



截至 2016 年 8 月 17 日
as at 17 August 2016

排球比賽 Volleyball Competition

主辦：
Organiser



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

銀贊助：
Silver 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 post, 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. 比賽地點 : 林士德體育館、荃灣西約體育館、官涌體育館、石硤尾公園體育館、青衣體育館及調景嶺體育館
Venue of Competition Osman Ramju Sadick Memorial Sports Centre, Tsuen Wan West Sports Centre, Kwun Chung Sports Centre, Shek Kip Mei Park Sports Centre, Tsing Yi Sports Centre and Tiu King Leng Sports Centre
3. 比賽日期 : 2016 年 8 月 28 日至 11 月 6 日
Date of Competition 28 August to 6 November 2016
4. 賽制 :
Format
 - (i) 男子甲、乙組及女子甲、乙組的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。
For Men’s Group A & B and Women’s Group A & 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.

- (ii) 男子丙組及女子丙組的初賽採分組單循環制，以 3 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 C and Women's Group C, a single round robin system on group basis will be adopted in the preliminary round. Each group will consist of 3 teams. Single knock-out system will be adopted 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 | 15 | 分 4 組，每組 3 至 4 隊 4 groups of 3 to 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 |
| 女子甲組 Women's Group A | 16 | 分 4 組，每組 4 隊 4 groups of 4 teams each | | |
| 男子乙組 Men's Group B | 16 | 分 4 組，每組 4 隊 4 groups of 4 teams each | | |
| 女子乙組 Women's Group B | 16 | 分 4 組，每組 4 隊 4 groups of 4 teams each | | |
| 男子丙組 Men's Group C | 6 | 分 2 組，每組 3 隊 2 groups of 3 teams each | 每組首兩名出線 Champion and 1st runner-up of each group | |
| 女子丙組 Women's Group C | 6 | 分 2 組，每組 3 隊 2 groups of 3 teams each | | |

5. 每場比賽均採用三局兩勝直接得分制。首兩局每局 25 分，一隊首先獲得 25 分並至少領先 2 分時為勝一局；決勝局(第三局)為 15 分，一隊首先獲得 15 分並至少領先 2 分時為勝一局。
3-set matches with a direct scoring system will be adopted for every match. The score of the first 2 sets will be 25 and a set continues until one of the teams gains a two-point advantage. The score of the deciding set (the 3rd set) will be 15 and the set continues until one of the teams gains a two-point advantage.
6. 在單循環制賽事中，每場勝方得 2 分，負方得 1 分，而棄權得 0 分。棄權隊伍的比賽結果作 0:2 及每局的得分為 0:25 落敗論。
In matches adopting the single round robin system, the winner gains 2 points and the loser gains 1 point. The withdrawer gains no points and will be taken as being defeated in the match by 0:2 with an individual score of 0:25 for each set.
7. 在單循環制賽事中，積分相同時的計算方法：
Method to decide the ranking in the case of 2 or more teams scoring equal points under the single round robin system:
- (a) 遇有隊伍總分相同時，則全部比賽中所得之局數除以全部比賽中所失之局數，其商數較大者獲較高之名次。
X 是全部比賽中所得總局數
Y 是全部比賽中所失總局數

Z 所得之商數

If there are teams scoring the same total points, the one with a higher quotient derived from dividing the **number of sets** won in all matches by the **number of sets** lost in all matches will be ranked higher.

X = **total number of sets** won in all matches

Y = **total number of sets** lost in all matches

Z = the quotient obtained

$$\frac{X}{Y} = Z$$

- (b) 如再有相同時，則全部比賽中所得之分數除以全部比賽中所失之分數，其商數較大者獲較高之名次。

A 是全部比賽中所得總分數

B 是全部比賽中所失總分數

C 所得之商數

If the quotients obtained by the teams are identical, then the team with a higher quotient derived from dividing the **number of points** gained in all matches by the **number of points** lost in all matches will be ranked higher.

A = **total number of points** gained in all matches

B = **total number of points** lost in all matches

C = the quotient obtained

$$\frac{A}{B} = C$$

- (c) 如仍未能決定者，則如下計算：

If the ranking still cannot be determined, the following calculation methods should be adopted:

- i) 兩隊相同時，以兩隊對賽時得分計，勝者為勝；

In the case of 2 teams obtaining identical quotients, the winner will be the team that has won in the previous encounter between the 2 teams;

- ii) 三隊或以上時，大會將以抽籤決定各隊名次。

In the case of 3 or more teams obtaining identical quotients, the ranking will be determined by drawing lots.

8. 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.**

9. 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 6 人者，作自動棄權論，大會將判對賽隊伍勝 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 6 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.

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 to be the position held by it in the last participated match.
11. 如有參賽隊伍在比賽中途擅自離場，經裁判向大會報告後，會判作棄權論，大會將判對賽隊伍獲勝。
If the team leaves the court without notification in advance, upon the report to the Organiser by the referee, the team will be regarded as having withdrawn from the match and the opponent will be judged as the winner.
12. 於 2016 年 8 月 17 日領隊會議後，所有參賽機構均不得再改動參賽者名單。如有參賽者辭職或受傷，而有關機構欲改動參賽者名單，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，大會才會因應個別情況作出考慮。
Any change of the participant list is not allowed after Team Leaders' Meeting held on 17 August 2016. In case of resignation or injury of any participant, application for change of participant list 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 to prove the substitute participant is its employee.
13. 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.
14. 「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.
15. 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.
16. 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.

17. 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.

18. 所有出賽參賽者的裝備：

The equipment for all participants:

- ✧ 各參賽隊伍必須預備兩套合規格的不同顏色比賽球衣參賽。除自由防守球員外，同隊參賽者必須穿著劃一款式及顏色的比賽球衣；自由防守球員的球衣顏色必須與同隊參賽者球衣顏色有顯著的區別；設計則可同可異。

Each team must prepare two sets of numbered jerseys in different colours for competition. Participants of the same team shall wear jerseys of the same design and in the same colour, except for the Libero's jersey. The Libero jersey may have a different design, which should be in a colour distinct from that of other participants.

- ✧ 球衣號碼必須為 1 至 20 號。

Jerseys should be numbered from 1 to 20.

- ✧ 參賽者必須穿著不脫色的膠底運動鞋作賽。

All participants should wear non-marking sports shoes for competition.

- ✧ 不能以貼膠布或膠紙等人為方式自製球衣號碼。

Any number on the jersey to be made by additional tapes is not allowed.

- ✧ 號碼須置於球衣前方和後方的中間位置，並與上衣的顏色明顯不同。

The number must be placed on the jersey at the centre of the front and of the back. The color and brightness of the numbers must contrast with the colour and brightness of the jersey.

- ✧ 若一隊有 2 名自由球員，則兩名自由球員的球衣設計及顏色須一致。

If there are two Libero participants, the design and colour of their jerseys must be the same.

- ✧ 隊長上衣的胸前號碼下必須已有帶狀標誌。

The team captain must have on his/her jersey a stripe underlining the number on the chest.

19. 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 Pre-No.8 special announcement (an advance notice to the public issued by the Hong Kong 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 reporting time of the matches, all matches on that day will be cancelled. The Organiser will notify the participants of the corresponding arrangement separately in due course.

20. 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.

21. 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.

22. 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 the participants shall not raise objection.
23. 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.
24. 所有賽事均使用由大會提供的合規格排球作賽。
Approved volleyball provided by the Organiser shall be used in all matches.
25. 本賽事所採用的球網高度，男子組為 2.43 米，而女子組則為 2.24 米。
The height of the net for this competition will be 2.43m for men and 2.24m for women.
26. 各場比賽的執法工作由香港排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 Volleyball Association of Hong Kong, China. All participants should abide by their decisions.
27. 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.
28. 參賽者攜來物品，請自行保管，如有遺失，大會概不負責。
Participants are required to take care of their belongings. No liability shall be borne by the Organiser for loss.
29. 各參賽者在本賽事中可獲銀贊助「菲仕蘭（香港）有限公司」提供的子母牌天然純牧系列高鈣較低脂牛奶飲品（200 毫升）。
All participants are entitled to get Dutch Lady Purefarm high calcium less fat milk beverage (200ml) provided by the Silver Sponsor “FrieslandCampina (Hong Kong) Limited” of this competition during the competition.
30. 除章程及本須知明文規定外，其餘均依照香港排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 Volleyball Association of Hong Kong, China.
31. 本須知如有未盡善處，大會保留日後修改權利。
If there is any inadequacy in this guidelines, the Organiser reserves the right to amend in the future.