

Index Page

Replies to initial written questions raised by Finance Committee Members in examining the Estimates of Expenditure 2014-15

**Director of Bureau : Director of Administration
Session No. : 10**

Reply Serial No.	Question Serial No.	Name of Member	Head	Programme
CSO001	1253	CHAN Chi-chuen	142	(2) Government Records Service
CSO021	1850	LAU Wai-hing, Emily	142	(2) Government Records Service
CSO025	3094	MA Fung-kwok	142	(2) Government Records Service
CSO029	1972	TAM Yiu-chung	142	(2) Government Records Service
CSO030	1589	TIEN Puk-sun, Michael	142	(2) Government Records Service
CSO039	6253	CHAN Ka-lok, Kenneth	142	(2) Government Records Service
CSO040	6254	CHAN Ka-lok, Kenneth	142	(2) Government Records Service
CSO041	6255	CHAN Ka-lok, Kenneth	142	(2) Government Records Service
CSO072	6240	MOK, Charles Peter	142	(2) Government Records Service
S-CSO02	S0095	HO Sau-lan, Cyd	142	(2) Government Records Service
S-CSO03	SV009	MA Fung-kwok	142	(2) Government Records Service

CONTROLLING OFFICER'S REPLY**CSO001****(Question Serial No. 1253)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 12):

According to the Programme, it is the responsibility of the Government Records Service (GRS) to identify and preserve records of archival value, valuable government publications and printed materials and provide storage and disposal services for inactive records. In this regard, please:

- (1) List out the number (and linear metres) of records, publications and printed materials transferred or pending transfer by government departments that were appraised by GRS in the past three years;
- (2) List out the number (and linear metres) of records, publications and printed materials transferred by government departments that were retained and preserved by GRS in the past three years; and
- (3) List out the number (and linear metres) of records, publications and printed materials identified by government departments that were approved for destruction by GRS in the past three years.

Asked by: Hon. CHAN Chi-chuen

Reply:

- (a) In respect of records, the number and linear metres (lm) appraised, transferred to the Government Records Service (GRS) for permanent preservation and approved for destruction in the past three years are as follows -

Year	Records appraised		Records transferred to GRS for permanent preservation		Records approved for destruction	
	No. of rec. ('000)	lm	No. of rec. ('000)	lm	No. of rec.* ('000)	lm
2011	50	19 739	28	343	-	53 176
2012	11 276	10 399	24	356	-	42 123
2013	2 502	7 106	24	370	60 945	43 745

* The quantity of records destroyed in terms of "number of records" was not available before 2013.

- (b) As for publications and printed materials, the Central Preservation Library for Government Publications (CPL), as an integral component of GRS, selects and preserves government publications and printed material with permanent value. A copy of new publication/printed material will be forwarded by bureaux and departments (B/Ds) to CPL for selection. CPL will not grant approval for destruction of B/Ds' library items but will select library items to be disposed of for preservation, where suitable.

The numbers of publications and printed materials (including B/Ds' library items to be disposed of) received for selection and that preserved by CPL in the past three years are as follows –

Year	No. received for selection #	No. preserved#
2011	4 751	4 118
2012	1 350	685
2013	3 170	1 071

We do not keep "linear metre" for selected library items.

CONTROLLING OFFICER'S REPLY**CSO021****(Question Serial No. 1850)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 20):

With regard to “speeding up work relating to appraisal of records and accessioning of archival records to facilitate disposal of time-expired records and public access to archival records”, would the Administration please inform the Committee of the following:

- (a) The estimated expenditure of the Administration in this regard in 2014-15;
- (b) The number and ranks of officials responsible for the work;
- (c) The items included in the specific work plan; and
- (d) The progress or timetable for 2014-15.

Asked by: Hon. LAU Wai-hing, Emily

Reply:

- (a) The estimated expenditure regarding the appraisal of records and accessioning of archival records in 2014-15 is about \$7.5 million.
- (b) The number and rank of officials responsible for the work of appraisal of records and accessioning of archival records in 2014-15 are set out below –

Rank	No.
Archivist	1
Senior Assistant Archivist	5
Assistant Archivist	7
Total:	13

They will be supported by clerical and other supporting staff.

- (c)&(d) Regarding the details of the work plan to speed up work relating to appraisal of records and accessioning of archival records, additional resources have been earmarked since 2012-13 for GRS to clear the backlog. We plan to clear the backlog by 2015. We will keep the work relating to appraisal of records and accessioning of archival records under review.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 3094)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 120):

Would the Administration please provide information on the following:

- a. the reasons why the estimate for the Government Records Service (GRS) in 2014-15 is 20% higher than that for 2013-14 while the indicators for its performance remain similar to those in 2013;
- b. the expenses and contents of publicity programmes to promote the services of GRS among the public in the past 3 financial years, as well as the programmes and expenditure for 2014-15;
- c. the expenditure of GRS on acquiring archival records relating to Hong Kong from different places and the relevant details in the past 3 financial years, its plans and expenditure for 2014-15, as well as the reasons if there is no such plan; and
- d. thematic programmes that the Administration will implement in 2014-15 to enhance the public awareness of Hong Kong's heritage.

Asked by: Hon. MA Fung-kwok

Reply:

- (a) The estimated provision of \$57.3 million for 2014-15 for the Government Records Service (GRS) is \$10.5 million (22.4%) higher than the revised estimate of \$46.8 million for 2013-14. This is mainly due to a net increase of seven posts, the full-year effect of filling vacancies in 2013-14, as well as anticipated increase in expenditure for general departmental expenses.

(b) & (d)

Over the past few years, GRS has been implementing public education and publicity programmes to promote the service of GRS and to enhance public appreciation and awareness of Hong Kong's documentary heritage. The expenditure and details of the publicity and educational programmes organised in the past three years (i.e. 2011-12, 2012-13 and 2013-14), and programmes to be implemented in 2014-15, are set out below -

Year	Publicity and educational programmes	Expenditure (\$ million)
2011-12	<ul style="list-style-type: none"> - Launched an Educational Resources Portal (ERP) in GRS' website in July 2011. - Co-organised two educational workshop with the Curriculum Development Institute of the Education Bureau to introduce to teachers the services and archival resources of GRS for teaching and learning in July 2011 and March 2012. - Organised 16 group visits to GRS. - Launched an exhibition entitled "Exhibition of Archival Holdings on the Kai Tak Airport" in December 2011. 	0.91
2012-13	<ul style="list-style-type: none"> - Launched an Announcement for Public Interest to promote the awareness and appreciation of Hong Kong's documentary heritage in June 2012. - Organised 26 group visits to GRS. - Conducted a series of educational workshops to help teachers and students using archival holdings kept in GRS to study the development of Hong Kong from April to December 2012. - Launched an exhibition entitled "Crossing the Harbour: An Exhibition of Archival Holdings on the Development of Cross-harbour Transport" in December 2012. 	1.44
2013-14 (up to February 2014)	<ul style="list-style-type: none"> - Organised 20 group visits to GRS. - Conducted a series of educational workshops to help teachers and students using archival holdings kept in GRS to study the development of Hong Kong from April to December 2013. - Launched an exhibition entitled "Memories we share: Highlights of archival records on government publicity materials" in December 2013. - Organised thematic film shows. 	1.30

Year	Publicity and educational programmes	Expenditure (\$ million)
2014-15	GRS plans to - <ul style="list-style-type: none"> - organise 25 group visits to GRS; - conduct a series of educational workshops to help teachers and students using archival holdings kept in GRS to study the development of Hong Kong; - organise a series of thematic film shows; - launch a thematic exhibition together with on-line Reference Resources Pages; - participate in a cultural and historical project with another institution; and - enrich the content of the ERP. 	1.68 (estimated)

(c) We have identified records relating to Hong Kong from the National Archives of UK in 2013-14 and plan to procure a copy of selected records in 2014-15. The estimated cost is about \$0.29 million.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1972)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 506 (if applicable)

Question (Member Question No. 3):

The Government Records Service's provision for 2014-15 is \$10.5 million higher than that of 2013-14. What are the specific reasons for and the details of the additional provision?

Asked by: Hon. TAM Yiu-chung

Reply:

The estimated provision of \$57.3 million for 2014-15 for the Government Records Service is \$10.5 million higher than the revised estimate of \$46.8 million for 2013-14. This is mainly due to a net increase of seven posts, the full-year effect of filling vacancies in 2013-14, as well as anticipated increase in expenditure for general departmental expenses.

CONTROLLING OFFICER'S REPLY**CSO030****(Question Serial No. 1589)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 503 (if applicable)

Question (Member Question No. 26):

Regarding the provision of "storage and disposal services for inactive records", please advise on the respective numbers of records stored and disposed of by the government in each of the past five years.

Asked by: Hon. TIEN Puk-sun, Michael

Reply:

The quantity of inactive records stored in the records centres of the Government Records Service (GRS) and that of inactive records destroyed in the Government in the past five years are tabulated as follows -

Year	Quantity of inactive records stored in records centres* (linear metre)	Quantity of inactive records destroyed# (linear metre)
2009	117 631	50 313
2010	115 704	37 780
2011	117 676	53 176
2012	118 172	42 123
2013	117 180	43 745

* The above quantity of inactive records stored in GRS' records centres is calculated using the average of the monthly figures in the year.

The quantity of records destroyed include inactive records stored in GRS' records centres or kept by bureaux/departments.

CONTROLLING OFFICER'S REPLY**CSO039****(Question Serial No. 6253)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 237):

With regard to the handling of records of policy bureaux and departments by the Government Records Service (GRS) in 2013-2014, would the Government advise this Committee of the following:

- Please provide a breakdown by policy bureaux and departments on the number of government records handled, preserved and approved for destruction by GRS in 2013-14.
- Please provide GRS's backlog of records in each of the past 3 years. In 2014-15, will GRS introduce new initiatives to speed up the progress of clearing the backlog of records? If yes, what will be the specific plan, timetable and estimated expenditure of such initiatives?
- Based on its existing resources and manpower, how long would it take for GRS to clear the backlog of records?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

- The quantities of records appraised, transferred to the Government Records Service (GRS) for permanent preservation and approved for destruction by GRS in 2013 are tabulated below –

Bureau / Department	Number of records		
	Appraised	Transferred to GRS for permanent preservation	Approved for destruction
Agriculture, Fisheries & Conservation Department	493	6	4 489
Architectural Services Department	2 782	0	3 895
Audit Commission	0	108	65
Auxiliary Medical Service	0	0	49
Buildings Department	2	0	15 521
Census and Statistics Department	147	12	289 996
Chief Executive's Office (including Executive Council Secretariat)	0	44	0

Bureau / Department	Number of records		
	Appraised	Transferred to GRS for permanent preservation	Approved for destruction
Chief Secretary for Administration's Office (including Efficiency Unit)	698	13	37 414
Civil Aid Service	4	0	4
Civil Aviation Department	12	0	14 505
Civil Engineering and Development Department	8 782	12	19 590
Civil Service Bureau	1 247	320	4 793
Commerce and Economic Development Bureau (including ITC and OGCIO)	93	103	7 051
Companies Registry	16	0	12 559
Correctional Services Department	35	5	14 397
Customs and Excise Department	7	0	2 796 595
Department of Health	1 519	998	1 321 519
Department of Justice	15 508	28	20 591
Development Bureau	0	0	1
Drainage Services Department	97	135	1 232
Education Bureau	588	3	21 949
Electrical and Mechanical Services Department	7	0	54 939
Environmental Protection Department	1 911	0	5 005 172
Financial Secretary's Office (including Economic Analysis and Business Facilitation Unit)	109	0	122
Financial Services and the Treasury Bureau	789	45	3 295
Fire Services Department	1 888	10	212 510
Food and Environmental Hygiene Department	16 062	178	268 573
Food and Health Bureau	33	0	268
Government Flying Service	17	17	175
Government Logistics Department	5 568	0	94 596
Highways Department	6 094	168	13 273
Home Affairs Bureau	277	40	46 820
Home Affairs Department	3 818	57	10 755
Hong Kong Police Force	9 829	1 741	1 055 565
Immigration Department	172	169	35 858 682
Independent Commission Against Corruption	8	3	5
Information Services Department	1 680	1 826	294
Inland Revenue Department	2 357 402	0	5 033 323

Bureau / Department	Number of records		
	Appraised	Transferred to GRS for permanent preservation	Approved for destruction
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	0	0	183
Judiciary	409	12 851	2 685
Labour and Welfare Bureau	2 450	70	2 693
Labour Department	312	1	362 389
Land Registry	0	0	11 551
Lands Department	9	1	793 846
Legal Aid Department	14 892	0	69 696
Leisure and Cultural Services Department	1 350	6	298 022
Marine Department	15 110	19	176 251
Office of the Communications Authority	19	0	15 218
Official Receiver's Office	8 751	0	8 799
Planning Department	1 161	385	1 004
Post Office	61	0	61 578
Radio Television Hong Kong	0	97	741
Rating and Valuation Department	80	0	7 813
Registration and Electoral Office	995	7	17 190
Secretariat, Commissioner on Interception of Communications and Surveillance	0	0	12
Security Bureau	0	0	1 701
Social Welfare Department	2 318	4 646	574 558
Student Financial Assistance Agency	314	0	803 032
Trade and Industry Department	129	0	4 284 580
Transport and Housing Bureau (Housing)/Housing Department	9 644	2	277 915
Transport and Housing Bureau (Transport Branch)	106	0	209
Transport Department	60	0	561 038
Treasury	0	0	349 855
University Grants Committee Secretariat	27	1	26
Water Supplies Department	5 653	0	18 298
Grand Total:	2 501 544	24 127	60 945 465

(b)&(c) The backlog for records appraisal for the past three years (i.e. 2011, 2012 and 2013) is tabulated below -

Year	No. of records
2011	115 787
2012	143 595
2013	120 857

Additional resources have been earmarked since 2012-13 for GRS to clear the backlog of records appraisal. We plan to clear the backlog by 2015. We will keep the work relating to appraisal of records under review.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6254)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 238):

As regards staffing arrangements in the Government Records Service (GRS), please inform this Committee of:

- a) whether the 2013-14 recruitment exercise has been completed. If no, when will it be completed?
- b) whether all of the vacancies in GRS have been filled. If no, what are the posts, ranks and number of the vacant posts to be filled?
- c) the types of training to be provided to the staff to enhance their record management effectiveness and efficiency in 2014-15. Please provide details of the work plans, timetables and estimated expenditures of the training programmes involved.

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

- (a) The recruitment procedures to fill Archivist grade vacancies in 2013-14 were completed.
- (b) As at 1 March 2014, posts of one Clerical Officer and four Workman II under the establishment of GRS have yet to be filled.
- (c) In 2014-15, GRS plans to make arrangement for its staff to receive training on records management, and preservation and management of archival holdings organised by professional institutions (including universities) with a view to enriching their professional knowledge and expertise, and enhancing their records management effectiveness and efficiency. The planned training programmes include attending relevant courses (overseas and local) throughout the year in accordance with course schedules, attachment to overseas institution and participating in international conference/seminars. The estimated expenditure for the training programmes in 2014-15 is about \$0.52 million.

CONTROLLING OFFICER'S REPLY**CSO041****(Question Serial No. 6255)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from:

Question (Member Question No. 239):

In 2013-14, how many cases of non-compliance of bureaux and departments (B/Ds) with records management regulations and guidelines were identified through the inspections conducted by the Government Records Service (GRS)? How many cases of breaches were known to GRS with government employees identified? Please provide a breakdown of the numbers by B/Ds. Will additional resources be allocated to step up the inspection work in 2014-15? If so, what are the staffing arrangements, work plans and estimated expenditure? If no, what are the reasons?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

In 2013-14 (up to mid-March 2014), the Government Records Service (GRS) has received 37 reports of bureaux/departments (B/Ds)' non-compliance with mandatory records management requirements as stipulated in General Circular No. 2/2009 issued in April 2009. All these cases involved loss or unauthorised destruction of government records. A breakdown of these reports, together with the information of cases involving non-compliance of government employees, is tabulated as follows -

Cases of loss or unauthorised destruction of records		
Bureau/Department	No of cases reported	Cases of non-compliance with responsible government employees identified
Hong Kong Police Force	25	13 (6)*
Fire Services Department	3	2 (1)*
Home Affairs Department	2	0 (1)*
Customs and Excise Department	1	0
Highways Department	1	0
Housing Department	1	0
Information Services Department	1	0
Labour Department	1	1
Lands Department	1	0 (1)*
Legal Aid Department	1	0
Total	37	16

*Figures in bracket denote cases which investigations have yet to be completed.

2. Since 2012-13, additional resources have been allocated to GRS to enhance its services and improve its monitoring mechanism over B/Ds' records management practices. GRS has been striving to further improve the records management in the Government as well as its service and support to other B/Ds. In 2014-15, GRS will continue its efforts based on its existing manpower and will keep its operation and resources under regular review.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6240)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 65):

Regarding the electronic records keeping system (ERKS), would the Administration advise of the following:

- (1) In the past 3 years, what was the percentage of bureaux and departments adopting an ERKS and formulating relevant standards, guidelines and procedures?
- (2) In the past 3 years, what were the manpower and expenditures used by bureaux and departments for developing and maintaining an ERKS?
- (3) For bureaux and departments not yet adopted an ERKS, when will they complete system development and launch the system?
- (4) In 2014-15, will there be any plan of allocating additional resources to strengthen training for records management staff in bureaux and departments? What are the details, manpower required and estimated expenditure for such work?

Asked by: Hon. MOK Charles Peter

Reply:

- (1) Up to March 2014, four government bureaux/departments (B/Ds) and offices have developed and used an electronic recordkeeping system (ERKS) to manage records. As part and parcel of the system development and implementation, practices and procedures have been developed to guide users to use the ERKS properly. Two other departments have commenced the system development of their ERKS in 2013.
- (2) We do not have readily available information on the total expenditure and manpower related to system development and maintenance of ERKS in other B/Ds. In terms of the development and maintenance of the ERKS for the Government Records Service (GRS), the total estimated expenditure spent in the past three years is about \$4.33 million. In addition, GRS has deployed existing manpower to develop its ERKS with IT support from the Office of the Government Chief Information Officer (OGCIO).
- (3) In line with the Government's electronic information management (EIM) strategy promulgated by OGCIO in May 2011, B/Ds are required to take forward electronic records management (ERM) as an integral part of EIM and adopt an ERKS as a mandatory component to drive ERM in the Government. B/Ds should first develop their organisational EIM strategies (which include the implementation plan of an ERKS) and undertake preparatory work, including enhancement of records classification schemes and establishment of records retention and disposal schedules prior to implementing an ERKS. So far, ten B/Ds and offices have developed their organisational EIM strategies. The Government plans to

review the progress of EIM implementation in 2014, including the pace of service-wide implementation of an ERKS, and determine an appropriate timeline for B/Ds to develop or adopt an ERKS.

- (4) GRS assists B/Ds to implement good records management practices and relevant procedures and guidelines through provision of training, among other things. To help B/Ds develop and implement an ERKS, training, briefings and workshops have been arranged for records managers and other government officers. In this connection, additional resources were allocated to GRS in 2012-13 for it to strengthen ERM training for records managers and other government officers. We will keep the operation and resources of GRS under regular review.

**CONTROLLING OFFICER'S REPLY TO
SUPPLEMENTARY QUESTION**

S-CSO02

(Question Serial No. S0095)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from:

Question (Member Question No.):

Regarding Reply Serial No. CSO025 and the Director of Administration's oral reply given on 2 April at the Special Finance Committee meeting, the Government Records Service plans to spend approximately \$0.29 million in procuring records relating to the Sino-British negotiations and the arrangements for the transfer of sovereignty from the National Archives of the United Kingdom in 2014-15. Would the Administration please inform this Committee of the following:

1. The names of these records and the dates of opening and closing their files;
2. Whether these records will be made available for public inspection;
3. Are these records all of the records available on the Sino-British negotiations and the arrangements for the transfer of sovereignty?

Asked by: Hon HO Sau-lan, Cyd

Reply:

1. GRS plans to procure copies of 227 archival records relating to Hong Kong from the National Archives of the United Kingdom (TNA) in 2014-2015. They are selected from nine records series of TNA. Apart from records relating to the future of Hong Kong (such as Sino-British negotiations and transfer of sovereignty), these records also cover other subjects like immigration control policy, New Territories development, political intelligence, defence of Hong Kong, political relations between Hong Kong and China, constitutional development, Kowloon Walled City, Vietnamese refugees, British nationality law, immigration from China to Hong Kong, naturalization in Hong Kong etc. Details of these records are as follows:

	Records series	Covering period of the records to be procured
i	Prime Minister Office, Correspondence and paper, 1974-1979	1977-1979
ii	Prime Minister Office, Correspondence and paper, 1979-1997	1979-1983
iii	Colonial Office and predecessors: Confidential General and Confidential Original Correspondence	1946-1951
iv	Colonial Office and Commonwealth Office: Defence Department and successors: Original Correspondence	1952-1959

	Records series	Covering period of the records to be procured
v	Colonial Office and Commonwealth Office: Far Eastern Department and successors: Registered Files	1954-1965
vi	Foreign Office and Foreign and Commonwealth Office: Far Eastern Department: Registered Files	1971-1980
vii	Commonwealth Office and Foreign and Commonwealth Office: Hong Kong Departments: Registered Files, Hong Kong, British Honduras, British Indian Ocean Territories and the Seychelles (HW and HK series)	1967-1980
viii	Foreign and Commonwealth Office and predecessors: Nationality and Treaty Departments: Registered Files	1976-1977
ix	Cabinet Office: Defence and Oversea Policy Committees and Sub-Committees: Minutes and Papers	1963-1984

2. These records will be made available for public inspection.
3. No. As some TNA records relating to the future of Hong Kong and related subjects are available for online access on the website of the Margaret Thatcher Foundation (the Foundation), instead of procuring these records, we have established a hyperlink to the Foundation's website to facilitate public access. We will also closely liaise with TNA and the Foundation on the new release of this subject in future.

CONTROLLING OFFICER'S REPLY**S-CSO03****(Question Serial No. SV009)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 (if applicable)

Question:

Pursuant to the reply CSO025, the Administration is requested to provide details of the selected records it plans to procure copies of, from the National Archives of the United Kingdom in 2014-2015.

Asked by: Hon. MA Fung-kwok

Reply:

GRS plans to procure copies of 227 archival records relating to Hong Kong from the National Archives of the United Kingdom (TNA) in 2014-15. They are selected from nine records series of TNA, with details as follows:

	Records series	Covering period of the records to be procured
i	Prime Minister Office, Correspondence and paper, 1974-1979	1977-1979
ii	Prime Minister Office, Correspondence and paper, 1979-1997	1979-1983
iii	Colonial Office and predecessors: Confidential General and Confidential Original Correspondence	1946-1951
iv	Colonial Office and Commonwealth Office: Defence Department and successors: Original Correspondence	1952-1959
v	Colonial Office and Commonwealth Office: Far Eastern Department and successors: Registered Files	1954-1965
vi	Foreign Office and Foreign and Commonwealth Office: Far Eastern Department: Registered Files	1971-1980
vii	Commonwealth Office and Foreign and Commonwealth Office: Hong Kong Departments: Registered Files, Hong Kong, British Honduras, British Indian Ocean Territories and the Seychelles (HW and HK series)	1967-1980
viii	Foreign and Commonwealth Office and predecessors: Nationality and Treaty Departments: Registered Files	1976-1977
ix	Cabinet Office: Defence and Oversea Policy Committees and Sub-Committees: Minutes and Papers	1963-1984

The subjects of these records are related to the future of Hong Kong, immigration control policy, New Territories development, political intelligence, defence of Hong Kong, political relations between Hong Kong and China, constitutional development, Kowloon Walled City, Vietnamese refugees, British nationality law, immigration from China to Hong Kong, naturalization in Hong Kong etc.