

2016年選舉委員會界別分組一般選舉
候選人簡介會

**Briefing Session for Candidates of the
2016 Election Committee Subsector Ordinary Elections**

選舉管理委員會主席
馮驊法官

**The Chairman of the Electoral Affairs Commission
The Hon. Mr. Justice Barnabas FUNG Wah**

提名

Nomination

- 選舉主任在提名期期間，共收到 **1539** 份有效提名
Returning Officers received a total of **1539** valid nominations during the nomination period
- **25** 個界別分組／小組需要進行投票
Polls are needed for **25** subsectors/sub-subsectors

主要選舉法例及指引 (1)

Electoral Legislation and Guidelines (1)

- 《行政長官選舉條例》（第569章）
Chief Executive Election Ordinance (Cap 569)
- 《選舉（舞弊及非法行為）條例》（第554章）
Elections (Corrupt and Illegal Conduct) Ordinance
(Cap 554)

主要選舉法例及指引 (2)

Electoral Legislation and Guidelines (2)

- 《選舉管理委員會（選舉程序）（選舉委員會）規例》（第541I章）

Electoral Affairs Commission (Electoral Procedure)
(Election Committee) Regulation (Cap 541I)

- 《選舉委員會界別分組選舉活動指引》

Guidelines on Election-related Activities in respect of
the Election Committee Subsector Elections (“the
Guidelines”)

代理人的委任 (1)

Appointment of Agents (1)

■ 一名選舉代理人

One Election Agent

- ◆ 可根據第541I章處理一切候選人獲准處理的事務，但下列事項除外：
 - 替候選人簽署提名表格或退選
 - 招致選舉開支
 - 授權選舉開支代理人招致選舉開支
 - 進入設於高度設防監獄的專用投票站
- ◆ May do everything a candidate is authorised to do under Cap 541I, except:
 - to sign the nomination form for the candidate or to withdraw his candidature
 - to incur election expenses
 - to authorise an election expense agent to incur election expenses
 - to be present in a dedicated polling station situated in a maximum security prison

代理人的委任 (2)

Appointment of Agents (2)

- 任何數目的選舉開支代理人
Any number of Election Expense Agents
- 每個一般投票站不超過兩名監察投票代理人
Not more than two Polling Agents for each ordinary polling station

代理人的委任 (3)

Appointment of Agents (3)

- 就每個設於非高度設防監獄的專用投票站，可委任一名監察投票代理人

One Polling Agent for each dedicated polling station not situated at a maximum security prison

- 就中央點票站委任不超過兩名監察點票代理人

Not more than two Counting Agents for central counting station

代理人的委任 (4)

Appointment of Agents (4)

- 代理人的委任或撤銷委任，視乎情況，必須在總選舉事務主任、選舉主任或投票站主任接獲有關通知書後才會生效

The appointment and revocation of agent would be effective only after the relevant notice has been received by the Chief Electoral Officer, the Returning Officer or the Presiding Officer, as the case may be

- 不接受以提供雲端儲存超連結方法遞交通知書

Submission by providing **hyperlink to agent forms stored in a cloud drive** is NOT acceptable

代理人的委任 (5)

Appointment of Agents (5)

- 在投票日前選舉事務處會向各個候選人提供一份名單，列出已委任的選舉代理人、監察投票代理人及監察點票代理人，以供參考

A list of the appointed election agent, polling agents and counting agents will be provided to candidates for reference before the polling day

- 有關代理人的委任及職能的詳情，請參閱《選舉委員會界別分組選舉活動指引》第七章

For details of the appointment of agents and their roles, please refer to Chapter 7 of the Guidelines

投票制度及方法(1)

Voting Systems and Methods (1)

- 採用「得票最多者當選投票制」

The “first-past-the-post” voting system will be adopted

- 得到最多票數的候選人將會當選，然後依次按得票數目定出第二個當選者，如此類推，直至所有席位選出為止

The candidates elected will be the candidate that obtains the highest number of votes followed by the candidate with the second highest number of votes, and so on, until all vacancies have been filled

投票制度及方法(2)

Voting Systems and Methods (2)

- 如果最後出現票數相同，未能定出當選者，就會由選舉主任以抽籤形式決定當選的候選人。

In the event the remaining successful candidates have the same number of votes, the Returning Officer will have to arrange the drawing of lots to determine which one of these candidates should be elected

投票制度及方法(3)

Voting Systems and Methods (3)

- 投票人應使用投票站提供的黑色筆填滿選票上所選候選人姓名旁的橢圓圈

A voter should use a pen with black ink provided by the polling station to shade the oval(s) opposite the name of the candidate(s) of his/her choice on a ballot paper

投票制度及方法 (4)

Voting Systems and Methods (4)

- 在投票站內不可展示任何可促使或阻礙一名或多名候選人當選的宣傳物品

NO person shall display any propaganda material that may promote or prejudice the election of a candidate or candidates at the election inside the polling station

投票制度及方法 (5)

Voting Systems and Methods (5)

- 選舉事務處會在投票日前最少5日將「投票程序簡介」，連同投票通知卡寄予投票人及獲授權代表
Registration and Electoral Office will send the “Guide on Voting Procedures” to voters and authorised representatives together with the poll card **at least 5 days before the polling day**

投票站安排 (1)

Polling Arrangements (1)

- 投票站：

Polling Stations:

- ◆ **110**個一般投票站及
110 ordinary polling stations and
- ◆ 不多於**23**個專用投票站
No more than 23 dedicated polling stations

投票站安排 (2)

Polling Arrangements (2)

- 投票人只可前往獲編配的投票站投票
A voter may vote only at the polling station allocated to him/her
- 在囚或遭羈押的投票人會在專用投票站投票
- Voters imprisoned or held in custody could cast their votes in the dedicated polling stations

投票站安排 (3)

Polling Arrangements (3)

- 投票時間：

Polling Hours:

- ◆ 一般投票站及在警署內設立的專用投票站：
Ordinary polling stations and dedicated polling stations in police stations:

- ☞ 上午7時30分至晚上10時30分

- From 7:30 a.m. to 10:30 p.m.

- ◆ 懲教院所內的專用投票站：
Dedicated polling stations in penal institutions:

- ☞ 上午9時正至下午4時正

- From 9:00 a.m. to 4:00 p.m.

投票站安排 (4)

Polling Arrangements (4)

- 有關候選人及代理人進入投票站以及在投票站內監察投票時須注意的事項，請參閱《選舉委員會界別分組選舉活動指引》第五章及第七章

For details about admission of candidates and his/her agents to polling stations and their conduct inside polling stations, please refer to Chapters 5 and 7 of the Guidelines

禁止拉票區 / 禁止逗留區

No Canvassing Zone (“NCZ”) / No Staying Zone (“NSZ”)

- 有關「禁止拉票區」及「禁止逗留區」的資料及規則，可參閱《選舉委員會界別分組選舉活動指引》第十四章及附錄九

For information and rules of the NCZ and NSZ, please refer to Chapter 14 and Appendix I of the Guidelines

- 候選人在「禁止拉票區」內進行的一些疑似拉票動作，例如站在投票站門外持續向投票人點頭微笑或打招呼，視乎情況，可能構成拉票行為

Canvassing is not allowed for candidates in the NCZ. Greeting and smiling to voters outside polling stations, depending on circumstances, may be regarded as canvassing

使用揚聲器材及車輛

Use of Sound Amplifying Devices and Vehicles

- 候選人及其支持者利用揚聲器材及車輛進行拉票活動時，應遵守《噪音管制條例》、《道路交通條例》及其他相關法例

Candidates and their supporters should observe the Noise Control Ordinance, the Road Traffic Ordinance and other relevant legislations in the use of sound amplifying devices and vehicles for canvassing activities

投票結束

Close of Poll

- 投票結束後，投票站主任會於在場的候選人及其代理人面前把投票箱上鎖和加封

After the close of poll, the ballot boxes will be locked and sealed by the Presiding Officer in the presence of the candidates and their agents

- 所有投票站的投票箱，會由投票站主任在警員護送下送到中央點票站。不超過兩名候選人及／或其代理人可以同行

All ballot boxes would be sent to the central counting station under police escort. **No more than two** candidates and/or their agents will be allowed to accompany in the delivery

點票安排

Counting Arrangements

- 有關點票安排的詳情，請參閱《選舉委員會界別分組選舉活動指引》第五章
For details of the counting arrangements, please refer to Chapter 5 of the Guidelines
- 選舉主任對選票是否有效有最終的決定權。
The Returning Officer's decision on the validity of ballot papers is final

宣布結果 (1)

Declaration of Result (1)

- 選舉主任會把點票結果通知中央點票站內的候選人或其代理人

Returning Officer will make known the counting result to candidates or their agents in the central counting station.

- 如沒有重新點票的要求或選舉主任認為有關要求不合理，選舉主任會於新聞中心正式宣布選舉結果

When there is no request for re-count or the Returning Officer considers that such request is unreasonable, the Returning Officer will formally announce the election result at the Media Centre

宣布結果 (2)

Declaration of Result (2)

- 選舉結果將於中央點票站內的新聞中心宣布，公眾人士可於公眾人士區域觀看宣布選舉結果

The election result will be announced at the Media Centre and members of the public can observe the announcement in the designated public area

- 選舉事務處將於 12 月 11 日晚上 11 時開始，以「先到先得」的形式安排公眾人士進入新聞中心，並為進場人士佩戴手帶以作識別

Registration and Electoral Office will arrange entry into the Media Centre for members of the public starting from 11 p.m. on 11 December on a first-come-first-served basis and will assist them to put on a wristband as identification

選舉廣告

Election Advertisements

- 關於展示選舉廣告的詳情，可參閱《選舉委員會界別分組選舉活動指引》第八章

For details on display of election advertisements, please refer to Chapter 8 of the Guidelines

選舉開支及選舉捐贈 (1)

Election Expenses and Election Donations (1)

- 有關選舉開支的限額，請參閱《選舉委員會界別分組選舉活動指引》第十六章
For the limit of election expenses, please refer to Chapter 16 of the Guidelines
- 候選人及選舉開支代理人的競選開支總額如超過有關界別分組／小組選舉開支限額，即屬違法
It is an offence if the total election expenses incurred by a candidate and his/her election expense agents exceed the limit of the subsector/sub-subsector concerned

選舉開支及選舉捐贈 (2)

Election Expenses and Election Donations (2)

- 任何已表明有意參選的候選人，可接受選舉捐贈。選舉捐贈只可作償付或分擔償付選舉開支之用

A person who has made known his/her intention to stand as a candidate in an election may receive election donations for the sole purpose of meeting his/her election expenses

選舉開支及選舉捐贈 (3)

Election Expenses and Election Donations (3)

- 任何人或組織作為一名或多名候選人的代理人索取、接受或收取捐贈，必須遵守《選舉(舞弊及非法行為)條例》的全部規定

Any person or organisation acting as an agent to solicit, collect or receive election donations for a candidate or some candidates should also comply with all the requirements under the Elections (Corrupt and Illegal Conduct) Ordinance

- 請留意《選舉委員會界別分組選舉活動指引》附錄二十所建議的要點及良好做法

Please note the points and adopt the good practice as suggested in Appendix T of the Guidelines

選舉開支及選舉捐贈 (4)

Election Expenses and Election Donations (4)

- 候選人須在選舉結束後**30**日內向總選舉事務主任遞交選舉開支及接受選舉捐贈之申報書及聲明書

A candidate must submit to the Chief Electoral Officer a return and declaration of election expenses and election donations not later than **30 days** after the election becomes settled

選舉開支及選舉捐贈 (5)

Election Expenses and Election Donations (5)

- 詳細閱讀填寫選舉申報書說明、指南及短片
Read carefully the Notes on Completion of Election Return, the Guide and the Video



選舉開支及接受選舉捐贈
之申報書及聲明書 指南

Guide to
Return and Declaration of
Election Expenses and Election Donations

本指南說明如何填寫選舉開支及接受選舉捐贈之申報書及聲明書
並夾附已填妥的樣本，以供候選人參考。有關選舉開支及選舉捐贈
的法例，請參閱《選舉（舞弊及非法行為）條例》（第 554 章）及
《選舉管理委員會（選舉程序）（選舉委員會）規例》（第 541I
章）。

This Guide explains how to complete the Return and Declaration of
Election Expenses and Election Donations and includes a sample of a
completed return and declaration for candidates' reference. For legislation
concerning election expenses and election donations, please refer to the
Elections (Corrupt and Illegal Conduct) Ordinance (Cap 554) and the Electoral
Affairs Commission (Electoral Procedure) (Election Committee) Regulation
(Cap 541I).

選舉管理委員會
2016 年 9 月
Electoral Affairs Commission
September 2016

EEO/C/IA/2016/ECSS E - 1 -

於電視及電台進行競選活動及透過印刷傳媒作宣傳 Electioneering on TV and Radio and Advertising through the Print Media

- 各個傳媒機構要貫徹「公平及平等對待」的原則，一視同仁地對待所有候選人

All media should apply “**fair and equal treatment**” principle to all of the candidates

進行競選活動及競選聚會

Electioneering Activities and Election Meetings

- 若候選人計劃在投票人／獲授權代表居住、工作或經常出入的地方進行競選活動，必須事先取得有關府部門或組織的批准

If a candidate plans to conduct electioneering activities at the living or working places of the voters or authorised representatives, he/she should seek prior approval from the related departments or organisations

- 有關進行競選活動／聚會需注意的事項，請參閱《選舉委員會界別分組選舉活動指引》第九章及第十章

Please observe the guidelines in conducting electioneering activities and election meetings as given in Chapters 9 and 10 of the Guidelines

免費郵遞服務

Free Postage Service

- 候選人在**12月1日或之前**可以使用政府提供的一次免費郵遞服務，投寄一封選舉信件給有關界別分組／小組的投票人
Candidates may enjoy **one round** of free postage service provided by the Government to send **one election mail by 1 December** to each voter of the subsector/sub-subsector concerned
- 候選人不可以利用此項服務，投寄與今次選舉無關、或用以宣傳其他人或事的信件。否則，候選人可能需要支付整批信件的郵資，而有關費用亦會計算為有關候選人的選舉開支
Candidates should not use this service to send letters not related to this election or for promoting other people or matters. Otherwise, the candidates may be liable for payment of postage and the payment will count towards the election expenses of the candidates concerned

使用投票人資料 (1)

Use of voters' Information (1)

- 選舉事務處會按要求為候選人提供一套《候選人郵遞資料系統》光碟及一套已登記投票人的地址標籤
Registration and Electoral Office will on request provide a candidate with a set of “Candidate Mailing Label System” CD and mailing labels of registered voters

使用投票人資料 (2)

Use of voters' Information (2)

- 候選人應該小心保管所有投票人的個人資料，以防外洩或被非法使用
- Candidates should ensure that the personal data of the voters are protected against leakage or illegal use
- 有關資料只可用於有關 2016 年選舉委員會界別分組選舉的用途

The voters' information should only be used for the 2016 Election Committee Subsector Ordinary Elections

使用投票人資料 (3)

Use of voters' Information (3)

- 在選舉結束後，候選人必須於**兩星期內(即12月25日或之前)**將投票人的個人資料妥善銷毀，或交還予選舉事務處代為銷毀

After the poll, candidates must dispose the voter's personal data properly or return them to Registration and Electoral Office for disposal **within 2 weeks (on or before 25 December)**

- 如果已經從光碟中匯出資料，就必須於選舉結束後**兩星期內**將資料從電腦刪除

If the data has been exported from the disc, candidates must delete the data in their computers **within 2 weeks** after the poll

使用投票人資料 (4)

Use of voters' Information (4)

- 選舉結束後，候選人請勿利用選舉事務處提供的電郵地址向投票人發送電郵
Candidates should **NOT** use the email addresses provided by Registration and Electoral Office to send email to voters after the election
- 候選人或選舉代理人須要簽署《使用投票人資料承諾書》
The candidate/election agent is required to sign the “Undertaking on the Use of voters' Information”
- 熟讀及遵守由個人資料私隱專員公署發出的指引
Observe and adhere to the rules set down by the Office of the Privacy Commissioner for Personal Data

使用投票人資料 (5)

Use of voters' Information (5)

- 如果電郵以集體形式發放，候選人必須將投票人的電郵地址填在「副本密送」(即“**bcc**”)一欄，或使用其他有效措施，以防止投票人資料外洩

Candidates are reminded to use the “**bcc**” function of email or any other effective measures for mass distribution of election advertisements over email so that the email addresses of individual voters would not be inadvertently disclosed to other recipients

保護環境 — 節約用紙

Protect the Environment – Use Less Paper

- 印刷選舉廣告的設計應顧及減低用紙量的需要
Use simplified design for printed election advertisements to cut down paper consumption
- 請尊重投票人的環保意願，用電子形式向已提供電郵地址的投票人發放選舉廣告，請勿再向他們郵寄紙本廣告
Please respect the voters' wish to protect the environment and send election advertisements to voters who have provided their email addresses by email only. **DO NOT send printed advertisements to them**

照顧有不同需要的投票人

Catering for Voters with Different Needs

- 盡快向選舉事務處提交純文字版本的候選人簡介予視障人士閱讀
Provide text version of “Introduction to Candidates” for persons with visual impairment to Registration and Electoral Office **as early as possible**
- 候選人應理解殘疾人士的不同需要，在競選活動中盡最大努力，確保殘疾人士均可以合理地獲得選舉信息
Candidates should take the needs of persons with disabilities into consideration to ensure that electoral messages could be reasonably delivered to them
- 候選人應考慮在競選宣傳時使用中英雙語
Candidates should consider conducting election campaigns in **both Chinese and English**

廉潔選舉

A Clean Election

- 選舉管理委員會會將任何涉嫌違法／違規的個案，轉交執法機構跟進調查以及採取適當行動

The Electoral Affairs Commission will refer all suspected cases of violating the electoral laws or related requirements to the law enforcement agencies for follow-up investigations and appropriate actions

結語

Concluding Remark

- 選舉管理委員會投訴熱線：2827 7251
Electoral Affairs Commission Complaint Hotline : 2827 7251
- 選舉事務處查詢熱線：2891 1001
Registration and Electoral Office Enquiry Hotline : 2891 1001

多謝各位
Thank you