

# 公司註冊處一覽

## CR at a Glance



馬淑慧女士  
**Miss Wendy MA**

公司註冊處經理  
Registry Manager



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**Ms Marianna YU**

公司註冊處經理  
Registry Manager



徐麗貞女士  
**Ms Kitty TSUI**

公司註冊處處長  
Registrar of Companies



袁淑玲女士  
**Ms Lisa YUEN**

公司註冊處律師  
Registry Solicitor





**陳蕙玲女士**  
**Ms Ellen CHAN**  
副首席律師  
Deputy Principal Solicitor



**施蕙珊女士**  
**Miss Ada SZE**  
助理首席律師  
Assistant Principal Solicitor



**蘇信堅先生**  
**Mr Richard SO**  
業務經理  
Business Manager



**陳佩嫻女士**  
**Ms Edna CHAN**  
部門主任秘書  
Departmental Secretary





## 公司註冊處營運基金簡介

本處在一九九三年五月一日成立為獨立的政府部門。在同年八月一日，本處根據前立法局通過的決議，成為營運基金。本處根據《營運基金條例》（第430章），按照商業原則，在財政自給的基礎上運作。本處須為所運用的固定資產平均淨值取得合理回報，而其收入亦必須足以支付提供服務的一切開支。

## Brief Introduction to the Companies Registry Trading Fund

The Registry was established as an independent government department on 1 May 1993 and became a trading fund on 1 August 1993 upon the passage of a resolution by the Legislative Council. In accordance with the Trading Funds Ordinance (Cap. 430), the Registry operates on a self-financing basis under commercial principles. The Registry is required to achieve a reasonable return on the average net fixed assets employed and meet expenses incurred in the provision of services out of its income.

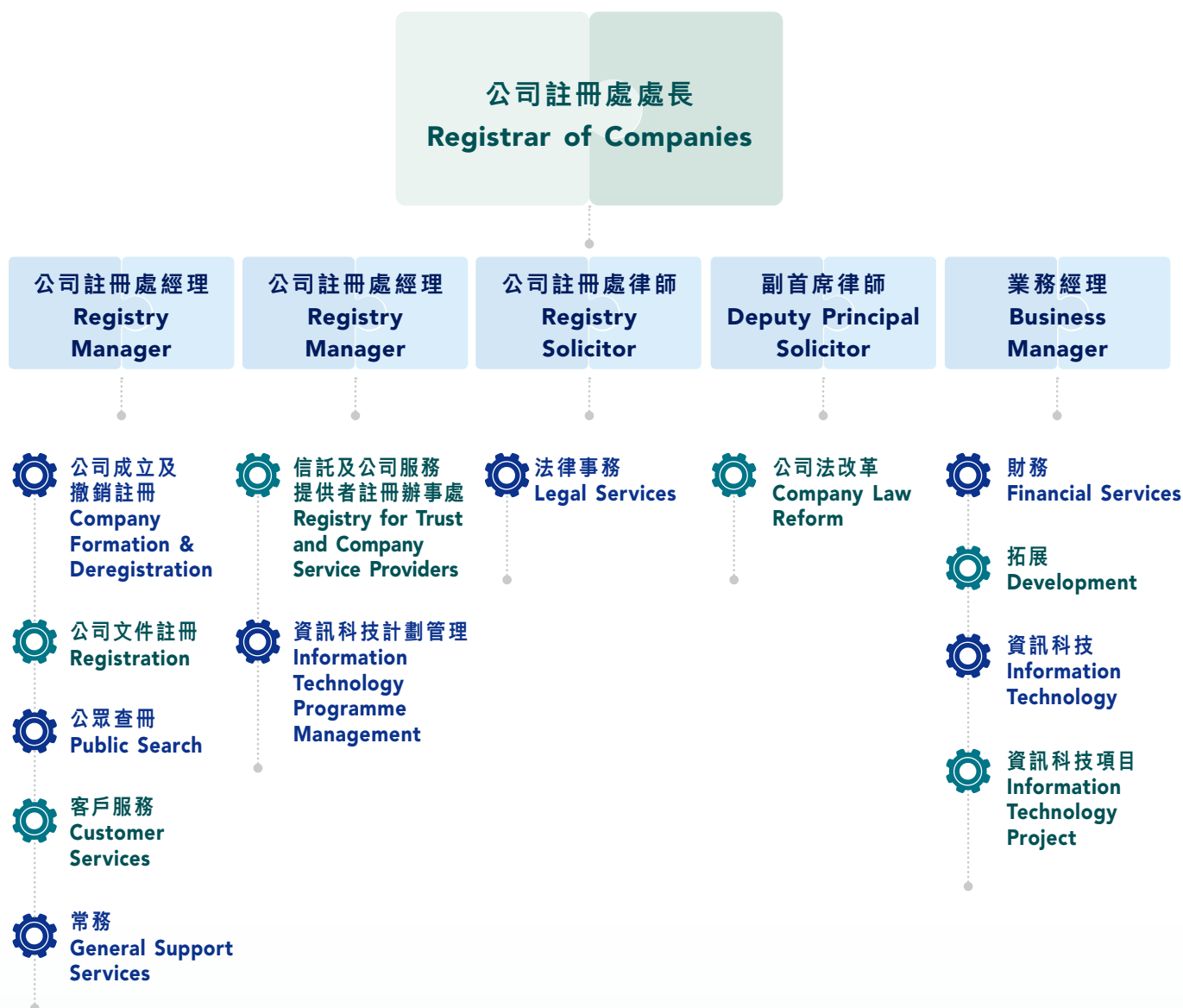


## 組織架構

截至二零二一年三月三十一日，本處共有 552 名員工，包括 374 名公務員及 178 名合約員工。

## Organisation Structure

As at 31 March 2021, the total headcount of the Registry was 552, with 374 civil servants and 178 contract staff.



## 管理委員會

管理委員會(下稱「委員會」)由公司註冊處處長(下稱「處長」)擔任主席，成員包括本處全體首長級人員，是本處企業管治綱領的核心。委員會負責訂定策略方向，制訂政策及管理本處的業務，目的是實踐本處的理想和達成本處的使命。委員會每月定期及在有需要時召開會議，以討論、檢討並監察本處的運作、工作表現和新措施實施的情況。

## 企業管治綱領

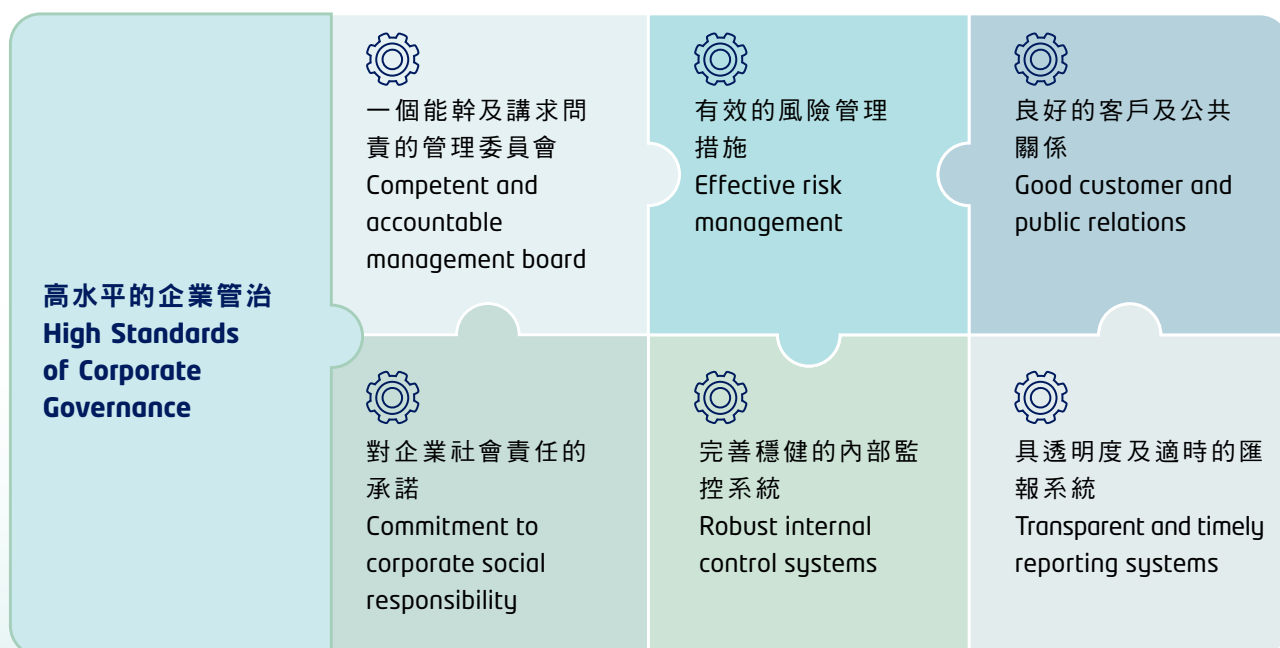
本處竭力維持高水平的企業管治。它是提高本處的運作效率及可持續性、保障相關持份者的權益，以及保持公眾對本處的企業管治能力及誠信的信心和信任的關鍵因素。公司註冊處企業管治政策聲明載列了企業管治綱領，為本處應用管治原則提供指引，本處於二零一二年五月頒布該聲明。

## Management Board

The Management Board ("the Board"), chaired by the Registrar of Companies ("the Registrar") and consisted of all directorate officers of the Registry, is the core of the Registry's corporate governance framework. The Board is responsible for setting strategic directions, formulating policies and managing the Registry's business affairs with the aim of achieving its vision and mission. The Board meets regularly on a monthly basis, and whenever necessary, to discuss, review and monitor the operation, performance and new initiatives of the Registry.

## Corporate Governance Framework

The Registry is fully devoted to maintaining a high standard of corporate governance as a key factor to enhance operational efficiency and sustainability, safeguard the interests of its stakeholders and uphold the confidence and trust of the public in the Registry's capability and integrity. The Corporate Governance Framework of the Registry, which serves as a guidance on the application of governance principles, was laid down in the Corporate Governance Statement promulgated in May 2012.



## 企業社會責任政策

本處在業務運作上致力保持崇高的操守標準，並且關心社會、關注環境及關懷員工福祉。為此，本處自二零一零年九月以來一直採用企業社會責任政策聲明。該政策聲明為本處履行企業社會責任提供了綱領。

## Corporate Social Responsibility Policy

The Registry is committed to maintaining the highest ethical standards in the conduct of its business and caring for the community, the environment as well as the well-being of its staff members. To this end, the Corporate Social Responsibility Policy Statement adopted by the Registry since September 2010 provides the framework for the Registry to fulfil its corporate social responsibilities.

