

Sai Kung Outdoor Recreation Centre

Notes to Campers

(I) Introduction

Located at Tui Min Hoi Area in Sai Kung, Sai Kung Outdoor Recreation Centre (the Centre) was a military camp which the British Army handed over to the Hong Kong Government in 1976. Works commenced in 1985 to convert the camp into a recreation centre with modern dormitory blocks and well-equipped recreation and sports facilities for public use. Campers can choose from a wide range of recreation and sports activities, or stop by the nearby Lions Nature Education Centre managed by the Agriculture, Fisheries and Conservation Department.

(II) Transport

(1) Campers may access public transport services departing from the following locations to get to the Centre:

- Take bus no. 92 (to Sai Kung) outside the exit from Diamond Hill MTR Station, green minibus no. 1A (to Sai Kung) outside the exit from Choi Hung MTR Station, green minibus no. 101M (to Sai Kung) outside the exit from Hang Hau MTR Station, or bus no. 792M (to Sai Kung) outside the exit from Tseung Kwan O MTR Station. Alight at Po Lo Che (near Sai Kung Fire Station) and walk for about five minutes.
- Take bus no. 299X from Sha Tin Central Bus Terminus or bus no. 99 (to Sai Kung) from Heng On Bus Terminus to Sai Kung. Change to green minibus no. 4 or 4A (to Tui Min Hoi) at Yi Chun Street, Sai Kung Town Centre. Alight at the upper gate or lower gate of the Centre after passing Sai Kung Fire Station.

(2) Coaches may load or unload campers in the pick-up and drop-off area, which is accessible via the upper gate of the Centre. The pick-up and drop-off area can only accommodate two coaches at a time. If there are two or more coaches, or if special arrangements need to be made, please contact the staff at 2791 2245 as early as practicable. The area outside the lower gate can only accommodate one coach. If more than one coach will be arriving at the Centre, the coaches should arrive separately or be parked at an appropriate location nearby.

(3) Only one designated disabled parking space is provided for use by campers at the Centre.

(III) Camp Facilities and Activities

(A) Camp Facilities

Outdoor Recreation and Sports Facilities: Swimming Pool (from April to October), Archery Range, Roller-skating Rink, Rope Course, Children's Play Area, Tennis Court, Mini-soccer Pitch, Basketball Court and Children's Cycling Area.

Indoor Recreation and Sports Facilities: Games Hall (for activities such as gateball, sport climbing, table tennis and badminton), Recreation Room (provided with snooker and pool tables, table soccer machines and air hockey machines), Indoor Activity Centre (housing a Children's Play Room, Karaoke Room, Dance Room, TV Room and Reading Room) and Squash Court (for activities such as squash, arts and crafts and American pool).

Facilities for Organising Activities: The Assembly Hall and function rooms of different sizes are available to campers for organising their own activities such as seminars, workshops, meetings, skills training, games, etc. within designated time slots.

GovWiFi: Free public Wi-Fi Service is available in the Assembly Hall, Activity Complex, Games Hall, Squash Court, Leisure Room, Cafeteria, Indoor Activity Centre and Recreation Room. Campers are required to bring their own mobile communication devices for internet access.

(B) The Centre Activity Schedule

Residential Camp

Time	Activity Details			
	(i) Arrival Day	(ii) 2 nd to 4 th Day	(iii) Departure Day	
8:00 am to 8:40 am	/	Breakfast	Breakfast	
9:00 am to 11:00 am		Recreation and Sports Activities#	Recreation and Sports Activities#	
11:00 am to 12:00 noon		Free use of Leisure Facilities*	Packing up	
12:00 noon to 12:40 pm		Lunch	Lunch	
12:40 pm to 1:00 pm		Free use of Leisure Facilities*	(1)Return of Dormitory Keys and borrowed equipment (2)Departure (before 1:00 pm)	
1:00 pm to 2:30 pm				
2:30 pm to 2:45 pm				Check-in
2:45 pm to 3:30 pm				Briefing/Free use of Leisure Facilities*
3:30 pm to 6:00 pm		Recreation and Sports Activities#	Recreation and Sports Activities#	
6:00 pm to 6:40 pm		Dinner	Dinner	
7:00 pm to 10:00 pm	Recreation and Sports Activities#	Recreation and Sports Activities#		
11:00 pm	Lights-out	Lights-out		

Remarks:

Please refer to columns (i) and (iii) if the camping period is 2 days and 1 night.

Please refer to columns (i), (ii) and (iii) if the camping period is 3 days and 2 nights or longer.

Day Camp

Time	Activity Details
9:30 am to 11:00 am	(1)Check-in (2)Briefing/Free use of Leisure Facilities*

Evening Camp

Time	Activity Details
4:30 pm to 5:00 pm	(1)Check-in (2)Briefing/Free use of Leisure Facilities*

11:00 am to 1:00 pm	Recreation and Sports Activities#	5:00 pm to 7:00 pm	Recreation and Sports Activities#
1:00 pm to 1:40 pm	Lunch	7:00 pm to 7:40 pm	Dinner
1:45 pm to 3:15 pm	Recreation and Sports Activities#	8:00 pm to 10:00 pm	Recreation and Sports Activities#
3:15 pm to 4:30 pm	Free use of Leisure Facilities* / Departure	10:00 pm to 10:30 pm	Return of borrowed equipment and Departure

Recreation and sports activities:

The schedule of activities is subject to change. For details, please refer to the timetable of recreation and sports activities or listen to the on-site announcement.

Coached activities include archery, rope course, roller-skating, sport climbing, gateball and dancing. (The provision of coached activities is dependent on the instructors' availability and the number of participating campers.)

Other recreation and sports activities include cycling for children, badminton, table tennis, tennis, basketball, soccer, squash, American pool, air hockey, table soccer, Chinese billiards, arts & crafts and karaoke.

*** Leisure facilities:**

Campers are welcome to use the leisure facilities of the Camp at any time other than meal times and after lights-out. Leisure facilities include Children's Play Area, Children's Play Room (children must be accompanied by their parents) and Reading Room.

Swimming:

The Swimming Pool is open from April to October every year. Its opening hours are as follows:

Sessions	April to May	June to August	September to October
9:00 am to 12:45 pm	✓	✓	✓
1:45 pm to 5:45 pm	✓	✓	✓
6:30 pm to 10:00 pm	X	✓	X

Swimmers should refer to Notes to Swimmers (Annex 1).

(C) Points to Note

- (1) Campers may participate in activities such as archery, rope course, roller-skating, sport climbing, gateball and dancing only in the presence of a coach.
- (2) Equipment for ball games such as badminton, tennis, table tennis and American pool is available for borrowing in the Recreation Room on a first-come-first-served basis. Campers may also borrow recreational equipment such as roller skates and bicycles from the Roller Skating Rink and Children's Cycling Area respectively in the Centre.
- (3) The swimming pool is open from April to October. Campers who would like to use the pool are required to bring their own swimwear.
- (4) For safety's sake, campers participating in various recreational activities are required to wear suitable sports shoes with rubber soles and sportswear, and must comply with the

- instructions of the venue staff. Failure to do so may result in the campers being refused participation in the activities.
- (5) The Centre endeavours to make available a variety of activities and make suitable arrangements according to the number and age of campers, the number of coaches and instructors as well as the weather condition. Please listen to the on-site announcement on the activity day or refer to the daily programme for any changes in activities.
 - (6) Group campers which would like to request arrangements for special recreational activities or loan of venue equipment should contact the programme staff at 2791 2245 and send the duly completed form for “Form for Indicating Interest in Recreation Activities and Booking Function Room(s)” (Annex 2) by fax to 2792 0203 or by mail to Sai Kung Outdoor Recreation Centre, 21 Hong Kin Road, Tui Min Hoi Area, Sai Kung, N.T. one month before the camping period.
 - (7) Coached activities, including archery, rope course, roller-skating, sport climbing, gateball and dancing, may arrange different groups campers to participate together. Please pay attention to the coach arrangement and instruction.

(IV) Catering

- (1) The restaurant contractor “SHUN FAT FOOD” provides basic meals (breakfast, lunch and dinner) and catering services offering cooked dishes, set meals, barbecue pack (Barbecue site is a permit area of the contractor for the General Restaurant Business) and etc. **Please refer to the “Notes on Placing Catering Orders in Advance” for details.**

- (2) Meal Hours:

Camp Type	Meal	Meal Hours	Charge per person for basic meal (\$)	Number of seats per table
Day Camp	Lunch	1:00 pm* (Barbecue: 11:30 am-3:00 pm)	31.3 (43.8)	10
Residential Camp	Dinner Breakfast Lunch	6:00 pm* 8:00 am* 12:00 noon*	79.8	8
	Selected Barbecue Activity for Dinner	(Barbecue: 6:00 pm-9:30 pm)	(43.8)	
Evening Camp	Dinner	7:00 pm* (Barbecue: 6:00 pm-9:30 pm)	31.3 (43.8)	10

* 40 minutes for each meal (Please on time and avoid delaying so as not to affect other campers' meal time).

- (3) Campers should refer to the restaurant's notice board for meal hours and seating arrangements when they visit the restaurant for meals.
- (4) Campers should pay the meal charges to the person-in-charge of the restaurant direct **in cash, by crossed cheque or bank account through automatic teller machine to deposit cash, cheque or account transfer before arrival, or in cash after arrival.** (Fees are not payable for children aged under three if no seats or campers' meals are required.)
- (5) As an additional service charge may be imposed in a bank counter services, please contact the

Restaurant to clarify any fee incurred and the responsibility to pay for.

- (6) Please complete the **“Form for Placing Catering Order in Advance”** for advance orders of basic meals, barbecue packs, cooked dishes, set meals, etc. and notify the restaurant by email, fax or post at least one week before the check-in date for confirmation and follow-up.
(Tel: 2590 0111; Email: sfatfood@gmail.com; Fax: 2560 0055; WhatsApp: 6628 3134)
Address: Restaurant contractor “SHUN FAT FOOD”, Sai Kung Outdoor Recreation Centre,
21 Hong Kin Road, Tui Min Hoi Area, Sai Kung, N.T.)
- (7) Campers who are unable to enjoy all the food ordered due to late arrival, early departure or other reasons must pay the listed charges. No additional arrangements or refund will be made.
- (8) The Restaurant was operated by “Shun Fat Food”. For any inquiries or opinion suggested, please phone, fax or email to contact its staff for immediate and quick follow up.

(V) Check-in/Departure Procedures

- (1) The person-in-charge of each day camping group should go to the Centre Office for check-in between 9:30 am and 10:30 am and check-out before 4:30 pm.
- (2) The person-in-charge of each evening camping group should go to the Centre Office for check-in between 4:30 pm and 4:45 pm and check-out before 10:30 pm.
- (3) The person-in-charge of each residential camping group should go to the Centre Office for check-in between 2:30 pm and 2:45 pm and check-out before 1:00 pm on the day of departure. Dormitory keys should be returned during check-out.
- (4) Campers are requested to gather at the Assembly Hall or designated venue for a briefing.
- (5) If individual members of a group require early or late check-in, the person-in-charge of the group must notify the duty manager in advance and complete the necessary registration procedure. If individual members of a residential camping group have to leave between 7:30 am and 8:00 am on the next day, the person-in-charge of the group must complete the necessary procedure at the Camp Office before 10:00 pm on the night prior to departure.
- (6) If the entire group cannot check in at the designated time, please notify the Centre staff by phone or in writing as soon as possible for alternative arrangements.
- (7) To avoid disturbance to other campers and for security reasons, there will be no check-in/departures between 10:00 pm and 7:30 am next day. Would the person-in-charge please brief all their own campers in the entire group to avoid any misunderstanding.

(VI) Inclement Weather Arrangements

- (1) If Tropical Cyclone Warning Signal No. 3 or above or the Black Rainstorm Warning Signal is in force at 7:00 am on the check-in day, day camp bookings of the day will be cancelled. If Tropical Cyclone Warning Signal No. 3 or above or the Black Rainstorm Warning Signal remains in force at 12:00 noon, residential camp and evening camp bookings of the day will also be cancelled. Persons-in-charge of affected groups should retain the receipt for refund.
- (2) For safety and operational reasons, all checked-in campers are required to leave the campsite if Tropical Cyclone Warning Signal No. 3 is issued. Campers must leave by their own means as soon as it is safe to do so.
- (3) Please call the camp staff to enquire about the camping arrangements before setting off for the camp if the Red Rainstorm Warning Signal is issued by the Hong Kong Observatory on the

check-in day.

(4) Air Quality Health Index

“High” health risk category (Air Quality Health Index (AQHI) of 7)

Activities will be held as scheduled. The Environmental Protection Department advises those with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly to reduce outdoor physical exertion, and to reduce the time of their stay outdoors, especially in areas with heavy traffic. Those with existing heart or respiratory illnesses should also seek advice from a medical doctor before participating in sports activities and take more breaks during physical activities. As the health effects on individuals may vary, participants should seek advice from a medical doctor if they are in doubt or feel uncomfortable.

“Very High” health risk category (AQHI of 8-10)

Activities will be held as scheduled. The Environmental Protection Department advises those with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly to reduce to the minimum outdoor physical exertion, and to reduce to the minimum the time of their stay outdoors, especially in areas with heavy traffic. The general public are advised to reduce outdoor physical exertion, and to reduce the time of their stay outdoors, especially in areas with heavy traffic. As the health effects on individuals may vary, participants should seek advice from a medical doctor if they are in doubt or feel uncomfortable.

“Serious” health risk category (AQHI exceeding 10)

Activities will be held as scheduled. The Environmental Protection Department advises those with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly to avoid outdoor physical exertion, and to avoid staying outdoors, especially in areas with heavy traffic. The general public are advised to reduce to the minimum outdoor physical exertion, and to reduce to the minimum the time of their stay outdoors, especially in areas with heavy traffic. As the health effects on individuals may vary, participants should seek advice from a medical doctor if they are in doubt or feel uncomfortable.

(VII) Notes and General Rules for Campers

1. Full bedding is provided in the dormitories. Air-conditioning is available from 4:00 pm to 8:00 am the following morning between May and October. Hot and cold water is supplied in communal bathrooms around the clock.
2. During the camping period, members of a group will be represented by a person-in-charge. All requests, if any, should be raised via the person-in-charge. Requests made by individual campers may not be entertained. Therefore, the person-in-charge had to be stayed in the Centre to assist their campers.
3. In case of change in the person-in-charge before or during the camping period, the group should assign another member, who should be 18 or above, as replacement. The personal particulars of

the new person-in-charge should be provided to the Centre as soon as possible to facilitate the necessary procedures.

4. After checking in, a camper should not give up his/her place in the camp to someone else.
5. Campers are not allowed to invite any person who has not paid the camp fee to the campsite. Visitors should obtain prior approval from the duty manager before they can enter the Centre. Upon arrival, they should register at the office.
6. Each dormitory can accommodate eight people. The number of dormitories for a group is assigned by our staff based on the group size. The mix of male and female members in each dormitory is decided by the person-in-charge of the group.
7. Please keep the dormitories clean and take good care of public property. Do not displace the furniture in the dormitories without permission.
8. Please take good care of the plants and keep the campsite clean and tidy.
9. Please do not bring any valuables to the campsite. Campers must take care of their personal belongings. The Centre is not liable for any loss of property.
10. Cooking is not allowed on the Centre and in the dormitories. Campers may approach the restaurant for meals.
11. Campers must compensate for any loss or damage caused to equipment or loaned items of the Centre during their use.
12. Please help maintain a tranquil environment and do not make excessive noise. Radios and sound equipment should only be used in such a way that they do not disturb the peace of others.
13. All activities should end by 11 pm. Campers should keep quiet and avoid causing disturbance to others.
14. Smoking is strictly prohibited on the Centre.
15. Please do not eat or drink at activity venues.
16. Please do not expose your body or wear pajamas in public places. Swimming suits may only be worn within the pool area.
17. Please do not use electricity from the Centre without permission.
18. The Department will not be liable for any injury, death, or damage or loss of property caused by the campers' own fault.
19. The manager has the right to suspend or cancel an activity when it becomes unsuitable to proceed with the activity due to issues with the venue or equipment.
20. Please do not bring any animal to the campsite.
21. Unauthorised vehicles are not allowed to enter the campsite.
22. Do not hang flags or banners, or put up posters without permission.
23. Be cautious of service vehicles driving around on the campsite.
24. Any misbehaviour leading to breach of the laws of Hong Kong or disorder, such as getting drunk and causing trouble, gambling and illegal drug use, is strictly forbidden. The Camp will report to the police at once if such misbehaviour is found. All fees and charges paid will not be refunded.
25. The duty manager may have any person removed from the campsite if he/she is found to be in breach of these rules or engaged in illegal or inappropriate acts. All fees and charges paid will not be refunded.

26. The Centre may be engaged for special purposes within short notice to accommodate the Government's strategy for the prevention and control of infectious diseases or contingency plans for disasters. In those cases, the venue will be closed and campers must vacate the campsite immediately.
27. No public broadcasting of audio-visual programmes involving copyrights is allowed in the Camp unless consent of the copyright owner or his/her authorised agent is obtained and valid documentary proof is produced upon entering the Camp. Applicants/Campers must indemnify for any claims arising from infringement of copyrights or any other intellectual property rights.

(VIII) Change of Information

If you want to add members to your group or check in at a time other than the designated one, please contact the Centre's staff on 2792 3828 seven working days before the camping period starts. Such changes must also be submitted in writing for approval by the Centre manager.

(IX) Enquiries and Contact

Before the camping period

- (1) For information on the dormitories, camp activities or other arrangements, please contact the camp staff on 2792 3828 during office hours.

(Office hours:

Monday to Friday	8:30 am to 5:00 pm
Saturday	8:30 am to 12:00 nn
Sunday and Public Holiday	Closed)

During the camping period

- (2) If you have any enquiries or suggestions during your stay, feel free to discuss with the duty manager at the Centre Office.
- (3) In case of emergency after 11:30 pm, residential campers may approach the duty manager:
 - via the security guard at the gate; or
 - by contacting our duty staff at 2791 7778 or in person at the Camp Office.

Other enquiries

- (4) For enquiries on special activities, use of venues or arrangements during inclement weather, please contact our programme staff at 2791 2245.

We wish you a happy and memorable stay at the Camp!