

深水埗分區警署建於1925年，位於深水埗欽州街37A號。  
Sham Shui Po Divisional Police Station was built in 1925 at 37A Yen Chow Street, Sham Shui Po.

# 警務處架構

## Organisation



# 專業管理 有效運作

## Administrative and Operational Efficiency

警務處處長就警隊的管理及工作效率向香港特別行政區行政長官負責。警務處處長由兩位副處長協助，一位主管行動，轄下有兩個總部部門：行動處和刑事及保安處；另一位主管管理事宜，轄下分三個部門：人事及訓練處、監管處和財務、政務及策劃處。

The Commissioner of Police is responsible to the Chief Executive of the Hong Kong Special Administrative Region for the administration and operational efficiency of the Force. He is assisted by two Deputy Commissioners, one of whom heads Operations, which is comprised of two headquarters departments: Operations and Crime and Security. The other heads Management comprising three departments: Personnel and Training, Management Services, and Finance, Administration and Planning.



## 行動處

下設行動部、支援部及六個警察總區，負責警隊的日常行動。

### 行動部

#### 行動科

下設行動組、反恐怖活動及內部保安組、重點及搜查組(包括搜查隊及警犬隊)。職責是制訂及發布警隊的行動政策及相關指令，包括邊界保安政策、管理總部指揮及控制中心的運作、調配警隊的行動資源，及與解放軍駐港部隊和訪港外國海軍聯絡。

#### 警察機動部隊總部

負責督導警察機動部隊各大隊及警隊其他內部保安大隊的訓練及特警隊的工作，並定期按最新的趨勢檢討及改善戰術、器械和裝備，以配合內部保安及公共秩序警政的行動需要，包括處理公眾活動和人群管理等。

#### 爆炸品處理課

除候命到場處理爆炸品外，亦為相關單位提供訓練，並負責檢查彈藥及爆炸品的儲存設施，和銷毀過期彈藥及炸藥。

### 支援部

#### 支援科

支援課包括策劃行動課、總務課、職業安全及健康課和運輸課，警察牌照課以及警隊資料及公開資料統籌組。該課負責在多個不同政策範疇制訂政策、程序及命令，以及就跨部門事宜與其他政府部門聯絡。

警察牌照課負責發出由警務處處長簽發的牌照及許可證，以及協調涉及公眾活動的政策事宜。

輔警支援科為香港輔助警察隊提供行政、管理及訓練事宜一站式的服務。

## Operations Department

The Department handles the day-to-day operations of the Police Force through six regional commands and its Operations and Support Wings.

### Operations Wing

#### Operations Bureau

The Bureau comprises the Operations Division, the Counter-Terrorism and Internal Security Division, and the Key Points and Search Division, which encompasses also the Force Search Unit and the Police Dog Unit. Duties include the formulation and dissemination of Force operational policy and relevant orders including boundary security, manning of Headquarters Command and Control Centre, deployment of operational resources, liaison with the Hong Kong Garrison and visiting foreign naval forces.

#### Police Tactical Unit (PTU) Headquarters

In addition to overseeing the training provided to PTU and all internal security companies and the operations of Special Duties Unit, PTU Headquarters also keeps abreast of the latest trends and regularly reviews the tactics, weapons and equipment to be used in internal security situations and other operational commitments, particularly public order policing, which encompasses public order events and crowd management.

#### Explosive Ordnance Disposal Bureau

Apart from being placed on stand-by to deal with bombs or suspected bombs, the Bureau also provides training to relevant Police units and oversees storage and disposal of ammunition and explosives.

### Support Wing

#### Support Branch

Support Bureau comprises Field, General, Occupational Safety and Health, and Transport Divisions, as well as the Police Licensing Office and Force Data and Access to Information Coordination Unit. It is responsible for the formulation of policies, procedures and orders in a number of diverse policy areas as well as liaison with other Government departments on inter-departmental matters.

Police Licensing Office acts as the authority for the issue of licences and permits for which the Commissioner of Police is the issuing authority, and coordinates policy matters relating to public order events.

Auxiliary Support Bureau provides a one-stop service in respect of the administration, management and training of the Hong Kong Auxiliary Police Force.



## 警察公共關係科

社區關係課與市民保持密切聯繫，透過傳媒及社區活動宣傳滅罪信息，以及推廣警隊及青少年活動。

新聞及宣傳課全日24小時為傳媒發放新聞和提供其他服務，以及推行警隊宣傳運動。

## 交通總部

交通總部包括交通管理及檢控科和行政科。交通總部負責制訂及協調各項交通執法政策、處理交通違例傳票和定額罰款通知書、監察及參與交通法例的修改過程、發展和評估各項交通管理計劃、統籌警隊在道路安全方面的工作，並就各項交通及運輸事宜與各政府部門及非政府組織保持緊密聯繫，亦負責管理交通督導員。

## 總區

日常警務工作由六個總區負責。每個總區由一位助理處長掌管，總區之下分為警區和分區，在某幾個分區下，再細分為警署。現時全港共有23個警區。



## Police Public Relations Branch

Community Relations Bureau maintains close ties with the public, organises fight crime publicity through the media and community events, and promotes Police and youth activities.

Information and Publicity Bureau provides a round-the-clock newsroom and other services for the media, and runs Police publicity campaigns.

## Traffic Branch Headquarters

The Traffic Branch Headquarters comprises the Traffic Management and Prosecutions Bureau and the Administration Bureau. It formulates and coordinates the implementation of traffic enforcement policies, processes traffic summonses and fixed penalty tickets, monitors and participates in the process of changes in traffic related legislation, develops and evaluates traffic management schemes, coordinates the Force's road safety efforts and maintains a close liaison with Government departments and non-governmental organisations on traffic and transport matters. It also oversees traffic wardens.

## The Regions

Day-to-day policing is handled through six regional commands. An Assistant Commissioner heads each of the Regions, which are divided into Districts and Divisions and in a few cases, Sub-Divisions. Currently there are 23 Police Districts.

## 陸上總區

五個陸上總區各設一個總部，轄下分為衝鋒隊、警察機動部隊總區大隊、刑事調查單位和交通單位，並透過三個總區指揮及控制中心調派資源。

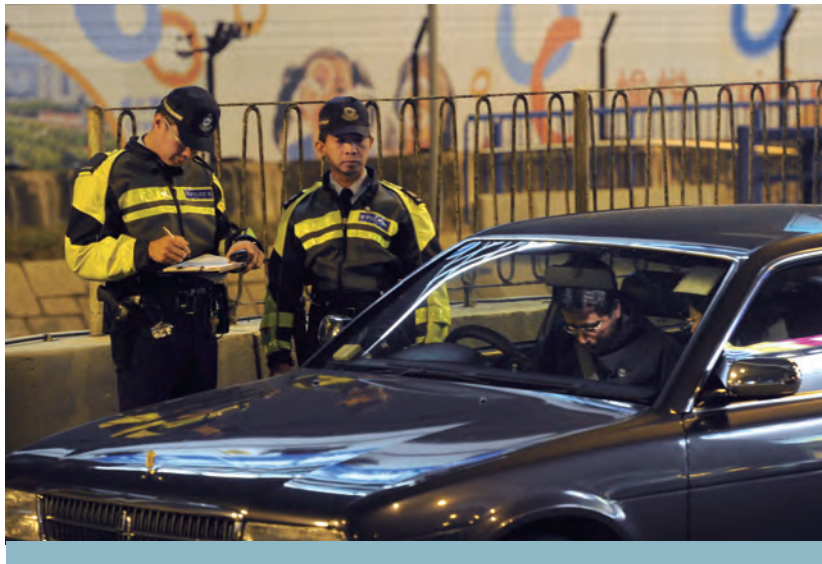
總區指揮及控制中心負責接聽市民的999緊急求助電話，並即時作出回應。此外，亦是控制總區及警區資源調配的中樞，以及是與總部及其他機構互通行動信息的樞紐。

衝鋒隊的主要職責是接報緊急情況，包括999電話召喚，迅速到場處理，同時亦負責在各警區執行警車巡邏任務，隨時迅速支援街上巡邏的軍裝人員撲滅罪行。衝鋒隊設有一個總部和四個巡邏小隊，每小隊約有60名人員和10至12輛巡邏車，24小時當值。

警察機動部隊總區大隊是支援單位，隨時出動協助執行人群管理和內部保安工作，並在遇有災難時，提供支援。隊員平日的工作是協助警區打擊罪案。

刑事調查單位負責調查嚴重罪案和跨區罪行，同時亦負責搜集、整理和評估總區內罪犯和犯罪活動的情報，並提供防罪資訊。

交通單位負責管理交通、執行交通法例、調查交通意外及推廣道路安全。



## Land Regions

The five Land Regions are commanded through three Regional Command and Control Centres (RCCC). Each Region has a Headquarters with an Emergency Unit (EU), a company of the Police Tactical Unit (PTU), a crime formation and a traffic formation.

The RCCC provides the public with an instant response to 999 emergency calls for help. It is the nerve centre that controls resources at both regional and district levels, and acts as the conduit for operational communications with Headquarters and other agencies.

The EU provides a rapid response to emergency situations, including 999 calls, and a speedy additional presence of uniformed Police on the streets to combat crime through the operation of mobile patrols within their respective Regions. EU comprises a headquarters element and four platoons, each with about 60 officers operating 10 to 12 patrol cars on a 24-hour basis.

The PTU Company provides a ready reserve for dealing with crowd management duties, threats to internal security situations and natural disasters. It is routinely used on a daily basis to supplement District resources in tackling crime.

The Crime Formation investigates serious and inter-district crimes. It also collects, collates and evaluates intelligence on criminals and criminal activities and provides crime prevention services within the Region.

The Traffic Formation is responsible for traffic control and enforcement, the investigation of traffic accidents and the promotion of road safety within the Region.



### 水警總區

水警的職責是維持香港特別行政區海上邊界及水域的治安、在本港水域執行香港法例、防止海上走私及非法入境活動，並負責本港及鄰近水域的搜索和拯救工作，以及運送死傷者。

水警總區由總區總部及兩個警區組成。水警船隊共有 123 艘船艇，包括 62 艘水警輪和 61 艘小艇，執法範圍覆蓋 1 651 平方公里的香港水域及 261 個離島。

行動科負責監督總區重案組調查罪案及海上非法入境和走私集團活動的工作。此外，該科亦監督總區指揮及控制中心、後勤組、總區槍房、總區運輸組，以及小艇分區的日常工作。

行政科負責一般行政工作及總區財務、人事、編制和訓練事宜。

支援科的職責包括水警輪的購置計劃、水警人員在航海、駛船、輪機及安全方面的訓練及評核，以及專業設備的選購事宜。

### Marine Region

The role of the Marine Police is to maintain the integrity of the sea boundaries and regional waters of the HKSAR. It is responsible for enforcing the laws of Hong Kong in regional waters, preventing smuggling and illegal immigration by sea, search and rescue in Hong Kong and adjacent waters, and casualty evacuation.

The Marine Region comprises a Regional Headquarters and two Districts. With a fleet of 123 vessels - 62 launches and 61 small craft - the Region polices 1 651 square kilometres of Hong Kong waters and 261 outlying islands.

Operations Bureau oversees the Regional Crime Units in investigating crimes and syndicated illegal immigration and smuggling activities by sea, the RCCC, Logistics Unit, Regional Armoury, Regional Motor Transport Office and the Small Boat Division.

Administration Bureau is responsible for general administration, and the management of regional finance, personnel, establishment and training matters.

Support Bureau is responsible for the management of launch acquisition programmes, training and assessment of Marine Police personnel in the areas of navigation, seamanship, engineering and safety, and the selection and acquisition of specialist equipment.





## 刑事及保安處

負責制訂警隊在刑事及保安方面的政策，以及有關事宜的整體指揮工作。

### 刑事部

#### 有組織罪案及三合會調查科

負責調查複雜的有組織罪案及嚴重三合會罪行。

#### 刑事情報科

負責為警隊各單位提供優質、準確及適時的情報以及支援服務，以防止及偵破有組織及嚴重罪行。該科專責收集、分析及發放情報，確保需要情報的人員適時獲得最可靠資料，並讓警隊掌握最新的治安情況及犯罪活動。

#### 商業罪案調查科

負責調查嚴重及複雜的商業詐騙案、偽冒鈔票、偽造文件及科技罪行。

#### 毒品調查科

負責搜集毒品入口、製造及分銷的情報，並採取執法行動打擊毒犯。該科與內地和海外執法機關緊密合作，遏止與香港有關連的集團在其他司法管轄區的非法活動。此外，亦會調查清洗黑錢及恐怖分子融資活動。

## Crime and Security Department

The Department is responsible for Force policy and the overall direction of all matters pertaining to crime and security.

### Crime Wing

#### Organized Crime and Triad Bureau

OCTB investigates complex organised crime and serious triad offences.

#### Criminal Intelligence Bureau

CIB provides high quality, accurate and timely intelligence as well as support services to other Force units to prevent and detect organised and serious crimes. The Bureau's intelligence gathering, analysis and dissemination capabilities ensure that reliable intelligence is made available in a timely fashion to units which need it, and that the Force is kept well informed of emerging issues and new forms of criminal activity.

#### Commercial Crime Bureau

CCB investigates serious and complex commercial fraud, counterfeiting, forgery and technology crime.

#### Narcotics Bureau

NB collects intelligence and takes enforcement action in relation to the import, manufacture and distribution of dangerous drugs. The Bureau works closely with Mainland and overseas agencies to contain the activities of Hong Kong-connected syndicates operating in other jurisdictions. It also investigates money laundering and terrorist financing.

## 防止罪案科

透過保安勘察、宣傳活動、保安設備展覽室和機靈先生等渠道，為政府部門和市民提供免費及獨立的保安意見。此外，該科還與保安及護衛業管理委員會合作，審核保安公司牌照申請和定期到保安公司視察，規管香港的保安業。

## 聯絡事務科

負責協調各地執法單位及各國駐港警務聯絡官對警務工作的查詢，亦作為警隊與各地執法單位在國際警務事宜上的主要聯絡渠道。

## 鑑證科

負責鑑證指紋、於罪案現場收集脫氧核糖核酸(DNA)樣本及提供法證攝影服務以支援前線人員。

## 軍械法證科

除法證工作外，亦為警隊評估槍械及彈藥的性能及試驗避彈裝置。

## 刑事紀錄科

刑事紀錄科整存有關被定罪人士、通緝人士、失蹤人士、未執行拘捕令、報失及通緝車輛的資料庫，並就嚴重罪行被定罪人士所保留的DNA樣本，編制樣本索引。

## Crime Prevention Bureau

CPB provides free and independent security advice to Government departments and the public at large through various channels, including security surveys, publicity, security equipment display rooms and Robotcop. It also assists the Security and Guarding Services Industry Authority to regulate the security industry in Hong Kong by vetting all applications for security company licences and through regular inspections of these companies.

## Liaison Bureau

LB is responsible for coordinating all police-related enquiries in relation to other law enforcement agencies outside Hong Kong and their liaison officers stationed in Hong Kong. It acts as the Force's main contact point with other law enforcement agencies on police-related matters throughout the world.

## Identification Bureau

IB is responsible for the retrieval, analysis and identification of fingerprint evidence, collection of DNA samples at the crime scenes, and providing forensic photography service in support of frontline policing.

## Forensic Firearms Examination Bureau

FFEB evaluates arms and ammunition and tests bullet-resistant outfits in addition to its forensic duties.

## Criminal Record Bureau

CRB maintains databases on convicted criminals, wanted and missing persons, outstanding arrest warrants, missing and wanted vehicles, as well as an index of persons convicted of serious offences from whom DNA samples are retained.





## 保護兒童政策組

負責制訂與虐兒、家庭暴力、性暴力、虐老及青少年罪行有關的政策和其他事宜。

## 重大事件調查及災難支援系統

掌管一套電腦管理系統，以協助調查嚴重及複雜罪案；此外，亦協助確認災難事故中死傷者的身分。

## 保護證人組

執行保護證人計劃，提供相關訓練，及就保護證人有關的事項向負責案件的人員提供意見。

## 保安部

負責保護顯要人物、領事聯絡及統籌保安工作，包括對付恐怖活動及提供相關訓練。

## 人事及訓練處

### 人事部

#### 人力資源科

負責處理警務人員工作表現管理、職業發展、調職安排、增薪、晉升、升級、人力策劃和招募方面的事宜。

#### 服務條件及紀律科

就健康管理、薪酬與津貼、宿舍和紀律方面為警隊成員提供服務和意見。

#### 人事服務及職員關係科

轄下五個不同課別提供有關人事、福利、心理和職員關係等服務。

職員關係課建立職方協會與警隊管理層間的聯繫，負責處理與士氣有關的事宜、就如何確保職員關係融洽提供指引，以及在人員間推廣審慎理財的文化。

## Child Protection Policy Unit

CPPU formulates policy and other matters pertaining to child abuse, domestic violence, sexual violence, abuse of the elderly and juvenile crime.

## Major Incident Investigation and Disaster Support System

MIIDSS is in charge of a computer system that assists in the management of the investigation process of serious and complex crimes, as well as victim and casualty identification in major disasters.

## Witness Protection Unit

WPU runs witness protection programmes, organises training and advises case officers on all matters regarding the protection of witnesses.

## Security Wing

The Wing provides VIP protection, consular liaison and security coordination, including counter-terrorism and related training.

## Personnel and Training Department

### Personnel Wing

#### Human Resources Branch

The Branch deals with performance management issues, career development, postings, increments, advancements, promotions, manpower planning and recruitment matters in relation to Police officers.

#### Conditions of Service and Discipline Branch

The Branch provides services and advice to Force members relating to health management, pay and allowances, quartering and discipline.

#### Personnel Services and Staff Relations Branch

The Branch delivers personnel, welfare, psychological and staff relations related services through five different groups.

Staff Relations Group forms a link between staff associations and Force management, handles morale-related issues, provides guidance in respect of the best way to ensure amicable staff relations, and promotes a culture of financial prudence by officers.



膳食、會所及體育課就膳食、會所、體育及康樂活動方面提供優質服務，並負責統籌警隊內一切健康生活模式活動。

福利服務課為警隊成員提供福利和就業輔導服務。

支援課提供多項員工福利計劃及支援服務，包括團體保險計劃、警隊禮品、特惠購物計劃、度假屋和酒店優惠計劃等，並協助管理警察福利基金和兩個警察教育信託基金。

心理服務課推廣精神健康，鼓勵各警隊成員在工作與生活之間取得適當的平衡，以及為各人員提供專業的心理輔導服務。該課亦透過入職心理評估，協助招募具心理質素及價值觀與警隊相符的申請人加入警隊。

### 人事部總部

除為人事部提供行政支援外，並督導警隊紀律審裁組，統籌授勳及嘉獎、獎章及勳扣、為特殊單位人員而設的體格檢查，以及處理索取人事資訊等事宜。

### 香港警察學院

專責警隊所有有關訓練事宜，但不包括內部保安和高度專門的特訓、輔警和水警訓練。學院設有五個中心，並輔以兩個以中心模式獨立運作的訓練科。

### 基礎訓練中心

為所有警員及督察提供入職訓練，以及為在職人員提供槍械和戰術訓練。此

Catering, Clubs and Sports Group provides services in relation to catering, clubs, sports and recreational activities. The Group also coordinates all healthy lifestyle activities within the Force.

Welfare Services Group is responsible for welfare and resettlement services to members of the Force.

Support Group offers a variety of staff welfare projects and support services, including group insurance plans, Police souvenirs, staff purchase schemes, holiday homes and hotel packages. It also assists in administering the Police Welfare Fund and the two Police Education Trusts.

Psychological Services Group promotes positive mental health and work-life balance among Force members and provides them with professional counselling. It also runs a psychometric testing programme in police recruitment to help identify psychologically resilient candidates with values aligned to those of the Force.

### Personnel Wing Headquarters Group

The Group provides administrative support to the Wing, oversees the Force Discipline Adjudication Unit, coordinates honours and awards, medals and clasps, medical screening for special units within the Force and handles requests for access to personnel information.

### Hong Kong Police College

The College is responsible for all matters relating to training within the Force except internal security, highly specialised training, and Auxiliary and Marine Police training. It comprises five centres, supplemented by two divisions operating as de facto Centres.

### Foundation Training Centre

The Centre provides basic training for recruit constables and inspectors as well as firearms and tactics training for serving

外，中心亦負責監督警察樂隊的運作，以及為香港特別行政區的所有官方典禮儀式提供儀仗及升旗隊伍，包括國慶日的升旗儀式及法律年度開幕典禮。

### 專業發展學習中心

為人員舉辦有關警隊領導和管理的本地及海外訓練課程、提升個人效能和認識香港社會政治發展的研討會，以及一系列有關把資訊科技應用於警務工作、刑事情報管理和高科技罪案調查的專業課程。此外，中心亦為內地的警務人員提供專設訓練課程，以及為其他政府部門和海外執法機構提供管理課程。

### 學習發展支援中心

為警隊內部提供學習及發展支援服務，包括訓練諮詢、課程設計和檢討、培訓質素保證、考試和評核、培訓計劃、培訓科技支援等範疇的服務，並通過學術機構的認可和持續發展，推動警隊終身學習的文化。

### 研究中心

致力提升和鞏固警隊的研究能力，以便繼續向市民提供優質服務。中心還負責與專業研究機構建立聯繫，發展和加強策略伙伴及合作關係，進一步改善研究服務的質素與涵蓋範圍。此外，亦負責監督警隊圖書館的運作。

### 學院行政中心

致力全面提供有效及高效率的行政支援服務，對學院內的人力和財務資源調配事宜進行整體規劃及管理，並負責編製具效益的財政預算、控制開支及採購物料和服務。

### 警察駕駛及交通訓練科和偵緝訓練科

這兩個科脫離了基礎訓練中心獨立運作，分別為警務人員提供專門的交通及偵緝訓練。

officers. In addition, the Centre oversees the operation of the Police Band and provides Guards of Honour, Contingents and Flag Parties for all HKSAR level ceremonial events such as the National Day Parade and the Opening of the Legal Year Parade.

### Professional Development Learning Centre

The Centre offers local and overseas training programmes in Police leadership and management, seminars on personal effectiveness and awareness of socio-political developments in Hong Kong, as well as a range of professional courses on the application of information technology in policing, criminal intelligence management and hi-tech crime investigation. In addition, the Centre provides bespoke training programmes for Police officers from the Mainland as well as command courses for officers from other Government departments and overseas law enforcement agencies.

### Learning Development Support Centre

The Centre provides in-house learning and development support services for the Force, including training consultancy, curriculum design and review, training quality assurance, examinations and assessment, training projects and learning technologies. It also promotes lifelong learning in the Force through accreditation and continuous development.

### Research Centre

The Centre is dedicated to enhancing and consolidating the Force's research capabilities to support the delivery of high quality services to the community. It is also responsible for developing and enhancing strategic partnership and collaboration with professional research institutes to improve the quality and range of research services available to the Force. In addition, the Centre oversees the operation of the Force Library.

### College Administration Centre

The Centre is dedicated to the effective and efficient delivery of overall administrative support to the College. It is responsible for the planning and administration of human and financial resources, effective budget planning, expenditure controls, and goods and services procurement for the College.

### Police Driving and Traffic Training Division and Detective Training Division

Operating independently of the Foundation Training Centre, the two Divisions are respectively responsible for the provision of in-service traffic training and detective training.

## 監管處

### 資訊系統部

#### 業務服務課

負責制定警隊在資訊及通訊科技應用的有關策略，並透過與資訊應用科及通訊科緊密聯絡和合作，協助警隊各單位設計、研發和推行資訊及通訊科技項目，以及改善有關服務。

#### 通訊科

負責為警隊策劃、設計、發展、裝設及維修保養各種通訊系統，並就有關移動通訊、視象監察系統、影像系統、雷達、警用無線電話、海事電子技術、互動系統及微波傳送等提供專業意見。此外，亦設立24小時運作的資訊及通訊網絡管理中心，為警隊人員提供資訊及通訊科技方面的支援。

#### 資訊應用科

負責為警隊籌劃、發展、裝設及維修保養各種資訊系統，提供各種電腦設施以配合使用者需要。

### 服務質素監察部

#### 研究及監察科

兩個監察組代表綱領負責人及處長檢討及監察警務工作。

#### 工作表現檢討科

效率研究組進行研究，以便警隊透過最具效率及成效的方式運用所有資源，達致其宗旨及目標。

服務標準組確保推行優質服務策略，透過員工參與及推廣以服務市民為本的文化，提高效率 and 持續改善服務。

## Management Services Department

### Information Systems Wing

#### Business Services Bureau

The Bureau is responsible for building business strategies in support of the Force's strategic development through the application of information and communications technology. It works with client formations to improve performance and deliver change, and in collaboration with Information Technology Branch and Communications Branch to design, develop and implement information and communications technology solutions that focus on creating value for clients.

#### Communications Branch

The Branch is responsible for planning, designing, developing, implementing and maintaining communications systems for the Force. It serves as a total communications solution provider and gives sound advice to the Force to address challenging needs in regard to professional mobile communications, video surveillance systems, imaging systems, radar, Force Mobile Radio Telephone, marine electronics, specialised interactive systems and backbone microwave transmission. It also runs the Information and Communications Network Management Centre, which provides 24-hour assistance to Force information and communication technology users.

#### Information Technology Branch

The Branch is responsible for planning, developing, implementing and maintaining the information systems of the Force, and providing various computer facilities to meet user requirements.

### Service Quality Wing

#### Research and Inspections Branch

The two Inspection Bureaux conduct reviews and inspections of Police activities on behalf of programme directors and the Commissioner.

#### Performance Review Branch

Efficiency Studies Bureau conducts studies in order to optimise the effectiveness and efficiency of all resources applied by the Force in pursuance of its aims and objectives.

Service Standards Bureau ensures implementation of the service quality strategy that aims to promote efficiency and continuous improvement through staff participation and development of a customer-oriented culture.

## 投訴及內部調查科

負責調查對警務人員及警隊文職人員的投訴。

## 財務、政務及策劃處

### 財務部

#### 財務科

財務辦事處負責管理和監控警隊財政工作，並統籌每年資源分配工作。

法證會計師辦事處負責為警隊提供有關刑事調查及檢控的法證會計及支援服務。

#### 內部核數科

負責獨立評估警隊的財政工作，確保所有帳目均符合財務及會計程序。

#### 物料統籌科

負責採購、供應、儲存和分配制服、槍械、彈藥、通訊設備和傢具等。

### 政務部

#### 人事及總務科

負責管理警隊文職人員，包括品行及紀律、訓練、聘任、表現管理及服務條件，該科亦負責分發總部通令和管理警察博物館。

#### 編制及文職人員關係科

該科負責處理開設和刪除常額及編外職位的事宜，並按工作需要短暫安排職位重行調配，以及負責促進良好的文職人員關係。

### 策劃及發展部

負責決定長期的人手及建設需求，以配合人口增長和基建發展，亦負責策劃和監督警隊所有新建設項目的發展。

## Complaints and Internal Investigations Branch

The Branch investigates complaints against Police officers and civilian staff working in the Force.

## Finance, Administration and Planning Department

### Finance Wing

#### Finance Division

Finance Office manages and controls all financial matters and coordinates bids for Force resources.

Forensic Accountants' Office provides forensic accounting and support services to the Police in relation to crime investigation and prosecution.

#### Internal Audit Division

The Division provides independent appraisals of Force activities, and ensures financial and accounting procedures are properly followed.

#### Stores Management Division

The Division procures, supplies, stores and issues uniforms, arms, ammunition, communications equipment and office needs.

### Administration Wing

#### Personnel and General Division

The Division looks after the Force's civilian staff in matters concerning conduct and discipline, training, appointments, performance management and conditions of service. It also distributes Headquarters Orders and manages the running of the Police Museum.

#### Establishment and Civilian Staff Relations Division

The Division manages the creation and deletion of permanent and supernumerary posts and temporary redeployment of posts for operational needs. In addition, it promotes good relations among civilian staff.

### Planning and Development Branch

The Branch determines long-term manpower and new building requirements based on population growth and infrastructure development as well as planning and overseeing the development of all new Police buildings.