



## 五人足球比賽 Futsal Competition

主辦：  
Organiser



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

銀贊助：  
Silver Sponsor



1. 比賽日期、時間和地點 (待定) :  
Date, Time and Venue of Competition (To be confirmed)

日期 Date	星期 Day	時間 Time	地點 Venue
2023 年 3 月 4 日 至 2023 年 8 月 29 日  4 March 2023 to 29 August 2023	星期二 Tuesday	晚上 7 時至 11 時 7:00 pm-11:00 pm	長沙灣遊樂場 Cheung Sha Wan Playground
	星期六 Saturday	下午 2 時至 晚上 11 時 2:00 pm-11:00 pm	
	星期日 Sunday		

2. 參賽資格 : (1) 歡迎有興趣的機構以機構／政府部門的名義參加。  
Eligibility Interested organisations in the name of organisation or the government departments are welcome to take part in the competition.
- (2) 參賽者必須年滿 15 歲，並須在有關比賽截止遞交參賽者資料日期前，已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。  
A participant shall be 15 years of age who has been working continuously for the participating organisation for at least 4 weeks and at least 18 hours per week before the deadline for submission of participants' particulars for the competition, and is employed by the same organisation throughout the competition period.
- (3) 參賽者在整個運動會期間只可代表 1 間機構參賽。  
A participant shall represent only 1 organisation throughout the Games.
- (4) 大會保留拒絕任何參賽者參賽的權利。  
The Organiser reserves the right to forbid any participant from taking part in the competition.
3. 組別 : 甲組 - 在香港僱用 300 名或以上員工的機構  
Grouping Group A - Organisations with 300 or more employees in Hong Kong
- 乙組 - 在香港僱用 300 名以下員工的機構  
Group B - Organisations with less than 300 employees in Hong Kong
- 丙組 - 政府部門（僱員人數不限）  
Group C - Government Departments (no restriction on the number of employees)

4. 比賽項目和名額 :  
Event and Quota

組 別 Group	比賽項目 Event	名 額 Quota	備 註 Remarks
甲組 Group A	男子 Men	48 隊 teams	每間機構只可填報 1 隊 Only 1 team from each organisation.
乙組 Group B		16 隊 teams	
丙組 Group C		16 隊 teams	
甲組 Group A	女子 Women	8 隊 teams	每間機構只可填報 1 隊 Only 1 team from each organisation.
乙組 Group B		8 隊 teams	
丙組 Group C		8 隊 teams	

5. 費用 : 每間機構 500 元正  
Fees \$500/each organisation

6. 賽制 : (1) 截止報名後，如有任何組別／比賽項目少於三隊報名，該組別／比賽項目將會取消。  
If the number of team enrolled in any group/event is less than three after the enrolment deadline, the group/event will be cancelled.  
(2) 截止報名後，如五人足球比賽的總報名隊數不足總名額的一半，大會有權取消整個比賽項目。  
If the total number of teams in the Futsal Competition is less than half of the overall quota after the end of the enrolment period, the Organiser has the right to cancel the competition event as a whole.  
(3) 初賽採分組單循環制，以 3 隊或 4 隊為一組（視乎報名情況），每組首兩名出線。出線隊伍再採單淘汰制進行比賽。  
（大會有權因應報名情況而更改每項賽事的賽制。）  
A single round robin system on group basis will be adopted in the preliminary round. Each group will consist of 3 or 4 teams (according to actual enrolment situation). Single knock-out system will be applied to matches among each group's top two.  
(The Organiser reserves the right to change the format of competition for each event in consideration of the enrolment situation.)  
(4) 初賽分組編排由大會抽籤決定。  
Grouping for matches in the preliminary round will be decided through balloting by the Organiser.  
(5) 每場比賽法定時間為全場 40 分鐘，上、下半場各 20 分鐘，中場休息不多於 10 分鐘。分組初賽採不停錶計時。  
Each match will last 40 minutes, 20 minutes for the first half and 20 minutes for the second half, with not exceed 10 minutes' break in between. Matches in the preliminary rounds are **not played real-time**.  
(6) 單淘汰制賽事每場均需分出勝負，賽和則雙方互射點球，並採「即時死亡」制決定勝負。  
In matches adopting the single knock-out system, a winning team must be identified for each match. If the match ends in a draw at the end of the normal playing time, the winner shall be determined by penalty kicks and the "sudden death" rule will be adopted.

7. 計分法  
Point Scoring System

- ： (1) 初賽賽和將不加時，每場勝方得 3 分，賽和各隊得 1 分，負方或棄權得 0 分。  
No extra time shall be played after a draw for matches in the preliminary rounds, with 3 points for a win, 1 point for a draw and none for a defeat/withdrawal.
- (2) 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方法定次序排名：
- (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
  - (vi) 於分組賽事中計算最少黃牌及紅牌。每隊將按照黃牌及紅牌的數目而獲得分數；
    - (a) 每面黃牌將會獲得 1 分
    - (b) 每面由兩面黃牌而變成的紅牌，將會獲得 3 分
    - (c) 每面直接紅牌將會獲得 3 分
    - (d) 在黃牌之後領直接紅牌，將會獲得 4 分
    - (e) 得分較少的球隊將會排名較高

若按上述(i)至(vi)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.
- (vi) the least numbers of yellow and red cards in the preliminary rounds. Points will be given to the teams according to the numbers of yellow and red cards they have received:
  - 1 point for a yellow card
  - 3 points for a red card given as a result of 2 yellow cards
  - 3 points for a direct red card
  - 4 points for a yellow card followed by a direct red card
  - The fewer the points, the higher the ranking

If the ranking of the teams scoring the same points cannot be determined on the basis of criteria (i) to (vi) mentioned above, ranking will be decided by balloting.

8. 獎勵  
Awards

- ： 各組別的每個項目均設冠、亞、季及殿軍獎。(各得獎隊伍必須參與最少一場賽事方可獲得獎項。)

另外，大會特設每組團體總冠軍獎盃，頒予在各項比賽中累積得分最高的機構。有關計分方法和詳情，請瀏覽以下網頁：

<http://corporategames.lcsd.gov.hk/tc/cg/2023/score.html>

Prizes will be awarded to the Champion, 1st runner-up, 2nd runner-up and 3rd runner-up of each event in the respective Group. (The winning team must play in at least one match in order to be awarded any prize.)

An overall championship trophy will be awarded to the organisation accumulating the highest points from all events for each group. For the scoring method and details, please browse the following webpage:

<http://corporategames.lcsd.gov.hk/en/cg/2023/score.html>

## 9. 賽規 Rules

- ： (1) 每場比賽開始前，球隊可以在出場表格內填報 5 名已註冊的正選球員及最多 9 名後備球員。球隊可於比賽中任何時間作後備球員替換，後備球員必須在作賽球員離場後，方可進場入替。所有替換球員必須在指定換人區域（近中界線）內進行，違犯者將被黃牌警告，換人區只許參賽隊伍的領隊、教練及後備球員進入。

Before the commencement of each match, a team may put 5 selected players who have completed the registration and up to a maximum of 9 reserve players on the players' list. Substitutions may be made at any time during a match and a substitute shall only enter the pitch after the player being replaced has left. All substitutions must be made within the designated substitution zone (near the halfway line). Those who have violated this regulation will be cautioned with a yellow card. Only the team leaders, coaches and substitutes of the teams in the match may enter the substitution zone.

- (2) 球賽開始前 15 分鐘，雙方領隊、教練或隊長須填妥出場表，各參賽者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，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，未能完成註冊的隊伍，則會視作棄權論。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 3 人者，作自動棄權論，大會將判對賽隊伍勝 2:0 的比數落敗（時間以主辦機構計時鐘為準）。

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. Any team that fails to complete the registration will not be allowed to play. 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 3 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 according to the rules and regulations (The Organisers's clock shall be the official clock).

- (3) 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 team 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 team 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 organisation. 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.

- (4) 如有參賽者／參賽隊伍違反規則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。  
Any participant/team who violates the regulations 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.
- (5) 大會有權取消嚴重犯規者的比賽資格。  
The Organiser has the right to disqualify a participant who has seriously breached the regulations from the competition.
- (6) 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.
- (7) 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.
- (8) 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 which has not served in the stage of single round robin matches should be carried forward to the stage of knock-out competition.
- (9) 除本章程明文規定外，其餘均依照國際足協五人足球賽例進行。  
Unless explicitly stated in this prospectus, all rules and regulations will follow those currently used in the Futsal Laws of the Game set by the Fédération Internationale de Football Association (FIFA).

10. 裝備  
Equipment

- (1) 所有賽事均使用由大會提供的國際足協認可的足球作賽。  
Futsal ball approved by FIFA will be provided by the Organiser shall be used in all matches.
- (2) 參賽者必須穿着球襪及平底運動鞋比賽，不得穿戴任何有框眼鏡和任何飾物，例如戒指、頸鏈或耳環等，以免對其他參賽者構成危險。  
Participants should wear socks and flat-soled sports shoes during the competition. Participants shall not wear any spectacles or any ornament such as rings, necklace and earrings, etc. which is dangerous to other participants.
- (3) 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.
- (4) 各參賽隊伍必須預備兩套顏色不同的號碼球衣。如兩隊球隊號碼球衣顏色相同，則按賽程編定排名較先者需更換其號碼球衣，或穿着大會供應的號碼背心。  
Each team must prepare two sets of numbered jerseys in different colours. If two teams wear numbered jerseys of the same colour, the home team in the competition should change their numbered jerseys, or wear the numbered vests provided by the Organiser.

11. 職員／參賽者須知  
Notes to Staff /Participants

- (1) 成功報名的參賽機構須於 2022 年 12 月 21 日（星期三）或之前於辦公時間內將抬頭為「香港特別行政區政府」的劃線支票（期票恕不接納）寄回或交回康樂及文化事務署大型活動組（地址：新界沙田排頭街 1 至 3 號康樂及文化事務署總部 2 樓），以辦理報名手續，並請按以下日期將「參賽者資料」以及「年滿十八歲的參賽者聲明」及／或「未年滿十八歲的參賽者聲明」寄回、交回或傳真（傳真號碼：2634 0786）至該組：
- 2023 年 1 月 20 日（星期五）或之前交回「參賽者資料」
  - 2023 年 2 月 6 日（星期一）或之前交回「年滿十八歲的參賽者聲明」及／或「未年滿十八歲的參賽者聲明」

The successfully enrolled organisations should make crossed cheques (Post-dated cheque is not accepted) payable to “The Government of the Hong Kong Special Administrative Region” and submit the cheques in person or by post 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) on or before 21 December 2022 (Wednesday). They should also return the Particulars of Participants, and “Declaration by Participants aged 18 or above” and/or “Declaration by Participants aged below 18” by post, in person or by fax (Fax: 2634 0786) to the section according to the deadlines below:

- Submission of Particulars of Participants on or before 20 January 2023 (Friday)
- Submission of “Declaration by Participants aged 18 or above” and/or “Declaration by Participants aged below 18” on or before 6 February 2023 (Monday)

(2) 每隊須填報一名年滿 18 歲的領隊／教練以及最多 20 名參賽者。

Each team should submit a list of one team leader/coach aged 18 or above and 20 participants in maximum.

(3) 於 2023 年 2 月 7 日（星期二）後，所有參賽隊伍均不得更改參賽者名單。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，大會才會因應個別情況作出考慮。Any change of participant list is not allowed after 7 February 2023 (Tuesday). In case of resignation or injury of any participant, application for change of the 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).

(4) 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。

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.

12. 領隊會議及對賽抽籤 : 領隊會議定於 2023 年 2 月 7 日（星期二）晚上 7 時，在新界沙田排頭街 1 至 3 號  
Team Leaders’ Meeting and Fixture Draw 康樂及文化事務署總部 1 樓視聽室舉行，屆時將進行對賽抽籤，歡迎參賽機構派代表出席。參賽名單必須於領隊會議舉行當日或之前落實，大會於對賽抽籤後將不接納任何更改參賽名單的申請。沒有派代表出席的隊伍，對抽籤結果不得異議。A team leaders’ meeting and a fixture draw will be held at 7:00 pm on 7 February 2023 (Tuesday) at the Audio/Visual Room, 1/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin, New Territories. Participating organisations shall send their own representative to attend. The list of participants must be confirmed on or before the date of meeting. No application for amendments to the list will be accepted after the fixture draw. Those organisations failing to send their representatives must fully accept the results as no objections shall be raised.

13. 裁判 : 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。  
Referee Judges of all matches will be served by qualified referees. All participants should abide by their decisions.

14. 上訴 : 大會不設上訴，所有賽果以裁判最後判決為準。  
Appeal No appeal will be accepted. The referees’ decision on the competition results shall be final.

15. 惡劣天氣安排 : (1) 如在比賽當日，第一輪賽事報到時間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、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。  
Inclement Weather Arrangement If a Pre-No. 8 Special Announcement has been issued, or Tropical Cyclone Warning Signal No. 8 or above or Red 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 arrangements separately in due course.

- (2) 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.

16. 改期  
Changing the Date  
of Competition
- :
- (1) 若因特殊情形，大會有權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 competition or make any alternative arrangements under special circumstances. Should anything unforeseeable happen during the competition, the referee on the spot or the Organiser will decide whether the competition should continue or not and participants shall not raise objection.
  - (2) 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 fees already paid.
  - (3) 大會不接受參賽隊伍提議的改期申請。  
No application for changing the date of any competition from a participating team is accepted.
17. 附則  
Remarks
- :
- (1) 「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 for the participating organisation for at least 4 weeks and at least 18 hours per week before the deadline for submission of participants’ particulars for the competition, and is employed by the same organisation throughout the competition period.
  - (2) 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.
  - (3) 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 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.
  - (4) 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.
  - (5) 參賽者必須遵守比賽場地內的各項守則及大會的各項宣布。  
Participants shall comply all the rules and regulations prescribed by the competition venue and the announcements of the Organiser.
  - (6) 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.
  - (7) 大會有權把比賽成績向外公布。  
The Organiser has the right to release the result of the competition to the public.



- (8) 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.

- (9) 本章程如有未盡善處，大會保留權利隨時修改而無需事先通知。  
If there is any inadequacy in this prospectus, the Organiser reserves the right to amend at any time without giving any prior notice.

18. 因應 2019 冠狀病毒病的  
最新情況參賽者注意事項  
(如適用)

Notes to Participants  
with regard to the Latest  
Situation of COVID-19  
(if applicable)

- (1) 大會有權因應特殊情況或《預防及控制疾病(規定及指示)(業務及處所)規例》(第 599F 章) 的最新規定更改比賽日期或另作安排，並會通知各參賽者。如比賽中途發生突發事故，大會可全權決定是否繼續進行比賽，參賽者不得異議。

The Organiser has the right to change the date of competition or make any alternative arrangements under special circumstances or in the light of the latest requirements under the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F) and will notify the participants accordingly. Should any incident happen during the competition, the Organiser will have the sole right to decide whether or not the competition should continue. All participants shall raise no objection.

- (2) 參賽者必須嚴格遵守《預防及控制疾病(規定及指示)(業務及處所)規例》(第 599F 章) 的最新規定。

Participants shall strictly abide by the latest requirements under the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F).

- (3) 只准必要人員進入比賽場區，包括參賽球員、臨場指導教練（最多一人）、裁判、救傷隊員、大會工作人員和特許人員。

Only essential persons, including participants, bench coaches (one at most), referees, first-aiders, staff of the Organiser and authorised persons, are allowed to enter the competition field.

- (4) 為避免人群聚集，保持社交接觸及減少感染風險，參賽者須根據賽程表所列明的報到時間前往報到處報到，並須遵守進入體育處所的規定，參賽者如未能依時向賽會工作人員報到，或出現傳染病病徵，如發燒、乏力、乾咳、呼吸困難、鼻塞、頭痛、結膜炎、喉嚨痛、腹瀉、喪失味覺或嗅覺、皮疹或手指或腳趾變色，或正接受政府指定的強制檢疫，本署有權取消其參賽資格，所繳報名費用將不獲退還。

To avoid the gathering of crowds, maintain social distancing and reduce the risk of infection, participants shall report to the registration counter according to the specified reporting time, comply with the latest Regulations of Sports premises. If participants fail to report to the Organiser on time, or have symptoms of communicable diseases such as fever, malaise, dry cough, shortness of breath, nasal congestion, headache, conjunctivitis, sore throat, diarrhoea, loss of taste or smell, skin rash or discolouration of fingers or toes, or are subject to compulsory quarantine required by the Government, the LCSD has the right to disqualify them and the enrolment fees will not be refunded.

- (5) 非參賽球員不得在比賽場區範圍逗留。

Non-participants shall not stay in the competition field.

- (6) 參賽者在進入比賽場區前須在報到處登記，否則大會工作人員有權拒絕其進場或請其離開比賽場地。

Participants shall register at the registration counter before entering the competition field, failing which the Organiser has the right to refuse their entry or ask them to leave the venue.

- (7) 參賽者須根據本署場地設施的最新規定佩戴口罩、避免多於法定人數聚集，以及保持適當社交距離。裁判及大會工作人員有權拒絕違規者進場或請其離開比賽場地。

Participants should wear a mask in accordance with the latest regulations of our venues; avoid exceeding the legal limit on the maximum number of people allowed in a group; and properly maintain social distancing. In case of non-compliance, referees and staff of the Organiser have the right to refuse the entry of participants and bench coaches or order them to leave the venue.

- (8) 為避免球員間的身體接觸，比賽前後不設握手環節。

To avoid physical contacts among players as far as possible, there will be no handshaking before and after the competition.

- (9) 參賽者應自備飲用水和個人衛生用品。

Participants should bring their own drinking water and personal hygiene products.

- (10) 參賽者須保持良好個人衛生，並留意自己身體狀況，如發覺有 2019 冠狀病毒病最常見的病徵，例如發燒、乏力、乾咳及呼吸困難，或其他病徵，包括鼻塞、頭痛、結膜炎、喉嚨痛、腹瀉、喪失味覺或嗅覺、皮疹或手指或腳趾變色，則不應勉強參賽。

Participants should maintain good personal hygiene and pay attention to their physical conditions. They should not participate in the competition if they have the most common symptoms of COVID-19, such as fever, malaise, dry cough and shortness of breath. Other symptoms include nasal congestion, headache, conjunctivitis, sore throat, diarrhoea, loss of taste or smell, skin rash or discolouration of fingers or toes.

- (11) 如大會工作人員觀察到參賽者的健康狀況不宜參賽，或參賽者出現 2019 冠狀病毒病傳染病病徵，會立刻勸喻參賽者停止參與活動。

If a participant is found by the Organiser to be physically unfit for participating in the competition or has the symptoms of COVID-19, the participant concerned will be immediately advised to stop participating in the competition.

19. 查詢電話  
Enquiries

: 2601 7673

**辦公時間**

星期一至五上午 9 時至下午 6 時

(下午 1 時至 2 時午膳)

星期六、日和公眾假期休息

**Office Hours**

9:00 a.m. to 6:00 p.m. from Monday to Friday

(Lunch Hour: 1:00 p.m. to 2:00 p.m.)

Closed on Saturdays, Sundays and public holidays

## 五人足球比賽 – 參賽者資料

### Futsal Competition – Particulars of Participants

(大會編號 Official No. )

機構名稱

Name of Organisation

機構地址

Address of Organisation

參賽組別#  甲/乙/丙 組 (男子隊/女子隊)  球衣顏色 (1)  (2)

Group to be entered#  Group A / B / C ( Men's Team / Women's Team ) Colour of Jersey

#請將不適用者刪去 Please delete as appropriate

領隊/教練/聯絡人姓名

Name of Team Leader / Coach / Contact Person

電話 (日)  (夜)  傳真號碼

Telephone No. (Day) (Night) Fax No.

電郵地址\*  手提電話號碼

E-mail Address\* Mobile Phone No.

\*運動會的資料會以電郵傳送 Information on the Games will be sent via e-mail.

編號 No.	參賽者姓名 Name of Participant (須與身份證明文件相同) (Should be the same as the one shown on the identity document)		年齡組別 Age Group 請用英文字母表示 Please indicate with a letter code	身份證明文件號碼☆ Identity Document No. ☆
	中文 Chinese	英文 English	A=15-19 E=35-39 I=55-59 B=20-24 F=40-44 J=60 或以上 C=25-29 G=45-49 or above D=30-34 H=50-54	
1 隊長 (Captain)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
12	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
13	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
14	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
15	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
16	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
17	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
19	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
20	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

☆請填寫香港身份證號碼的英文字首及首 4 個數字 (例如: A1234 / XD1234) 或護照號碼的首 6 個數字 (例如: 123456)。

Please indicate the beginning letter(s) and the first 4 digits of the Hong Kong Identity Card Numbers (e.g. A1234 / XD1234) or the first 6 digits of the passport numbers (e.g. 123456). 備註 Remarks :

- (1) 每間機構可填報最多 1 隊男子隊和 1 隊女子隊，每隊可填報參賽者 20 名。  
A maximum of 1 men's team and 1 women's team from each organisation may enroll in the competition. Each team may submit a list of 20 participants.
- (2) 所有參賽者或其家長／監護人必須在 2023 年 2 月 6 日（星期一）或之前 填妥「年滿十八歲的參賽者聲明」及／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。如任何參賽者未能簽署及遞交有關聲明，大會有權取消其參賽資格。  
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 (Fax: 2634 0786) to Major Events Section, 2/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin, New Territories on or before 6 February 2023 (Monday). If any participant fails to submit the declaration, the Organiser reserves the right to disqualify him/her from participating in the competition.
- (3) 你提供的資料，只作康樂及文化事務署舉辦的康體活動包括工商機構運動會報名事宜、統計、日後聯絡及活動意見調查之用，並只限獲康文署授權人員方可查閱有關資料作前述目的之用。  
The information you have provided will only be used for the purposes of enrolment of recreation and sports activities including Corporate Games organised by the Leisure and Cultural Services Department, compilation of statistics, future contact purpose and opinion survey. Only the staff authorised by the Leisure and Cultural Services Department will be given access to the information for aforesaid purpose.
- (4) 如欲更正或查閱你在本表格上填寫的個人資料，請致電 2601 7673 與康樂及文化事務署大型活動組職員聯絡。  
Please contact the staff of the Major Events Section of the Leisure and Cultural Services Department at 2601 7673 if you wish to request correction of or access to the personal data provided in this form.
- (5) 你必須在本表格內及有關的聲明書提供所需的個人資料，如你未能清楚提供所需的個人資料，報名恕不受理。  
You should fill in the personal data in this form and in the declaration. If you do not provide the required personal data, your application will not be entertained.
- (6) 有關本賽事的章程、賽程、分組及對賽抽籤結果、比賽成績和其他賽事資料等，均會在大會網頁公布。  
The prospectus, schedules, results of the grouping and fixture draw, results of the competition and other information relating to the competition will be announced through the Organiser's website.

**機構領隊／教練聲明：**

**Declaration by Team Leader/Coach of the Organisation**

**本人聲明 I declare that:**

- (1) 上述填報的所有參賽者資料均全部屬實。  
All the particulars of the participants provided above are true and correct.
- (2) 上述填報的所有參賽者均屬本機構僱員。  
All the participants listed above are the employees of this organisation.
- (3) 上述填報的所有十八歲以下的參賽者均已獲其家長／監護人或經其家長／監護人授權者同意才參加上述活動。  
All the participants aged under 18 listed above have obtained the consent of their parent/guardian or the person authorised by their parent/guardian to participate in the above activity.

機構印章 Chop of Organisation

領隊／教練簽署：\_\_\_\_\_  
Signature of Team Leader/Coach

日期：\_\_\_\_\_  
Date

請於 2023 年 1 月 20 日（星期五）或之前 將此表格寄回、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。

Please return this form by post, in person or by fax (Fax: 2634 0786) to Major Events Section, 2/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin, New Territories on or before 20 January 2023 (Friday).



**五人足球比賽 - 年滿十八歲的參賽者聲明**  
**Futsal Competition – Declaration by Participants aged 18 or above**

比賽項目：工商機構運動會 2023 – 五人足球比賽  
Competition Event Corporate Games 2023 – Futsal Competition  
機構名稱：\_\_\_\_\_  
Organisation Name \_\_\_\_\_ 大會編號：\_\_\_\_\_  
Official No. \_\_\_\_\_  
參賽組別#：甲／乙／丙組（男子隊／女子隊）#請將不適用者刪去  
Group to be entered# Group A / B / C（Men's Team / Women's Team）#Please delete as appropriate

所有年滿十八歲的參賽者必須在 2023 年 2 月 6 日（星期一）或之前簽署本聲明，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。如任何參賽者未能簽署及遞交本聲明，大會有權取消其參賽資格。  
All participants aged 18 or above must sign this form 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) on or before 6 February 2023 (Monday). If any participant fails to submit this form, the Organiser reserves the right to disqualify him/her from participating in the competition.

**我聲明 I declare that :**

- 我已詳細閱讀比賽章程及同意遵守其訂明的規則及規例。如因本人疏忽或漏報申請表格的資料而導致任何損失，大會無須負責。  
I have studied the competition prospectus and agreed to abide by the rules and regulations stated therein. The Organiser shall not be liable for any loss if the cause of the loss is due to my own negligence or omission of any information I should provide in the enrolment form.
- 我在報名表格內所填報的資料全部屬實，並符合大會所訂的參賽資格。我明白，若有虛報資料或填報資料與事實不符，我及所屬的參賽隊伍將會被即時取消所有參賽資格，所得成績亦告作廢。  
All the information provided in the enrolment form by me is true and correct and I am eligible for the competition according to the rules set by the Organiser. I understand that if false information is provided or if the information entered is not in accordance with the facts, the whole team and I will be immediately disqualified with all our results cancelled.
- 我願意遵守大會規則進行比賽及服從裁判判決，並於出賽前親自攜同附有相片的有效身份證明文件（正本）交大會查閱，如有不符合規則，一律取消出賽資格，並不得換人補上。  
I agree to comply with the competition rules and abide by the decisions of the referees. I also agree to submit my valid photo-bearing identity document (the original) for checking by the Organiser before playing in a match. I understand that failure to comply with this rule will result in disqualification and no replacement of athletes will be allowed.
- 我健康及體能良好，適宜參加是次比賽。  
I am healthy and physically fit to participate in the above activity.
- 我知道任何虛假聲明會導致此報名資格失效。  
I know that any false declaration will render this enrolment null and void.

我已詳細閱讀和明白以上聲明，並在下方簽署作實：

**I have studied through and understood the above declaration and I sign below for confirmation.**

編號 No.	參賽者姓名 Name of Participant	參賽者簽署 Signature of Participant	日期 Date	編號 No.	參賽者姓名 Name of Participant	參賽者簽署 Signature of Participant	日期 Date
1.				11.			
2.				12.			
3.				13.			
4.				14.			
5.				15.			
6.				16.			
7.				17.			
8.				18.			
9.				19.			
10.				20.			



**五人足球比賽 - 未滿十八歲的參賽者聲明**  
**Futsal Competition – Declaration by Participants aged below 18**

(必須由家長或年滿十八歲的監護人簽署)  
(must be signed by parents or guardians aged 18 or above)

比賽項目：	工商機構運動會 2023 – 五人足球比賽	大會編號：
Competition Event	Corporate Games 2023 – Futsal Competition	Official No. _____
機構名稱：		
Organisation Name		
參賽組別#：	甲／乙／丙組 ( 男子隊／女子隊 )	#請將不適用者刪去
Group to be entered#	Group A / B / C ( Men's Team / Women's Team )	#Please delete as appropriate

所有未滿十八歲的參賽者必須在 2023 年 2 月 6 日 ( 星期一 ) 或之前由家長或監護人簽署本聲明，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。如任何參賽者未能簽署及遞交本聲明，大會有權取消其參賽資格。

The parents / guardians of participants aged below 18 must sign this form 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 ) on or before 6 February 2023 (Monday). If any participant fails to submit this form, the Organiser reserves the right to disqualify him/her from participating in the competition.

**參賽者家長或年滿十八歲的監護人聲明：**

**Declaration by Parent or Guardian (aged 18 or above) of Participant**

**我聲明 I declare that :**

1. \_\_\_\_\_ ( 參賽者姓名 ) 已詳細閱讀比賽章程及同意遵守其訂明的規則及規例。如因參賽者疏忽或漏報申請表格的資料而導致任何損失，大會無須負責。  
The participant, \_\_\_\_\_ (name of participant), has studied the competition prospectus and agreed to abide by the rules and regulations stated therein. The Organiser shall not be liable for any loss if the cause of the loss is due to the participant's own negligence or omission of any information he/she should provide in the enrolment form.
2. 參賽者在報名表格內所填報的資料全部屬實，並符合大會所訂的參賽資格。參賽者明白，若有虛報資料或填報資料與事實不符，參賽者及所屬的參賽隊伍將會被即時取消所有參賽資格，所得成績亦告作廢。  
All the information provided in the enrolment form by the participant is true and correct and he/she is eligible for the competition according to the rules set by the Organiser. I understand that if false information is provided or if the information entered is not in accordance with the facts, the participant and the whole team will be immediately disqualified with all their results cancelled.
3. 參賽者願意遵守大會規則進行比賽及服從裁判判決，並於出賽前親自攜同附有相片的有效身份證明文件 ( 正本 ) 交大會查閱，如有不符合規則，一律取消出賽資格，並不得換人補上。  
The participant agrees to comply with the competition rules and abide by the decisions of the referees. He/she also agrees to submit his/her valid photo-bearing identity document (the original) for checking by the Organiser before playing in a match. The participant understands that failure to comply with this rule will result in disqualification and no replacement of athletes will be allowed.
4. 參賽者健康及體能良好，適宜參加是次比賽。  
The participant is healthy and physically fit to participate in the above activity.
5. 參賽者知道任何虛假聲明會導致此報名資格失效。  
The participant knows that any false declaration will render this enrolment null and void.

家長或監護人姓名	簽署	日期
Name of Parent / Guardian : _____	Signature : _____	Date : _____

(如有需要可自行影印本表格 Photocopy of this form is allowed if required)