

# 「註冊易」 e-Registry

## 公司註冊處綜合資訊系統

公司註冊處(本處)一直致力為客戶提供高效率、具成本效益和優良的服務與設施，以辦理註冊成立公司及登記和查閱公司文件。近年來，本處致力於持續發展計劃，以擴展本處所提供公共服務的性質和範圍，其中一項主要措施是分階段實施「公司註冊處綜合資訊系統」(綜合系統)，以取代原有電腦系統，改革本處的核心業務，並促進本處邁向無紙運作模式。

## 網上查冊中心

網上查冊中心 ([www.icris.cr.gov.hk](http://www.icris.cr.gov.hk)) 於二零零五年二月在綜合系統第一階段投入服務時成立，為市民提供電子化的公司查冊服務。為方便網上查閱公司資料，本處把收到的所有文件轉換成數碼影像，綜合系統會按照預先訂定的規則，把文件影像傳送給適當的組別處理，以便本處人員將資料輸入系統以核對有關資料，並以聯線方式審閱資料。超過890,000間向本處註冊的本地和非香港公司的紀錄可全年全日24小時在網上查冊中心讓公眾查閱。目前，在網上查閱公司資料的比率超過99%。客戶在使用有關服務時遇上困難可向本處的服務組求助，服務組全日24小時為客戶解答查詢。

## 公司註冊處綜合資訊系統 第二階段

為進一步提升本地營商環境，本處於二零零九年六月展開綜合系統第二階段的開發工程。綜合系統第二階段包括開發公司註冊電子入門網站，而最重要的是提供電子成立公司服務。

## Integrated Companies Registry Information System

The Companies Registry (the Registry) is fully committed to providing customers with efficient, cost-effective and high-quality services and facilities for incorporating companies and registering and inspecting company documents. In recent years, the Registry has embarked on a continuous development programme to expand the nature and scope of its services to the public. One of the major initiatives was the phased implementation of the Integrated Companies Registry Information System (ICRIS), which replaced the previous computer systems, transformed our core business activities and facilitated the Registry in moving towards a paperless operation.

## Cyber Search Centre

The Cyber Search Centre ([www.icris.cr.gov.hk](http://www.icris.cr.gov.hk)), which provides electronic company search services to the public, was established in February 2005 upon the implementation of Phase I of ICRIS. To facilitate on-line searches of company data, all documents submitted to the Registry are converted into digitised images upon receipt. Document images are routed to the processing sections in accordance with pre-defined rules to facilitate data entry, system verification and on-line scrutiny by staff. Records of over 890,000 local and registered non-Hong Kong companies filed with the Registry are available for public search on the Internet 24 hours a day year-round. Presently, over 99 per cent of company searches are conducted on-line. Customers who experience difficulties in using the service can seek assistance from our Helpdesk, which is available round-the-clock to answer customers' enquiries.

## Phase II of the Integrated Companies Registry Information System

To further enhance the local business environment, the development of Phase II of the Integrated Companies Registry Information System (ICRIS II) began in June 2009. ICRIS II covers the development of an electronic portal for company registration and, most importantly, an electronic company incorporation service.

## 「註冊易」新電子服務

### 「註冊易」

一個方便高效率的公司註冊制度，對香港作為主要國際商業和金融中心至為重要。本處於二零一一年一月推出名為「註冊易」([www.eregistry.gov.hk](http://www.eregistry.gov.hk))的新電子入門網站，標誌著香港自第一間公司在一八六五年註冊成立以來，在公司註冊方面其中一個重要里程碑。

「註冊易」是一站式網上服務平台，全日24小時提供方便易用及全面的服務，讓客戶以電子方式註冊成立公司。由二零一一年一月起，客戶可透過「註冊易」在網上免費登記成為公司用戶或個人用戶。

### 電子方式成立公司

由二零零八年一月起，辦理本地公司註冊成立所需的時間由六個工作天縮短至四個工作天，這主要是透過精簡公司註冊程序達到的。

為了進一步加快公司註冊服務，本處在二零一一年三月十八日推出新的電子成立公司服務，讓公眾可隨時透過「註冊易」在網上註冊成立公司。如屬簡單個案(即不需人手處理的個案)，辦理公司註冊所需的時間已由四個工作天大幅縮短至少於一天，而新公司成立後，公司的資料亦可立即在本處的網上查冊中心讓公眾查閱。本地公司亦可透過「註冊易」提交「更改公司名稱通知書」。

新電子服務不但利便公司在香港開業，亦使香港在公司註冊方面與英國和新加坡等地看齊。另一方面，更可提升香港作為主要國際商業和金融中心的競爭力和吸引力。

## New Electronic Services at the e-Registry

### e-Registry

We believe that a convenient and efficient company registration system is vital to Hong Kong as a leading international business and financial centre. The launch of the new electronic portal, entitled "e-Registry" ([www.eregistry.gov.hk](http://www.eregistry.gov.hk)), in January 2011, undoubtedly represented one of the most significant milestones for company registration in Hong Kong since the incorporation of the first company in 1865.

The e-Registry is a 24-hour Internet portal and a one-stop platform providing convenient, user-friendly and integrated services for electronic company registration. Since January 2011, users have been able to register on-line at the e-Registry and open Company User Accounts or Individual User Accounts free of charge.

### Electronic company incorporation

Since January 2008, the time needed to incorporate a company in Hong Kong has been reduced from six to four working days. This has been achieved principally through the streamlining of incorporation procedures.

With a view to further expediting the incorporation service, we launched a new electronic incorporation service on 18 March 2011, allowing members of the public to incorporate a company at the e-Registry on-line, at any time. For straightforward cases (i.e. cases which do not require manual intervention), the processing time for company incorporation has been significantly reduced from four working days to less than one day. Particulars of new companies are also readily available for on-line inspection at the Registry's Cyber Search Centre after incorporation. Local companies may also submit Notifications of Changes of Company Names at the e-Registry.

The new electronic incorporation service not only facilitates Hong Kong business start-ups, but also puts Hong Kong on a par with comparable jurisdictions, such as the United Kingdom and Singapore, in terms of company registration. It also enhances Hong Kong's competitiveness and attractiveness as a major international business and financial centre.

事實上，由於公司註冊程序精簡及沒有最低資本規定，在世界銀行公布的「二零一一年全球營商環境報告」內「開辦企業」這項企業營運指標中，香港的排名在183個經濟體系中由第18位躍升至第6位。

### 一站式公司註冊及商業登記服務

本處亦與稅務局攜手合作，於二零一一年三月十八日在「註冊易」推出一站式公司註冊及商業登記服務，作為本處其中一個發展計劃。一站式新服務的主要特點如下：

公眾可在網上註冊成立公司，並同時申請商業登記。

任何人申請註冊成立公司即會被視為同時申請商業登記。

備有組織章程大綱及細則範本供申請人採用。

申請一經接納，本處會以電子方式一併發出公司註冊證書及商業登記證。

辦理公司註冊及商業登記之後，公司隨即可以開業。

電子證書與印文本證書具有相同法律效力。

整個申請程序只需經過一個步驟就可在一天內完成處理。

本處會把新公司的相關資料傳轉予稅務局商業登記署，以更新商業登記冊。

設有服務組全日24小時協助申請人。

### 立法修訂

《2010年公司(修訂)條例》第2及5部和《2010年商業登記(修訂)條例》於二零一一年二月二十一日實施，以配合一站式公司註冊及商業登記服務，包括以電子紀錄形式向公司

In fact, owing to the streamlining of incorporation procedures and the absence of a minimum capital requirement, Hong Kong leapt from 18th to 6th out of 183 economies on the "Starting a Business" ranking in the World Bank's "Doing Business Report 2011".

### One-stop company incorporation and business registration

As part of the development project, and in collaboration with the Inland Revenue Department (IRD), a new one-stop service for company incorporation and business registration was also introduced by the e-Registry on 18 March 2011. The salient features of the new one-stop service are as follows:

- Members of the public can incorporate companies and apply for business registration on-line at the same time.
- Any person who submits an application for company incorporation will be deemed to have applied for business registration.
- Samples of model Memorandum and Articles of Association are provided for applicants.
- For successful applications, the Registry will issue electronic certificates of incorporation and business registration certificates in one go.
- Companies can commence business immediately upon incorporation and business registration.
- Electronic certificates have the same legal status as certificates in paper form.
- The entire process can be completed in one step and in less than one day.
- The Registry will transmit relevant information relating to new companies to the Business Registration Office of the IRD for updating the business register.
- A 24-hour helpdesk service is available to provide assistance to applicants.

### Legislative Amendments

Parts 2 and 5 of the Companies (Amendment) Ordinance 2010 and the Business Registration (Amendment) Ordinance 2010 came into operation on 21 February 2011 to facilitate the one-stop service for company incorporation and business registration, including the delivery of

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註冊處處長(處長)交付文件，以及以數碼簽署或通行密碼簽署文件。此外，處長亦獲賦權以電子紀錄形式發出公司註冊證書及商業登記證。

## 「註冊易」正式啟用

為慶祝「註冊易」服務啟用，本處於二零一一年三月十八日舉行了啟用儀式，由財經事務及庫務局局長陳家強教授，SBS，JP、財經事務及庫務局常任秘書長(財經事務)區環智女士，JP、稅務局局長朱鑫源先生，JP、公司註冊處處長鍾麗玲女士，JP，以及負責開發新電子服務系統的承辦商電訊盈科企業方案有限公司董事總經理霍耀昌先生主禮。約有120名嘉賓出席酒會，包括主要客戶、專業團體及商會的代表。客戶及其他持分者對新電子服務有十分正面及令人鼓舞的評價。

documents to the Registrar of Companies (the Registrar) in the form of electronic records and the signing of documents using digital signatures or passwords. The Registrar is also empowered to issue certificates of incorporation and business registration certificates in the form of electronic records.

## Official Launch of the e-Registry

To mark the opening of the e-Registry, a launch ceremony was held on 18 March 2011. The ceremony was officiated by Professor KC Chan, SBS, JP, Secretary for Financial Services and the Treasury, along with Miss Au King-chi, JP, Permanent Secretary for Financial Services and the Treasury (Financial Services), Mr Chu Yam-yuen, JP, Commissioner of Inland Revenue, Ms Ada Chung, JP, Registrar of Companies, and Mr George Fok, Managing Director of PCCW Solutions Limited, the Registry's system development contractor for the new electronic service. Around 120 guests, comprising representatives of major customers, professional bodies and chambers of commerce, attended the reception. Feedback from customers and other stakeholders on the new electronic service was very positive and encouraging.



公司註冊處處長向主禮嘉賓陳家強教授，SBS，JP及區環智女士，JP介紹「註冊易」  
The Registrar of Companies introduced the e-Registry to the guests of honour, Professor KC Chan, SBS, JP and Miss Au King-chi, JP

約有120名嘉賓出席啟用儀式  
Around 120 guests attended the Launch Ceremony

### 「註冊易」的推廣活動

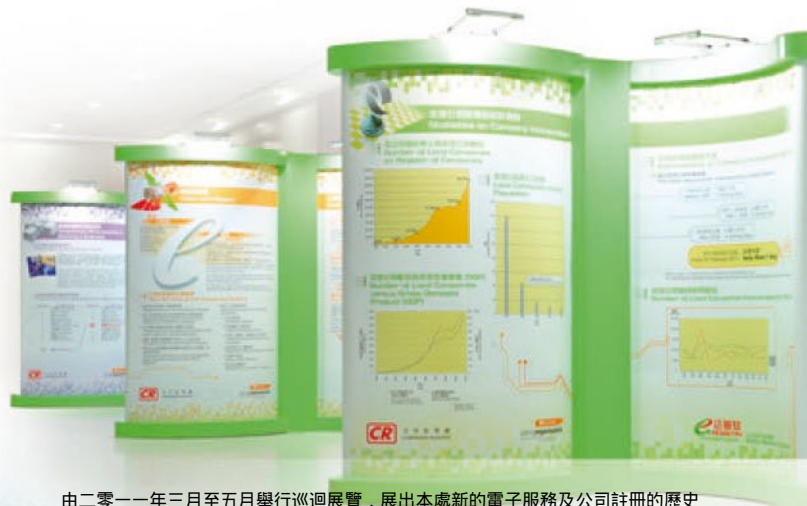
為了提高公眾對新電子服務的認識，本處舉辦以下多項推廣活動。

### Publicity for the e-Registry

To promote public awareness of the new electronic services, a wide range of publicity activities were held, including the following.



於二零一一年一月舉辦五場「註冊易」發布會  
Five briefing sessions at the e-Registry Marketing Conference were held in January 2011



由二零一一年三月至五月舉行巡迴展覽，展出本處新的電子服務及公司註冊的歷史  
Roving exhibitions of the new electronic services and the history of company incorporation were held from March to May 2011



於二零一一年三月十八日舉行新聞發布會  
A media briefing was held at the Registry on 18 March 2011

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由二零一零年十一月至二零一一年一月舉辦多場有關以電子方式成立公司的研討會  
Seminars on the electronic incorporation of companies were organised from November 2010 to January 2011



在電視台及電台的不同頻道播放宣傳短片或廣告  
Announcements or advertisements on the new services were broadcast on various channels, including television and radio

在四份本地報章刊登「註冊易」的專題文章  
Featured articles on the e-Registry were published in four local newspapers



## 未來路向

本處會繼續提升「註冊易」的電子提交文件服務，以涵蓋所有根據《公司條例》須提交的指明表格及文件。由於涉及大量的指明表格，本處計劃分批推出以電子方式提交表格及其他新服務，包括電子監察文件註冊情況及電子提示服務等，以便客戶順利過渡。首批表格，包括較常提交的表格將於二零一一年末季在「註冊易」推出。

與此同時，為配合新《公司條例》實施後本處須肩負的新角色及職能，我們現正全面評估因實施新法例下的措施而在提升系統及改變程序方面所造成的影響。本處計劃於二零一一至一二年度展開系統提升工程，以配合新通過的《公司條例》的實施。

## Way Forward

We will continue to enhance our electronic filing service at the e-Registry with a view to covering all specified forms and documents required to be filed under the Companies Ordinance. Given the number of forms involved, it is planned that electronic filing of forms and other new services, such as electronic monitoring of document registration details and electronic reminders, will be introduced in batches to facilitate a smooth transition. The first batch, which includes the more commonly filed forms, will be launched at the e-Registry in the last quarter of 2011.

At the same time, in preparation for the Registry taking up new roles and functions upon commencement of the new Companies Ordinance, we are undertaking a comprehensive assessment of the implications of the system enhancement and procedural changes arising from the initiatives contained in the new legislation. We plan to commence the system enhancement work in 2011-12 to facilitate the implementation of the new Companies Ordinance after its enactment.

