on various television and radio channels. A TV feature programme with an interview segment of the Land Registrar introducing the service as a useful tool to help owners safeguard their property interest was also broadcast in February 2023.

To sustain the momentum of publicity, we will explore more promotion channels including the social media platforms to reach out to the community for raising the public awareness on the Property Alert.



於2023年1月推出新設計的宣传海报、横幅、单张和短片。

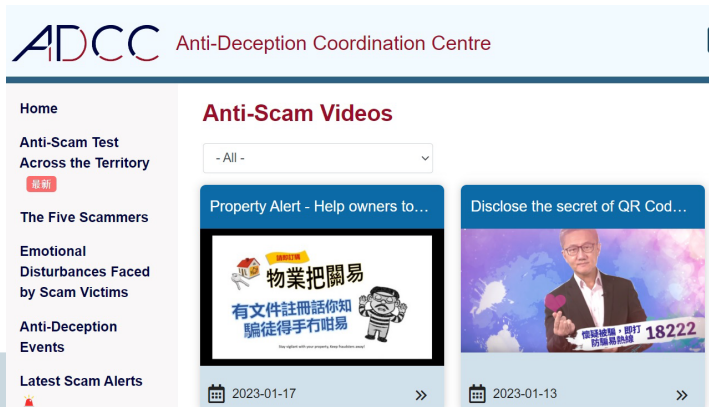
New design of poster, banner, leaflet and video clip published in January 2023.





土地註冊處處長在電視廣播有限公司的專題節目訪問環節中介紹「物業把關易」。

The Land Registrar introduced Property Alert in the interview segment of TVB's feature programme.



於香港警務處的「反詐騙協調中心」網頁和「耆樂警訊」Facebook專頁發布新的宣傳短片。

New promotional video posted on the "Anti-Deception Coordination Centre" webpage and Facebook pages of Senior Police Call of the Hong Kong Police Force.



在持份者／工商團體的通訊刊物介紹「物業把關易」。

Introduction of Property Alert was published in the newsletters from the stakeholders/trade associations.





在人流多的位置／場地展示宣傳海報和橫幅。

Posters and banners displayed at the sites/venues with high pedestrian flow.



## 為認可機構提供的電子提示服務

本處在2017年2月推出供《銀行業條例》(第155章)下的認可機構(即持牌銀行、有限制牌照銀行及接受存款公司)訂購的電子提示服務，以助他們更有效管理按揭貸款的信貸風險。認可機構在相關業主的同意下訂購這項服務後，每當已承按的物業有再按押記／按揭文件交付本處辦理註冊時，便會收到本處發出的電子提示訊息。此項服務深受認可機構歡迎。

隨著電子渠道於2021年2月全面推行後，認可機構可更安全和方便地在網上全面提交服務申請。我們會繼續檢討服務並歡迎認可機構提出建議，以進一步優化服務。

## 嶄新電子政府倡議

土地註冊處全力支持拓展新科技及開發新一代的電子政府服務。

### 「綜合註冊資訊系統」

「綜合註冊資訊系統」網上服務是土地註冊處的一站式電子服務平台，透過互聯網提供查閱土地紀錄服務。

## E-ALERT SERVICE FOR AUTHORIZED INSTITUTIONS

The Land Registry launched the e-Alert Service for Authorized Institutions (AIs) under the Banking Ordinance (Cap. 155) (i.e. licensed banks, restricted licence banks and deposit-taking companies) in February 2017 to help them better manage credit risks in mortgage lending. The AIs, with consent from the property owners concerned for subscribing to our Service, will receive electronic notifications from the Land Registry when further charge/mortgage documents in respect of the properties mortgaged to the AIs are lodged for registration with the Land Registry. The service has been well received by the AIs.

With the full implementation of the e-Channel in February 2021, AIs can enjoy a complete online application submission with greater security and convenience. We will continue to review the service and welcome suggestions from AIs for further service enhancements.

## NEW E-GOVERNMENT INITIATIVES

The Land Registry is in full support of exploring new technology and developing new generation of e-Government services.

### Integrated Registration Information System

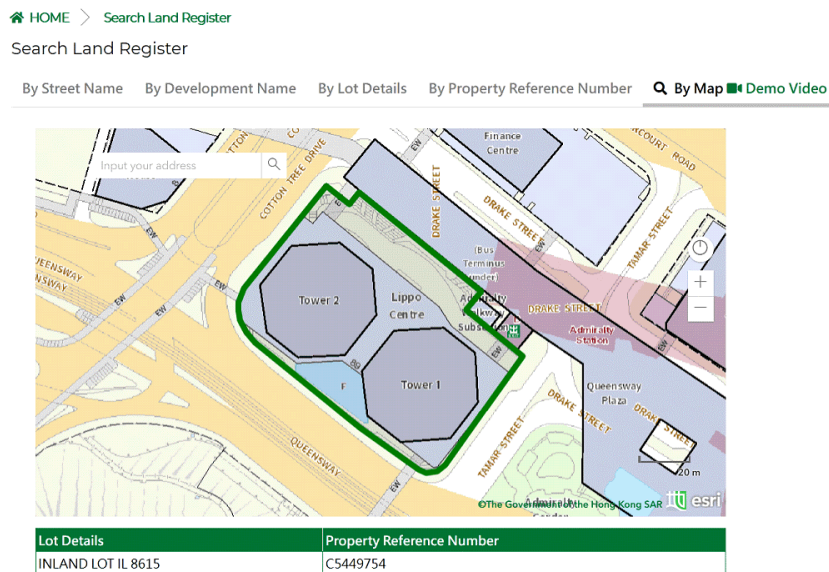
The Integrated Registration Information System (IRIS) Online Services is a one-stop electronic service platform of the Land Registry for providing search services of the land records through the Internet.

為了優化服務，本處在2022/23年度為「綜合註冊資訊系統」網上服務作出下列多項重要提升：

The Land Registry implemented the following major enhancements to the IRIS Online Services in 2022/23 for service improvements:

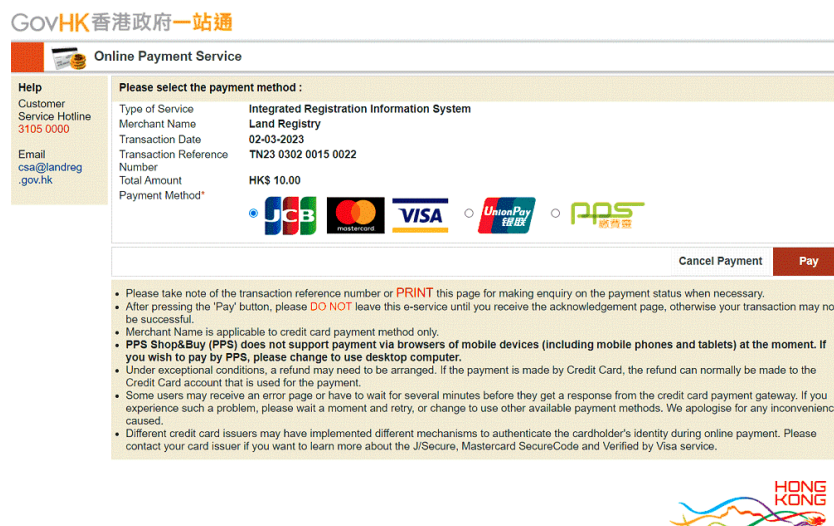
\* 在2022年12月優化「綜合註冊資訊系統」網上服務桌面版的用戶界面，並新增按地圖查閱土地登記冊的功能，以提供更佳的用戶體驗；以及

\* to improve customer experience, the user interface of the desktop version of the IRIS Online Services was enhanced in December 2022, together with a new function for searching land registers by map; and



\* 在2023年3月，VISA及萬事達卡網上付款已轉用新付款平台，以提高用戶於網上交易的安全性。

\* to enhance the security of online transactions for users, new payment platform was adopted for online payment by VISA and Mastercard in March 2023.

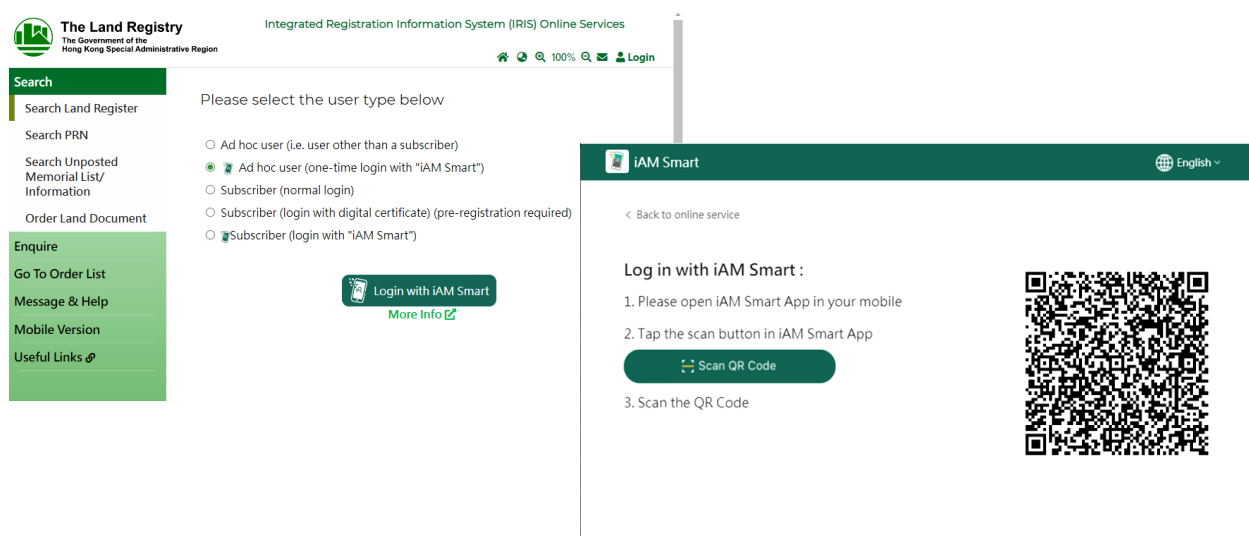


## 促進「智方便」的使用

「綜合註冊資訊系統」網上服務自2021年6月起已新增以「智方便」登入的選項，登記用戶可於其桌面電腦或流動電話經「智方便」認證及登入該網上服務。在2022年12月，非經常用戶也可經「智方便」認證和登入，在網上查閱土地紀錄。我們於2023年3月進一步為自助查冊終端機用戶引入「智方便」服務。

## Embracing iAM Smart

Since June 2021, the IRIS Online Services had adopted iAM Smart as a new login option for subscribers to authenticate and login the service via their desktop computers or mobile phones. In December 2022, the use of iAM Smart was extended to ad hoc users to authenticate and login to conduct online search of land records. In March 2023, iAM Smart was further introduced to Self-service Search Terminal users.



非經常用戶如選擇以「智方便」登入「綜合註冊資訊系統」網上服務，新功能可讓客戶無須提供查冊者姓名和付款交易／訂單編號便可查詢他們在三個曆日內進行的交易。

If an ad hoc user opted to login the IRIS Online Services with iAM Smart, a new function is provided for the customer to enquire their transactions made within three calendar days without providing the searcher name and payment transaction/order number.

政府資訊科技總監辦公室會於2024至2025年將「智方便」平台逐步優化，進一步簡化與用戶的互動並提升用戶體驗。「智方便」將定位為「一網通辦」，市民可透過「智方便」流動應用程式便捷地獲取香港的公共服務和實用資訊。土地註冊處已沿著這個政策目標定位其提供的服務，並將繼續探索更多「智方便」的用途和促進其應用。

According to the Office of the Government Chief Information Officer, the iAM Smart platform will be upgraded progressively from 2024 to 2025 to further streamline the user interactions and enhance the user experience. iAM Smart will be positioned as a "Single Portal for Online Government Services" and citizens will gain access to public services and useful information of Hong Kong conveniently through the iAM Smart mobile app. The Land Registry has already positioned its delivery of services along this policy objectives and will continue to explore more usage of iAM Smart and embrace its application.



## 開放數據計劃

鑑於行政長官的2017年施政報告及政府於2017年12月公布的「香港智慧城市藍圖」，本處由2018年起便發布年度開放數據計劃。該計劃列出於其後三年透過「資料一線通」網站發放與註冊和查冊服務統計資料相關的數據集，以供公眾人士免費使用。該等數據集可為科研及創新提供有用的原料。我們已於2022年12月在[土地註冊處網站](#)發布第五個由2023至25年度的開放數據計劃。

## 電子支付服務渠道

我們致力推廣網上服務。客戶可透過「綜合註冊資訊系統」網上服務和網上表格完成查冊、提供副本和「物業把關易」的訂購服務，並可隨時隨地以最常用的電子支付渠道繳付服務費用。

除了「八達通」、「易辦事」和信用卡外，本處於2022年6月在金鐘道政府合署的客戶服務中心、新界查冊中心和土地註冊處檔案室已增設「轉數快」付款方式。客戶現時以銀行或電子錢包營運商的流動應用程式掃描「轉數快」二維碼便可簡易地繳付服務費用。

展望未來，我們計劃為網上服務引入「轉數快」付款方式，為市民帶來更大的便利。

## The Open Data Plan

Having regard to the Chief Executive's 2017 Policy Address and the Smart City Blueprint for Hong Kong announced in December 2017, we have published our annual open data plan since 2018. The plan sets out datasets relating to statistics of registration and search services to be released via the Public Sector Information Portal for free public use in the following three years. The datasets provide useful raw materials for technology research and innovation. The fifth annual open data plan for 2023–25 was released in December 2022 on the [Land Registry's website](#).

## E-Payment Channels for Services

We are committed to promoting online services. Customers can complete their service ordering for search, copying and Property Alert through the IRIS Online Services and online forms, and pay the service fees with most popular e-payment channels anywhere around the clock.

In addition to Octopus, EPS and credit card, Faster Payment System (FPS) was introduced in June 2022 at the Customer Centre at the QGO, the New Territories Search Offices and the Land Registry Archive. Customers can now enjoy the easy payment of service fees by scanning the FPS QR code with the Mobile App of banks or e-wallet operators.

Looking ahead, we are planning to introduce FPS for online services to bring greater convenience to the public.

