

# 2023年區議會一般選舉 候選人簡介會

2023 District Council Ordinary Election  
Briefing Session for Candidates

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## 選舉管理委員會主席 陸啟康法官

**The Honourable Mr. Justice David LOK**  
**Chairman, Electoral Affairs Commission**



區議會選舉  
District Council Election

# 提名 (1)

## Nomination (1)

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- ▶ 選舉主任在提名期內共接獲399 份提名表格 ( 不包括1名已退選人士 )

During the nomination period, the Returning Officers (“ROs”) received a total of 399 nomination forms during the nomination period (excluding one nominee who withdrew from the election)

- ▶ 區議會資格審查委員會 ( 「區議會資審會」 ) 負責審查及確認候選人的提名是否有效

District Council Eligibility Review Committee (“DCERC”) is responsible for reviewing and confirming the validity of the nomination of candidates

- ▶ 區議會資審會已於11月10日於憲報刊登獲有效提名的候選人公告，公布所有提名均屬有效

The DCERC gazetted on 10 November the Notice of Validly Nominated Candidates declaring that all nominations are valid



## 提名 (2)

### Nomination (2)

- ▶ 選舉主任已於11月8日抽籤，決定候選人姓名在選票上的排列次序  
The order in which the names of candidates to be appeared on ballot paper was determined by the ROs on 8 November by drawing lots
- ▶ 獲有效提名的候選人在選票上的候選人編號，已在獲有效提名的候選人公告上公布  
The candidate numbers of validly nominated candidates to be printed on ballot papers has been promulgated in the Notice of Validly Nominated Candidates



# 維護公開、誠實及公平的選舉 (1)

## Support the Conduct of the Election in an Open, Honest and Fair Manner (1)

- ▶ 法例為選舉開支定出最高限額 (詳情請參閱《區議會選舉活動指引》 (“《選舉活動指引》”) [第十五章](#)第15.17段)

The law stipulates the maximum amount of election expenses (please refer to paragraph 15.17 of [chapter 15](#) of the Guidelines on Election-related Activities in respect of the District Council Election (“The Guidelines”))

- ▶ 同一界別/選區的候選人會獲分配同等數目的選舉廣告指定展示位置，於政府土地上展示選舉廣告

Candidates contesting in the same constituency will each be allocated the same number of designated spots for display of election advertisements on government land



## 維護公開、誠實及公平的選舉 (2)

### Support the Conduct of the Election in an Open, Honest and Fair Manner (2)

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- ▶ 候選人如質疑選舉結果，可以根據法律程序提出選舉呈請  
A candidate may lodge an election petition to question the result of the election
- ▶ 選舉管理委員會（「選管會」）會嚴肅處理選舉相關投訴  
The Electoral Affairs Commission (“EAC”) solemnly handles election-related complaints
- ▶ 就任何刑事、非法或舞弊行為，可直接向警方或廉政公署等執法機關舉報  
A report against criminal, illegal or corrupt conduct may be made direct to the relevant law enforcement agencies such as the Police and the ICAC



# 2023 年區議會一般選舉

## 2023 District Council Ordinary Election

選舉專用網站  
Dedicated Election Website

[www.elections.gov.hk](http://www.elections.gov.hk)



# 主要選舉法例及選舉活動指引

## Major Electoral Legislation and Guidelines

《區議會條例》（第547章）  
District Councils Ordinance  
(Cap. 547)

《選舉管理委員會（選舉程序）  
（區議會）規例》（第541F章）  
Electoral Affairs Commission (Electoral  
Procedure) (District Councils) Regulation  
(Cap. 541F)

《選舉（舞弊及非法行為）條例》  
（第554章）  
Elections (Corrupt and Illegal  
Conduct) Ordinance (Cap. 554)

《區議會選舉活動指引》  
Guidelines on Election-related Activities in  
respect of the District Council Election



# 投票站及投票時間 (1)

## Polling Stations and Polling Hours (1)

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	地區委員會(“地委會”)界別 District Committees constituency (“DCC”)	區議會地方選區(“地方選區”) District Council geographical constituency (“DCGC”)	
投票站 Polling Stations	18 個地委會界別投票站 18 DCC polling stations	超過 600 個地方選區一般 投票站 More than 600 DCGC ordinary polling stations	4 個鄰近邊境投票站 4 Near Boundary Polling Stations (“NBPSs”)
	選民會被編配往所屬地委會界別 投票站投票 Electors will be assigned to vote at their corresponding DCC polling stations	選民會被編配往登記住址 附近的一般投票站投票 Electors will be assigned to vote at ordinary polling stations near their registered residential address	只有成功登記的選民可於指 定的鄰近邊境投票站投票 Only successfully registered electors can vote at the assigned NBPSs
	最多 48 個專用投票站 A maximum of 48 dedicated polling stations		
投票站名單 List of Polling Stations	投票站名單將於 11 月 14 日刊憲 List of polling stations will be gazetted on 14 November		





# 投票站及投票時間 (2)

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## Polling Stations and Polling Hours (2)

	地委會界別投票站 DCC polling stations	地方選區一般投票站、 鄰近邊境投票站及 在警署內設立的專用投票站 DCGC ordinary polling stations, NBPSs and dedicated polling stations in police stations
投票時間 Polling Hours	上午8時30分至下午2時30分 (共6小時) From 8:30am to 2:30pm (6 hours in total)	上午8時30分至晚上10時30分 (共14小時) From 8:30am to 10:30pm (14 hours in total)

- ▶ 地委會界別的選民需要分別到所屬的地方選區投票站及地委會界別投票站投票

A DCC elector has to go to the assigned DCGC polling station and DCC polling station to vote respectively



# 投票站及投票時間 (3)

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## Polling Stations and Polling Hours (3)

- ▶ 選舉事務處在投票日當天會於懲教院所及警署內設立專用投票站，供遭囚禁或羈押的選民投票

The Registration and Electoral Office (“REO”) will set up dedicated polling stations in penal institutions and police stations on polling day for electors who are imprisoned or held in custody to vote

- ▶ 有關投票制度的詳情，可以參閱《選舉活動指引》[第二章](#)

For more details about the voting system, please refer to [chapter 2](#) of the Guidelines



# 委任代理人 (1)

## Appointment of Agents (1)

每位候選人可委任4類代理人協助處理選舉事宜：

Each candidate may appoint four types of agents to handle election-related matters :

代理人種類 Type of Agent	數目 Number
(1) 選舉代理人 Election Agent	1名 One
(2) 選舉開支代理人 Election Expense Agent	不限數目 Any Number
(3) 監察投票代理人 Polling Agent <ul style="list-style-type: none"> <li>每個投票站(設於懲教院所的專用投票站除外)及設於警署的專用投票站 Each polling station (other than a dedicated polling station situated in a penal institution) and dedicated polling station situated in a police station</li> </ul>	最多2名 Maximum of two



## 委任代理人 (2)

### Appointment of Agents (2)

	代理人種類 Type of Agent	數目 Number
(3)	<p>監察投票代理人 Polling Agent</p> <ul style="list-style-type: none"> <li>除高度設防監獄外每個設於懲教院所的專用投票站</li> </ul> <p>Each dedicated polling station situated in a penal institution other than a maximum security prison</p>	<p>1名 One</p>
(4)	<p>監察點票代理人 Counting Agent</p> <ul style="list-style-type: none"> <li>每個點票站</li> </ul> <p>Each counting station</p>	<p>最多2名 Maximum of two</p>



## 委任代理人 (3)

### Appointment of Agents (3)

- ▶ 候選人如委任或撤銷委任任何代理人，須填妥**指明表格**以書面通知選舉主任。有關委任或撤銷委任須在選舉主任**收到通知後方告生效**

If a candidate appoint or revoke the appointment of any agents, he/she must give notice in writing in the **specified form** to the RO. An appointment or a revocation of appointment **will not be effective until such notice is received** by the RO

- ▶ 如候選人擬以電郵、傳真、郵遞或由其他人送遞**監察投票代理人及監察點票代理人**的委任通知書，必須於12月3日或之前提交填妥的指明表格

If a candidate wishes to submit the notice of appointment of **polling agents** and **counting agents** by electronic mail, by fax, by post or by hand, he/she must submit the specified forms on or before 3 December 2023



## 委任代理人 (4)

### Appointment of Agents (4)

- ▶ 若過了此期限，候選人或選舉代理人須在投票日當天親自向投票站主任提交委任通知書

After the above deadline, the notice of appointment must be delivered by the candidate or the election agent **in person** to the Presiding Officer on the polling day

- ▶ 就各類代理人需要注意的事項，請參閱《選舉活動指引》[第六章](#)  
For matters that agents need to pay attention to, please refer to [chapter 6](#) of the Guidelines



# 候選人簡介 (1)

## Introduction to Candidates (1)

- ▶ 選舉事務處會印製「候選人簡介」，並連同投票通知卡送遞給選民  
REO will publish an “Introduction to Candidates” which will be delivered to the electors together with the poll card
- ▶ 「候選人簡介」亦會上載至選舉網站及於投票日在投票站展示  
“Introduction to Candidates” will also be uploaded onto the election website and displayed at the polling stations on polling day



## 候選人簡介 (2)

### Introduction to Candidates (2)

- ▶ 如果候選人未有遞交「候選人簡介方格表」，「候選人簡介」只會印出候選人的姓名及其候選人編號，並在選舉信息一欄印出「候選人並未提供有關資料」字句

If a candidate does not submit the grid paper, the “Introduction to Candidates” will only show the name and the candidate number in respect of him/her, and “Relevant information has not been provided by the candidate” will be printed in the space provided for his/her electoral message





## 候選人簡介 (3)

### Introduction to Candidates (3)

- ▶ 選舉事務處極力鼓勵候選人提供「候選人簡介」文字版本以向視障人士傳達其選舉信息。有關文字版本將上載至選舉網站，亦會用於製作「候選人簡介」錄音檔案，供視障人士透過一條24小時的互動話音系統專線(2893 3762)收聽相關錄音

The REO strongly encourages candidates to provide text version of “Introduction to Candidates” so to convey their electoral messages to persons with visual impairment. The text version will be uploaded onto the election website and also be used for the production of voice files for access by persons with visual impairment through a 24-hour Interactive Voice Response System (2893 3762)



## 候選人簡介 (4)

### Introduction to Candidates (4)

- ▶ 請於2023年11月16日下午5時或之前將已填妥的「提交供視障人士閱讀的候選人簡介文字版本表格」電郵至 [e-intro\\_to\\_can@reo.gov.hk](mailto:e-intro_to_can@reo.gov.hk)

Please send the completed “Form for Submission of a Text Version of Introduction to Candidates for Persons with Visual Impairment” by email to [e-intro\\_to\\_can@reo.gov.hk](mailto:e-intro_to_can@reo.gov.hk) at or before 5:00 p.m. on 16 November 2023



# 投票安排 (1)

## Polling Arrangements (1)

		選民種類 Type of electors	
		地委會界別選民 DCC electors	地方選區選民 DCGC electors
選民人數 Number of electors	約2,500名 Around 2,500	約433萬名 Around 4.33 million	

- ▶ 2023年正式選民登記冊和地委會界別名冊已分別在9月25日和10月9日發表，詳情可到[選民登記網站](#)查閱

The 2023 final register of electors and DCCs register were published respectively on 25 September and 9 October. Details can be found on the [voter registration website](#)



# 投票安排 (2)

## Polling Arrangements (2)

- ▶ 選舉事務處會於今個月內向選民發出投票通知卡及選舉文件（包括候選人簡介、投票站位置圖等）

Poll cards and electoral documents (including the “Introduction to Candidates” and location map of polling station) will be issued to electors by REO within this month



# 投票安排 (3)

## Polling Arrangements (3)

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### 地委會界別 DCC

全票制  
Block vote

選民必須投選不多於亦不少於該界別須選出的議員人數  
Each elector must vote for the number of candidates that is equal to the number of seats to be returned for the constituency

投票站會設置選票檢測系統，供選民檢查選票上所選取的候選人數目，是否與該界別須選出的議員人數相同  
A ballot paper checking system will be set up at polling stations for electors to check whether the number of candidates marked on the ballot paper is equal to the number of seats to be returned for the constituency

### 地方選區 DCGC

雙議席單票制  
Double seats and single vote

選民只能投選一名候選人  
Each elector can only vote for one candidate



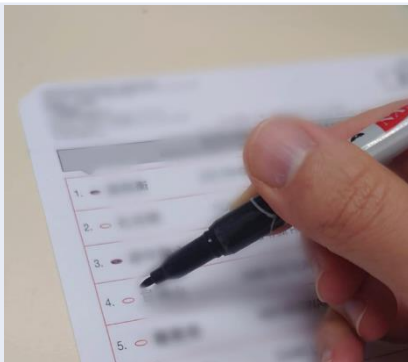
# 投票安排 (4)

## Polling Arrangements (4)

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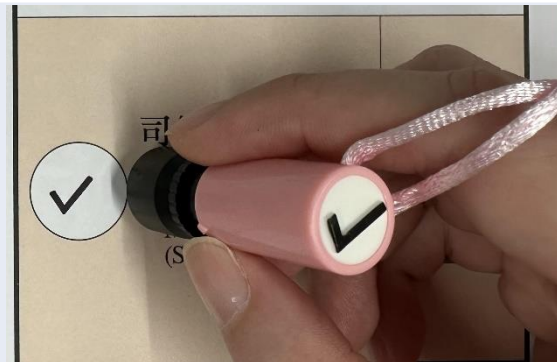
### 地委會界別 DCC

選民須在選票上所選擇的候選人姓名相對的橢圓形圈內，用投票站提供的黑色筆填滿  
Elector must use the black pen provided by the polling station to fill the ovals on the ballot paper opposite the names of the candidates of the elector's choice



### 地方選區 DCGC

選民須在選票上所選擇的候選人姓名相對的圓圈內，用投票站提供的印章蓋上一個「✓」號  
Elector must affix the chop provided by the polling station to mark a single“✓” in the circle opposite the name of the candidate of the elector's choice



有關投票方法的詳情，請參閱《選舉活動指引》[第四章](#)第九部分

For details on voting methods, please refer to Part IX of [chapter 4](#) of the Guidelines



# 投票安排 (5)

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## Polling Arrangements (5)

- ▶ 填妥選票後，無須摺疊，把選票以已填劃的一面向下放入投票箱  
Do not fold the ballot paper after marking and insert it into the ballot box with the marked side facing down



地委會界別選舉投票箱  
DCC Ballot Box



地方選區選舉投票箱  
DCGC Ballot Box



# 投票安排 (6)

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## Polling Arrangements (6)

- ▶ 選舉事務處將在上水設立投票站（以下簡稱「鄰近邊境投票站」）為便利身在內地或在投票日計劃往返內地的區議會地方選區選民投票

The REO will set up Near Boundary Polling Stations (“NBPSs”) in Sheung Shui to facilitate DCGC electors living in the Mainland as well as those travelling to and from the Mainland to vote on the polling day

- ▶ 4個鄰近邊境投票站將設在兩間位於上水的學校，即香港道教聯合會鄧顯紀念中學及東華三院甲寅年總理中學。兩間相鄰的學校均距離上水港鐵站約五至六分鐘的步行路程。選舉事務處亦會安排接駁巴士線接載相關選民由上水港鐵站往返鄰近邊境投票站

4 NBPSs will be set up in two secondary schools in Sheung Shui, namely, H.K.T.A. Tang Hin Memorial Secondary School and TWGHs Kap Yan Directors' College, which are adjacent to each other and just 5 to 6 minutes walking distance to Sheung Shui MTR station. Shuttle buses will also be arranged by the REO to carry electors between Sheung Shui MTR station and both schools





# 投票安排 (7)

## Polling Arrangements (7)

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- ▶ 網上登記：區議會地方選區選民如欲參與「鄰近邊境投票站」安排，須於2023年11月20日上午9時至12月5日下午6時，透過網上登記系統預先登記（網址：<https://www.reo-form.gov.hk/nbps.htm>）。網上登記系統會在選民提交登記後即時以短訊及電郵向選民發出「登記結果通知書」，以確認他們成功登記  
Online Registration: DCGC electors participating in the NBPSs arrangement must pre-register through the online registration system from 0900 hours on 20 November to 1800 hours on 5 December 2023 (Link: <https://www.reo-form.gov.hk/nbps.htm>). At the end of the registration process, the online registration system will send instantly a notification of registration result via SMS and email to confirm successful registration of electors
- ▶ 4個鄰近邊境投票站合共 38 000個名額（以先到先得形式分配）  
The total registration quota of the 4 NBPSs is 38 000 (distributed on a first-come-first-served basis)

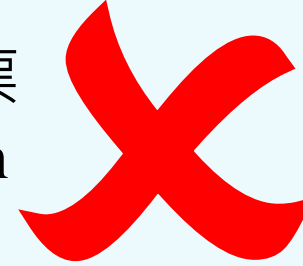


# 投票安排 (8)

## Polling Arrangements (8)

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- ▶ 沒有預先登記選民不可直接到鄰近邊境投票站投票  
Electors **cannot** vote at NBPS without pre-registration



- ▶ 鄰近邊境投票站的安排並不適用於地區委員會界別選舉  
The NBPS arrangement is **NOT applicable** to the **District Committees Constituency Election**



- ▶ 計劃的詳情，可瀏覽專用網頁([www.elections.gov.hk](http://www.elections.gov.hk))及有關宣傳物品

For details of the arrangement, please visit the dedicated website ([www.elections.gov.hk](http://www.elections.gov.hk)) and the publicity materials



# 保障投票的自主及保密性

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## Safeguarding the Autonomy and Secrecy of Vote

- ▶ 投票是自主及保密的，任何人不得用武力、脅迫或利誘他人投選或不投選某一名候選人，任何人亦無須透露已投選或準備投選哪些候選人

The ballot is autonomous and secret. Nobody may use force, coercion or inducement against any person to vote or not to vote for a particular candidate. No one is obliged to disclose which candidate(s) he/she has voted for or is going to vote for

- ▶ 所有投票站都不會設有閉路電視及任何人臉識別裝置

All polling stations will not be equipped with CCTV or any facial recognition devices

- ▶ 所有選民不得在投票站內使用流動電話、傳呼、任何其他器材進行電子通訊、拍影片、拍照、錄音或錄影，否則即屬犯罪

Elector is not allowed to use a mobile phone, pager, or any other devices for electronic communication, filming, photography, audio or video recording within a polling station, otherwise he/she commits an offence



# 排隊輪候安排 (1)

## Queuing Arrangements (1)

- ▶ 設特別隊伍供有需要的選民使用：

Queue for electors with special needs :

- ▶ 年滿 70 歲或以上的人士  
Persons aged 70 or above
- ▶ 孕婦  
Pregnant women
- ▶ 因疾病、損傷、或因身體情況而不宜長時間排隊或難以排隊的人士  
Persons who are not able to queue for a long time or have difficulty in queuing because of illness, injury or other health conditions



## 排隊輪候安排 (2)

### Queuing Arrangements (2)

#### ▶ 設立座位區

Seats will also be provided

#### ▶ 選民可在有需要時坐下休息，然後排隊

Electors may sit down to take a rest before joining the queue

#### ▶ 再按照指示到發票柜檯領取選票

Then follow the instructions to collect ballot papers at ballot paper issuing desks

#### ▶ 有關排隊安排的詳情，請參閱《選舉活動指引》[第四章](#)第七部分

For details of queuing arrangements, please refer to Part VII of [chapter 4](#) of the Guidelines



# 電子選民登記冊系統及派發選票 (1)

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## Electronic Poll Register System and Issuing Ballot Paper (1)

- ▶ 選舉事務處自2021年選舉委員會界別分組一般選舉起使用電子選民登記冊系統，有效提高發票程序的準確性及效率

The REO has implemented the Electronic Poll Register (“EPR”) System starting from the 2021 Election Committee Subsector Ordinary Elections to effectively enhance the accuracy and efficiency of the issuance of ballot papers

- ▶ 今屆選舉大部份投票站亦會使用電子選民登記冊系統查核選民身分及發票

Most of the polling stations in this election will use the EPR System to check the identity of electors and issue ballot papers



## 電子選民登記冊系統及派發選票 (2)

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### Electronic Poll Register System and Issuing Ballot Paper (2)

- ▶ 當選民於發票柜枱領取選票：

When an elector collects a ballot paper at the issuing desk：

- ▶ 選民須出示香港身分證正本

an elector is required to show the original Hong Kong Identity (“HKID”) Card

- ▶ 發票人員以電子選民登記冊系統的平板電腦掃描選民的香港身分證  
polling staff will scan the elector’s HKID card with a tablet of the EPR System

- ▶ 發票人員根據系統上的記項確認選民身分

polling staff will verify the identity of the elector according to the records in the System



## 電子選民登記冊系統及派發選票 (3)

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### Electronic Poll Register System and Issuing Ballot Paper (3)

- ▶ 選民可從發票柜枱上另一部平板電腦看到其姓名及部分身分證號碼  
Elector can check his/her name, and partial HKID card number as shown on another tablet on the ballot paper issuing desk
- ▶ 發票人員向選民展示其獲發的是一張未經填劃的選票  
Polling staff will show the elector that the ballot paper to be issued is unmarked
- ▶ 選民獲發選票  
Elector will collect the ballot paper





## 電子選民登記冊系統及派發選票 (4)

33

### Electronic Poll Register System and Issuing Ballot Paper (4)

- ▶ 至於專用投票站、地點偏遠而在安裝及支援上有困難、或網絡覆蓋不穩定的投票站，投票站工作人員會使用正式選民冊印刷本發票

The printed copy of final register will be used in issuing ballot papers in the dedicated polling stations, polling stations in remote locations with difficulties in installation and support or where network coverage is unstable

- ▶ 選舉事務處已制定應變方案，一旦電子選民登記冊系統在投票日未能如常運作，投票站工作人員亦會改用正式選民冊印刷本發票

The REO has formulated a contingency plan. If the EPR System fails to operate normally on the polling day, the polling staff will use the printed copy of the final register to issue ballot papers instead



# 投票站內的行為 (1)

## Conduct inside the Polling Station (1)

- ▶ 就每名候選人而言，在候選人、選舉代理人或監察投票代理人中，同一時間只限一人進入及停留在投票站內指定範圍觀察投票過程，但不得干擾選民或投票站的運作

For each candidate, only one person among the candidate, election agent or polling agents may enter and be present at the designated area of polling station at any one time to observe the proceedings, however, he/she must not interfere with any elector or operations of polling station



## 投票站內的行為 (2)

### Conduct inside the Polling Station (2)

- ▶ 候選人、選舉代理人或監察投票代理人前往投票站觀察投票必須遵守相關法例規定

Candidates, election agents or polling agents who observe the poll in the polling station must comply with relevant laws and regulations

- ▶ 須出示已簽署的保密聲明

Must produce a duly signed Declaration of Secrecy

- ▶ 詳情可參閱《選舉活動指引》[第四章](#)第五部分

Please refer to Part V of [chapter 4](#) of the Guidelines for details



# 禁止拉票區／禁止逗留區 (1)

## No Canvassing Zone / No Staying Zone (1)

- ▶ 選舉主任將於投票站外圍劃定「禁止拉票區」，投票站出入口範圍會被劃定為「禁止逗留區」

An area outside polling station will be determined by RO as No Canvassing Zone (“NCZ”) and a No Staying Zone (“NSZ”) will be designated at the entrance/exit of a polling station

- ▶ 任何人均不可在「禁止逗留區」逗留，亦不可在「禁止拉票區」內拉票或向選民打手勢、示好等「變相拉票」行為

No one is allowed to stay in NSZ, and to canvass for votes or conduct “de-facto canvassing” activities like making hand gestures, greetings, etc., inside the NCZ



## 禁止拉票區／禁止逗留區 (2)

### No Canvassing Zone / No Staying Zone (2)

- ▶ 請細閱將派發給各候選人的「禁止拉票區」及「禁止逗留區」位置圖，「禁止拉票區」位置圖亦會上載至選舉網站

Please read carefully the location maps of NCZ and NSZ which will be distributed to candidates. Location maps of NCZ will also be uploaded onto the election website

- ▶ 請候選人及助選人員細心閱讀有關「禁止拉票區」及「禁止逗留區」的規定，以及《選舉活動指引》[第十三章](#)和[附錄六](#)

Candidates and supporters please read carefully the regulations about NCZ and NSZ, as well as [chapter 13](#) and [Appendix 6](#) of the Guidelines



## 禁止拉票區／禁止逗留區 (3)

38

### No Canvassing Zone / No Staying Zone (3)

- ▶ 如果有人「禁止拉票區」或「禁止逗留區」內進行拉票或疑似拉票的活動（包括與選民談話、向選民打手勢或利用身體語言示意，或者與選民握手等），投票站主任會要求有關人士離開，否則執法人員或獲選舉主任或投票站主任書面授權的其他人可將有關人士逐離  
Canvassing activities or conduct (including talking to electors, making signals or signs to electors or shaking hands with electors, etc.) for the canvassing of votes are prohibited within a NCZ or a NSZ. Presiding Officer can order relevant persons to leave, otherwise, law enforcement officers or other persons authorized in writing by the RO or the Presiding Officer may evict the relevant persons



# 點票安排 (1) – 地方選區

39

## Vote Counting Arrangement (1) – DCGC

- ▶ 投票站於投票結束後會轉為點票站並進行點票(小投票站除外)。投票站主任就問題選票的裁定為最終決定。如果候選人、選舉代理人或監察點票代理人反對投票站主任的決定，投票站主任會作出記錄。候選人可於選舉結果在憲報公布後藉選舉呈請質疑選舉結果

Polling stations will be converted into counting stations for the counting of votes (except small polling stations). The decision of the Presiding Officer in regard to any questionable ballot papers shall be final. If a candidate, election agent or counting agent objects to the Presiding Officer's decision, the Presiding Officer will make a record. Candidate may question the result of the election by lodging an election petition



## 點票安排 (2) – 地方選區

40

### Vote Counting Arrangement (2) – DCGC

- ▶ 於懲教院所及警署專用投票站的地方選區選票，會先送到選票分流站分類，然後再送到所屬地方選區的大點票站，與大點票站的選票混合後再進行點算  
DCGC ballot papers at dedicated polling stations in penal institutions and police stations will be delivered to ballot paper sorting stations for sorting. The sorted ballot papers will be delivered to the main counting stations of respective DCGC and counted together with the ballot papers of that main polling station
- ▶ 小投票站的選票亦會送到指定的大點票站，與大點票站的選票混合後再進行點算  
Ballot papers of small polling stations will also be delivered to designated main counting stations and counted together with the ballot papers of that main counting station





## 點票安排 (3) – 地委會界別

### Vote Counting Arrangement (3) – DCC

- ▶ 至於地區委員會界別的投票站的點票程序與地方選區類似，同樣由投票站主任負責 –

The counting arrangement of DCC is similar to that of DCGC. Presiding Officer is responsible for –

- ▶ 開啟票箱及進行點票；及  
Opening the ballot boxes and counting the votes; and
- ▶ 裁決問題選票  
Deciding on the validity of questionable ballot papers



# 點票安排 (4) – 地委會界別

## Vote Counting Arrangement (4) – DCC

- ▶ 地委會界別的點票工作會在區議會地方選區的投票結束後才開始  
The counting of votes for DCC will start after the close of poll of DCGC
- ▶ 相同的點票時間能確保地委會界別的選舉結果不會在地方選區投票結束前公布，以免對地方選區選舉的結果造成任何影響  
The same counting time can ensure that the election results of DCC will not be announced before the close of poll of DCGC, so as to avoid any impact on the election results of DCGC



## 點票安排 (5) – 地委會界別

### Vote Counting Arrangement (5) – DCC

- ▶ 投票站工作人員會負責確保已上鎖及密封的投票箱於投票結束後不受干擾，直至地方選區投票結束，才開始點票

Polling staff will be responsible for ensuring that the locked and sealed ballot boxes are not disturbed after the polls. Counting of votes will not begin until the close of poll of DCGC

- ▶ 候選人及代理人於地委會界別投票結束後可逗留在票站內監察票箱

Candidates and agents can stay in the DCC polling stations after the close of poll to conduct surveillance of the ballot boxes



## 點票安排 (6) – 地委會界別

44

### Vote Counting Arrangement (6) – DCC

- ▶ 如果投票日需要於懲教院所設立專用投票站，則會在站內放置相應有競逐地委會界別的投票箱，每個投票箱都只會放一個地委會界別的票

If a dedicated polling station needs to be set up in a penal institution on the polling day, a ballot box for the contested DCC will be placed and each ballot box will only collect ballot paper(s) from one DCC

- ▶ 投票結束後，選票會直接送到有關的大點票站，與大點票站的選票混合後再進行點算

After the close of poll, the ballot papers will be sent directly to the relevant main counting station and counted together with the ballot papers of that main counting station



# 點票安排 (7) – 地委會界別

45

## Vote Counting Arrangement (7) – DCC

- ▶ 於警署專用投票站的地委會選票，會先送到選票分流站分類，然後再送到所屬地委會的大點票站，與大點票站的選票混合後再進行點算

DCC ballot papers at dedicated polling stations in police stations will be delivered to ballot paper sorting stations for sorting. The sorted ballot papers will be delivered to the main counting stations of respective DCC and counted together with the ballot papers of that main polling station

- ▶ 《選舉活動指引》[第四章](#)詳述有關安排、還有有效選票、無效選票和裁決問題選票的法例及程序

For details of counting arrangement, valid and invalid ballot papers, and determination of questionable ballot papers, please refer to [chapter 4](#) of the Guidelines



# 公眾人士觀察點票 (1)

46

## Observation of the counting of votes by the public (1)

- ▶ 公眾人士（包括傳媒）可進入點票站觀察點票，但不可進入點票區  
Members of the public (including the media) are allowed to observe the count at the counting station but are not allowed to enter the counting zone
- ▶ 為有效維持點票站的秩序，一直以來，當點票站內可讓公眾人士進入的人數已達上限，投票站主任不會再容許公眾人士進入  
In order to maintain the order inside the counting station, Presiding Officers will not allow further entrants to the counting station when the area designated for the public reaches the maximum capacity
- ▶ 每個點票站外會張貼通告，顯示在點票站公眾範圍內可容納入場人數上限  
A notice setting out the maximum capacity of the public area will be displayed outside each counting station



## 公眾人士觀察點票 (2)

47

### Observation of the counting of votes by the public (2)

- ▶ 公眾人士（包括傳媒）可以在點票站公眾範圍（不包括點票區範圍）內拍攝  
Members of the public (including the media) can take photographs inside the public area (excluding inside the counting zone)
- ▶ 《選舉活動指引》[第四章](#)第4.83及4.84段說明公眾人士進入點票站觀察點票的規限  
Paragraphs 4.83 and 4.84 of [chapter 4](#) of the Guidelines explain the restrictions on members of the public entering counting stations to observe the counting of votes
- ▶ 選舉事務處會在各個點票站內裝設攝錄設施，攝錄點票站及點票區範圍的實際情況。如有需要，有關紀錄會交執法機關作調查用途  
The REO will set up recording devices in each counting station to record the actual situation of the counting station and counting zone. If necessary, relevant records will be handed over to law enforcement agencies for investigation purposes



# 宣布選舉結果 (1)

## Declaration of Result (1)

- ▶ 有關宣布選舉結果的程序，可參閱《選舉活動指引》[第四章](#)第十四部分  
Please refer to Part XIV of [chapter 4](#) of the Guidelines for procedure of declaration of result
- ▶ 當點票站完成點票後，投票站主任會將點票結果通知在場的候選人、選舉代理人或監察點票代理人  
When the count is completed, the Presiding Officer will make known the counting result to candidates or their election agents or counting agents
- ▶ 在場候選人或代理人可以要求投票站主任重新點票  
Candidates and their agents present can request Presiding Officer a re-count
- ▶ 是否接納重點要求由投票站主任決定  
Whether to accept the request for a re-count shall be decided by the Presiding Officer





## 宣布選舉結果 (2) Declaration of Result (2)

- ▶ 對於設有兩個或以上點票站的區議會地方選區，最多登記選民投票的投票站會指定為主要點票站

For a DCGC with two or more counting stations, the counting station serving the largest number of registered electors will be designated as the dominant counting station (“DCS”)

- ▶ 其他非主要點票站的投票站主任，必須將各自點票站的點票結果或重新點票結果（如有的話）向主要點票站的投票站主任報告，由他/她將該地方選區所有點票結果告知在主要點票站內的候選人或其選舉代理人或監察點票代理人

The Presiding Officers of non-DCSs should report to the Presiding Officer of DCS their counting results or the results of re-count (if any) who will make known all counting results of the DCGC to the candidates or their election agents or counting agents in the DCS



## 宣布選舉結果 (3) Declaration of Result (3)

- ▶ 只有在主要點票站內的候選人或選舉代理人可以要求重新點算該區議會地方選區的所有選票

Only the candidates or election agents in the DCS can request a re-count of all ballot papers of the respective DCGC

- ▶ 主要點票站的投票站主任在確定在場嘅候選人或選舉代理人無提出重新點算該區議會地方選區所有選票的要求，或者在適當處理有關要求之後，就會將點票結果通知選舉事務處的數據資訊中心

Upon confirmation of no request for a re-count by candidates or their election agents in the DCS, or after these requests have been properly addressed, the Presiding Officer of DCS will then report the counting results to REO's Statistical Information Centre



## 宣布選舉結果 (4) Declaration of Result (4)

- ▶ 至於地委會界別，十八區每區會分別設立一個大點票站。大點票站的投票站主任會將點票結果告知在場的候選人或其選舉代理人或監察點票代理人，並在確定在場的候選人或選舉代理人無提出重新點票的要求，或者在適當處理有關要求之後，將點票結果通知選舉事務處的數據資訊中心

For DCC, each of the 18 districts will have a main counting station (“MCS”). The Presiding Officer of MCS will make known the counting results to the candidates or their election agents or counting agents in the MCS. Upon confirmation of no request for a re-count by candidates or their election agents in the MCS, or after these requests have been properly addressed, the Presiding Officer of MCS will then report the counting results to REO’s Statistical Information Centre



## 宣布選舉結果 (5) Declaration of Result (5)

- ▶ 如某界別或選區尚須選出1名或多於1名議員，而在剩餘的候選人中，得票最多的候選人所得的票數相同，選舉主任會以抽籤方式決定選舉結果

If there is 1 or more than 1 vacancy to fill for the constituency but the most successful candidates remaining have an equal number of votes, the RO shall determine the result of the election by drawing lots

- ▶ 數據資訊中心在核實各點票結果後會通知選舉主任，選舉主任隨後會簽署選舉結果公告及宣布選舉結果

After verifying the counting results, Statistical Information Centre will report the results to the RO for signature of the Notice of Result of Election and declaration of the election results



# 選舉開支及捐贈 (1)

53

## Election Expenses and Donation (1)

- ▶ 「選舉開支」指為促使或阻礙某候選人當選的開支  
“Election expenses” is defined as expenses incurred for the purpose of promoting or prejudicing the election of a candidate
- ▶ 除候選人及其選舉開支代理人外，任何人士在選舉或在與選舉有關的情況下招致選舉開支，即屬非法行為<sup>1</sup>  
Only candidates and their election expense agents are permitted to incur election expenses, otherwise it is an illegal conduct<sup>1</sup>
- ▶ 所有候選人須提交選舉申報書，申報招致的所有選舉開支及收取的選舉捐贈  
All candidates must submit an election return to declare all election expenses incurred and election donations received

<sup>1</sup>如第三者在互聯網發布選舉廣告而招致的選舉開支只屬電費及 / 或連接互聯網所需的費用，則可獲豁免刑責

<sup>1</sup>if the publisher is a third party (i.e. a person other than a candidate and an election expense agent) and the only expenses incurred are either electricity charges and/or charges necessary for accessing the Internet, he/she will be exempted from criminal liability



## 選舉開支及捐贈 (2)

54

### Election Expenses and Donation (2)

- ▶ 候選人必須注意其地方選區 / 界別的選舉開支上限 (請參閱《選舉活動指引》[第十五章](#)第15.17段)。若候選人及其選舉開支代理人招致超逾上限的選舉開支，無論超逾數額，均屬違法，候選人須負責

Candidates must be mindful of the limit of election expenses in their respective constituencies (please refer to paragraph 15.17 of [chapter 15](#) of the Guidelines). **Regardless of the amount exceeded, it is illegal and a candidate would be held responsible if the candidate and his/her election expense agent incur election expenses in excess of the limit of election expenses**



## 選舉開支及捐贈 (3)

55

### Election Expenses and Donation (3)

- ▶ 候選人接受的選舉捐贈只可用於本次選舉。若選舉結束有關捐贈仍未用盡，則餘額須轉贈予屬公共性質的慈善機構

Election donations received by candidates can only be used for this election. If there are unspent or unused election donations after the election, such a donation must be given to a charitable institution or trust of a public character



# 選舉聚會 (1)

## Election Meetings (1)

56

- ▶ 任何為促使或阻礙候選人當選而籌辦的聚會均屬選舉聚會，其招致費用屬選舉開支。若候選人出席並非由他舉辦的選舉聚會，有關開支亦須按比例分攤，計算作該候選人的選舉開支

Any meeting held to promote or prejudice the election of a particular candidate or particular candidates is an election meeting. The expenses so incurred are regarded as election expenses. If a candidate attends an election meeting that is not organised by him/her, the related expenses should be apportioned proportionately and counted as the candidate's election expenses





# 選舉聚會 (2)

## Election Meetings (2)

57

- ▶ 若候選人計劃在選民居住或經常出入的地方進行競選活動或競選聚會，必須得到有關政府部門或管理組織的批准

Candidates who plan to conduct electioneering activities or election meetings at premises or buildings where electors reside, work or frequent, should obtain prior permission from the relevant government departments or management bodies



# 選舉聚會 (3)

## Election Meetings (3)

58

- ▶ 候選人出席一些與選舉無關的聚會不會因而招致選舉開支。但若該聚會期間有人作出促使該候選人當選或阻礙其他候選人當選的行為，候選人應立即明確指出其行為與候選人無關，並要求主辦方停止。若主辦方仍未停止，則候選人應立即離場，否則有關開支亦須計算作該候選人的選舉開支

A candidate does not incur election expenses by attending non election-related meetings. However, if someone acts out of his/her own volition to promote the election of the candidate or prejudice the election of other candidate(s) during the meeting, the candidate should immediately make it clear that he/she has nothing to do with the acts of the person and request the organiser to stop. If the organiser fails to do so, the candidate should immediately leave the meeting. Otherwise, the related expenses should also be counted towards the candidate's election expenses.

- ▶ 詳情請參閱《選舉活動指引》[第九章](#)

For details, please refer to [chapter 9](#) of the Guidelines



# 選舉廣告 (1)

59

## Election Advertisements (1)

- ▶ 選舉廣告係指為促使或阻礙一名或多名候選人在選舉中當而發布嘅任何宣傳

Election Advertisements refer to any publicity materials which are published for the purpose of promoting or prejudicing the election of a candidate or candidates at the election.

- ▶ 任何人（包括候選人本人）不得為促使或阻礙候選人當選，而發布關於任何候選人且屬虛假或具誤導性達關鍵程度的事實陳述

A person (including the candidate himself/herself) must not publish any materially false or misleading statement of fact about a candidate for the purpose of promoting or prejudicing the election of candidate(s)



# 選舉廣告 (2)

60

## Election Advertisements (2)

- ▶ 若某人或某組織的姓名 / 名稱、標識或圖像在候選人的選舉廣告中出現，會令人認為該人或該組織支持該候選人：

If the name, logo or pictorial representation of a person or an organization is included in the election advertisement of a candidate, and in such a way as to imply that the candidate has obtained the support from that person or organization:



# 選舉廣告 (3)

61

## Election Advertisements (3)

- (i) 則候選人必須在發布該選舉廣告前先已取得該人士或組織的書面同意書，同意將其姓名 / 名稱、標識或圖像納入該選舉廣告中，否則即屬違法；  
He/she has to obtain written consent of inclusion of the name, logo or pictorial representation of that person or organisation in the election advertisement before the publication of the election advertisement, otherwise he/she commits an offence;
- (ii) 該書面同意書必須為一份單一文件，並清晰表達該人或該組織同意候選人把其姓名 / 名稱、標識或圖像納入選舉廣告；  
The consent has to be a single document expressing consent to include one's name, logo or pictorial representation in the election advertisement;
- (iii) 口頭同意並不符合法例規定；及  
Oral consent does not comply with the statutory requirements; and



# 選舉廣告 (4)

62

## Election Advertisements (4)

(iv) 發布選舉廣告後才取得的書面同意亦不符合法例規定

Retrospective written consent obtained after the publication of the election advertisement **also does not comply with** the statutory requirements

**請注意！！** 除某人或某組織在選舉廣告中明確聲稱支持某候選人外，其他情況（例如該人或該組織的圖像在選舉廣告佔重要篇幅）亦可能被視為該人或該組織支持該候選人

**Attention!!** Apart from the inclusion of clear indication of support of a person or an organisation in the election advertisement of a candidate, other circumstances (for example, the inclusion of a person or an organization's pictorial representation in a material coverage) may also constitute support of that candidate from that person or organisation



# 選舉廣告 (5)

## Election Advertisements (5)

63

- ▶ 候選人必須在發布每個選舉廣告後的三個工作天內，提供該個選舉廣告的書面或電子文本及相關資料，否則即屬違法

A candidate must make available a written or electronic copy of each of his/her election advertisements and the relevant information in relation to the election advertisements for public inspection within 3 working days after the publication of the election advertisements, otherwise he/she commits an offence



# 選舉廣告 (6)

## Election Advertisements (6)

64

相關資料為：

The relevant information are:

- (i) 如該選舉廣告屬印刷品，則須列明在該印刷品上的印刷人的姓名或名稱及地址、印刷日期及印刷數量；

if an election advertisement is a printed election advertisement, to provide the printing details stating the name and address of the printer, the date of printing and the number of copies printed which are borne on the printed election advertisement;

- (ii) 如該選舉廣告在私人土地 / 物業上展示，則須提供有關業主或佔用人就展示該選舉廣告所作出的相關准許書；及

if an election advertisement is displayed on private land/property, the permission or authorisation of the private owner or occupier; and

- (iii) 所有與該選舉廣告相關的書面同意書

all relevant written consent of that election advertisement





# 選舉廣告 (7)

## Election Advertisements (7)

65

- ▶ 提交選舉廣告及相關資料的方式僅限於：

The ways to make available the election advertisements and the relevant information are confined to:

- (i) 上載至選舉事務處的中央平台  
uploading onto the Central Platform under the REO;
- (ii) 上載至候選人自行管理的公開平台；或  
uploading onto an open platform maintained by the candidate; and
- (iii) 遞交予選舉主任  
submitting to the RO



# 選舉廣告 (8)

66

## Election Advertisements (8)

- ▶ 提交選舉廣告及相關資料的限期由 1 個工作天放寬至 3 個工作天內  
The deadline for submitting election advertisements and relevant information has been relaxed from within one working day to within three working days
- ▶ 此新安排考慮到有意見指候選人在選舉期間需要應付大量競選工作，要在發布選舉廣告後一個工作天內提交有關資料和文本有一定困難，選管會在平衡維持選舉公開透明方便公眾監察以及實際運作需要後，認為有關放寬屬合理安排  
This new arrangement takes into account the opinions that candidates have to deal with a lot of electoral work during the election period, and it is difficult to submit relevant materials and copies within one working day after the publication of an election advertisement. Balancing openness, transparency in election to facilitate public inspection and actual operational needs, the EAC considered the relevant relaxation reasonable



# 選舉廣告 (9)

67

## Election Advertisements (9)

- ▶ 另外，選舉事務處亦已優化「中央平台」，提醒候選人如選舉廣告涉及任何人士或組織對候選人的支持，須於發布選舉廣告後3個工作天內，提交相關支持同意書供公眾查閱

In addition, the REO has also optimized the "Central Platform" to remind candidates that if the election advertisement involves any person or organisation's support for the candidate, they must submit the relevant support consent form for public inspection within 3 working days after publishing the election advertisement



# 選舉廣告 (10)

## Election Advertisements (10)

68

- ▶ 候選人如未能遵守有關規定，即屬違法，可被判處第2級罰款（5,000元）及監禁6個月

A candidate who violates the regulations commits an offence with a maximum penalty of a fine at level 2 (\$5,000) and an imprisonment for 6 months

- ▶ 《選舉活動指引》[第七章](#)詳述候選人發布選舉廣告的安排、展示廣告的條件、限制及有關法例規定

[Chapter 7](#) of the Guidelines has detailed information on the publishing of election advertisement, conditions and restrictions for displaying election advertisements and the statutory requirements



# 選舉廣告 (11)

## Election Advertisements (11)

69

- ▶ 在發布聯合選舉廣告前，應事先取得對方的書面同意支持  
Candidates should seek written consent of support from each other before publishing the joint election advertisement
- ▶ 所涉及的每位候選人或其選舉開支代理人均須已獲授權招致此廣告的開支  
Any candidates involved in a joint election advertisement or his/her election expense agent must be authorised to incur expenses for that particular election advertisement



# 選舉廣告 (12)

70

## Election Advertisements (12)

- ▶ 費用由有關候選人平均或按每人所佔的廣告尺寸比例攤分，並分別計入各人的選舉開支內

The expenses incurred will therefore have to be borne by the candidates concerned in equal or proportional shares as their respective election expenses, to be calculated by the proportion of the size of the portion advertising each

- ▶ 每位有關的候選人須提供選舉廣告的文本及與選舉廣告有關的資料 / 文件供公眾查閱

Each of the candidates concerned must make available a copy of each of his/her election advertisements, and the relevant information/documents for public inspection



# 選舉廣告 (13)

71

## Election Advertisements (13)

- ▶ 在政府土地或私人地方展示選舉廣告，必須事先得到書面准許  
Candidates must obtain prior written permission before displaying election advertisements on government or private land and property
- ▶ 選舉主任已經以抽籤方式編配候選人展示選舉廣告的指定展示位置  
ROs have already allocated the designated spots for display of election advertisements to all candidates by drawing lots
- ▶ 在選舉主任分配的指定位置展示選舉廣告，必須符合相關規定和條件，包括基於道路安全的考慮，不得在街道欄杆和圍欄張掛「直旗」  
Candidates must observe the terms and conditions for display of election advertisements at the designated spots allocated by the RO, including no “vertical flags” are permitted to display on street railings and fences for road safety concern



# 選舉廣告 (14)

72

## Election Advertisements (14)

- ▶ 在私人地方展示選舉廣告，候選人須自行事先取得有關業主或業主組織的書面批准或授權方可以展示選舉廣告，否則即屬違規

Prior written permission or authorisation of the private owner or owners' corporation concerned must be obtained by the candidates themselves before displaying election advertisements on private land or property, otherwise it will be a breach of the relevant provision

- ▶ 候選人須在投票日前，拆除所有在「禁止拉票區」內的選舉廣告，及移除在「禁止拉票區」內行駛或停泊的車輛上展示的選舉廣告

Candidates should, **before the polling day**, remove all election advertisements posted up in the NCZ, and election advertisements displayed on vehicles which will pass through or be parked in the NCZ





# 選舉廣告 (15)

73

## Election Advertisements (15)

- ▶ 任何人士或組織在選舉期間或之前，透過任何形式發布的物料，直接或間接呼籲選民投票或者不投票予某些候選人，即使該些物料並無載有候選人的姓名或照片，亦可能會構成選舉廣告

Any materials published by any person or organization during or before the election period to appeal directly or indirectly to electors to vote or not to vote for certain candidates, even they do not contain any names or photographs of candidates, they may also be regarded as election advertisements



# 選舉廣告 (16)

## Election Advertisements (16)

74

- ▶ 在有關背景下閱讀，有關宣傳物料可能令選民可以合理地識別出當中所指的某候選人或某些候選人的身分

At the time when read in the whole context, the promotion materials concerned may be capable of being reasonably understood by an elector as referring to certain identified candidate(s)

- ▶ 發布該物料的相關費用亦會被視為選舉開支，而發布者必須是獲授權的選舉開支代理人，否則即屬違法

The expenses incurred for the publication of such materials will also be regarded as election expenses. The publisher must be an authorized election expense agent, otherwise he/she commits an offence



# 選舉廣告 (17)

75

## Election Advertisements (17)

- ▶ 候選人須於2023年12月20日或之前 拆除所有展示在政府土地 / 物業上的選舉廣告。若逾期仍未拆除，相關政府部門會安排拆除並向候選人追討相關費用。此外，此費用亦屬選舉開支，候選人須在選舉申報書中作出申報。若此費用令候選人的選舉開支超逾上限，責任由候選人自行承擔

Candidates should remove all their election advertisements displayed on government land/property on or before 20 December 2023. After that date, such election advertisements will be removed by the relevant departments and the removal costs incurred will be recovered from the candidate concerned. In addition, these expenses should be counted as election expenses and should be included in the election returns. The candidate should bear the responsibility if the maximum amount of election expenses is exceeded as a result of the inclusion of these costs



# 選舉申報書 (1)

## Election Return (1)

- ▶ 候選人必須在選舉結果刊憲後**60日內**（預計於2024年2月14號或之前<sup>2</sup>），向總選舉事務主任提交選舉申報書

Candidate must submit to the Chief Electoral Officer an election return **not later than 60 days** (estimated on or before 14 February 2024<sup>2</sup>) after the publication of election result in the Gazette

- ▶ 候選人即使無任何選舉開支及選舉捐贈，亦須於限期內提交選舉申報書申述此點，**否則即屬違法**

Even if a candidate did not incur any election expenses or receive any election donations, he/she is still required to submit the election return within the deadline stating this point, **otherwise he/she commits an offence**

<sup>2</sup>假設選舉結果在2023年12月15日刊登憲報

<sup>2</sup>Assuming that the election result is published in the Gazette on 15 December 2023



# 選舉申報書 (2)

## Election Return (2)

- ▶ 選舉事務處會發信提醒各候選人提交選舉申報書的限期  
The REO will issue letters to all candidates reminding candidates of the deadline for lodging election returns
- ▶ 候選人應詳細閱讀填寫選舉申報書的說明及參考相關的[指南](#)及[短片](#)  
Candidate should read carefully the Notes on Completion of Election Return and refer to the relevant [guide](#) and [video](#)
- ▶ 候選人如就計算選舉開支有疑問或有需要，可徵詢法律意見  
For questions concerning calculation of election expenses, candidates may seek legal advice as needed



# 選舉申報書 (3)

## Election Return (3)

選舉申報書中須列明—

The election return must set out the following:

- (i) 該候選人的所有選舉開支；

All election expenses of the candidate;

- (ii) 該候選人或由他人代候選人收取的所有選舉捐贈。如捐贈並非現金，其價值須以獲捐贈的物品或服務的市值計算。已接受但未在本次選舉中使用的選舉捐贈亦須申報；

All election donations received by the candidate or person(s) on his/her behalf. If it is non-cash donation, its value should be calculated based on the market value of the donated goods or services. Election donations that have been received but not spent or used in this election must also be declared;



# 選舉申報書 (4)

## Election Return (4)

- (iii) 就港幣500元或以上的每項選舉開支，選舉申報書須附有由該貨品或服務的提供者所發出的發票及收據。當中須載有日期、貨品或服務的資料和金額、提供者的資料及證明 提供者已全數收取有關款項的資料，例如收款者名稱及簽署或蓋章；

For each election expense of HK\$500 or more, the election return must be accompanied by invoices and receipts issued by the goods or service provider. The invoices and receipts should contain the date, information and amount of the goods or services, information of the goods or service providers and information which proves that the goods or service provider has received the relevant payment in full, such as name and signature or stamp of the payee;



# 選舉申報書 (5)

## Election Return (5)

- (iv) 就港幣1,000元以上的選舉捐贈（包括多項來自同一捐贈者而累計總價值為港幣1,000元以上的選舉捐贈），選舉申報書須附有由候選人向捐贈者發出並載有該捐贈者的姓名或名稱及地址，以及該項捐贈詳情的收據副本；及
- For election donations of more than HK\$1,000 (including multiple election donations from the same donor with a total value of more than HK\$1,000), the election returns must be accompanied by a copy of the receipt issued by the candidate to the donor, specifying the name and address of the donor concerned, as well as particulars of the donations; and





# 選舉申報書 (6)

## Election Return (6)

- (v) 就每項未完全用於本次選舉而須轉贈予屬公共性質的慈善機構的選舉捐贈，選舉申報書須附有由該慈善機構發出的收據

For each election donation that is not entirely used for this election and must be given to charitable institutions or trusts of a public character, the election return must be accompanied by a receipt issued by that charitable organization



# 選舉申報書 (7)

## Election Return (7)

- ▶ 若某項開支部分與選舉有關，部分為其他用途，則須按客觀比例分攤。  
分攤考慮因素一般為時間及 / 或用量<sup>3</sup>

If an expense is partly related to the election and partly for other purposes, it should be apportioned proportionately. As a general principle, time and/or usage<sup>3</sup> are relevant factors for consideration in apportioning expenses

<sup>3</sup>舉例來說，如候選人甲與候選人乙一直共同租用一間面積 600 平方呎的辦公室，甲佔面積 200 平方呎，乙佔面積 400 平方呎，而該辦公室作選舉用途的時間為 3 個月。假設每月租金為 12,000 元，分攤有關辦公室租金開支的計算方法如下：甲為 12,000 元 × 3 個月 × 200/600 平方呎 = 12,000 元；乙為 12,000 元 × 3 個月 × 400/600 平方呎 = 24,000 元。

<sup>3</sup> For example, if Candidate A and Candidate B jointly rent an office with an area of 600 square feet, with Candidate A occupying 200 square feet and Candidate B occupying 400 square feet, and the office is used for election-related purpose for 3 months. Assuming the monthly rent is \$12,000, the calculation for apportioning the office rental expenses is as follows: Candidate A's share is \$12,000 × 3 months × 200/600 square feet = \$12,000, and Candidate B's share is \$12,000 × 3 months × 400/600 square feet = \$24,000.



# 選舉申報書 (8)

## Election Return (8)

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- ▶ 若某項選舉開支（如某個選舉廣告）涉及超過一名候選人，亦應按上述原則分攤，並載入所有相關候選人的選舉申報書內。即使其中一名候選人認為有關廣告或開支只屬於其他候選人，若該廣告或開支客觀上會促使該候選人當選，則該候選人仍須按比例分攤

If an election expense (such as an election advertisement) involves more than one candidate, it should be apportioned according to the principle mentioned above and included in the election returns of all relevant candidates. Even if one of the candidates considers that the relevant advertisement or expense belongs only to other candidate(s), if the relevant advertisement or expense could objectively promote the election of that candidate, he/she must still apportion the expenses proportionately



# 選舉資助 (1)

## Financial Assistance (1)

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- ▶ 合資格的候選人如想提出資助申索，必須填妥「[資助的申索](#)」表格，連同選舉申報書在提交選舉申報書的限期內由候選人或其代理人親自提交予總選舉事務主任

If an eligible candidate wishes to make a claim for financial assistance, he/she should complete the “[Claim for Financial Assistance](#)” and submit it together with the election return by the candidate or his/her agent in person to the Chief Electoral Officer before the deadline for submission of the election return



# 選舉資助 (2)

## Financial Assistance (2)

### 總選舉事務主任的辦事處

#### Office of the Chief Electoral Officer

地址

Address

九龍觀塘觀塘道392號創紀之城6期23樓2301至03室

Unit 2301-03, 23/F, Millennium City 6, 392 Kwun Tong Road,  
Kwun Tong, Kowloon

通常辦公時間

Ordinary business hours

星期一至五上午8時45分至下午6時

公眾假期及午膳時間下午12時30分至1時30分除外

8:45 a.m. to 6 p.m., Monday to Friday,

excluding general holidays and

lunch break from 12:30 p.m. to 1:30 p.m.



# 免費郵遞服務

## Free Postage Service

- ▶ 候選人可在**11月25日或之前**使用 **1次**政府提供的免費郵遞服務，投寄 1 封選舉郵件給選民，但有關郵件須符合香港郵政的投遞要求

Candidates may use **one round** of free postage service provided by the Government to send one election mail to each elector by **25 November**, in accordance with the posting conditions required by the Hongkong Post

- ▶ 如不符合相關要求，候選人須要支付整筆郵資，而有關費用亦須計算為選舉開支

In case of non-compliance with the relevant posting requirements, the candidates will be liable for payment of the postage and the payment concerned should also be treated as election expenses



# 使用選民資料 (1)

## Use of Electors' Information (1)

- ▶ 候選人可以要求選舉事務處提供一套載有登記選民資料的《候選人郵遞資料系統》USB記憶體及 / 或一套選民的地址標籤

Candidates may request REO to provide a set of “Candidate Mailing Label System” USB flash drive and / or a set of mailing labels containing the information of electors

- ▶ 候選人必須確保有關選民的個人資料只用於與是次選舉有關的用途，並妥善保存及防止外泄

Candidates should ensure that the personal data of the electors is **used for the purposes related to this election only** and is **well protected against leakage**



## 使用選民資料 (2) Use of Electors' Information (2)

- ▶ 如候選人使用電郵以集體形式向選民發送選舉信息，務必以「副本密送」(即“b.c.c.”)形式發出電郵，以保障選民的個人資料私隱

Candidates are reminded to use the “b.c.c.” function for sending mass emails of election message to electors to safeguard the privacy of personal data of electors

- ▶ 候選人必須在選舉後將選民的資料妥善銷毀，並於2023年12月27日或之前將確認銷毀回條交回選舉事務處

Candidates must destroy and erase all the information related to the electors completely after the election and return the reply slip on the confirmation of destruction to REO on or before 27 December 2023





## 使用選民資料 (3)

### Use of Electors' Information (3)

- ▶ 如果候選人想使用透過其他途徑所得到的個人資料作選舉用途，必須事前得到資料當事人的同意

If candidates want to use the personal data obtained through other means for election purposes, consent must be obtained first

- ▶ 請參閱《選舉活動指引》[附錄八](#)所載由個人資料私隱專員公署發出的指引  
Please refer to the guidelines issued by the Office of the Privacy Commissioner for Personal Data in [Appendix 8](#) of the Guidelines



# 競選須知

## Points to Note for Candidates

### 2023年區議會一般選舉：競選須知

本須知旨在提醒候選人一些在過往選舉中較常出現問題的情況，候選人仍須細閱並遵守現行相關選舉法例、區議會選舉活動指引，以及選舉文件所載列的相關規定。如有查詢，可致電選舉事務處的查詢熱線 2891 1001。

#### 呈交提名表格

- 候選人應：
  - 親身**到選舉主任辦事處呈交提名表格；
  - 盡早**提交表格，以便一旦出現錯漏時，亦可趕及在提名期結束（即2023年10月30日）前作出更正；及
  - 盡量使用**現金**繳交選舉按金（港幣3,000元），以免因銀行退票導致提名可能被裁定無效。

#### 選舉開支及捐贈

- 選舉開支是指任何為促使或阻礙（一名或多名）候選人當選而招致的開支。任何人如非候選人或其選舉開支代理人而招致選舉開支，即屬違法。
- 候選人必須注意其地方選區／界別的選舉開支上限（請參閱《區議會選舉活動指引》第15.17段）。若候選人、其選舉開支代理人及其他代候選人行事的人**招致超過上限的選舉開支，無論超過數額，均屬違法，候選人須負責**。但若候選人能證明他並未同意他人所招致的選舉開支，亦並無疏忽（如已採取一切可行措施避免有關情況），則可作免責辯護。
- 候選人接受的選舉捐贈只可用於本次選舉。若選舉結束有關捐贈仍未用罄，則餘額須轉贈予屬公共性質的慈善機構。

### 2023 District Council Ordinary Election Points to Note for Candidates

This notice serves to remind candidates of some common issues encountered in the past elections. Candidates must still read and comply with the applicable electoral laws, Guidelines on Election-related Activities in respect of the District Council Election, and relevant requirements specified in the electoral documents. For any enquiries, please contact the enquiry hotline of the Registration and Electoral Office at 2891 1001.

#### Submission of Nomination Form

- Candidates should:
  - submit his/her nomination form **in person** at the Returning Officer's office;
  - submit his/her nomination form **as early as practicable** so that any mistakes found in his/her nomination form can be rectified before the end of the nomination period (i.e. on or before 30 October 2023); and
  - pay the election deposit (**HK\$3,000**) by cash as far as possible so to avoid the risk of invalidation of the nomination due to dishonoured cheque.

#### Election Expenses and Donations

- Election expenses refer to any expenses incurred to promote or prejudice the election of one or more candidates. It is illegal for any person other than a candidate or his/her election expense agent to incur election expenses.
- Candidates must be mindful of the limit of election expenses in their respective constituencies (please refer to paragraph 15.17 of the "Guidelines on Election-related Activities in respect of the District Council Election"). **Regardless of the amount exceeded, it is illegal and a candidate would be held responsible** if the candidate, his/her election expense agent, and any person acting on behalf of the candidate **incur election expenses in excess of the limit of election expenses**. However, if the candidate can prove that he/she did not consent to the election expenses incurred by others and was not negligent (e.g. he/she took all practicable measures to prevent such situations), the candidate may use it as a defence.

# 結語

## Concluding Remarks

- ▶ 嚴格執行有關選舉的法例及指引  
Strictly enforce the electoral law and guidelines
- ▶ 確保今次選舉在公開、公平及誠實的情況下進行  
To conduct the election under the principles of openness, fairness and honesty

選舉事務處選舉熱線：2891 1001

REO Electoral Hotline : 2891 1001

選舉管理委員會投訴熱線：2827 7251

Electoral Affairs Commission Complaint Hotline : 2827 7251



多謝各位  
Thank you

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區議會選舉  
District Council Election