

游泳比賽

Swimming Competition

主辦:
Organiser



康樂及文化事務署
Leisure and Cultural Services Department

1. 比賽日期、時間和地點 :

Date, Time and Venue of Competition

日期 Date	星期 Day	時間 Time	地點 Venue
2012 年 9 月 23 日 23 September 2012	星期日 Sunday	上午 9 時至下午 2 時 9:00 am - 2:00 pm	城門谷游泳池 Shing Mun Valley Swimming Pool

2. 參賽資格
Eligibility

- ：
- (1) 歡迎有興趣的工商機構(如有需要,大會有關要求報名機構提供有關證明,如有效的香港商業登記證)和政府部門以總公司/政府部門的名義參加。
Interested organisations (may be required to produce relevant supporting documents such as Business Registration Certificate) in the name of head office and the government departments are welcome to take part in the competition.
 - (2) 參賽者必須任職於該機構,年滿 15 歲並已為同一僱主連續工作 4 星期或以上,而每星期最少工作 18 小時,並在比賽進行期間,仍然受僱於該機構。
A participant should be an employee aged 15 or above who has been working continuously for an organisation for 4 weeks or more, for at least 18 hours each week and is still being employed by the same organisation during the competition period.
 - (3) 參賽者只能代表一間機構,如轉換代表機構,參賽者必須已離開前任職機構,並在該項比賽首場賽事進行時已在新代表的機構連續工作 4 星期或以上,而每星期最少工作 18 小時,並在比賽進行期間,仍然受僱於該機構。
Each participant can only represent one organisation. A participant may represent another organisation provided that he/she has resigned from the previous organisation and has been working continuously for the current organisation for not less than 4 weeks when the first match of the competition takes place, for at least 18 hours each week and is still being employed by the organisation during the competition period.

3. 組別
Grouping

- ：
- 甲組 - 在香港僱用 300 名或以上員工的機構
Group A - Organisations with 300 or more employees in Hong Kong
 - 乙組 - 在香港僱用 300 名以下員工的機構
Group B - Organisations with less than 300 employees in Hong Kong
 - 丙組 - 政府部門(僱員人數不限)
 - Group C - Government Departments (no restriction on the number of employees)

4. 項目
Event

項目 Event	分組 Division	男子 Men	女子 Women
50 米自由式 50M Freestyle		✓	✓
100 米自由式 100M Freestyle		✓	✓
50 米胸泳 50M Breaststroke		✓	✓
100 米胸泳 100M Breaststroke		✓	✓
200 米胸泳 200M Breaststroke		✓	✓
50 米背泳 50M Backstroke		✓	✓
100 米背泳 100M Backstroke		✓	✓
50 米蝶泳 50M Butterfly		✓	✓
4x50 米自由式接力 4x50M Freestyle Relay		✓	✓
4x50 米男女混合自由式接力 4x50M Mixed Freestyle Relay			✓

5. 費用 : 300 元正
Fees \$300

6. 賽制 : (1) 在截止報名後，如有任何組別／比賽項目少於兩人／隊報名，該組別／賽事將會取消。
If the number of participant/team enrolled in any group/event is less than two after the enrolment deadline, the group/event will be cancelled.

(2) 在同一分組中的每項個人項目，每間機構最多可填報 12 人，而在同一分組中的每項接力項目，每間機構只可填報一隊。
Each organisation may nominate a maximum of 12 participants in each individual event and only 1 team in each relay event for the same division.

(3) 每名參賽者最多可填報 4 個個人項目，接力賽除外。
Apart from the relay events, each participant may enter a maximum of 4 individual events.

(4) 隊際接力賽的隊員必須屬同一組別，每隊最多可填報 6 人。
Members in team relay events must belong to the same division. Each team may nominate a maximum of 6 participants.

(5) 4x50 米男女混合自由式接力賽，每隊必須以兩男兩女出賽，而每隊最多可報三男三女。
For the 4x50M mixed Freestyle relay, each team should nominate at least 2 men and 2 women, but not more than 3 men and 3 women.

(6) 所有項目不設初賽。以參賽者的比賽成績定名次。
All events are time-final. Ranking is determined by the participants time achieved.

(7) 比賽當天，如有項目只得一名／一隊參賽者報到，該項目仍會照常比賽。
If there is only one participant / one team report for an event on the event day, the event will still be held.

7. 賽則 : (1) 除本章程明文規定外，其餘均依照國際游泳聯會的現行比賽規則辦理。
Rules Unless explicitly stated in this prospectus, all rules and regulations will follow those presently adopted by the FINA.

8. 職員／參賽者須知
Notes to Staff /Participants
- (1) 成功報名的參賽機構須於 **2012 年 8 月 23 日或之前**於辦公時間內將抬頭為「香港特別行政區政府」的支票寄回或交回康樂及文化事務署大型活動組(地址：新界沙田排頭街 1 至 3 號康樂及文化事務署總部 2 樓)，以辦理報名手續，並請按以下日期將「參賽者資料」及「參賽者聲明」寄回、交回或傳真(傳真號碼：2634 0786)至該組：
- 2012 年 8 月 23 日或之前交回「參賽者資料」
 - 2012 年 9 月 13 日或之前交回「參賽者聲明」
- The successfully enrolled organisations should make crossed cheques payable to “The Government of the Hong Kong Special Administrative Region” and submit the cheques in person or by mail to the Major Events Section of the Leisure and Cultural Services Department (Address: 2/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin, New Territories) on or before 23 August 2012. They should also return the Particulars of Participants and Declaration by participants by mail, in person or by fax (Fax: 2634 0786) to the section according to the deadlines below:
- Submission of Particulars of Participants on or before 23 August 2012.
 - Submission of Declaration by Participants on or before 13 September 2012
- (2) 每隊可填報領隊／教練一名。
Each team can have 1 team leader/coach.
- (3) 如發現機構呈交的參賽者資料與參賽者身份證上的資料不符，大會有權取消其參賽資格。
The Organiser reserves the right to disqualify a participant if there is any discrepancy between personal information shown on his/her identity document and those submitted by his/her organisation.
- (4) 未能出示有效身分證明文件的參賽者，不得出賽。
Participant(s) who fail to produce valid identity documents will not be permitted to participate in the competition(s)/event(s).
9. 罰則
Penalty
- (1) 如參賽者被發現於參賽期間並非該機構的*僱員，該機構所參與的是項比賽的資格及所獲的成績將被取消。如被發現觸犯此規則超過一次，該機構所參與工商機構運動會全部比賽項目的成績及其參賽資格將被取消。所繳交的費用亦不會獲得發還。
*「僱員」的定義請參閱第 14 項附則(1)
If any participant is discovered that he/she is not the *employee of the organisation during the competition, the results achieved by the organisation in that particular competition will be cancelled. If the organisation breaches this regulation more than once, the organisation will be disqualified from taking part in this year’s Corporate Games and all the entry fee will not be refunded.
*The definition of “Employee” is stated at Remarks (1) of Item No. 14.
- (2) 如有參賽者／參賽隊伍違反規則或有不良行為而影響賽事，大會有權取消其個人／有關隊伍的參賽資格，所得成績亦會作廢。
Any participant/team who violates the regulations or has any misconduct which might affect the competition, the Organiser has the right to disqualify him/her/the team from the competition and the results he/she/the team has achieved will be cancelled.
10. 獎勵
Awards
- ： 各組別的每個項目均設冠、亞、季及殿軍獎。(各得獎者／得獎隊伍必須參與賽事方可獲得獎項。)
#為提高比賽的趣味性，大會特設工商機構運動會 2012 團體總冠軍獎盃，頒予每組在各項比賽中累積得分最高的機構。有關計分方法和詳情，請瀏覽以下網頁：
<http://corporategames.lcsd.gov.hk/b5/score.php>

Prizes will be awarded to the Champion, 1st runner-up, 2nd runner-up and 3rd runner-up of each event in the respective group. (The winner/winning team must have participated in the matches in order to be awarded any prize.)

#To make the competition more interesting, an overall championship trophy will be awarded to the organisation accumulating the highest points from all events of the Corporate Games 2012 for each group. For the scoring methods and details, please browse the following webpage:

<http://corporategames.lcsd.gov.hk/en/score.php>

11. 裁判
Referee : 大會將邀請資深裁判提供裁判服務。
Experienced referees will be invited to render referee services.
12. 改期
Changing the Date
of Competition : (1) 如在比賽當日，天文台於比賽當日首場賽事開始前兩小時已發出八號預警(天文台在發出八號熱帶氣旋警告信號之前兩小時內發出預警信息)、仍發出八號或以上熱帶氣旋警告信號或黑色暴雨警告信號，該日賽事即告取消，並順延至 **2012年10月7日(星期日)**，同時同地舉行。
Should Pre-No.8 special announcement (an advance notice to the public issued by the Observatory when the tropical cyclone warning signal No.8 is expected within two hours), tropical cyclone warning signal No.8 or above or black rainstorm warning signal is in force 2 hours before the time scheduled for the first event on the competition day, all events on that day will be cancelled, all events on that day will be cancelled and postponed to **7 October 2012 (Sunday)** while the time and venue remain unchanged.
- (2) 若因特殊情形，大會有權通知各參賽者改期作賽或另作編排，如在比賽中發生特殊情況，繼續舉行與否得由當場裁判或大會全權決定，參賽者不得異議。
The Organiser reserves the right to postpone any competition or make any alternative arrangements under special circumstances. Should anything unforeseeable happen during the competition, the Chief Referee on the spot or the Organiser will decide whether the competition should continue or not and the participants shall not raise objection.
- (3) 大會不接受參賽者／參賽隊伍提議的改期申請。
No application for changing the date of competition from a participant/team is accepted.
13. 上訴
Appeal : 大會不設上訴，一切賽果以總裁判的最後判決為準。
No appeal will be accepted. The final decision of the Chief Referee will be final.
14. 附則
Remarks : (1) 「僱員」的定義為該僱員已經在香港為同一僱主連續工作 4 星期或以上，而每星期最少工作 18 小時，並在比賽進行期間，仍然受僱於該機構。
The definition of “Employee” – An employee who has been working in Hong Kong for the same employer continuously for 4 weeks or more, for at least 18 hours each week and who is still being employed by the same organisation during the competition period.
- (2) 參賽者必須任職於有關機構為「僱員」，「僱員」必須為年滿 15 歲並已為同一僱主連續工作 4 星期或以上，而每星期最少工作 18 小時，並在比賽進行期間，仍然受僱於該機構。
A participant should be an employee aged 15 or above who has been working continuously for an organisation for 4 weeks or more for at least 18 hours each week and is still being employed by the same organisation during the competition period.
- (3) 大會可要求參賽機構提交證明文件，證明代表其參賽者均屬其「僱員」。
A participating organisation may be required to produce relevant documents to prove that all the participants representing it in the competition are its employees.
- (4) 參賽者必須遵守游泳池的各項規則及大會的各項宣布。
Participants shall follow the rules and regulations of the swimming pool and the announcements of the Organiser.

(5) 本章程如有未盡善處，大會保留修改權利。

If there is any inadequacy in this prospectus, the Organiser reserves the right for appropriate amendments.

15. 查詢電話
Enquiries

: **2601 7673**



游泳比賽 – 參賽者資料

Swimming Competition – Particulars of Participants

機構名稱(中文) _____ (大會編號 Official No. _____)

Name of Organisation (English) _____

機構地址(中文) _____

Address of Organisation (English) _____

參賽組別： # 甲／乙／丙組 # 請將不適用者刪去
 Group to be entered # Group A / B / C # Please delete as appropriate

參賽領隊／教練姓名(中文) _____
 Name of Team Leader / Coach (English) _____

電話 (日) _____ (夜) _____ 傳真號碼 _____

Telephone No. (Day) _____ (Night) _____ Fax No. _____

*電郵地址 _____ 傳呼機／手提電話號碼 _____

*E-mail Address _____ Pager / Mobile Phone No. _____

*本署日後將通過電子郵件傳送有關活動的資料給貴機構／團體。

*Information concerning the competition will be sent to you by e-mail.

編號 No.	參加者姓名 Name of Participants (須與身份證明文件相同) (Should be the same as the one shown on the identity document)		性別 Sex	年齡組別 Age Group 請用英文字母表示 Please indicate with letter	☆ 身份證明 文件號碼 Identity Certificate No.	請用✓表示參加項目 Please ✓ the event(s) to be entered														
						50 M	100 M	50 M	100 M	200 M	50 M	100 M	50 M	4x50 M	4x50 M					
	自由式 Freestyle	自由式 Freestyle				胸泳 Breaststroke	胸泳 Breaststroke	胸泳 Breaststroke	背泳 Backstroke	背泳 Backstroke	蝶泳 Butterfly	蝶泳 Butterfly	自由式接力 Freestyle Relay	男女混合自由式接力 Mixed Freestyle Relay						
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
12																				

☆ 請填寫香港身份證號碼的英文字首及首 4 個數字(例如: A1234 / XD1234) 或護照號碼的首 6 個數字(例如: 123456).

Please indicate the beginning letter(s) and the first 4 digits of the Hong Kong Identity Card Numbers (e.g. A1234 / XD1234) or the first 6 digits of the passport numbers (e.g. 123456).

備註 Remarks :

- (1) 在同一分組中的每項個人項目，每間機構最多可填報 12 人，而在同一分組中的每項接力項目，每間機構只可報一隊。
Each organisation may nominate a maximum of 12 participants in each individual event and only 1 team in each relay event for the same division.
- (2) 每名參賽者最多可填報 4 個個人項目，接力賽除外。
Apart from the relay events, each participant may enter a maximum of 4 individual events.
- (3) 隊際接力賽中的隊員必須屬同一組別，每隊最多可填報 6 人。
Members in team relay events must belong to the same division. Each team may nominate a maximum of 6 participants.
- (4) 4x50 米男女混合自由式接力賽，每隊必須以兩男兩女出賽，而每隊最多可報三男三女。
For the 4x50M mixed Freestyle relay, each team should nominate at least 2 men and 2 women, but not more than 3 men and 3 women.
- (5) 所有參賽者或其家長／監護人必須在 2012 年 9 月 13 日以前填妥「年滿十八歲的參賽者聲明」或「未滿十八歲的參賽者聲明」，並寄回、交回或傳真（傳真號碼：2634 0786）至新界沙田排頭街 1 至 3 號康樂及文化事務署總部 2 樓康樂及文化事務署大型活動組。如任何參賽者未能於賽事開始前簽署及遞交有關聲明，大會有權取消其參賽資格。
All participants or their parents/guardians must sign the “Declaration by Participants aged 18 or above” or “Declaration by Participants aged below 18” and return it by mail, in person or by fax (Fax: 2634 0786) to Major Events Section, 2/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin, New Territories on or before 13 September 2012. If any participant fails to submit this form before the commencement of the competition, the Organiser reserves the right to disqualify him/her from participating in the competition.
- (6) 你所提供的個人資料只作報名、統計、日後聯絡及宣傳本活動之用。除獲大會授權職員外，其他人士不得查閱你所提供的個人資料。你所提供的個人資料會在「工商機構運動會 2012」結束後 4 個月內銷毀。
The personal data provided by you will only be used for the purposes of enrolment, compilation of statistics, future contact and promotion relating to this activity. Except for the staff authorised by the Organiser, no one will be given access to your personal data. The personal data provided by you will be destroyed within 4 months after the Corporate Games 2012.
- (7) 如欲更正或查閱你在本表格上填寫的個人資料，請致電 2601 7673 與康樂及文化事務署大型活動組職員聯絡。
Please contact the staff of the Major Events Section of the Leisure and Cultural Services Department at 2601 7673 if you want to correct or access your personal data collected by means of this form.
- (8) 你必須在本表格內提供所需的個人資料並填寫有關的聲明。如提供的資料不足，大會有權取消你的參賽資格。
The provision of your personal data and submission of the respective Declaration in this form is obligatory. If the submitted information is insufficient, the Organiser reserves the right to disqualify you from the competition.
- (9) 有關本賽事的章程、賽程、分組及對賽抽籤結果、比賽成績和其他賽事資料等，均會在大會網頁公布。
The prospectus, schedules, results of the grouping and fixture draw, results of the competition and other information relating to the competition will be announced through the Organiser’s website.

聲明 Declaration :

領隊／教練聲明：

Declaration of Team Leader/ Coach

上述參賽者為本機構僱員，以及所報資料全部屬實。

The above participant(s) is/are an employee/employees of our organisation and all the particulars provided are true and correct.

領隊／教練簽署 _____
Signature of Team Leader/ Coach

日期 Date _____

機構印章 Chop of Organisation

請於 2012 年 8 月 23 日（星期四）或之前將此表格寄回、交回或傳真（傳真號碼：2634 0786）至新界沙田排頭街 1 至 3 號康樂及文化事務署總部 2 樓康樂及文化事務署大型活動組。

Please return this form by mail, in person or by fax (Fax: 2634 0786) to: Major Events Section, 2/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin, New Territories on or before 23 August 2012 (Thursday).



游泳比賽 – 年滿十八歲的參賽者聲明
Swimming Competition – Declaration by Participants aged 18 or above

比賽項目： 工商機構運動會 2012 – 游泳比賽
 Competition Event Corporate Games 2012 – Swimming Competition
 機構名稱： _____ 大會編號： _____
 Organisation Name Official No.
 參賽組別： # 甲／乙／丙組 # 請將不適用者刪去
 Group to be entered # Group A / B / C # Please delete as appropriate

所有年滿十八歲的參賽者必須在 2012 年 9 月 13 日或之前簽署本聲明，並寄回、交回或傳真（傳真號碼：2634 0786）至新界沙田排頭街 1 至 3 號康樂及文化事務署總部 2 樓康樂及文化事務署大型活動組。如任何參賽者未能於賽事開始前簽署及遞交本聲明，大會有權取消其參賽資格。

All participants aged 18 or above must sign this form and return it by mail, in person or by fax to the Major Events Section of the Leisure and Cultural Services Department (Address: 2/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin, New Territories; Fax no.: 2634 0786) on or before 13 September 2012. If any participant fails to submit this form before the commencement of the competition, the Organiser reserves the right to disqualify him/her from participating in the competition.

年滿十八歲的參賽者聲明：

Declaration by Participants aged 18 or above

本人聲明：本人的健康和體能良好，適宜參加上述比賽。如因本人的疏忽或健康或體能欠佳而引致本人於參加這項比賽時傷亡，康樂及文化事務署無須負責。

I declare that: I am healthy, physically fit and suitable to participate in the above competition. The Leisure and Cultural Services Department shall not be liable for any injury or death which I may suffer in this competition if the cause of injury or death is due to my own negligence or inadequacy in health and fitness.

本人已細閱和明白以上聲明，並在下方簽署作實：

I have read through and understood the above declaration and I sign below for confirmation

編號 No.	參賽者姓名 Name of Participant	參賽者簽署 Signature of Participant	日期 Date	編號 No.	參賽者姓名 Name of Participant	參賽者簽署 Signature of Participant	日期 Date
1.				16.			
2.				17.			
3.				18.			
4.				19.			
5.				20.			
6.				21.			
7.				22.			
8.				23.			
9.				24.			
10.				25.			
11.				26.			
12.				27.			
13.				28.			
14.				29.			
15.				30.			

(如有需要可自行影印本表格 Photocopy of this form is allowed if required)



游泳比賽 – 未滿十八歲的參賽者聲明

Swimming Competition – Declaration by Participants aged below 18

(必須由家長或年滿十八歲的監護人簽署)

(must be signed by parents or guardians aged 18 or above)

比賽項目： 工商機構運動會 2012 – 游泳比賽
Competition Event Corporate Games 2012 – Swimming Competition
機構名稱： _____ 大會編號： _____
Organisation Name Official No.
參賽組別： # 甲／乙／丙組 # 請將不適用者刪去
Group to be entered # Group A / B / C # Please delete as appropriate

所有未滿十八歲的參賽者必須在 2012 年 9 月 13 日或之前 由家長或監護人簽署本聲明，並寄回、交回或傳真（傳真號碼：2634 0786）至新界沙田排頭街 1 至 3 號康樂及文化事務署總部 2 樓康樂及文化事務署大型活動組。如任何參賽者未能於賽事開始前簽署及遞交本聲明，大會有權取消其參賽資格。

The parents / guardians of participants aged below 18 must sign this form and return it by mail, in person or by fax to the Major Events Section of the Leisure and Cultural Services Department (Address: 2/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin, New Territories; Fax no.: 2634 0786) on or before 13 September 2012. If any participant fails to submit this form before the commencement of the competition, the Organiser reserves the right to disqualify him/her from participating in the competition.

未滿十八歲的參賽者聲明：

Declaration by Participants aged below 18

本人聲明： _____ (參賽者姓名) 的健康和體能良好，適宜參加上述比賽。如因參賽者的疏忽或健康或體能欠佳而引致他／她於參加這項比賽時傷亡，康樂及文化事務署無須負責。

I declare that: _____ (participant's name) is healthy, physically fit and suitable to participate in the above competition. The Leisure and Cultural Services Department shall not be liable for any injury or death which the participant may suffer in this competition if the cause of injury or death is due to his / her negligence or inadequacy in health and fitness.

家長或監護人姓名 _____ 簽署 _____ 日期 _____

Parent / Guardian's Name : _____ Signature : _____ Date : _____

本人聲明： _____ (參賽者姓名) 的健康和體能良好，適宜參加上述比賽。如因參賽者的疏忽或健康或體能欠佳而引致他／她於參加這項比賽時傷亡，康樂及文化事務署無須負責。

I declare that: _____ (participant's name) is healthy, physically fit and suitable to participate in the above competition. The Leisure and Cultural Services Department shall not be liable for any injury or death which the participant may suffer in this competition if the cause of injury or death is due to his / her negligence or inadequacy in health and fitness.

家長或監護人姓名 _____ 簽署 _____ 日期 _____

Parent / Guardian's Name : _____ Signature : _____ Date : _____

本人聲明： _____ (參賽者姓名) 的健康和體能良好，適宜參加上述比賽。如因參賽者的疏忽或健康或體能欠佳而引致他／她於參加這項比賽時傷亡，康樂及文化事務署無須負責。

I declare that: _____ (participant's name) is healthy, physically fit and suitable to participate in the above competition. The Leisure and Cultural Services Department shall not be liable for any injury or death which the participant may suffer in this competition if the cause of injury or death is due to his / her negligence or inadequacy in health and fitness.

家長或監護人姓名 _____ 簽署 _____ 日期 _____

Parent / Guardian's Name : _____ Signature : _____ Date : _____

(如有需要可自行影印本表格 Photocopy of this form is allowed if required)