

土地註冊處概覽

The Land Registry AT A GLANCE



土地註冊處營運基金是在商業原則下按自負盈虧的基準運作，須達致與政府所協定按固定資產平均淨值計算的回報率。營運基金的年報及經審計署署長認證的財務報表，每年均須提交香港特別行政區立法會省覽。

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、信念及職能

VISION, MISSION, VALUES AND FUNCTIONS

我們的理想

我們竭盡所能，凡事做到最好。

Our Vision

To be the best in all that we do.

我們的使命

- 確保為客戶提供穩妥方便的土地註冊和資訊服務。
- 開發人力資源、發展資訊科技、優化服務環境，確保為客戶提供高效及優質服務。
- 與時並進，提倡及循序落實香港土地業權註冊制度。

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.

我們的信念

- **持平守正**
以至誠的態度及操守接待客戶及工作夥伴。
- **追求卓越**
一絲不苟，力臻完美。
- **誠摯尊重**
竭誠尊重和信任客戶及工作夥伴。
- **積極學習**
與客戶、工作夥伴和海內外同業緊密聯繫、交流學習，為社會提供更佳服務。

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.

我們對香港的價值

- 香港有超過半數家庭是物業的註冊業主。
- 截至2025年3月，銀行及金融機構以註冊土地和物業作抵押的貸款約為35,280億港元。
- 2024/25年度查閱註冊資料逾500萬宗。
- 超過135個政府部門和機構使用土地註冊處的資料進行物業交易、物業管理、規劃研究以至執法等工作。
- 土地註冊資料顯示的物業交易可追溯至1844年，乃香港經濟和社會歷史的重要資料寶庫。

職能

土地註冊處的主要職能如下：

- 按照《土地註冊條例》(第128章)及《土地註冊規例》(第128A章)的規定，備存土地登記冊及相關的土地紀錄，以執行土地註冊制度；
- 為市民提供查閱土地登記冊及其他土地紀錄的設施；
- 向政府部門及機構提供物業資料；以及
- 按照《建築物管理條例》(第344章)的規定，處理業主立案法團的註冊申請及備存法團登記冊。

Our Value to Hong Kong

- Over half of all Hong Kong families are registered property owners.
- Banks and financial institutions loaned about HK\$3,528 billion as at March 2025 against the security of registered land and property.
- Over five million searches of registered information took place in 2024/25.
- Over 135 Government departments and agencies use the Land Registry's (LR's) information for purposes ranging from property transactions, property management, planning studies to law enforcement.
- Registered information traces back to 1844, providing essential resources on the economic and social history of Hong Kong.

Functions

The LR'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 Land Registration Regulations (Cap. 128A);
- 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 and maintain a register of corporations under the Building Management Ordinance (Cap. 344).



組織架構圖

(截至2025年3月31日)

ORGANISATION CHART

(as at 31 March 2025)



管理層團隊 MANAGEMENT TEAMS



土地註冊處處長及各科主管 THE LAND REGISTRAR AND BRANCH HEADS

- | | |
|---|---|
| 1 譚惠儀女士，JP (土地註冊處處長)
Ms Joyce TAM, JP (Land Registrar) | 3 李德偉先生 (副首席律師)
Mr Eric LEE (Deputy Principal Solicitor) |
| 2 梁慧嫻女士 (土地註冊處經理)
(生效日期為2025年1月28日)
Ms Alice LEUNG (Registry Manager)
(With effect from 28 January 2025) | 4 陳肖玲女士 (業務經理)
Ms Javy CHAN (Business Manager) |



契約註冊及部門服務科

DEEDS REGISTRATION AND DEPARTMENTAL SERVICES BRANCH

- | | |
|--|---|
| 1 梁慧嫻女士(土地註冊處經理)
(生效日期為2025年1月28日)
Ms Alice LEUNG (Registry Manager)
(With effect from 28 January 2025) | 6 黃嘉敏女士(副土地註冊處經理)
(生效日期為2025年1月2日)
Ms Carmen WONG (Deputy Registry Manager)
(With effect from 2 January 2025) |
| 2 陳文仲先生(副土地註冊處經理)
(生效日期為2025年1月28日)
Mr Benson CHAN (Deputy Registry Manager)
(With effect from 28 January 2025) | 7 劉少雯女士(副土地註冊處經理)
Ms Eva LAU (Deputy Registry Manager) |
| 3 馬秀文女士(副土地註冊處經理)
Ms Delphine MA (Deputy Registry Manager) | 8 王慧芳女士(副土地註冊處經理)
Ms Evian WONG (Deputy Registry Manager) |
| 4 鍾潔慧女士(部門主任秘書)
(生效日期為2024年9月26日)
Ms Cherrie CHUNG (Departmental Secretary)
(With effect from 26 September 2024) | 9 麥振威先生(高級系統經理)
Mr Andrew MAK (Senior Systems Manager) |
| 5 霍偉勤女士(高級系統經理)
Ms Emily FOK (Senior Systems Manager) | 10 關紹君先生(副土地註冊處經理)
(生效日期為2025年7月7日)
Mr Alvin KWAN (Deputy Registry Manager)
(With effect from 7 July 2025) |
| | 11 鄧慧穎女士(副土地註冊處經理)
(生效日期為2024年11月25日)
Miss Cynthia TANG (Deputy Registry Manager)
(With effect from 25 November 2024) |



法律事務科 LEGAL SERVICES BRANCH

- | | |
|---|--|
| 1 李德偉先生 (副首席律師)
Mr Eric LEE (Deputy Principal Solicitor) | 4 葉健輝先生 (高級律師)
Mr David IP (Senior Solicitor) |
| 2 黃頌詩女士 (助理首席律師)
(生效日期為2025年3月31日)
Ms Joyce WONG (Assistant Principal Solicitor)
(With effect from 31 March 2025) | 5 陸鈞韋先生 (高級律師)
Mr Wesley LUK (Senior Solicitor) |
| 3 許鷹碩先生 (高級律師)
Mr Stanley HUI (Senior Solicitor) | 6 李寶君女士 (高級律師)
Ms Shirley LEE (Senior Solicitor) |
| | 7 林佩珊女士 (高級律師)
Miss Tracy LAM (Senior Solicitor) |



財務科 FINANCIAL SERVICES BRANCH

1 陳肖玲女士 (業務經理)
Ms Javy CHAN (Business Manager)

2 何靜婷女士 (副業務經理)
Ms Candy HO (Deputy Business Manager)

3 蔡繡文女士 (副土地註冊處經理)
Ms Ella TSOI (Deputy Registry Manager)