



# 業務回顧



# BUSINESS REVIEW

本處所提供的服務，主要包括為公司辦理註冊、為法定申報表辦理登記事宜，以及為公眾人士提供服務，讓他們取得法定登記冊所載的公司資料。我們會繼續在業務運作上善用先進科技和創新意念，務求為客戶提供優質服務。隨着使用智能手機和流動裝置日益普及，我們不遺餘力地拓展電子服務，將服務範圍擴展至包括流動平台。

## 公司註冊成立

本處透過「註冊易」(www.eregistry.gov.hk) 提供一站式電子公司註冊及商業登記服務，將註冊成立公司的時間縮短至少於一小時。二零一七年六月，我們成功提升了免費的「CR 交表易」流動應用程式的功能，以方便客戶使用智能手機及流動裝置註冊成立公司。超過 30% 的註冊申請，是透過「註冊易」或「CR 交表易」流動應用程式，以電子形式交付本處。

在二零一七至一八年度，新公司註冊成立的數目輕微下跌 6.2% 至 154,948 間 - 平均每日 632 間。下跌的主要原因，是在商業登記費的豁免於二零一七年四月一日屆滿前的一個年度 (特別是在二零一七年三月份)，公司註冊成立的數目高企。在新註冊成立的公司當中，約 84% 是由一名成員組成。

The Registry's services mainly comprise the registration of companies and statutory returns and the provision of services for members of the public to obtain company information held on statutory registers. We continue to apply the latest technology and innovative ideas to our operations with an aim to provide quality service to our customers. Given the increasing popularity of smartphones and mobile devices, we spare no effort in expanding our electronic services to cover the mobile platform.

## Incorporation of Companies

The Registry has been providing a one-stop electronic company incorporation and business registration service at the e-Registry (www.eregistry.gov.hk), thereby shortening incorporation time to less than one hour. In June 2017, the free "CR eFiling" mobile application was enhanced to facilitate the incorporation of companies using smartphones and mobile devices. Over 30% of the applications for incorporation were delivered electronically through the e-Registry or the "CR eFiling" mobile application.

In 2017-18, the number of new companies incorporated decreased mildly by 6.2% to 154,948 - a daily average of 632. The decrease was primarily because of a high figure of company incorporations in the previous year, particularly in March 2017 prior to the expiry of the business registration fee waiver on 1 April 2017. About 84% of the new companies incorporated were one-member companies.





## 文件登記

本處在「註冊易」提供全面的電子提交文件服務，涵蓋 84 款指明表格。客戶亦可選擇使用智能手機及流動裝置，透過「CR 交表易」流動應用程式交付較常提交的指明表格（例如周年申報表）。

在二零一七至一八年度，交付本處登記的文件數目共有 2,896,426 份 - 平均每日 11,822 份，較前一年度增加 3.2%。登記文件提供了公司在不同範疇的營運資料，包括公司組織章程細則、董事及公司秘書的委任、辭職及其有關詳情更改的通知書、註冊辦事處地址更改通知書、股份配發申報書和周年申報表等。

## 公眾查冊

現時，公眾透過全日 24 小時運作的網上查冊中心及公司查冊流動版服務進行公司查冊的比率已超過 99.5%。本處自二零一六年五月起，已開始透過流動平台提供全面公司查冊流動版服務。公眾人士現在可隨時隨地使用智能手機及流動裝置，進行所有類別的公司查冊。

在二零一七至一八年度，查閱文件影像紀錄共有 4,551,538 宗 - 平均每日 12,470 宗，較前一年度增加 9.6%。而查閱公司資料及董事索引的數目，亦分別增加至 291,939 宗及 385,354 宗，增幅分別為 8.0% 及 2.6%。

客戶可聯線閱覽或下載公司資料及已登記文件的數碼影像紀錄。透過「註冊易」註冊成立的新公司的資料，可在公司註冊成立後隨即讓公眾查閱。年內，登記聯線用戶約有 3,000 名。

## Registration of Documents

The Registry provides a full-scale electronic filing service covering 84 specified forms at the e-Registry. Customers can also choose to submit more commonly filed specified forms (e.g. annual returns) through the "CR eFiling" mobile application using smartphones and mobile devices.

In 2017-18, the Registry received a total of 2,896,426 documents for registration - a daily average of 11,822 documents, representing an increase of 3.2% over 2016-17. These documents provide information on different aspects of a company's operations and they include the articles of association, notifications of appointments, resignations and changes in the particulars of directors and company secretaries, changes of registered office addresses, returns of allotments and annual returns.

## Public Searches

Nowadays, over 99.5% of company searches were made through the Registry's Cyber Search Centre and the Company Search Mobile Service, which is provided on a round-the-clock basis. The Registry has been providing a full-scale Company Search Mobile Service on the mobile platform since May 2016. Members of the public can now conduct all types of company searches anytime and anywhere on their smartphones and mobile devices.

In 2017-18, a total of 4,551,538 searches of document image records were made - a daily average of 12,470, representing an increase of 9.6% over 2016-17. The numbers of searches of company particulars and the Directors' Index also rose by 8.0% to 291,939 and by 2.6% to 385,354 in 2017-18 respectively.

Particulars of companies and digitised image of documents registered with the Registry can be viewed or downloaded online. Particulars of new companies incorporated at the e-Registry are available for public inspection immediately upon incorporation. There were about 3,000 registered online users during the period.

## 「監察易」及「周年申報表 e 提示」服務

本處亦免費提供增值服務。本處向「註冊易」登記用戶免費提供「周年申報表 e 提示」服務，藉以提醒公司交付法定文件的責任。公司在「註冊易」登記成為用戶後，即可自動收到交付周年申報表的電子提示。此外，透過「監察易」服務，「註冊易」的所有公司用戶如有文件獲本處登記在其公司的公眾紀錄時，會即時收到由本處發出的電子通知書。

## e-Monitor and e-Reminder

The Registry also provides value-added services free-of-charge. An Annual Return e-Reminder Service is provided to registered users to remind companies of their statutory filing obligations. Once a company is registered as a user at the e-Registry, it will automatically receive electronic reminders for filing annual returns. In addition, through the e-Monitor service, all company users of the e-Registry will receive instant electronic notification when a document is registered in the public records of the company.

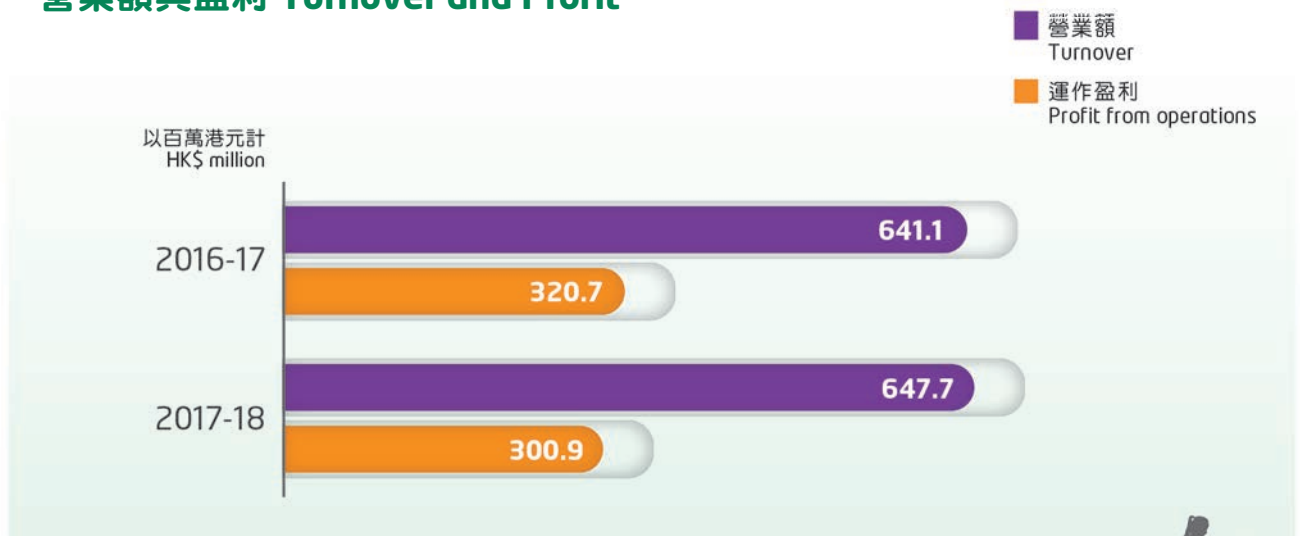
## 財務表現

在二零一七至一八年度，本處的財務表現保持平穩，營業額維持在 6 億 4,770 萬元的水平，與二零一六至一七年度（6 億 4,110 萬元）相比，增幅為 1%。而本處的開支則較二零一六至一七年度輕微上升 8.2% 至 3 億 4,680 萬元，主要原因是員工費用及運作開支有所增加。本處的運作盈利為 3 億 90 萬元，與二零一六至一七年度（3 億 2,070 萬元）相比，錄得 6.2% 跌幅。

## Financial Performance

The performance of the Registry was steady in 2017-18. Turnover was maintained at \$647.7 million, which was 1% above that of 2016-17 (2016-17: \$641.1 million). Expenditure rose mildly by 8.2% to \$346.8 million as compared to 2016-17, mainly owing to increase in staff costs and operating expenses. Profit from operations recorded a decrease of 6.2% to \$300.9 million (2016-17: \$320.7 million).

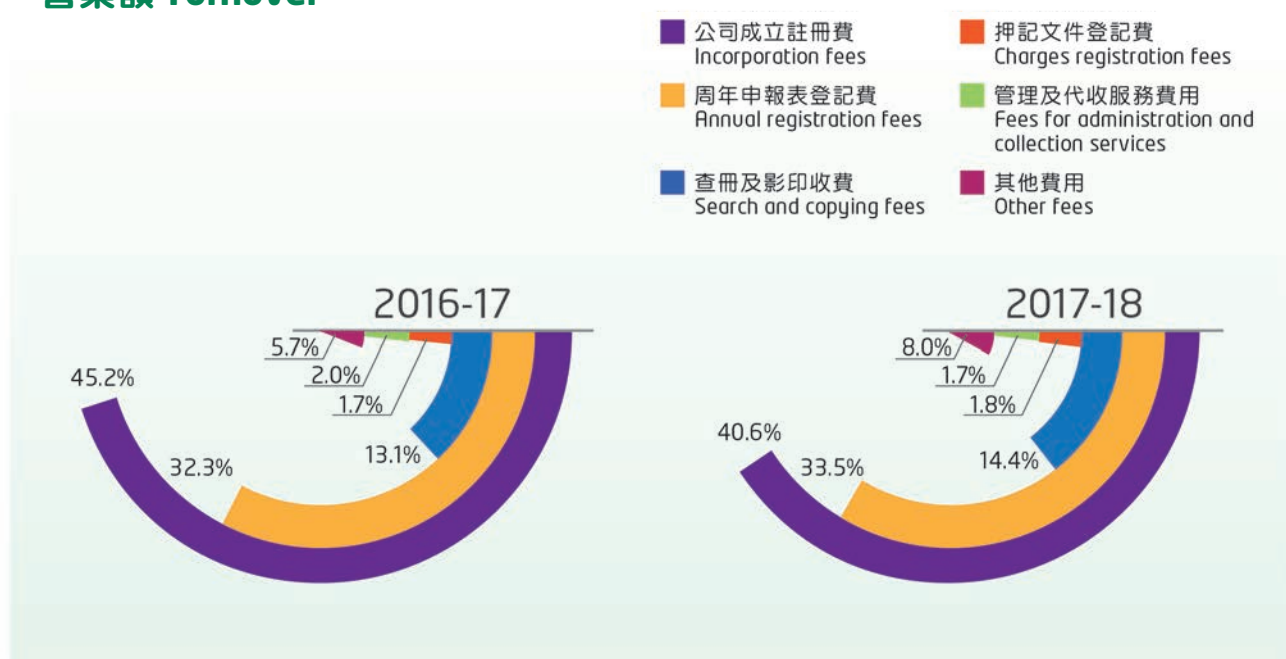
## 營業額與盈利 Turnover and Profit



本處的收入主要來自新公司註冊成立、周年申報表登記和公司資料查冊。在二零一七至一八年度，本處收取的公司成立註冊費為 2 億 6,290 萬元，與二零一六至一七年度（2 億 9,000 萬元）相比，跌幅為 9.3%，這與年內公司註冊成立的數目輕微下跌的情況相符。另一方面，隨着公司登記冊上的公司數目增加，本處在二零一七至一八年度來自周年申報表登記費及查冊費的收入相應增加，增幅分別約 4.7% 及 11.3%。

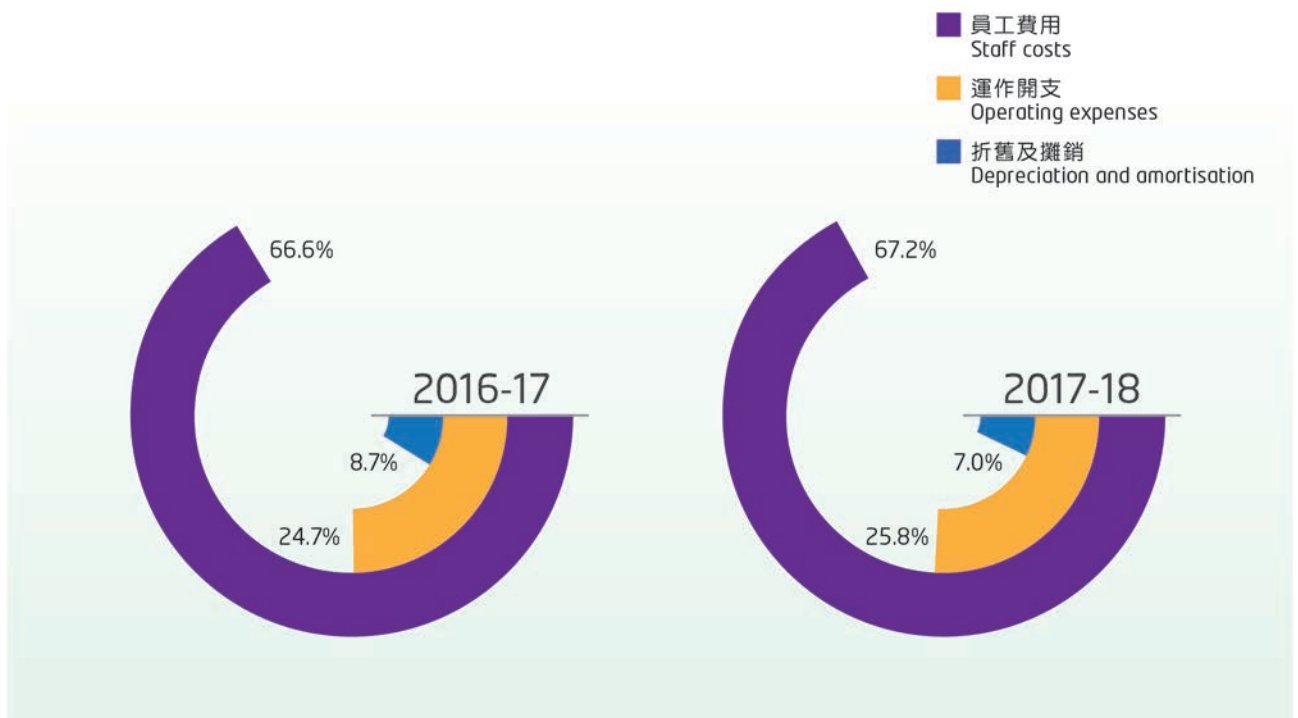
The Registry's revenue is mainly derived from the incorporation of new companies, registration of annual returns and searches for company information. In 2017-18, revenue from incorporation fees experienced a decrease of 9.3% to \$262.9 million (2016-17: \$290.0 million), which corresponds with the mild decrease in the number of companies incorporated in the year. On the other hand, owing to the increasing number of companies on the Companies Register, the Registry saw revenue growth from annual registration fees and search fees by about 4.7% and 11.3% respectively in 2017-18.

## 營業額 Turnover





## 運作成本 Operating Costs



本處多年來一直能夠達致所訂的財務目標，並維持足夠儲備以應付可持續發展的需要。穩健的財務狀況讓本處得以在未來數年全面翻新現時的「公司註冊處綜合資訊系統」及建設新的資訊科技基礎設施，藉以向公眾提供優質服務。由於本處的業績很大程度視乎公司的業務情況，而公司的業務情況又受全球和本地經濟狀況影響，因此本處在財務策劃方面會繼續採取審慎態度，並嚴格監控資源的運用。

The Registry has been able to meet its financial objectives over the past years and maintain sufficient reserve to support its on-going development needs. This healthy financial position enables us to undertake a revamp of the existing Integrated Companies Registry Information System and build a new IT infrastructure in the next few years for providing quality services to the community. As the Registry's performance is highly dependent on company activities which are in turn affected by global and local economic conditions, we will continue to stay prudent in financial planning and will apply strict control over the use of resources.