



Appendices



Matrimonial
Cases



Traffic Accident
Claims



Breach of
Contract



Employees'
Compensation



Landlord and Tenant
Disputes



Claims in respect of
Industrial Accidents



Immigration
Matters



Revenue

		2022-2023 (\$M)	2023-2024 (\$M)
1	Criminal Cases	8.2	9.2
2	Civil Cases	15.1	7.8
	<i>In-house</i> <i>Assigned-out</i>	476.4	368.8
3	Official Solicitor	2.3	3.2
4	Supplementary Legal Aid Scheme		
	<i>Legal costs</i> <i>Administration fee</i>	1.1 4.1	1.0 3.8
Total		507.2	393.8

Expenditure by Items

		2022-2023 (\$M)	2023-2024 (\$M)
1	Personal Emoluments	321.5	329.6
2	Personnel Related Expenses	24.1	26.6
3	Departmental Expenses	25.0	25.4
4	Legal Aid Costs (for both in-house and assigned-out cases)		
	<i>Civil</i> <i>Criminal</i>	777.0 381.6	683.2 386.7
5	Plant, Equipment and Works	0.0	0.0
Total		1,529.2	1,451.5

Expenditure by Programmes

		2022-2023 (\$M)	2023-2024 (\$M)
1	Processing of Legal Aid Applications	133.3	136.0
2	Litigation Services	1,324.9	1,237.6
3	Support Services	53.9	60.7
4	Official Solicitor's Office	17.1	17.2
Total		1,529.2	1,451.5

Analysis of Expenditure for Civil Cases by Types of Cases

Types of Cases	2022-2023	2023-2024
Matrimonial Cases	19.0%	17.4%
Misc. Personal Injuries	37.8%	36.1%
Employees' Compensation	12.0%	11.4%
Running Down	7.2%	5.9%
Immigration Matters	1.7%	1.3%
Land & Tenancy Disputes	6.3%	8.0%
Wage Claims	0.1%	0.0%
Miscellaneous	15.9%	19.9%
Total	100%	100%

Analysis of Expenditure for Criminal Cases by Types of Cases

Types of Cases	2022-2023	2023-2024
Hearings in District Court	70.5%	66.3%
Hearings in Court of First Instance	25.3%	29.8%
Appeals from Magistrates' Courts	0.7%	0.4%
Appeals from District Court	1.1%	0.8%
Appeals from Court of First Instance	1.9%	2.0%
Appeals in Court of Final Appeal	0.5%	0.7%
Total	100%	100%

Legal Aid Budget

Financial Year*			2022-2023	2021-2022	2020-2021
Total Approved Estimate (\$'000)		A	1,635,755	1,666,251	1,721,172
Index A (2014-15=100)			192.6	196.2	202.6
Actual Operating Expenses (\$'000) ^(Note 1)		B	370,620	361,806	359,858
Index B (2014-15=100)			131.4	128.3	127.6
Actual Legal Aid Costs (\$'000)	Civil	C	777,013	700,032	703,338
	Criminal	D	381,569	335,254	249,755
Index C+D (2014-15=100)			204.3	182.6	168.1
Capital Expenditure (\$'000)		E	0	0	638
(Over-spending) / Underspending (\$'000) ^(Note 2)		F=A-B-C-D-E	106,553	269,159	407,583
% of (Over-spending) / Underspending		F/A	7%	16%	24%

Note 1: Operating Expenses cover expenditure for personal emoluments, personnel related expenses and departmental expenses.

Note 2: Underspending will not be accumulated to carry forward to the next financial year.

*In Hong Kong, the government's financial year runs from 1 April to 31 March.

Matrimonial Cases

Traffic Accident Claims

LAW
Breach of Contract

Employees' Compensation

Landlord and Tenant Disputes

Claims in respect of Industrial Accidents

Supplementary Legal Aid Fund - Income and Expenditure Account Note 1 Note 2

	For the year ended 30 September 2022 (\$)	For the year ended 30 September 2023 (\$)
Income		
Application fees	92,400	102,894
Percentage contributions	8,237,249	6,270,863
Interest income	4,474,041	8,238,200
	12,803,690	14,611,957
Less : Expenditure		
Administration fee	4,148,499	3,770,786
Bank charges	360	530
Cash transportation services charges	0	0
Electronic payment services charges	128	404
Expenses for interpretation services	1,328	0
Legal costs and expenses for finalised cases		
Successful litigation		
- costs to opposite parties	^Δ 1,738,342	475,512
- other disbursements	^Δ 394,211	141,539
	2,132,553	617,051
Unsuccessful applications	196,836	78,330
Unsuccessful litigation		
- costs to opposite parties	4,133,956	4,805,025
- other disbursements	3,392,943	4,882,574
	7,526,899	9,687,599
	14,006,603	14,154,700
(Deficit) / Surplus for the year	(1,202,913)	457,257

Notes : 1. The financial year of the Supplementary Legal Aid Fund runs from 1 October of one year to 30 September of the following year. As at 30 September 2023, the net assets of the Supplementary Legal Aid Fund were increased by \$457,257 to \$215,518,608.

2. Auditors' Report for the statement of account for the year ended 30 September 2023 has not yet been issued.

Δ The figures have been updated after publication of LAD Departmental Report 2022.

Overall Satisfaction Rate

	2022	2023
Application Services		
Application and Processing / Headquarters	99%	99%
Kowloon Branch Office	98%	98%
Crime Section	100%	100%
Litigation – Mid-Litigation Stage		
In-house Litigation of Family / Matrimonial Cases	100%	100%
In-house Litigation of Personal Injuries Cases	100%	100%
Cases handled by Assigned Solicitors	97%	97%
Litigation – Conclusion Stage		
In-house Litigation of Family / Matrimonial Cases	97%	100%
In-house Litigation of Personal Injuries Cases	100%	100%
Cases handled by Assigned Solicitors	91%	85%

(A) Application Service (Means Test and Merits Test)

	Application and Processing / Headquarters		Kowloon Branch Office		Crime Section	
	2022	2023	2022	2023	2022	2023
Response Rate	100%	100%	98%	98%	100%	100%
Overall Satisfaction	4.46	4.54	4.53	4.56	4.59	4.53
Convenience (e.g. LAD hotline or pamphlet is easily accessible, user-friendly, etc.)	4.36	4.40	4.15	4.26	4.39	4.47
Service Manner (Staff manner)	4.62	4.65	4.65	4.72	4.70	4.68
Service Efficiency (e.g. in means / merits testing, etc.)	4.41	4.49	4.43	4.44	4.57	4.57
Clear Information (Whether information given is clear)	4.39	4.45	4.30	4.36	4.39	4.37
Procedure (Date of interview fixed)	4.45	4.49	4.35	4.39	4.63	4.58

Satisfaction level ranges from the min. 1 to max. 5 (Very satisfied = 5; Satisfied = 4; Average = 3; Dissatisfied = 2; Very Dissatisfied = 1)

(B) Litigation - Mid - Litigation Stage

	In-house Litigation of Family / Matrimonial Cases		In-house Litigation of Personal Injuries Cases		Cases handled by Assigned Solicitors	
	2022	2023	2022	2023	2022	2023
Response Rate	100%	100%	100%	100%	28%	27%
Overall Satisfaction	4.87	4.84	5.00	4.76	4.67	4.69
Convenience (Easy to contact lawyer / staff)	4.94	4.92	5.00	4.82	4.71	4.71
Service Manner (Staff manner)	4.95	4.92	5.00	4.85	4.74	4.70
Clear Information (Whether information given is clear)	4.87	4.84	4.83	4.71	4.62	4.64
Procedure (Client informed of progress / procedure of the case)	4.90	4.88	4.67	4.71	4.65	4.62

Satisfaction level ranges from the min. 1 to max. 5 (Very satisfied = 5; Satisfied = 4; Average = 3; Dissatisfied = 2; Very Dissatisfied = 1)

(C) Litigation - Conclusion Stage

	In-house Litigation of Family / Matrimonial Cases		In-house Litigation of Personal Injuries Cases		Cases handled by Assigned Solicitors	
	2022	2023	2022	2023	2022	2023
Response Rate	100%	100%	100%	100%	25%	23%
Overall Satisfaction	4.74	4.79	4.76	4.80	4.40	4.24
Convenience (Easy to contact lawyer / staff)	4.71	4.72	4.76	4.80	4.38	4.41
Service Manner (Staff manner)	4.81	4.87	4.88	4.87	4.47	4.35
Clear Information (Whether information given is clear)	4.69	4.72	4.73	4.73	4.29	4.31
Result (Outcome)	4.71	4.79	4.76	4.73	4.32	4.15
Procedure (Client informed of progress / procedure of the case)	4.68	4.77	4.76	4.80	4.29	4.34

Satisfaction level ranges from the min. 1 to max. 5 (Very satisfied = 5; Satisfied = 4; Average = 3; Dissatisfied = 2; Very Dissatisfied = 1)

Appendix 3 Director of Legal Aid and Section Heads

Director of Legal Aid	Mr Chris Chong Yan-tung
Deputy Director of Legal Aid (Policy and Administration)	Mr Steve Wong Yiu-fai
Deputy Director of Legal Aid (Application and Processing)	Ms Juliana Chan Oi-yung
Deputy Director of Legal Aid (Litigation)	Mr Ben Li Chi-keung
Assistant Director of Legal Aid (Application and Processing)	Mr Jason Chan Mau-kwan
Assistant Director of Legal Aid (Litigation)	Ms Nancy Keung Mei-chuen
Assistant Director of Legal Aid (Policy & Development)	Ms Amy Lee Ngar-ling
Assistant Principal Legal Aid Counsel / Application and Processing (1)	Ms Jenny Leung Ping-ching
Assistant Principal Legal Aid Counsel / Application and Processing (2)	Mr Ted Lee Tak-lei
Assistant Principal Legal Aid Counsel (Kowloon Branch Office)	Ms Rita Chin Kong-kong
Assistant Principal Legal Aid Counsel (Civil Litigation 1)	Miss Ada Wong Yiu-ming
Assistant Principal Legal Aid Counsel (Civil Litigation 2)	Miss Emily Ho Wai-han
Assistant Principal Legal Aid Counsel (Crime)	Mr Simon Lau Ca-chun
Assistant Principal Legal Aid Counsel (Legal and Management Support)	Mr David Chow Wai-hung
Departmental Secretary	Mr Wong Pak-ho
Departmental Accountant	Miss Joanna Leung Hoi-ki

Headquarters	
<p>9/F, 24/F to 27/F Queensway Government Offices 66 Queensway Hong Kong Tel : 2537 7677 Fax: 2537 5948</p>	<ul style="list-style-type: none"> • Application and processing of civil and criminal cases • Criminal litigation • Civil litigation <ul style="list-style-type: none"> - Personal injury litigation - Enforcement of court orders - Family and insolvency litigation • Legal and management support • Policy and administrative support
Kowloon Branch Office	
<p>G/F, 3/F & 4/F Mongkok Government Offices 30 Luen Wan Street Mongkok, Kowloon Tel: 2399 2544 Fax: 2397 7475</p>	<ul style="list-style-type: none"> • Application and processing of civil cases
<p>24-hour Telephone Enquiry Service: 2537 7677 Email: ladinfo@lad.gov.hk Website: https://www.lad.gov.hk</p>	

1.	香港法律援助服務指南 Guide to Legal Aid Services in Hong Kong	繁 / 簡 / English
2.	顧客服務標準 Customer Service Standards	繁 / 簡 / English
3.	怎樣申請－尋求法律服務 How to Apply – Legal Services	繁 / 簡 / English
4.	怎樣申請民事訴訟的法律援助 How to Apply for Legal Aid in Civil Cases	繁 / 簡 / English
5.	怎樣申請刑事訴訟的法律援助 How to Apply for Legal Aid in Criminal Cases	繁 / 簡 / English
6.	怎樣申請法律援助輔助計劃 How to Apply for Legal Aid under the Supplementary Legal Aid Scheme	繁 / 簡 / English
7.	怎樣計算你的財務資源及分擔費 How Your Financial Resources and Contribution are Calculated	繁 / 簡 / English
8.	財務資料一覽表 Financial Information Sheet	繁 / 簡 / English
9.	法律援助訴訟的分擔訟費及法律援助署署長的第一押記 Contribution towards Costs of Legal Aid Case and Director of Legal Aid's First Charge	繁 / 簡 / English
10.	法援通訊 LAD News	繁 / English
11.	受助人須知（申請及審查科） Important Notice for Legally – Aided Persons (Application & Processing Division)	繁 / 簡 / English
12.	受助人須知（人身傷害訴訟） Important Notice for Legally – Aided Persons (Personal Injuries Litigation)	繁 / 簡 / English
13.	受助人須知（家事訴訟） Important Notice for Legally – Aided Persons (Family Litigation)	繁 / English
14.	受助人須知（刑事組） Important Notice for Legally – Aided Persons (Crime Section)	繁 / 簡 / English
15.	法援婚姻訴訟個案家事調解計劃 Mediation in Legally Aided Matrimonial Cases	
16.	民事法援案件（非婚姻訴訟）調解計劃 Mediation in Legally Aided Non – Matrimonial Civil Cases	
17.	關於離婚法律程序的資料 Information on Divorce Proceedings	
18.	離婚法律程序流程表 Flowchart for Divorce Proceedings	

19.	緊急申請須知 Urgent Applications – What You Need to Know	
20.	有關管養權聆訊的資料 Information on Custody Hearing	
21.	離婚後應注意事項 Post Divorce Matters which Warrant Attention	
22.	僱員補償申索 Employees' Compensation Claim	
23.	僱員補償個案的主要程序流程表 Flowchart of Major Steps in a Typical Employees' Compensation Claim	
24.	人身傷亡申索 Personal Injury Claim	
25.	人身傷亡個案的主要程序流程表 Flowchart of Major Steps in a Typical Personal Injury Claim	
26.	海員欠薪申索 Seamen's Wages Claim	
27.	海員欠薪個案的主要程序流程表 Flowchart of Major Steps in a Typical Seamen's Wages Claim	
28.	醫療疏忽申索 Medical Negligence Claim	
29.	醫療疏忽個案的主要程序流程表 Flowchart of Major Steps in a Typical Medical Negligence Claim	
30.	香港法律援助服務小冊子 (孟加拉語、印尼語、尼泊爾語、印度語、旁遮普語、菲律賓語、泰米爾語、泰語、巴基斯坦語、越南語) Information Leaflet on Legal Aid Services in Hong Kong (Bengali, Indonesian, Nepali, Hindi, Punjabi, Tagalog, Tamil, Thai, Urdu, Vietnamese)	繁 / 簡 / English
31.	不滿某人獲批法援 – 可怎麼辦? Not Happy that Someone is Given Legal Aid – Can Anything be Done?	繁 / 簡 / English

Other Publications

1.	法律援助署年報 (只提供網上版本) LAD Departmental Report (web version only)	繁 / 簡 / English
2.	環保報告 (只提供網上版本) Environmental Report (web version only)	繁 / English
3.	法律援助輔助計劃基金年報 (只提供網上版本) Supplementary Legal Aid Fund Annual Report (web version only)	繁 / English