

十一人足球比賽 11-a-side Soccer Competition

主辦：
Organiser

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

金贊助：
Gold Sponsor

參賽者須知 Guidelines to Participants

1. 各參賽者／參賽隊伍領隊／教練／機構聯絡人請注意：所有參賽者或其家長／監護人必須簽署「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該組別賽事開始前簽署及遞交「參賽者聲明」，大會有權取消其參賽資格。

All participants/team leaders/coaches/contact persons of participating organisations should be noticed: 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 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). **If any participant fails to submit the “Declaration by Participants” before the commencement of the competition of their group, the Organiser reserves the right to disqualify him/her from participating in the competition.**

2. 男子甲及乙組初賽採分組單循環制，以 3 隊或 4 隊為一組，每組首名出線。出線隊伍再採單淘汰制進行比賽。

男子丙組的初賽採分組單循環制，以 4 隊為一組，每組首兩名出線。出線隊伍再採單淘汰制進行比賽。

For **Men’s Group A and Group B**, a single round robin system on group basis will be adopted in the preliminary round. Each group will consist of 3 to 4 teams. A single knock-out system will be applied to matches among each group’s champion.

For **Men’s Group C**, a single round robin system on group basis will be adopted in the preliminary round. Each group will consist of 4 teams. A single knock-out system will be applied to matches among each group’s champion and 1st runner-up.

組別 Division	參賽隊數 Number of participating teams	初賽 (分組單循環制) Preliminary round (Single round robin system on group basis)	出線 Qualify for the next round	餘下賽事 (單淘汰制) Remaining matches (Single Knock-out system)
男子甲組 Men’s Group A	32	分 8 組，每組 4 隊 8 groups of 4 teams each	每組首名出線 Champion of each group	採單淘汰制 角逐冠、亞、季及殿軍 Teams compete for the champion, first, second and third runners-up by Single Knock-out system
男子乙組 Men’s Group B	13	分 4 組，每組 3 至 4 隊 4 groups of 3 to 4 teams each		
男子丙組 Men’s Group C	8	分 2 組，每組 4 隊 2 groups of 4 teams each	每組首兩名出線 Champion and 1st runner-up of each group	

3. 全場比賽時間為 50 分鐘，上、下半場各 25 分鐘，中場休息 10 分鐘。
Each match will last 50 minutes, 25 minutes for the first half and 25 minutes for the second half, with 10 minutes' break in between.
4. 各參賽隊伍領隊／教練／隊長在球賽開始前 15 分鐘須填妥出場表，各參賽者須親自攜同附有相片的有效身份證明文件（正本）交予該場比賽幹事核對，未能出示上述證明文件的參賽者，不得出賽。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。
All team leaders/coaches/captains shall duly complete and submit the lists of participants 15 minutes before the commencement of the match. The participants shall bring their valid photo-bearing identity documents (original) in person to the officials of the Organiser for verification. Participant(s) who fail to produce the aforesaid identity documents will not be permitted to participate in the match. **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.**
5. 各參賽隊伍必須依照大會編定的時間出場比賽，每場賽事於裁判召集出場 5 分鐘後仍未能出場作賽或當比賽進行時參賽者不足 7 人者，作自動棄權論，賽會將判對賽隊伍勝 2:0。
Each participating team shall turn up at the scheduled time for the match. Any team that fails to turn up 5 minutes after the official commencement time or dispatches less than 7 participants during the match will be regarded as having withdrawn from the match and the opponent will be judged as the winner by the Organiser at a score of 2:0.
6. 在單循環賽事中，每場勝方得 3 分，負方或棄權得 0 分，賽和各隊得 1 分。
In matches adopting the single round robin system, the winner gains 3 points, the loser or the withdrawer gains no point. If the match ends in a draw, each team will gain 1 point.
7. 在分組初賽同一小組中，任何兩隊或以上的隊伍在積分榜中獲得相同分數，有關隊伍的排名將按照下列定次序排名：
(i) 有關隊伍的對賽積分，分數較多者將會排名較前
(ii) 有關隊伍的對賽得失球差，得失球差較佳者將會排名較前
(iii) 有關隊伍的對賽得球，得球較多者將會排名較前
(iv) 有關隊伍於分組積分榜中的得失球差，得失球差較佳者將會排名較前
(v) 有關隊伍於分組積分榜中的得球，得球較多者將會排名較前
若按上述(i)至(v)排名方法仍然相同，則以抽籤方式決定名次。
In the preliminary round, if two or more teams score the same points as indicated on the group table, the ranking of the teams will be determined according to the following order:
(i) the number of points obtained in the group matches between the teams concerned. The more the points, the higher the ranking.
(ii) the goal difference resulting from the group matches between the teams concerned. The better the goal difference, the higher the ranking.
(iii) the number of goals scored in the group matches between the teams concerned. The more the goals, the higher the ranking.
(iv) the goal difference of the teams concerned as indicated on the group table. The better the goal difference, the higher the ranking.
(v) the number of goals scored by the teams concerned as indicated on the group table. The more the goals, the higher the ranking.
If the ranking of the teams scoring the same points cannot be determined on the basis of criteria (i) to (v) mentioned above, ranking will be decided by drawing lots.
8. 單淘汰賽事每場均需分出勝負，賽和即各隊派 5 名球員互射十二碼。如仍未能分出勝負，則以「突然死亡」法互射十二碼定勝負。準決賽、季軍戰及決賽若賽和即加時 10 分鐘，再和則各隊派 5 名球員互射十二碼。如仍未能分出勝負，則以「突然死亡」法互射十二碼定勝負。

In matches adopting the single knock-out system, a winning team must be identified for each match. If the match ends in a draw, each team shall assign 5 players to serve the penalty kicks alternately. If the winner is still not identified, the “Sudden Death” rule will be adopted to determine the winner. If the matches of semi-finals, third place and final ends in a draw, there will be an extra period of 10 minutes. Should the tie score persist, each team shall assign 5 players to serve the penalty kicks alternately. If the winner is still not identified, the “Sudden Death” rule will be adopted to determine the winner.

9. 每隊全場最多可換球員 5 人（包括守門員），被換出的球員不得再參與該場比賽。
Not more than 5 players (including the goalkeeper) may be substituted during a match. Players who have been replaced will not be allowed to re-enter the match.

10. 參賽隊伍在分組單循環制的任何一場賽事棄權後，仍可繼續參與其他賽事，棄權隊伍會被判 0:2 落敗；而在採單淘汰制的賽事中，棄權者則會被取消資格，不能繼續參與餘下的賽事，而有關成績將停留在其最後一場已參與比賽的位置。

If a team withdraws from one match under the grouped single round robin system, it can still participate in other matches. The team withdrawing from the match will be judged as the loser at a score of 0:2. For the matches adopting the single knock-out system, withdrawers will be disqualified from playing in the remaining matches. The result that the team has achieved remains at the position held by it in the last match.

11. 各組別於以下日期後不得再改動參賽者名單：

乙組：2016 年 1 月 13 日或以前交回「參賽者資料」（2016 年 2 月 3 日或以前須交回「參賽者聲明」）

丙組：2016 年 3 月 4 日或以前交回「參賽者資料」（2016 年 3 月 22 日或以前須交回「參賽者聲明」）

甲組：2016 年 4 月 15 日或以前交回「參賽者資料」（2016 年 5 月 6 日或以前須交回「參賽者聲明」）

如有參賽者辭職或受傷，而有關機構欲改動隊員名單，便須提出書面申請，並提交受傷參賽者的醫生證明書及替補參賽者的有效工作證明，如僱員合約或薪酬紀錄等，大會才會因應個別情況作出考慮。

Any change of participant list is not allowed after:

**Group B: Submission of Particulars of Participants on or before 13 January 2016
(Submission of Declaration by Participants on or before 3 February 2016)**

**Group C: Submission of Particulars of Participants on or before 4 March 2016
(Submission of Declaration by Participants on or before 22 March 2016)**

**Group A: Submission of Particulars of Participants on or before 15 April 2016
(Submission of Declaration by Participants on or before 6 May 2016)**

In case of resignation or injury of any team member, application for change of team members will only be considered on a case by case basis provided that the application is made in a written form and attached with the medical certificate(s) of the injured person(s) and relevant documents such as employment contract and salary record, etc. to prove the substitute participant is its employee.

12. 參賽者必須任職於有關機構為連續性合約受僱的「僱員」，及為年滿 15 歲和只能代表一間機構參賽。

Each participant can represent only one organization and must be an employee aged 15 or above who has been working continuously under a continuous contract in Hong Kong for the participating organisation.

13. 「僱員」根據連續性合約受僱的定義為該僱員在首場賽事舉行前，已在香港連續為參賽機構工作最少 4 星期，每星期工作最少 18 小時，而且在整段比賽期間一直受僱於該機構。

The definition of “Employee” – An employee who has been working continuously in Hong Kong for the participating organisation for at least 4 weeks and at least 18 hours per week

before the first match of the competition takes place, and is employed by the same organisation throughout the competition period.

14. 大會有權要求參賽機構提交相關證明文件，即有效的「僱傭合約」及機構向稅務局遞交的「僱主報稅表」或強制性公積金供款紀錄，以證明所有參賽者均為該參賽機構的現職僱員。
A participating organisation may be required to produce relevant documents such as “Employment Contract” and “Employer’s Return” to Inland Revenue Department or Mandatory Provident Fund (MPF) payment records to prove that all the participants representing it in the competition are its employees.
15. 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。
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.
16. 如被發現冒名頂替，或有參賽者／參賽隊伍違反賽規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。
If any participant is found to be imposters or participant/team having violated the rules 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.
17. 被紅牌警告者除當場退出比賽外，下場罰自動停賽一場。
Any participant who is shown a red card will be sent off immediately and be suspended from next match automatically.
18. 被累積兩次黃牌警告者，下場罰自動停賽一場。
Any participant who has accumulated two yellow cards will be suspended from next match automatically.
19. 所有分組初賽中的黃牌紀錄，將不會計算在淘汰賽之內。但參賽者於分組初賽中未能完成之停賽處分，則必須在淘汰賽階段的賽事中執行有關之停賽。
The records of yellow card earned in the preliminary round will not be carried forward to the stage of knock-out competition. However, the suspension had not served in the stage of single round robin matches should be carried forward to the stage of knock-out competition.
20. 如在比賽當日，香港天文台於首場賽事／該場賽事所指定的報到時間前兩小時，已發出三號或以上熱帶氣旋警告信號或紅色或黑色暴雨警告信號仍然生效，該場賽事即告取消。大會稍後會通知各參賽者相應安排。
Should the Hong Kong Observatory issue the tropical cyclone warning signal No.3 or above, red rainstorm warning signal or black rainstorm warning signal 2 hours before the reporting time of the matches, all matches on that day will be cancelled. The Organiser will notify the participants of the corresponding arrangements separately in due course.
21. 如環境保護署於比賽當日公布的空氣質素健康指數為 7 級或以上，有關比賽安排如下：
When the “Air Quality Health Index (AQHI) of 7 or above” has been issued by the Environmental Protection Department on the Competition day, the arrangement of the competition as at below:
(a) 「高」健康風險級別 (空氣質素健康指數：7)
比賽如期舉行。環境保護署呼籲心臟病或呼吸系統疾病患者（如冠狀心臟病和其他心血管疾

病、哮喘及慢性阻礙氣管疾病，包括慢性支氣管炎和肺氣腫)、兒童和長者應**減少**戶外體力消耗，以及**減少**在戶外逗留的時間，特別在交通繁忙地方。心臟病或呼吸系統疾病患者在參與體育活動前應諮詢醫生意見，在體能活動期間應多作歇息。由於空氣污染對不同人士的影響不一，如參加者有疑問或感到不適，應徵詢醫生的意見。

“High” health risk category (AQHI of 7)

Competition will be held as scheduled. 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 are advised to **reduce** outdoor physical exertion, and to **reduce** the time of their stay outdoors, especially in areas with heavy traffic. Participants 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.

(b) 「甚高」健康風險級別 (空氣質素健康指數：8 至 10)

比賽如期舉行。環境保護署呼籲心臟病或呼吸系統疾病患者（如冠狀心臟病和其他心血管疾病、哮喘及慢性阻礙氣管疾病，包括慢性支氣管炎和肺氣腫）、兒童和長者應盡量減少戶外體力消耗，以及盡量減少在戶外逗留的時間，特別在交通繁忙地方。一般市民應減少戶外體力消耗，以及減少在戶外逗留的時間，特別在交通繁忙地方。由於空氣污染對不同人士的影響不一，如參加者有疑問或感到不適，應徵詢醫生的意見。

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

Competition will be held as scheduled. 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 is 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.

(c) 「嚴重」健康風險級別 (空氣質素健康指數：10+)

比賽如期舉行。環境保護署呼籲心臟病或呼吸系統疾病患者（如冠狀心臟病和其他心血管疾病、哮喘及慢性阻礙氣管疾病，包括慢性支氣管炎和肺氣腫）、兒童和長者應避免戶外體力消耗，以及避免在戶外逗留，特別在交通繁忙地方。一般市民應盡量減少戶外體力消耗，以及盡量減少在戶外逗留的時間，特別在交通繁忙地方。由於空氣污染對不同人士的影響不一，如參加者有疑問或感到不適，應徵詢醫生的意見。)

“Serious” health risk category (AQHI Exceeding 10)

Competition will be held as scheduled. 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 is 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.)

22. 當天文台發出酷熱天氣警告時，參賽者請留意於運動期間，應經常飲水以補充水分。若大量出汗，則需要補充少量鹽分。如感不適，應立刻停止運動，並盡快向醫生求診，切勿掉以輕心。

When the “Very Hot Weather Warning” has been issued by the Observatory, participants are advised to drink water or fluid at frequent intervals when exercising. If sweating is excessive, replenishment with small amount of salt is recommended. Stop immediately when feeling unwell during exercise and consult a doctor without delay.

23. 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 match or make any alternative arrangements under special circumstances. Should anything unforeseeable happen during a match, the referee on the spot or the Organiser will decide whether the match should continue or not and

participants shall not raise objection.

24. 各場比賽的執法工作由香港足球總會合資格裁判擔任，各參賽者須服從裁判的判決。
Judges of all matches will be served by qualified referees of The Hong Kong Football Association. All participants should abide by their decisions.
25. 大會不接受參賽隊伍提議的改期申請。
No application for changing the date of any match from a participating team is accepted.
26. 大會不設上訴，所有賽果以當場裁判最後判決為準。
No appeal will be accepted. The referees' decision on the competition results shall be final.
27. 所有賽事均使用由大會提供的 5 號足球作賽。
Size 5 footballs provided by the Organiser shall be used in all matches.
28. 參賽者必須穿着合規格的號碼球衣，球靴（塑膠或橡膠釘足球鞋）、球襪及護脛比賽。
Participants must wear approved jersey with number, soccer boots (plastic or rubber studs football boots), stockings and shinguards in match.
29. 參賽者不得穿戴任何有框眼鏡和任何飾物例如戒指、頸鏈及耳環等，以免對其他參賽者構成危險。
Participants shall not wear any spectacles or any ornament such as rings, necklace and earrings, etc. which is dangerous to other participants.
30. 參賽者所穿着的球襪必須完全將護脛覆蓋，而所採用的護脛必須為塑膠或同類物料所製造和有一定程度的保護作用。
Shinguards must be covered entirely by the stockings and shall be made of rubber, plastic or similar substance and shall afford a reasonable degree of protection
31. 守門員球衣顏色應與其他參賽者和裁判的球衣顏色有顯著分別。
The colour of the goalkeeper's jersey should be prominently different from that of the jerseys worn by other participants and the referee.
32. 各參賽對伍必須預備兩套合規格的不同顏色的號碼球衣參賽，如遇球衣顏色相同或近似時，在賽程表上排名較先之隊伍（即主隊）需要更換或以第二色球衣出賽；或穿着大會供應的號碼背心出賽。
Each team must prepare two sets of numbered jerseys in different colours for the competition. If the colours of the jerseys of two teams are the same or similar, **the first team** on the schedule of play (**i.e. the home team**) shall change their jerseys or wear the second set of jerseys in another colour for the match, or wear the numbered vests provided by the Organiser.
33. 各參賽者在本賽事中可獲金贊助「屈臣氏蒸餾水」提供的屈臣氏 Iso-Tone 電解質運動飲品（500 毫升）1 支。
All participants are entitled to get a bottle of Watsons Iso-Tone Sports Drink (500ml) provided by the Gold Sponsor "Watsons Water" of this competition during the competition.
34. 除章程及本須知明文規定外，其餘均依照香港足球總會的現行比賽規則辦理。
Unless explicitly stated in the prospectus and this guidelines, all rules and regulations will follow those presently adopted by the Hong Kong Football Association.
35. 本須知如有未盡善處，大會保留日後修改的權利。
If there is any inadequacy in this guidelines, the Organiser reserves the right to amend in the future.