



游泳比賽 Swimming Competition

參賽者須知 Guidelines for Participants

1. 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 mail, in person or by fax to Major Events Section of 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 required declaration form before the commencement of the competition, the Organiser reserves the right to disqualify him/her from participating in the competition.**

2. 大會報到處將於比賽當日上午 9 時正開始運作，參賽者本人必須於比賽前攜同有效身份證明文件正本到達「報到處」領取參加証。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。如參賽者未能出示有效身份證明文件或與報名表格的資料不符，一律不得出賽。（大會建議各參賽者於當日上午 9 時至 9 時 45 分到「報到處」領取參加証，以便賽事順利進行。）

On event day of the competition, the Registration Counter will be operated at 9:00a.m. Participants shall report to the “Registration Counter” and collect their Participant Card in the presence of identification document with a photo on it. **Latecomers or those delayed to register to Marshaling Area 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 identification documents 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 at 9:00 a.m. to 9:45 a.m. on the event day as early as possible so as to collect Participant Card and ensure the smooth running of the event.)

3. 參賽者必須攜帶大會於比賽當日派發的參加証，否則不准參加比賽。
All participants should bring along with the Participant Card provided by the Organiser on the event day. Participants without Participant Cards will not be permitted to participate.
4. 所有項目不設初賽，以運動員的比賽成績定名次。大會有機會會因應比賽當日的出席人數，安排不同組別的參賽者在同一個項目中的同一場次比賽。
All events are time-final. Ranking is determined by the participant’s time achieved. Participants under different Groups will be arranged on the lane of same heat and event.
5. 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 report for an event on event day, the event will still be held.

6. 比賽當日，大會將於池面位置設置「召集牌」展示現正召集的項目。參賽者必須留意「召集牌」展示的召集項目，並在有關項目展示期間，攜同由主辦機構發出的「參加證」盡快前往「召集處」出席有關賽事，主辦機構不會透過場地廣播系統宣布現正召集的項目。如「召集牌」所展示的項目被刪除，即表示該項目的召集時間已完結，仍未到「召集處」報到的參賽者，則會視作自動棄權論。

On the event day, the Organiser will place a “marshalling board” on the pool deck to indicate the event currently marshalled. Participants shall pay attention to the event currently marshalled, the number allocated to which is being displayed on the “marshalling board”. When the number allocated to the event marshalled is being displayed, participants of that event shall bring along with them their “Participant Card” issued by the Organiser and report at the “Marshalling Area” as soon as possible. No announcements on the currently marshalled events will be made through the announcement system in the venue. The marshalling time for an event ends when the number allocated to the event is no longer displayed on the “marshalling board”. Participants who have not reported to the “Marshalling Area” by that time will be regarded as having withdrawn from the event.

7. 除章程及本須知明文規定外，其餘均依照國際游泳總會及香港業餘游泳總會的現行比賽規則辦理。Unless explicitly stated in the prospectus and this guideline, all rules and regulations will follow those presently adopted by the FINA and HKASA.

8. 參賽者必須年滿 15 歲及只能代表一間機構，並在比賽首場賽事舉行前，已在香港連續為參賽機構工作 4 星期或以上，每星期工作最少 18 小時，而且在比賽進行期間，仍然受僱於該機構。A participant can only represent one organisation and must be an employee aged 15 or above who has been working continuously in Hong Kong for the participating organisation for 4 weeks or more, for at least 18 hours per week, before the first match of the competition takes place, and is still employed by the same organisation during the competition period.

9. 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.

10. 如被發現冒名頂替，或有參賽者／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。

If any participant is found to be imposters or participant/team having violated 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.

11. 如在比賽當日，第一場賽事報到前兩小時天文台已發出八號熱帶氣旋警告信號預警或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 match on the event day, all matches on that day will be cancelled. The Organiser will notify the participants of the corresponding arrangements separately in due course.

12. 如環境保護署於比賽當日公布的空氣質素健康指數為 7 級或以上，有關比賽安排如下：When the “Air Quality Health Index (AQHI) of 7 or above” has been issued by the Environmental Protection Department on the Competition day, the arrangement of the competition as at below:

(a) 「高」健康風險級別 (空氣質素健康指數：7)

比賽如期舉行。環境保護署呼籲心臟病或呼吸系統疾病患者（如冠狀心臟病和其他心血管疾病、哮喘及慢性阻礙氣管疾病，包括慢性支氣管炎和肺氣腫）、兒童和長者應減少戶外體力消耗，以及減

少在戶外逗留的時間，特別在交通繁忙地方。心臟病或呼吸系統疾病患者在參與體育活動前應諮詢醫生意見，在體能活動期間應多作歇息。由於空氣污染對不同人士的影響不一，如參加者有疑問或感到不適，應徵詢醫生的意見。

“High” health risk category (AQHI of 7)

Competition will be held as scheduled. Environmental Protection Department advises those with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly are advised to **reduce** outdoor physical exertion, and to **reduce** the time of their stay outdoors, especially in areas with heavy traffic. Participants with existing heart or respiratory illnesses should also seek advice from a medical doctor before participating in sports activities and take more breaks during physical activities. As the health effects on individuals may vary, participants should seek advice from a medical doctor if they are in doubt or feel uncomfortable.

(b) 「甚高」健康風險級別 (空氣質素健康指數：8 至 10)

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

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

Competition will be held as scheduled. Environmental Protection Department advises those with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly to **reduce to the minimum** outdoor physical exertion, and to **reduce to the minimum** the time of their stay outdoors, especially in areas with heavy traffic. The general public is advised to **reduce** outdoor physical exertion, and to **reduce** the time of their stay outdoors, especially in areas with heavy traffic. As the health effects on individuals may vary, participants should seek advice from a medical doctor if they are in doubt or feel uncomfortable.

(c) 「嚴重」健康風險級別 (空氣質素健康指數：10+)

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

“Serious” health risk category (AQHI Exceeding 10)

Competition will be held as scheduled. Environmental Protection Department advises those with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly to **avoid** outdoor physical exertion, and to **avoid** staying outdoors, especially in areas with heavy traffic. The general public is advised to **reduce to the minimum** outdoor physical exertion, and to **reduce to the minimum** the time of their stay outdoors, especially in areas with heavy traffic. As the health effects on individuals may vary, participants should seek advice from a medical doctor if they are in doubt or feel uncomfortable.

13. 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 competition or make any alternative arrangements under special circumstances. Should anything unforeseeable happen during the competition, the Chief Adjudicator on the spot or the Organiser will decide whether the competition should continue or not and the participants shall not raise objection.

14. 大會不接受參賽者／參賽隊伍提議的改期申請。

No application for changing the date of competition from a participant/ participating team is accepted.

15. 大會不設上訴，一切賽果以裁判的最後判決為準。
No appeal will be accepted. The final decision of the referee will be final.
16. 在進入游泳池池面前，建議參加者先在更衣室徹底沖身清潔，同時必須穿過水簾及洗腳池沖身及洗腳，以保持個人衛生。
Participants are recommended to take a shower and must walk through the shower bath and the footbath before entering the pool deck to upkeep your personal hygiene.
17. 參賽者必須攜帶及換上清潔的拖鞋或赤足，才可進入池面範圍。
Participants must bring and change into clean slippers or be bare foot before they enter the pool deck area.
18. 本須知如有未盡善處，大會保留修改權利。
If there is any inadequacy in this guideline, the Organiser reserves the right for appropriate amendments.