

地產代理監管局乃於1997年11月按《地產代理條例》成立的法定機構。其法定職能主要包括規管地產代理的執業；促使行業行事持正，提高從業員的專業水平和地位；以及籌劃培訓，以確保從業員工作稱職及符合操守標準。

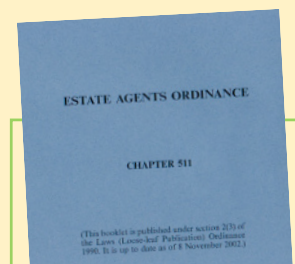
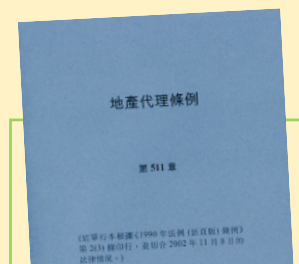
監管局的成員均由香港特別行政區行政長官委任，設有正、副主席各一名及普通成員十八名。成員來自社會上不同的界別，包括地產代理行業及其他專業。為求與時並進，監管局根據過去數年所累積的經驗，在2004年1月將轄下的常設委員會改組。現時的委員會有策劃及發展委員會、牌照及執業委員會、紀律委員會、培訓委員會和行政及財務委員會。

監管局的行政架構由行政總裁領導、負責執行《地產代理條例》及推行監管局釐訂的政策。

The Estate Agents Authority is a statutory body established in 1997 under the Estate Agents Ordinance. Its principal functions, as defined by law, are to regulate the practice of estate agency in Hong Kong, to promote integrity and competence within the industry, and to facilitate training for practitioners to ensure competency and standard of conduct.

The membership of the Authority is appointed by the Chief Executive of the Hong Kong Special Administrative Region and consists of a Chairman, a Vice-Chairman, and 18 Members from various sectors in the community, including estate agency and others professions. On the basis of experience gained over the years and in response to changing needs of the time, the Authority reconstituted its Standing Committees in January 2004. There are five standing committees under the Authority, namely, the Planning and Development Committee, the Licensing and Practice Committee, the Disciplinary Committee, the Training Committee and the Administration and Finance Committee.

The Administration of the Authority is headed by the Chief Executive Officer, who is responsible for the enforcement of the Estate Agents Ordinance and the implementation of the policies formulated by the Authority.



監管局常設委員會之職權範圍 Jurisdictions of the EAA Standing Committees

牌照及執業委員會

- 制定地產代理 / 營業員的發牌規定。
- 研究及建議豁免發牌規定的準則。
- 審閱提交本會考慮的牌照申請，若認為適當，可予以批准或拒絕。
- 研究及釐定牌照費用及地產代理監管局的服務收費。
- 研究及設計申請表格、牌照表格、牌照登記冊、通知表格及其他有關文件。
- 制定規管地產代理行業的操守及營業的專業守則。
- 訂立條例所載有關地產代理的營業及運作的規例。
- 定期檢討地產代理行業的營業及制定有關地產代理工作的執業指引。
- 監察專業守則，執業指引及規例的遵行，以及與業內人士聯絡，研究改善執業水準及服務質素的方法。

紀律委員會

- 訂立指引和程序，確保採用一致與公平的方式，處理有關紀律個案。
- 受理和查究遭受投訴持牌地產代理 / 營業員有否違反或沒有遵守條例和附屬法例的個案。
- 受理和查究遭受投訴的持牌地產代理 / 營業員有否抵觸監管局向業界發出的操守守則、執業指引或指示。
- 審閱監管局根據條例委任的調查員就涉嫌和指稱觸犯或並無遵守條例的個案所提交的報告和建議。

Licensing and Practice Committee

- To prescribe licensing requirements for estate agents / salespersons.
- To consider and recommend the criteria for exemption from the licensing requirements for any particular class of persons.
- To consider and if thought appropriate, to approve or refuse applications for licence brought before it for consideration.
- To consider and determine the scale of licence fees and charges for services provided by the Estate Agents Authority.
- To consider and design the application forms, licence forms, licence register, notice forms and other related documents.
- To draw up a code of ethics governing the conduct and practice of estate agency trade.
- To prescribe regulations relating to the practice and operation of estate agents as provided for in the Ordinance.
- To review practices within the trade and prepare practising guidelines on various aspects of estate agency work from time to time.
- To monitor compliance of the code of ethics, practising guidelines and regulations; and to liaise with the trade on ways to improve the standard of practice and quality of service.

Disciplinary Committee

- To draw up guidelines and procedures to ensure consistency and fairness in handling disciplinary cases.
- To receive and inquire into complaints lodged against a licensed estate agent/salesperson for non-compliance or contravention of provisions of the Estate Agents Ordinance and its subsidiary legislation.
- To receive and inquire into complaints lodged against licensed estate agents or salespersons for breaches of the Code of Ethics, Practice Directions, or Guidelines issued to the trade from time to time by the Authority.
- To consider the report and recommendations of the Investigator appointed by the Estate Agents Authority under the Ordinance to look

- 按照條例規定，考慮採取紀律處分行動。
- 在有需要時將本委員會審議的不良執業或投訴個案轉介給其他委員會，以協助制訂和 / 或修訂政策、常規或規例，務求使到監管局更有效地發揮功能。

培訓委員會

- 研究地產代理 / 營業員的培訓需要以及設計適當的培訓課程，並就這方面與教育院校 / 職業訓練機構合作或諮詢其意見，以提高地產代理 / 營業員的專業水準及能力，以滿足牌照的要求。
- 監督培訓課程的推行，確保課程符合《地產代理條例》的精神和目的。
- 研究考試 / 評核制度，以確保一致性的水準並使執業的代理能夠達到某種客觀的標準。
- 發起與組織專題研討會及培訓計劃，提高地產代理的專業操守及水準。
- 監察及檢討地產代理行業的培訓需要。

into suspected and alleged breaches or non-compliance of the provisions of the Ordinance.

- To consider taking disciplinary actions provided for under the Ordinance.
- To refer from time to time cases of malpractice or complaints considered by the Disciplinary Committee to other committees for formulation and / or revision of policies, practice or regulations for better discharge of the Authority's functions.

Training Committee

- To examine the training needs of estate agents / salespersons and design appropriate training courses for them in collaboration with relevant educational institutions / vocational training organisations to enhance the standard and professional competence of estate agents / salespersons and to meet the licensing requirements.
- To oversee the administration of the training programmes to ensure that they are conducted in a manner in line with the spirit and objectives of the Estate Agents Ordinance.
- To examine an assessment/examination system to ensure consistency and that practising agents will meet certain objective standards.
- To initiate and organise seminars and educational/training programmes to enhance the standard of practice and conduct of estate agents.
- To monitor and review the training needs of the trade.

行政及財務委員會

- 審閱重要的財政事宜，特別是預算事項、長期財政規劃和資產管理，並向監管局提交建議。
- 審閱重要的人力資源管理事宜，尤其是組織架構和薪酬政策，並向監管局提交建議。

策劃及發展委員會

- 研究策略性及有長遠影響的事項，並為該等事項在監管局大會討論及決定作準備工作。
- 審閱並確認由監管局行政部門所預備的年度工作計劃，並將計劃提交監管局大會。
- 經常留意業界對監管局規例和政策的反應，並向監管局大會或有關委員會建議適當的措施。
- 定期檢討監管局的工作，並就個別有需要加倍注意的工作範疇向監管局行政部門作出指引。

Administration and Finance Committee

- To examine issues of major financial importance, in particular budgetary matters, long-term financial planning, and asset management, and to make recommendations to the Authority.
- To examine issues of major importance in human resources management, in particular establishment structure and remuneration policies, and to make recommendations to the Authority.

Planning and Development Committee

- To consider matters pertaining to strategic issues of long-term significance, in preparation for discussions and decision at the Board level.
- To review and endorse the annual workplan of the Authority prepared by the Administration and to submit the same to the Authority for consideration.
- To keep track of trade response to the Authority's regulations and policies from time to time and to recommend appropriate actions to the Authority and/or the Committee for consideration.
- To review the Authority's operation from time to time and to give directives to the Administration on areas requiring special efforts.

地產代理監管局成員 Members of the Estate Agents Authority

主席

張建東太平紳士，SBS

(任期至 31.10.2003)

潘國濂太平紳士

(任期始於 1.11.2003)

Chairman

Mr Marvin CHEUNG Kin-tung, SBS, JP

(up to 31.10.2003)

Mr Steven POON Kwok-lim, JP

(wef 1.11.2003)

副主席

潘國濂太平紳士

(任期至 31.10.2003)

周永健太平紳士，SBS

(任期始於 1.11.2003)

Vice-Chairman

Mr Steven POON Kwok-lim, JP

(up to 31.10.2003)

Mr Anthony CHOW Wing-kin, SBS, JP

(wef 1.11.2003)

委員

陳念慈女士

陳黃穗太平紳士，BBS

朱梁小玲太平紳士

張惠彬博士，JP

余若薇議員，SC，JP

高國耀先生

(房屋署助理署長(私營房屋))

古劍輝先生

林漢強太平紳士

梁志堅先生

廖譚婉瓊女士

(任期始於 1.11.2003)

陸順甜先生

馬逢國議員，SBS，JP

馬少雄先生

吳錦津先生，MH

鄧意民先生

曾煥平先生

尹志強太平紳士，BBS

黃浩明先生

Members

Miss Amy CHAN Lim-chee

Mrs Pamela CHAN WONG Shui, BBS, JP

Mrs Lisa CHEE LEUNG Siu-ling, JP

Dr Charles CHEUNG Wai-bun, JP

The Hon. Audrey EU Yuet-mee, SC, JP

Mr Gilbert KO Kwok-yiu

(Assistant Director of Housing (Private Housing))

Mr Mike KOO Kim-fai

Mr Keith LAM Hon-keung, JP

Mr Stewart LEUNG Chi-kin

Mrs Amy LIU TAM Yuen-king

(wef 1.11.2003)

Mr LUK Shun-tim

The Hon. MA Fung-kwok, SBS, JP

Mr Paul MA Siu-hung

Mr Stephen NG Kam-chun, MH

Mr Alex TANG Yee-man

Mr Joseph TSANG Hon-ping

Mr Aaron WAN Chi-keung, BBS, JP

Mr Augustine WONG Ho-ming

增選委員

陳永佳先生 (紀律委員會)
(任期始於 1.1.2004)

鄺子文博士 (培訓委員會)

文廣海先生 (培訓委員會)
(任期至 31.12.2003)

黃傑雄先生 (培訓委員會)

黃炳森先生 (培訓委員會)
(任期至 23.8.2003)

黃群璋女士 (培訓委員會)
(任期始於 24.8.2003)

Co-opted Members

Mr W K CHAN (Disciplinary Committee)
(wef 1.1.2004)

Dr KWONG Tze-man (Training Committee)

Mr Frank K H MAN (Training Committee)
(up to 31.12.2003)

Mr Charles WONG (Training Committee)

Mr Nelson P S WONG (Training Committee)
(up to 23.8.2003)

Ms Soso K C WONG (Training Committee)
(wef 24.8.2003)

**張建東太平紳士·SBS**

地產代理監管局主席 (任期至 31.10.2003)
 行政及財務委員會主席 (任期至 31.10.2003)

Mr Marvin CHEUNG Kin-tung, SBS, JP

Chairman, Estate Agents Authority (up to 31.10.2003)
 Chairman, Administration and Finance Committee (up to 31.10.2003)

潘國濂太平紳士

地產代理監管局主席 (任期始於 1.11.2003)
 地產代理監管局副主席 (任期至 31.10.2003)
 策劃及發展委員會主席
 行政及財務委員會成員

Mr Steven POON Kwok-lim, JP.

Chairman, Estate Agents Authority (wef 1.11.2003)
 Vice-Chairman, Estate Agents Authority (up to 31.10.2003)
 Chairman, Planning and Development Committee
 Member, Administration and Finance Committee

**周永健太平紳士·SBS**

地產代理監管局副主席 (任期始於 1.11.2003)
 行政及財務委員會主席 (任期始於 1.11.2003)
 紀律委員會主席
 策劃及發展委員會成員

Mr Anthony CHOW Wing-kin, SBS, JP

Vice-Chairman, Estate Agents Authority (wef 1.11.2003)
 Chairman, Administration and Finance Committee (wef 1.11.2003)
 Chairman, Disciplinary Committee
 Member, Planning and Development Committee

吳錦津先生·MH

培訓委員會主席
 紀律委員會成員
 策劃及發展委員會成員
 行政及財務委員會成員 (任期至 31.12.2003)

Mr Stephen NG Kam-chun, MH

Chairman, Training Committee
 Member, Disciplinary Committee
 Member, Planning and Development Committee
 Member, Administration and Finance Committee (up to 31.12.2003)

**黃浩明先生**

牌照及執業委員會主席
 策劃及發展委員會成員
 培訓委員會成員

Mr Augustine WONG Ho-ming

Chairman, Licensing and Practice Committee
 Member, Planning and Development Committee
 Member, Training Committee



陳黃穗太平紳士·BBS
牌照及執業委員會副主席
行政及財務委員會成員
培訓委員會成員

Mrs Pamela CHAN WONG Shui, BBS, JP
Vice-Chairman, Licensing and Practice Committee
Member, Administration and Finance Committee
Member, Training Committee



陳念慈女士
牌照及執業委員會成員
培訓委員會成員

Miss Amy CHAN Lim-chee
Member, Licensing and Practice Committee
Member, Training Committee



朱梁小玲太平紳士
培訓委員會成員

Mrs Lisa CHEE LEUNG Siu-ling, JP
Member, Training Committee



張惠彬博士·JP
紀律委員會成員
牌照及執業委員會成員

Dr Charles CHEUNG Wai-bun, JP
Member, Disciplinary Committee
Member, Licensing and Practice Committee



余若薇議員·SC·JP
牌照及執業委員會成員

The Hon. Audrey EU Yuet-mee, SC, JP
Member, Licensing and Practice Committee



古劍輝先生
紀律委員會成員
牌照及執業委員會成員
培訓委員會成員

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Member, Training Committee



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Member, Licensing and Practice Committee



梁志堅先生
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Mr Stewart LEUNG Chi-kin
Member, Disciplinary Committee
Member, Licensing and Practice Committee



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紀律委員會成員

Mrs Amy LIU TAM Yuen-king
Member, Disciplinary Committee



陸順甜先生
紀律委員會成員
牌照及執業委員會成員

Mr LUK Shun-tim
Member, Disciplinary Committee
Member, Licensing and Practice Committee



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牌照及執業委員會成員
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Member, Disciplinary Committee

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行政及財務委員會成員
紀律委員會成員
牌照及執業委員會成員

Mr Paul MA Siu-hung
Member, Administration and Finance Committee
Member, Disciplinary Committee
Member, Licensing and Practice Committee



鄧意民先生
牌照及執業委員會成員
培訓委員會成員 (任期始於 1.1.2004)
紀律委員會成員 (任期至 31.12.2003)

Mr Alex TANG Yee-man
Member, Licensing and Practice Committee
Member, Training Committee (wef 1.1.2004)
Member, Disciplinary Committee (up to 31.12.2003)

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紀律委員會成員
培訓委員會成員

Mr Joseph TSANG Hon-ping
Member, Disciplinary Committee
Member, Training Committee



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Assistant Director of Housing (Private Housing)

