



田徑比賽 Athletics Competition

主辦：
Organiser



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

銅贊助：
Bronze Sponsor



上海商業銀行
SHANGHAI COMMERCIAL BANK

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比賽開始前簽署及遞交「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, the Organiser reserves the right to disqualify him/her from participating in the competition.**

2. 比賽地點： 城門谷運動場
Venue of Competition: Shing Mun Valley Sports Ground
3. 比賽日期： 2016 年 9 月 25 日（星期日）
Date of Competition 25 September 2016（Sunday）

4. 大會報到處將於比賽當日上午 8 時正開始運作，各參賽者必須於比賽前親自攜同附有相片的有效身份證明文件（正本）到達大會「報到處」報到及領取號碼布。因遲到而未及簽署「參賽者聲明」而延誤及未能按參賽項目及按時到召集處報到者作自動棄權論。如參賽者未能出示附有相片的有效身份證明文件（正本）或與報名表格的參賽者資料不符，一律不得出賽。（大會建議各參賽者於比賽當日盡早到「報到處」報到，以便賽事順利進行。）

On the day of the competition, the Registration Counter will be operated at 8:00a.m. Participants shall report to the “Registration Counter” and collect the number cloth in the presence of valid photo-bearing identity documents (original). **Latecomers or those delayed to register to the marshal according to scheduled roll call time of the event due to late submission of “Declaration by Participants” will be regarded as withdrawal from the competition. If the participant fails to produce the valid photo-bearing identification documents (original) or the personal particulars shown on the identification document are inconsistent with the submitted participant list, he/she will not be allowed to take part in the competition.** (Participants are suggested to report to the Registration Counter on the event day as early as possible so as to ensure the smooth running of the event.)

5. 參賽者必須佩戴大會於比賽當日派發的號碼布，否則不准參加比賽。
All participants shall wear the number cloth provided by the Organizer on the event day, otherwise they will not be permitted to participate in the competition.
6. 號碼布必須扣於胸前（跳高項目於比賽時除外），大會概不補發，而遺失者不得參賽。如號碼布上項目不符者，亦不得參加比賽。大會可要求參賽者在短褲側面佩帶額外黏貼式的號碼。
All participants should wear a number cloth issued by the Organizer on the chest (except during high jump events). No replacement will be provided to those who have lost the number cloths. Participants without number cloths will not be allowed to participate in any event. Whenever any inconsistency with the number cloth is found, the participant will not be allowed to play in the event. The Organizer may request participants to affix additional adhesive number stickers on the side of their shorts.
7. 徑賽項目的召集時間約在比賽時間前 30 分鐘進行；田賽項目的召集時間則約在比賽時間前 20 分鐘進行。徑賽項目召集處設於 100 米起點對上看台位置；田賽項目的參賽者，請到所屬的田賽場地報到。當日第一項比賽將於上午 9 時 30 分開始，而該比賽召集時間約在上午 9 時進行。（詳情請留意當日大會公布）
Marshalling for Track Events will begin some 30 minutes before the event while the marshalling for Field Events will begin some 20 minutes before the event. The marshal of Track Events is located at the spectator area near the starting point of 100M. Participants who take part in Field Events should report to respective field area. On the day of the competition, the first event will be started at 9:30 a.m. and the marshalling of that event will be started at around 9:00 a.m. (Please pay attention to the announcements of the Organiser on the event day.)
8. 大會將設兩次召集（第一次召集及最後召集），參賽者必須準時攜同號碼布前往召集處報到。大會於召集處設有大會大鐘，召集時間以該大鐘為準，逾時者或不到召集處報到者，即當作缺席棄權論。Two roll-call announcements (1st roll-call & final roll-call) will be made by the Organiser. Participants of all events must bring along their number cloth and report to the marshal on time. The clock provided at the Marshalling Area shall be the official clock for the roll call. Participants who fail to report to the marshal on time or who do not report to the marshal will be regarded as absentees and having withdrawn from the competition.
9. 徑項召集處只限需要檢錄的參賽者才能進入，其他人仕一概不得進入。已進入召集處範圍的參賽者不得擅自離開，直至大會工作人員帶領到比賽場地。
No Persons other than the participants who need to report to the marshal shall enter the Marshalling Area for Track Events. Participants shall not leave the Marshalling Area until they are led by the official of the Organiser to the competition area.
10. 徑賽項目 400 米、800 米和 1500 米均不設初賽，所有名次以各組完成時間計算。100 米和 200 米初賽最佳時間的 8 名參賽者進入決賽。如初賽參賽者的時間相同，則以抽籤方式決定何人進入決賽。
For track events, no preliminary round will be held for 400m, 800m and 1500m events, the final ranking will be determined by the finishing times. For 100m and 200m events, the 8 participants with the best results achieved will be qualified for the finals. In case of same time being achieved in the preliminaries, selection of the participants for the finals will be determined by lots drawing.
11. 如某項賽事的參賽者只有 8 人（8 隊）或以下出席作賽，則直接進行決賽。
If there are only 8 participants (8 teams) or less in an event, only the final will be held.

12. 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 reporting for an event on the event day, the event will still be held.

13. 召集時間:

項目	開始召集時間	截止召集時間
徑項 (包括接力)	比賽前 30 分鐘	比賽前 10 分鐘
田項	比賽前 20 分鐘	比賽前 5 分鐘

Roll Call Time:

Events	Roll Call Starts	Roll Call ends at
Track Events (including relays)	30 minutes before the event	10 minutes before the event
Field Events	20 minutes before the event	5 minutes before the event

14. 若田賽及徑賽項目同時進行，參賽者應先向當值的該田賽項目主要裁判請假，再往徑賽召集處報到。當該項徑賽項目比賽完畢，須立即返回田賽比賽場地，向當值的該田賽項目主要裁判報到及銷假。參賽者不得要求補回失去的試跳或試擲機會。如田賽賽事在參賽者返回比賽場地報到前結束，該參賽者的參賽機會自動取消。

Whenever a participant is required to play in a track event and field event at the same time, he/she should first seek permission for leave from the field judge on duty and then report to the track marshal. After that track event, he/she should immediately report to the duty field judge and terminate his/her leave. No participants shall claim back any trial jump or throw. If a field event finishes before the participant returns, the participant's opportunity to play will be deemed as lapsed.

15. 各參賽者請穿著合適的運動服裝參加比賽。
All participants should put on proper sportswear.

16. 接力賽的成員必須穿上同色同款的上衣作賽。

Members in team relay events must wear shirts of same color and design.

17. 按國際田聯競賽規則第 143 及 144 條，檢錄員將檢查各參賽者的運動鞋(包括釘鞋)與號碼布。
According to Rules 143 and 144 of the Competition Rules adopted by the IAAF, the marshalling officer(s) will check the sports shoes (including running shoes with studs) and the number cloths worn by participants.

18. 參賽者只可穿著膠底運動鞋或釘長不超過 6 毫米的釘鞋參加比賽。
Participants shall only wear rubber-soled sports shoes or running shoes with studs not more than 6 mm long for the competition.

19. 按國際田聯規則第 162.7 條，凡起跑犯規之參賽者將會即時被取消比賽資格。
According to Rule 162.7 of the Competition Rules adopted by IAAF, participants who have made a false start shall be disqualified from the competition immediately.

20. 因參賽人數眾多，除跳高外，各參賽者可在田賽初賽項目中試擲或試跳 3 次，有效成績最佳的前 8 名可進入決賽，決賽可試擲或試跳 3 次，初賽和決賽成績亦計算在內。

Due to large number of participants in field events, except high jump, all participants can have 3 trial throws or trial jumps in both preliminary rounds and finals. The 8 participants with the best result in preliminary rounds will be qualified for the finals. The results achieved in the preliminary rounds and the final will be counted.

21. 凡田賽項目參賽者，均需在裁判員喚名後起計 1 分鐘內完成動作，無故延誤試跳或試擲，則作 1 次失敗論。

For all field events, participants should complete the action within one minute from the time the judge announces their names. A participant who unreasonably delays in making a trial renders himself/herself liable to have that trial recorded as a failure.

22. 跳高橫杆的起跳高度 Take-off height of the high jump crossbar: :

	男子先進組 Men's Masters	男子公開組 Men's Open	女子公開組 Women's Open
起跳高度 Take-off height	1.10 M	1.30 M	1.10 M

23. 跳遠板與沙池的距離為 1 米。

Distance between the take-off board and the sand pit is 1m.

24. 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.

25. 「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.

26. 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.

27. 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.

28. 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.
29. 除正在進行比賽的參賽者及正在執法的裁判／工作人員，或經大會安排的人士外，其他任何人士不得進入比賽場地。觀眾須於看台觀賞比賽。
Except the players participating in the competition, the referees or judges/staff of the Organiser enforcing the rules, and persons allowed to be present under the arrangement of the Organiser, no one shall enter the competition area. Spectators shall watch the competition at the spectator stand.
30. 接力賽事完成後將進行頒獎儀式，請留意大會的宣佈。其他個人項目可於獎牌領取處領取，參賽者在領取獎項時，必須出示號碼布及有效身份證明文件，並需簽署記錄。
Prize presentation will be held upon completion of team relay events. Participants are requested to take note of the announcement made by the Organizer. The prize for individual events can be collected at Prize Collection Area. Participants shall produce their number cloths and valid identification documents when collecting their medals and sign for record purpose.
31. 運動場內不准吸煙，而比賽場地範圍內則不准飲食。
No smoking is allowed on the venue and no eating or drinking is allowed on the track or in the area of competition for field events.
32. 不可擅自掛上任何橫額或旗幟。
No banners or flags shall be hung without permission.
33. 大會不會提供車位供各參賽者使用。
No parking spaces will be provided to the participants.
34. 參賽者必須遵守比賽場地的各項規則及大會的各項宣布。
Participants shall follow the rules and regulations of the competition venue and the announcements of the Organiser.
35. 如在比賽當日，香港天文台於上午 7 時仍發出三號或以上熱帶氣旋警告信號、紅色或黑色暴雨警告信號仍然生效，該日賽事即告取消。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 at 7 am on event day, all events on that day will be cancelled. The Organiser will notify the participants of the corresponding arrangements separately in due course.
36. 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，如參賽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，如參賽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，如參賽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.

37. 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.

38. 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，繼續舉行與否得由裁判長或大會全權決定，參賽者不得異議。
The Organiser reserves the right to postpone or make any alternative arrangements under special circumstances. Should anything unforeseeable happen during the competition, the Chief Referee or the Organiser will decide whether the competition should continue or not and the participants shall not raise objection.
39. 大會建議參賽者於比賽前進行適量的熱身運動。
Participants are advised to have warm up exercise before the competition started.
40. 大會有權更改比賽時間，以當場宣布為準。
The Organizer shall have the right to change the time of all the events. Participants should listen to announcements through the competition.
41. 大會已邀請資深裁判提供裁判服務。
Experienced referees were invited to render referee services.
42. 大會不設上訴，所有賽果以當場裁判長最後判決為準。
No appeal will be accepted. The Chief Referee's decision on the competition results shall be final.
43. 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 clothes and belongings. Participants should not bring along valuables with them. No liability shall be borne by the Organizer for loss.
44. 除章程及本須知明文規定外，其餘均依照國際田聯（2016-2017）年度比賽規則及香港業餘田徑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 adopted by the IAAF in 2016-17 and those presently adopted by the Hong Kong Amateur Athletic Association.
45. 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.