

公司註冊處概覽

OVERVIEW OF CR

管理委員會

MANAGEMENT BOARD



莫家倩女士
Miss Angelina MOK
公司註冊處經理
Registry Manager



楊茜女士
Ms Majestic YEUNG
公司註冊處律師
Registry Solicitor



黃潔怡女士
Ms Kinnie WONG
公司註冊處處長
Registrar of Companies



余淑芳女士
Ms Marianna YU
公司註冊處經理
Registry Manager



林敏萱女士
Ms Mandy LAM

助理首席律師
Assistant Principal
Solicitor



孔慶連先生
Mr Henry HUNG

副首席律師
Deputy Principal
Solicitor



陳佩嫻女士
Ms Edna CHAN

部門主任秘書
Departmental
Secretary



張少萍女士
Ms Emily CHEUNG

業務經理
Business Manager

公司註冊處營運基金簡介

本處於一九九三年五月一日成立。同年八月一日，本處根據前立法局通過的決議，開始以營運基金形式運作。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。本處的收益必須足以支付提供服務的一切開支，而所運用的固定資產平均淨值亦須取得合理回報。

A Brief Introduction to the Companies Registry Trading Fund

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

副公司註冊處經理 DEPUTY REGISTRY MANAGER

陳秀芳女士

Miss Karen CHAN

公司成立及撤銷註冊部
Company Formation & Deregistration Division

莫權聖先生

Mr Terence MOK

公司文件註冊部
Registration Division

胡偉達先生

Mr Wren WU

拓展部（特別職務）
Development Division
(Special Duties)

黎淑文女士

Ms Maggie LAI

信託及公司服務提供者註冊辦事處
Registry for Trust and Company
Service Providers



周敏女士

Miss Maggie CHOW

公眾查冊部
Public Search Division

孫穎女士

Ms Katrina SUEN

客戶服務及管理部
Customer Services and
Management Division

夏錦嫦女士

Ms Kamela HAMET

拓展部
Development Division

管理委員會

本處的管理委員會(下稱「委員會」)由處長擔任主席，成員包括本處全體首長級人員。委員會負責訂定策略方向、制訂政策和管理本處的業務，以實踐本處的理想和達成本處的使命。為確保管理妥善和遵從所有相關規例及既定程序，委員會每月召開會議，討論、檢討並監察本處的主要措施、業務運作及業績。

Management Board

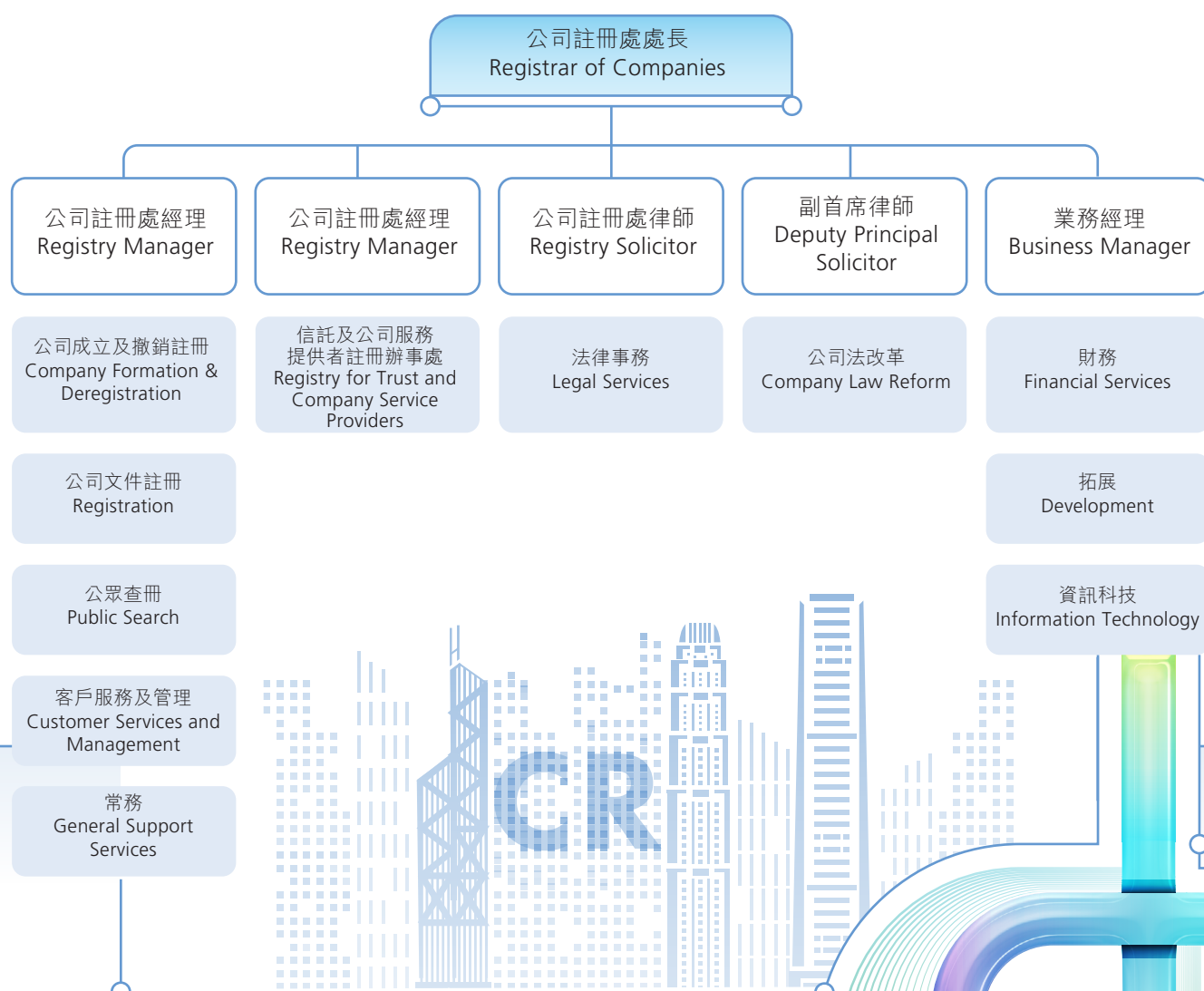
The Management Board ("the Board") of the Registry is chaired by the Registrar and composed of all directorate officers of the Registry. The Board is responsible for setting strategic directions, formulating policies and managing the Registry's business affairs to give effect to its vision and mission. To ensure proper management and compliance with all relevant regulations and established procedures, the Board meets on a monthly basis to discuss, review and monitor the Registry's major initiatives, business operations and performance.

組織架構

截至二零二五年三月三十一日，本處共有543名員工，包括382名公務員及161名合約員工。本處的組織架構如下：

Organisational Structure

The Registry had 543 employees as at 31 March 2025, comprising 382 civil servants and 161 contract staff with the following organisational structure:

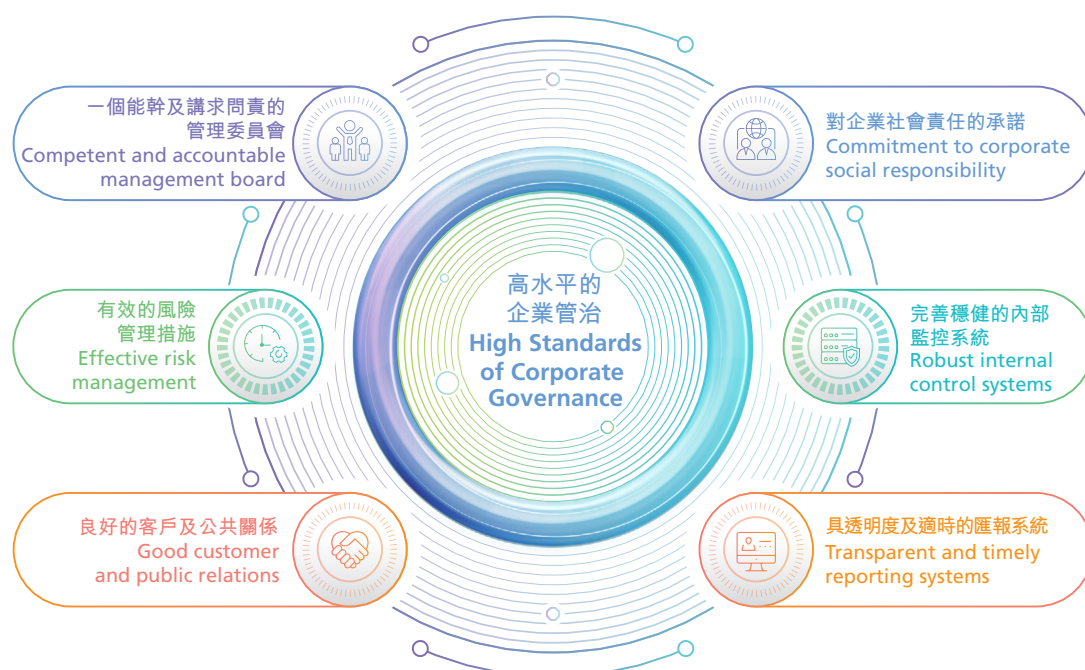


企業管治綱領

有效的企業管治，對推動本處可持續發展和保障相關持份者的權益至關重要。為此，本處於二零一二年五月頒布公司註冊處企業管治政策聲明，載列本處應遵循的重要原則，以達至最高水平的企業管治。

Corporate Governance Framework

Effective corporate governance is of paramount importance for promoting the sustainability of the Registry and safeguarding the interests of its stakeholders. To this end, the Corporate Governance Policy Statement was promulgated in May 2012, setting out the essential principles that the Registry should follow to fulfil the highest standards of corporate governance.



企業社會責任政策

本處致力於實踐企業社會責任的願景，在所有業務運作中保持崇高的操守標準，關心社會、保護環境及關懷員工福祉。自二零一零年九月以來，本處一直採用企業社會責任政策聲明作為企業社會責任管理措施的指導綱領。本處支持慈善和志願活動，並制定環保內務管理措施，以履行其社會責任。

Corporate Social Responsibility Policy

The Registry commits itself to a robust vision of corporate social responsibility by upholding the highest ethical standards in caring for the community, the environment and well-being of staff members in all its business operations. The Registry's Corporate Social Responsibility Policy Statement has served as the guiding framework for the management of its corporate social responsibilities since September 2010. The Registry fulfils its social responsibilities by supporting charity and voluntary activities, as well as formulating the Green Housekeeping Measures.

公司註冊處義工隊對本處落實企業社會責任給予有力支持，參與了一系列由不同非政府機構舉辦的活動，包括探訪長者、製備和派發餐盒、賣旗，以及到訪照顧有特殊教育需要學生的學校。

In lending firm support to the Registry's vision for corporate social responsibility, the Registry's volunteer team has participated in an array of activities organised by various non-governmental organisations. Elderly visits, food box packing and distribution, flag selling and visits to school for students with special educational needs are but a few examples.



本處全力支持政府的減碳策略，以達到碳中和。為了展現本處對環境的愛護，我們的員工持續保持高度的環保意識，我們亦鼓勵員工實行環境友善措施。

The Registry fully supports the decarbonisation strategies of the Government to achieve carbon neutrality. To demonstrate our care for the environment, we maintain a high level of environmental awareness amongst staff members and encourage them to practise environmentally friendly measures.

