



截至 2023 年 7 月 12 日
as at 12 July 2023

排球比賽 Volleyball 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賽事開始前簽署及遞交「參賽者聲明」，大會將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 : 元朗體育館、青衣體育館、林士德體育館、天暉路體育館、深水埗體育館、荔枝角公園體育館及香港公園體育館
Venue of Competition Yuen Long Sports Centre, Tsing Yi Sports Centre, Osman Ramju Sadick Memorial Sports Centre, Tin Fai Road Sports Centre, Sham Shui Po Sports Centre, Lai Chi Kok Park Sports Centre and Hong Kong Park Sports Centre
3. 比賽日期 : 2023 年 8 月 5 日至 11 月 5 日
Date of Competition 5 August to 5 November 2023
4. 賽制 :
Format
 - (i) 男子甲、乙、丙組及女子甲、乙組的初賽採分組單循環制，以 3 隊或 4 隊為一組，每組首兩名出線。出線隊伍再採單淘汰制進行比賽。
For Men’s Group A, B & C 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. Single knock-out system will be applied to matches among each group’s top two.

(ii) 女子丙組採用單循環制進行比賽。

For Women's Group C, a single round robin system on group basis will be adopted in the matches.

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	12	分 4 組，每組 3 隊 4 groups of 3 teams each	每組首兩名 出線 Top two 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	8	分 2 組，每組 4 隊 2 groups of 4 teams each		
男子乙組 Men's Group B	13	分 4 組，每組 3-4 隊 4 groups of 3-4 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	7	分 2 組，每組 3-4 隊 2 groups of 3-4 teams each		
女子丙組 Women's Group C	5	--	--	

5. 每場比賽均採用三局兩勝直接得分制。首兩局每局 25 分，一隊首先取得 25 分並領先對隊至少 2 分時為勝一局，若比賽至 24 比 24 平手時，比賽繼續進行，直至某隊領先對隊 2 分 (26 比 24；27 比 25；……) 為止；決勝局 (第三局) 為 15 分，比賽至 15 分並至少領先對隊 2 分時為勝一局。

Best of three sets match with a direct scoring system will be adopted for every match. The score of the first two sets will be 25 and a set is won by the team which first scores 25 points with a minimum lead of 2 points. In the case of a 24-24 tie, play is continued until a 2-point lead is achieved (26-24; 27-25; etc). The score of the deciding set (the 3rd set) will be 15 and played to 15 points with a minimum lead of 2 points.

6. 球賽開始前 15 分鐘，雙方領隊、教練或隊長須填妥出場表交到「報到處」。各參賽者亦須親自攜同附有相片的有效身份證明文件正本 (例如：香港永久性居民身份證、香港居民身份證) 到「報到處」報到，如參賽者無法出示證件或被發現身份不符，一律不准出賽，以及不得換人補上。

The team leaders/coaches/captains of both teams shall duly complete and submit the lists of participants to the "Registration Counter" 15 minutes before the commencement of the match. All participants of the participating teams who are going to play in a match shall report to the "Registration Counter" in person with the original of his/her valid photo-bearing identity document (e.g. Hong Kong Permanent Identity Card, Hong Kong Identity Card). **Any participant who fails to produce his/her valid identity document or whose identity is not found to be matched will not be allowed to participate in the competition and no replacement of athletes will be allowed.**

7. 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比賽進行時，參賽者不足 6 人的隊伍，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 roll call made by the referee 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.

8. 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。
A participant is found to be imposters or participant/team who violates the regulation 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.

9. 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.

10. 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。
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.

$$\begin{aligned} X &= \text{全部比賽中所得總局數} \\ &\quad \text{Total number of sets won in all matches} \\ Y &= \text{全部比賽中所失總局數} \\ &\quad \text{Total number of sets lost in all matches} \\ Z &= \text{所得之商數} \\ &\quad \text{The quotient obtained} \end{aligned} \qquad \frac{X}{Y} = Z$$

- (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。
If the quotients obtained by the teams are identical, the one 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.

$$\begin{aligned} A &= \text{全部比賽中所得總分數} \\ &\quad \text{Total number of points gained in all matches} \\ B &= \text{全部比賽中所失總分數} \\ &\quad \text{Total number of points lost in all matches} \\ C &= \text{所得之商數} \\ &\quad \text{The quotient obtained} \end{aligned} \qquad \frac{A}{B} = C$$

(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.

11. 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，除以下情況外，棄權隊伍則會被取消資格，不能繼續參與餘下的賽事，其所得名次及積分會被全數取消。

- 進入 4 強賽至決賽的參賽隊伍，如有球員因傷病或公事未能參與本賽事，而這些球員的缺席卻引致該參賽隊伍人數不足無法出席賽事，倘若這些球員能提供分別由註冊醫生或該公司簽署的相關證明文件，才可保留參賽隊伍最後賽事的名次和積分。該隊領隊／教練／聯絡人必須於該參賽隊伍開賽前或缺席賽事後兩個工作天內向大會提供有關證明文件。逾時提交者則當作棄權論。

If the teams withdraw from a match under the grouped single round robin system, they can still participate in other matches. The teams withdrawing from the match will be judged as the losers 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. All the positions obtained and points scored by the teams will be cancelled except in the following circumstance.

- If the teams fail to turn up in full team in semi-finals and finals due to absence of player(s) on the grounds of injury/illness or engaging in job duties, the positions the teams obtained and the points they scored in the last match can be retained if they can produce relevant supporting documents issued by registered medical practitioners or the organisations. The Team Leader/Coach/Contact Person is required to provide the relevant supporting documents before the match start or 2 working days after the match from which the participating team was absent. Participating team who was late in submitting the supporting documents would be regarded as withdrawal from the match.

12. 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.

13. 於 2023 年 7 月 6 日領隊會議後，所有參賽機構均不得再更改參賽者名單。如有參賽者辭職或受傷，而有關機構欲更改參賽者名單，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。

No application for change of the participant list will be accepted after the Team Leaders' Meeting held on 6 July 2023. 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.

14. 所有出賽參賽者的裝備：

The equipment for all participants:

- ◇ 參賽者必須穿着不脫色的運動鞋作賽。

Participants should wear nonmarking sports shoes for competition.

- ✧ 各參賽隊伍必須預備兩套顏色不同的比賽球衣參賽。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球員球衣顏色有顯著的區別。

Each team shall 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, which should be in a colour distinct from that of other participants.

- ✧ 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.
- ✧ 球員可佩戴壓力式護墊(受傷保護式工具)以作保護或支持。可使用黑色、白色或中性顏色，惟所有需要配戴護具的球員必須配戴相同顏色的護具。
Compression pads (padded injury protection devices) may be worn for protection or support. Black, white or neutral colours may be also used provided that all using players wear the same colour.
- ✧ 球衣號碼必須為 1 至 99 號。
Jerseys should be numbered from 1 to 99.
- ✧ 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 名自由防守球員，則兩名自由防守球員的球衣設計及顏色須一致。
If there are two Liberos, 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.

15. 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.

16. 如在比賽當日，第一輪賽事報到前兩小時天文台已發出 8 號熱帶氣旋警告信號預警、或 8 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，該日賽事即告取消。大會稍後會通知各參賽者相應安排。

If a Pre-No. 8 Special Announcement has been issued, or Tropical Cyclone Warning Signal No. 8 or above or Black Rainstorm Warning Signal is still in force 2 hours before the reporting time for the first round of the matches on the match day, all matches on that day will be cancelled. The Organiser will notify the participants of the corresponding arrangement separately in due course.

17. 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:

「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.

「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.

「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.

18. 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.

19. 比賽期間，參賽隊伍如已進行其中一項比賽或初賽，即使其後因天氣惡劣或其他原因而不能參加餘下賽事，已繳交的報名費概不退還。

For a team who has already taken part in one of the events or the preliminary round during the competition period, if the participant/team cannot participate in the remaining competitions due to inclement weather or any other reasons, there shall be no refund of the entry fee already paid.

20. 參賽者必須任職於有關機構為「僱員」及年滿 15 歲。
A participant shall be an employee of the participating organisation and 15 years of age.
21. 「僱員」的定義為該僱員須在比賽截止遞交參賽者資料日期前，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 deadlines for submission of participants’ particulars for the competition, and is employed by the same organisation throughout the competition period.
22. 為確保參賽者為參賽機構的僱員，大會在收到參賽者資料後，有權要求參賽機構於 5 個工作天內提交證明文件，例如有效的「僱傭合約」及強制性公積金供款紀錄，以證明參賽者為該機構的現職僱員。如未能提供有關文件，該機構於相關比賽的參賽資格會被取消，已繳交的報名費概不退還。
To ensure all the participants are employees of the participating organisations, upon receipt of the participants’ particulars, the Organiser reserves the right to request the participating organisation to produce documents such as a valid “Employment Contract” and pay-record of Mandatory Provident Fund (MPF) within 5 working days to prove that the participants are existing employees of the organisation. The organisation failing to produce such documents will be disqualified from the concerned competition and there shall be no refund of the entry fees already paid.
23. 如大會發現任何參賽者在比賽期間並非參賽機構的僱員，該機構於相關比賽的參賽資格及所得成績會被取消。如任何機構觸犯此規則多於 1 次，其參與「工商機構運動會 2023」的資格及全部參賽項目所得成績一律取消。已繳交的報名費概不退還。大會有權要求該機構交還已領取的獎盃及獎牌。
If it is found that any participant is not an employee of the participating organisation during the competition, the organisation will be disqualified from the concerned competition with its results obtained cancelled. An organisation breaches this rule more than once will be disqualified from the Corporate Games 2023 with all its results obtained from all the events cancelled. There shall be no refund of the entry fees already paid. The Organiser reserves the right to request the organisation to return the trophies and medals received.
24. 參賽者必須遵守比賽場地內各項守則及大會的各項宣布。
Participants shall observe all the rules and regulations prescribed by the competition venue and the announcements of the Organiser.
25. 大會保留權利拒絕讓違反以上規則的機構參加日後的工商機構運動會。
The Organiser reserves the right to refuse participation of any organisation in breach of the above rules in the Corporate Games in future.
26. 大會將會在賽事期間進行拍攝／錄影／播放，並有權在互聯網、康樂及文化事務署轄下場地、主辦機構的專題網頁、刊物和其他宣傳渠道展示／刊載活動照片或片段，以作活動宣傳或紀錄。
The Organiser will carry out photo shoots/video-filming/arrange broadcasting during the competitions, and has the right to display/publish the event photos or videos on the Internet, at venues of the Leisure and Cultural Services Department, on the dedicated website, in publications of the Organiser and through other publicity channels, for promotion of activities or record purposes.
27. 大會有權把比賽成績及相片向外公布。
The Organiser has the right to release the result and photos of the competition to the public.
28. 有關本賽事的比賽成績和其他賽事資料等，均會在大會網頁公布。
The results of the competition and other information relating to the competition will be announced through the Organiser’s website.

29. 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.
30. 各場比賽的執法工作由合資格裁判擔任，各參賽者須服從裁判的判決。
Judges of all matches will be served by qualified referees. All participants should abide by their decisions.
31. 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.
32. 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.
33. 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.
34. 大會保留日後修改本須知的權利。
The Organiser reserves the right to amend this guidelines in the future.