

Examination of Estimates of Expenditure 2004-05

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

Reply Serial No.

HPLB(PL)018

Question Serial No.

0847

Head: 138 Government Secretariat: Subhead (No. & title):  
Housing, Planning and Lands Bureau  
(Planning and Lands Branch)

Programme: (2) Buildings, Lands and Planning

Controlling Officer: Permanent Secretary for Housing, Planning and Lands  
(Planning and Lands)

Director of Bureau: Secretary for Housing, Planning and Lands

Question : Please provide a breakdown of the provision for entertainment expenses to be incurred by the Secretary for Housing Planning and Lands and the Permanent Secretary for Housing, Planning and Lands, such as hosting and attending receptions, in the revised estimate for 2003-04 and the estimate for 2004-05. Has the Government set an upper limit for such expenses? Are there any objective criteria for approving such expenses?

Asked by : Hon. SIN Chung-kai

Reply : The revised estimate for 2003-04 for official entertainment for the Housing, Planning and Lands Bureau is \$120,000. There is no specific allocation for the Secretary for Housing, Planning and Lands and the Permanent Secretary for Housing, Planning and Lands (Planning and Lands). More important occasions are hosted by the Secretary for Housing, Planning and Lands.

For 2004-05, a provision of \$200,000 has been reserved for the above purpose.

The prevailing general guideline is that bureaux/departments should aim to spend not more than \$250 per person for lunch and not more than \$400 per person for dinner, inclusive of tips.

Signature \_\_\_\_\_

Name in block letters \_\_\_\_\_ Mrs Carrie LAM

Post Title \_\_\_\_\_ Permanent Secretary for Housing,  
Planning and Lands (Planning and Lands)

Date \_\_\_\_\_ 26 March 2004