

COMMUNITY SPORTS COMMITTEE

Report of the “4th Hong Kong Games” Organising Committee

Introduction

This paper aims to report to Members on the progress of the preparatory work for the 4th Hong Kong Games (HKG).

Background

2. The 4th HKG will be held in 2013. In order to allow more time for the preparatory work for the 4th HKG and launching various publicity activities, the 4th HKG Organising Committee (OC) was formed in March 2012 and is tasked with co-ordinating and organising the 4th HKG. The 4th HKGOC is composed of members from various major partners in the promotion of community sports, including representatives from the Community Sports Committee, the 18 District Councils (DCs), the Sports Federation & Olympic Committee of Hong Kong, China (SF&OC), relevant National Sports Associations (NSAs), the Home Affairs Bureau and the Leisure and Cultural Services Department (LCSD). Moreover, Mr CHAU How-chen, Chairman of the previous three HKGOCs, has been invited to serve as the Executive Adviser of the 4th HKG to advise on and share his experience in the planning and preparatory work for the HKG. The structure and composition of the 4th HKGOC are set out at Annex 1.

Work Progress

3. At the two meetings held on 16 March and 11 May 2012, the OC drew up the competition dates, competition events, competition rules and regulations, the training arrangement for district teams as well as the publicity plan and sponsorship programme for the 4th HKG. The OC also endorsed that the mode of operation of the 3rd HKG would continue to be adopted and a Standing Committee (SC) would be set

up under the OC with a view to planning and launching various specific work items for the 4th HKG in a more effective manner. The Chairman and Vice Chairman of the OC would also serve as the Chairman and Vice Chairman of the SC respectively. To collect views from different sectors of the community and encourage their participation, apart from the five DC representatives selected on a geographic basis sitting on the OC and representatives from the SF&OC and the LCSD, Mr KWAN Wai-yick, representing the Hong Kong Schools Sports Federation, Mr Cliff WONG Tsan, representing the Hong Kong Elite Athletes Association and Dr Lobo LOUIE Hung-tak, representing the Media & Public Relations have also been invited to join the SC as co-opted members. The composition of the SC is set out at [Annex 2](#).

4. The specific arrangements for the 4th HKG as resolved by the OC are provided in the paragraphs below.

Objectives and Position

5. The HKG is a territory-wide major multi-sport event held biennially with the 18 DCs as the participating units. The objectives of the HKG are to further promote the culture of “Sport for All” in the community, to provide districts with more opportunities for sports participation, exchanges and co-operation, to encourage active public participation in sports, to strengthen the public’s sense of belonging to the district they live in and enhance community cohesion. The competitions organised under the HKG are different from those which are aimed at selecting elite athletes to represent Hong Kong in international sports competitions. In consolidating the views from various sectors of the community on the 3rd HKG, it was generally considered that the 3rd HKG, which was bigger in scale as compared with the past HKGs, was properly positioned and had achieved desirable effects, and that its overall operation was smooth and the expected outcomes had been produced. In view of the above, the OC decided that the present position of the HKG should be maintained.

Competition Dates and Events

6. The 4th HKG is scheduled to be held from 27 April to 2 June 2013. While there are views that consideration should be given to increasing the number of sports of the 4th HKG, given the tight timeframe of less than a year for the 18 districts to organise the district athlete selection for the eight sports and arrange coaches for

athlete training in the last HKG, it is envisaged that the districts will have difficulties in coping with the substantial additional workload arising from the increase in the number of sports. Moreover, the eight sports of the 3rd HKG are quite universal and representative with athletics, swimming and various ball games, which are generally popular at the community level, being included. Added to that, there are now regular district competitions of the eight sports for the 18 districts. Sufficient sports facilities and coaches/referees are also available in the districts to tie in with the arrangements for district athlete selection and pre-event training. In view of the above, the OC decided that the 4th HKG would continue to organise competitions for the same eight sports, namely athletics, badminton, basketball, futsal, swimming, table tennis, tennis and volleyball, as in the 3rd HKG, to sustain the objective of promoting the concept of “Sport for All”.

Eligibility Requirements

7. The participating units of the 4th HKG remain to be the 18 DCs in Hong Kong. Participating athletes must be holders of Hong Kong Permanent Identity Cards or Hong Kong Identity Cards who have resided in Hong Kong for three years or above. They must reside in the district they represent and should be nominated by their respective DCs as representatives to participate in the HKG through open selection. Each athlete can only represent one district in the HKG.

8. As the HKG is aimed at promoting the culture of “Sport for All” in the community, which is different from selecting elite athletes to represent Hong Kong in international sports competitions, the OC has therefore stipulated in the rules of the 4th HKG that serving professional athletes and athletes who participated or will participate in major high-level sports competitions between 2010 and 2013 are not allowed to participate in the corresponding sports competitions of the 4th HKG.

Competitions Rules and Regulations

9. The competitions rules and regulations of the 4th HKG, at [Annex 3](#), have been drawn up after consultation with the relevant NSAs and discussions by the OC and SC.

10. In order to allow the teams of the 18 districts to compete on a level playing

field, the grouping for the preliminary rounds of the ball games playing in teams and groups will be decided by drawing lots instead of on a geographic basis as adopted in the previous two HKGs. The sports competitions will be held as far as possible in easily accessible leisure venues located on Hong Kong Island and in Kowloon and the New Territories so as to facilitate the participation of athletes and public spectators.

11. Moreover, the OC accepted that the setting up of seeded teams for grouping would be a preferred arrangement. It has therefore decided to stipulate in the competition prospectus(es) for the 4th HKG that reference will be made to the results of all competitions for setting up seeded teams for the 5th HKG. This will enable the districts to prepare for their strategic arrangements as early as possible in the competitions of the 4th HKG. Nevertheless, the final decision of whether the arrangement of seeded teams would be adopted in the 5th HKG should be left with the 5th HKGOC.

Methods of Selecting Athletes to Participate in the Competitions

12. The OC endorsed that the methods of selecting athletes for the 3rd HKG would continue to be adopted and matters on the selection of athletes should be dealt with by a district selection board/working group to be set up by each district or be dealt with through the existing framework of DCs. Each district will select through a standardised selection mechanism in an open manner those athletes who meet the eligibility requirements as their representatives to participate in the HKG and should widely publicise the selection mechanism and criteria with a view to enhancing transparency in the process of selecting athletes to participate in the competitions. The district athlete selection for the competitions of the 4th HKG commenced in mid-June 2012. All the selection work should be completed and a list of participating athletes be submitted to the Organiser in early 2013.

Pre-event Training and Participation Arrangement for District Teams

13. The total number of training hours allotted to athletes from the 18 district teams for each sport competition was increased significantly from 6 to 24 hours in the last HKG. The pre-event training was quite sufficient and had achieved desirable effects in enhancing the skills of district athletes. As such, pre-event training of 24 hours will continue to be allotted for each sport competition to athletes from the 18

district teams in the 4th HKG. In the 3rd HKG, arrangements were made for coaches to take their teams to the venues for participation in the competitions. As the arrangements are found to be useful in enabling the athletes to perform better on the field, the same arrangements will be made in the 4th HKG to facilitate the more effective use of tactics by district teams in the competitions. The LCSD will provide the district teams with funding under the item on district support for organising the pre-event training, arranging coaches for participation in the competitions and paying the hire charges for sports facilities managed by the LCSD.

District Delegations

14. In order to allow more district sports enthusiasts to participate in the HKG, and to assist in leading athletes to the venues for participation in the competitions and cheer for the athletes in the case of the absence of the team leader, the OC decided that a chief team leader would be included as a new member of each district delegation. The newly created post could be taken up by a district councillor, co-opted member of the respective DC or representative from district sports association. A district delegation to the 4th HKG may therefore consist of a maximum of 1 head of the delegation, 3 deputy heads of the delegation, 1 chief team leader, 8 team leaders and 15 coaches.

15. In addition, the OC also decided to include the district cheering teams as members of the district delegations in recognition of their contribution. The Organiser will provide the cheering teams with sportswear for attending the opening and closing ceremonies of the 4th HKG.

Designated Service Organisations

16. In order to ensure that professional services provided by coaches, referees and working staff are available to all sports competitions, the OC endorsed that the eight co-organising NSAs, namely the Hong Kong Amateur Athletic Association, Hong Kong Badminton Association, Hong Kong Basketball Association, Hong Kong Football Association, Hong Kong Amateur Swimming Association, Hong Kong Table Tennis Association, Hong Kong Tennis Association and Volleyball Association of Hong Kong, China should be invited to serve as designated service organisations of the 4th HKG to provide coaches and operation-related services, etc. for the relevant

sports competitions.

Sports Demonstrations

17. While the number of sports competitions of the 4th HKG will be maintained at eight, the OC agreed to arrange sports demonstrations for the 4th HKG if resources permitted in order to promote the concept of “Sport for All” and enhance the attractiveness of and public participation in the HKG. Details of the feasible plans are to be negotiated between the LCSD and the relevant NSAs.

Publicity Plan

18. The 4th HKG will follow the publicity strategy adopted in the 3rd HKG and make use of various channels, including displaying publicity banners, posters and lamp-post bunting, issuing government press releases, placing advertisements on newspapers, and broadcasting announcements of public interest at LCSD venues and on public transport such as MTR trains and buses. Information and updates on the HKG will be disseminated through the media such as a dedicated website, the Internet, newspapers as well as radio and television. Apart from these, various publicity and public participation activities for the 4th HKG will continue to be held, including the launching ceremony, 18 districts’ pledging ceremony cum press conference, countdown ceremony, exhibitions, a grand opening ceremony, a closing cum prize presentation ceremony, the “Elite Athletes’ Demonstration and Exchange”, “Cheering Team Competition for the 18 Districts”, the “Dynamic Moments Photo Contest”, Voting for “My Favourite Sporty District” and Guessing the “Overall Champion of the 4th HKG”.

19. To start the publicity work as early as possible and increase its effectiveness at the community level, the OC held the Launching Ceremony at the Arcade of Kowloon Park on 11 June 2012, during which the competition events of the 4th HKG were announced and the selection of athletes in districts and various publicity efforts were kicked off. Earlier appointments of the 4th HKG Sports Ambassadors were also made at the ceremony with an aim to enhance the publicity effect and build up a healthy and energetic image for the HKG through Ambassadors’ participation in various publicity activities/interviews. The inclusion of a new virtual torch relay game on the dedicated website of the 4th HKG will enable visitors to

participate in the HKG as “athletes” in the online game and hence improve the attractiveness of the website. In addition, a themed exhibition and a large-sized thematic floral wall will be featured in the Hong Kong Flower Show 2013. More large banners will also be displayed at conspicuous locations in the 18 districts and during major activities to call on the public to join our public participation activities. The publicity plan for the 4th HKG is set out at **Annex 4**.

Sponsorship Programme

20. Following the wide support for the 3rd HKG from different sectors of the community, the OC set five sponsorship levels (i.e. Principal Contributor, Title Sponsor for Events, Diamond Sponsor/Designated Supplier, Gold Sponsor and Placement of Advertisements in the Souvenir Programme) for the 4th HKG to solicit more funding and attract more sponsors to provide the products/services that could meet the needs of the 4th HKG. For Hong Kong Games District Sponsors, no sponsorship level has been set. Districts may solicit sponsorship according to their needs and make acknowledgement in their respective districts. For sponsorships that reach the designated amount, acknowledgement will be made by the HKG. Up to now, over 600 sponsorship invitation letters have been sent by the Secretariat to major organisations all over the territory. It is expected that some replies from sponsors will arrive by the end of August this year. The Sponsorship Programme and the arrangement for acknowledgement of sponsors for the 4th HKG are set out at **Annex 5**.

Presentation

21. Members are invited to note and give their views on the progress of various work items set out in this paper.

Secretariat of the 4th Hong Kong Games Organising Committee
July 2012

Structure of the 4th Hong Kong Games Organising Committee

- Honorary Patron: Chief Executive of the Hong Kong Special Administrative Region of the People's Republic of China
- Honorary Presidents: The Hon Timothy FOK Tsun-ting, GBS, JP
President of the Sports Federation & Olympic Committee of Hong Kong, China
- The Hon IP Kwok-him, GBS, JP
Member of the Legislative Council
- President: Mr TSANG Tak-sing, GBS, JP
Secretary for Home Affairs
- Adviser: Mr Raymond YOUNG Lap-moon, JP
Permanent Secretary for Home Affairs
- Vice President: Mrs Betty FUNG CHING Suk-ye, JP
Director of Leisure and Cultural Services
- Chairman: Mr William TONG Wai-lun, MH, JP
Chairman of the Community Sports Committee
- Vice Chairmen: Mr David YIP Wing-shing, BBS, MH, JP
Vice Chairman of the Community Sports Committee
- Mr Bobby CHENG Kam-wing, JP
Deputy Director of Leisure and Cultural Services (Leisure Services)
- Executive Adviser: Mr CHAU How-chen, GBS, JP
- Members:
(In no particular order) Mr CHENG Shu-ming, BBS, JP
Member of the Community Sports Committee
- Mr CHU King-yuen, BBS, MH, JP
Member of the Community Sports Committee
- Mr Ronnie WONG Man-chiu, JP
Representative of the Sports Federation & Olympic Committee of Hong Kong, China
- Mr Thomas NG Siu-keung, MH
Representative of Central & Western District Council

Mr CHIU Chi-keung
Representative of Eastern District Council

Ms CHEUNG Sik-yung
Representative of Southern District Council

Ms Yolanda NG Yuen-ting
Representative of Wan Chai District Council

Mr LUK King-kwong
Representative of Kowloon City District Council

Mr Ben CHAN Kok-wah, MH
Representative of Kwun Tong District Council

Mr LO Wing-man, JP
Representative of Sham Shui Po District Council

Mr HO Yin-fai
Representative of Wong Tai Sin District Council

Mr HAU Wing-cheong, BBS, MH
Representative of Yau Tsim Mong District Council

Mr LAI Sum
Representative of North District Council

Mr Jonathan CHAN Pok-chi
Representative of Sai Kung District Council

Mr LAW Kwong-keung
Representative of Sha Tin District Council

Mr Eric TAM Wing-fun
Representative of Tai Po District Council

Ms YU Lai-fan, MH
Representative of Islands District Council

Ms LO Wai-lan
Representative of Kwai Tsing District Council

Mr TSANG Hin-hong
Representative of Tuen Mun District Council

Mr Richard CHAN Kam-lam, MH
Representative of Tsuen Wan District Council

Mr Daniel CHAM Ka-hung, BBS, MH, JP
Representative of Yuen Long District Council

Dr Simon YEUNG Sai-mo
Representative of the Hong Kong Amateur Athletic Association

Mr CHAU Yat-kwong
Representative of the Hong Kong Badminton Association

Mr CHU Chun-sang
Representative of the Hong Kong Basketball Association

Mr Brian LEUNG, MH
Representative of the Hong Kong Football Association

Mr David CHIU Chin-hung
Representative of the Hong Kong Amateur Swimming Association

Professor CHAN Cheong-ki
Representative of the Hong Kong Table Tennis Association

Mr Vincent LIANG, JP
Representative of the Hong Kong Tennis Association

Mr CHEUNG Chi-wai
Representative of the Volleyball Association of Hong Kong, China

Miss Olivia CHAN Yeuk-oi
Assistant Director of Leisure and Cultural Services (Leisure Services)

Miss Petty LAI Chun-yee
Principal Assistant Secretary for Home Affairs (Recreation and Sport)

Secretary General: Ms Rebecca LOU Wai-yi
Chief Leisure Manager (Major Events),
Leisure and Cultural Services Department

Structure of the 4th Hong Kong Games Standing Committee

- Chairman: Mr William TONG Wai-lun, MH, JP
Chairman of the 4th Hong Kong Games Organising Committee
- Vice Chairman: Mr David YIP Wing-shing, BBS, MH, JP
Vice Chairman of the 4th Hong Kong Games Organising Committee
- Members:
(In no particular order)
- Miss Olivia CHAN Yeuk-oi
Assistant Director of Leisure and Cultural Services (Leisure Services)
- Mr Ronnie WONG Man-chiu, JP
Representative of the Sports Federation & Olympic Committee of Hong Kong, China
- Mr Thomas NG Siu-keung, MH
Representative of District Councils on Hong Kong Island
- Mr Ben CHAN Kok-wah, MH
Representative of District Councils in Kowloon East
- Mr HAU Wing-cheong, BBS, MH
Representative of District Councils in Kowloon West
- Mr Jonathan CHAN Pok-chi
Representative of District Councils in New Territories East
- Mr Daniel CHAM Ka-hung, BBS, MH, JP
Representative of District Councils in New Territories West
- Mr KWAN Wai-yick
Representative of the Hong Kong Schools Sports Federation
- Dr Lobo LOUIE Hung-tak
Representative of Media & Public Relations
- Mr Cliff WONG Tsan
Representative of the Hong Kong Elite Athletes Association
- Secretary General: Ms Rebecca LOU Wai-yi
Chief Leisure Manager (Major Events),
Leisure and Cultural Services Department

The 4th Hong Kong Games (HKG) Competition Rules and Regulations

I. Competition Date and Venue

The 4th HKG will be held in the sports venues managed by the Leisure and Cultural Services Department from 27 April to 2 June 2013, while preliminary rounds for some of the sports competitions will take place from late March 2013 onwards.

II. Competition Event, Division, Quota and Format

(1) Athletics Competition

Division and Event:

(i) Men's Division (14 events in total)

Individual events (12 events):

100 m, 200 m, 400 m, 800 m, 1500 m, 5000 m,
110 m hurdles, high jump, long jump, shot put,
javelin and discus.

Team events (2 events):

4 × 100 m Relay and 4 × 400 m Relay

(ii) Women's Division (14 events in total)

Individual events (12 events):

100 m, 200 m, 400 m, 800 m, 1500 m, 5000 m,
100 m hurdles, high jump, long jump, shot put,
javelin and discus.

Team events (2 events):

4 × 100 m Relay and 4 × 400 m Relay

Quota:

For individual events, each district may nominate 2 selected athletes and 1 reserve athlete to participate in each event (each person may enter a maximum of 3 events, whether as selected athlete or reserve athlete). For team events, each district may nominate 1 team to

participate in each event (each team should consist of 4 persons at least and 6 persons at most).

Each district may nominate a maximum of 96 persons. It is expected that the quota for all the 18 districts is 1 728 persons at most.

Age: Participating athletes shall be aged 10 or above (born in 2003 or before), but athletes who take part in the 5000 m event shall be aged 16 or above (born in 1997 or before).

Format: For track events, the 8 athletes who have achieved the highest speed in the preliminary rounds will be qualified for the final and the positions will be determined by their results achieved in the final. For the 1500 m and 5000 m events, no preliminary rounds will be held and the positions will be determined by athletes' results achieved in the final.

For field events, each athlete shall be allowed 3 trials and the 8 athletes with the best valid achievements shall be allowed 3 additional trials and the positions will be determined by the best results achieved.

(2) Badminton Competition

Event: Individual events (5 events):
Men's singles, women's singles, men's doubles, women's doubles and mixed doubles.

Team events (2 events):

Men's team event (competition events include 3 matches of men's singles and 2 matches of men's doubles)

Women's team event (competition events include 3 matches of women's singles and 2 matches of women's doubles)

Quota: Individual events:
For singles events, each district may nominate 2 athletes to participate in each event.

For doubles events, each district may nominate 2 teams (2 persons in each team) to participate in each event.

Team events:
Each district may nominate 1 team to participate in each team event (each team should consist of 7 persons at least and 12 persons at most).

Each district may nominate a maximum of 40 persons. It is expected that the quota for all the 18 districts is 720 persons at most.

Age: Participating athletes of all ages are welcome.

Format: Individual events:
A single knock-out system will be adopted.

Team events:
A single round robin system on a group basis will be adopted in the preliminary rounds. The 18 districts will be divided into 4 groups by drawing lots, with two groups of 4 districts and two groups of 5 districts. The two districts that come first and second in each group will be qualified for the quarter-finals. A single knock-out system will be adopted from the quarter-finals to the final.

(3) Basketball Competition

Division: Men's Division and Women's Division

Quota: Each district may nominate 1 men's team and 1 women's team (each team should consist of 5 persons at least and 12 persons at most).

Each district may nominate a maximum of 24 persons. It is expected that the quota for all the 18 districts is 432 persons at most.

Age: Participating athletes shall be aged 14 or above (born in 1999 or before).

Format: A single round robin system on a group basis will be adopted in the preliminary rounds. The 18 districts will be divided into 4 groups by drawing lots, with two groups of 4 districts and two groups of 5 districts. The two districts that come first and second in each group will be qualified for the quarter-finals. A single knock-out system will be adopted from the quarter-finals to the final.

(4) Futsal Competition

Division: Men's Division

Quota: Each district may nominate 1 men's team (each team should consist of 5 persons at least and 18 persons at most).

Each district may nominate a maximum of 18 persons. It is expected that the quota for all the 18 districts is 324 persons at most.

Age: Participating athletes shall be aged 15 or above (born in 1998 or before).

Format: A single round robin system on a group basis will be adopted in the preliminary rounds. The 18 districts will be divided into 4 groups by drawing lots, with two groups of 4 districts and two groups of 5 districts. The two districts that come first and second in each group will be qualified for the quarter-finals. A single knock-out system will be adopted from the quarter-finals to the final.

(5) Swimming Competition

Division and Event:

(i) Men's Division (15 events in total)

Individual events (13 events):

50 m Freestyle, 100 m Freestyle, 200 m Freestyle, 50 m Breaststroke, 100 m Breaststroke, 200 m Breaststroke, 50 m Backstroke, 100 m Backstroke, 200 m Backstroke, 50 m Butterfly, 100 m Butterfly, 200 m Butterfly and 200 m Individual Medley.

Team events (2 events):

4 × 50 m Freestyle Relay and 4 × 50 m Medley Relay

(ii) Women's Division (15 events in total)

Individual events (13 events):

50 m Freestyle, 100 m Freestyle, 200 m Freestyle, 50 m Breaststroke, 100 m Breaststroke, 200 m Breaststroke, 50 m Backstroke, 100 m Backstroke, 200 m Backstroke, 50 m Butterfly, 100 m Butterfly, 200 m Butterfly and 200 m Individual Medley.

Team events (2 events):

4 × 50 m Freestyle Relay and 4 × 50 m Medley Relay

Quota:

For individual events, each district may nominate 2 selected athletes and 1 reserve athlete to participate in each event (each person may enter a maximum of 3 events, whether as selected athlete or reserve athlete). For team events, each district may nominate 1 team to participate in each event (the teams should consist of athletes nominated for individual events).

Each district may nominate a maximum of 78 persons. It is expected that the quota for all the 18 districts is 1 404 persons at most.

Age:

Participating athletes of all ages are welcome.

Format: The 8 athletes/teams who have achieved the highest speed in the preliminary rounds will be qualified for the final and the positions will be determined by their results achieved in the final.

(6) Table Tennis Competition

Event: Individual events (5 events):
Men's singles, women's singles, men's doubles, women's doubles and mixed doubles.

Team events (2 events):
Men's team (competition events include 5 matches of men's singles)
Women's team (competition events include 5 matches of women's singles)

Quota: Individual events:
For singles events, each district may nominate 2 athletes to participate in each event.
For doubles events, each district may nominate 2 teams (2 persons in each team) to participate in each event.

Team events:
Each district may nominate 1 team to participate in each team event (each team should consist of 5 persons at least and 8 persons at most).

Each district may nominate a maximum of 32 persons. It is expected that the quota for all the 18 districts is 576 persons at most.

Age: Participating athletes of all ages are welcome.

Format: Individual events:
A single knock-out system will be adopted.

Team events:
A single round robin system on a group basis will be adopted in the preliminary rounds. The 18 districts

will be divided into 4 groups by drawing lots, with two groups of 4 districts and two groups of 5 districts. The two districts that come first and second in each group will be qualified for the quarter-finals. A single knock-out system will be adopted from the quarter-finals to the final.

(7) Tennis Competition

Event:

Individual events (5 events):

Men's singles, women's singles, men's doubles, women's doubles and mixed doubles.

Team events (2 events):

Men's team event (competition events include 2 matches of men's singles and 1 match of men's doubles);
Women's team event (competition events include 2 matches of women's singles and 1 match of women's doubles).

Quota:

Individual events:

For singles events, each district may nominate 2 athletes to participate in each event.

For doubles events, each district may nominate 2 teams (2 persons in each team) to participate in each event.

Team events:

Each district may nominate 1 team to participate in each team event (each team should consist of 4 persons at least and 8 persons at most).

Each district may nominate a maximum of 32 persons. It is expected that the quota for all the 18 districts is 576 persons at most.

Age:

Participating athletes of all ages are welcome.

Format:

Individual events:

A single knock-out system will be adopted.

Team events:

A single round robin system on a group basis will be adopted in the preliminary rounds. The 18 districts will be divided into 4 groups by drawing lots, with two groups of 4 districts and two groups of 5 districts. The two districts that come first and second in each group will be qualified for the quarter-finals. A single knock-out system will be adopted from the quarter-finals to the final.

(8) Volleyball Competition

Division:

Men's Division and Women's Division

Quota:

Each district may nominate 1 men's team and 1 women's team (each team should consist of 6 persons at least and 18 persons at most).

Each district may nominate a maximum of 36 persons. It is expected that the quota for all the 18 districts is 648 persons at most.

Age:

Participating athletes shall be aged 12 or above (born in 2001 or before).

Format:

A single round robin system on a group basis will be adopted in the preliminary rounds. The 18 districts will be divided into 4 groups by drawing lots, with two groups of 4 districts and two groups of 5 districts. The two districts that come first and second in each group will be qualified for the quarter-finals. A single knock-out system will be adopted from the quarter-finals to the final.

III. Participating Units

The 18 District Councils (DCs) in Hong Kong

IV. Eligibility Requirements for Athletes

- (1) Participants must be nominated by their respective DC and they will participate in the competitions in the capacity of that DC.
- (2) Participants must be holders of valid “Hong Kong Permanent Identity Cards”, or holders of valid “Hong Kong Identity Cards” who have resided in Hong Kong for 3 years or above.
- (3) Participants must reside in the district of their respective DC (“Proof of place of residence” should be provided).
- (4) Each athlete can participate in the selection contest of only one district and can represent only one district in the HKG.
- (5) Those athletes who participated or will participate in any of the sports competitions of the Olympic Games (excluding the Summer Youth Olympic Games and the qualifying round of the Olympic Games), the Asian Games, the East Asian Games, the National Games of the People’s Republic of China, the World Championships (excluding the World Youth Championship) or the Asian Championships (excluding the Asian Youth Championship) between 2010 and 2013 are not eligible to participate in the corresponding sports competitions of the HKG.
- (6) Those tennis athletes who participated or will participate in the tennis competitions of the Davis Cup and the Federation Cup between 2010 and 2013 are not eligible to participate in any tennis competition of the HKG.
- (7) Those athletics athletes who participated or will participate in the IAAF World Indoor Championships between 2010 and 2013 are not eligible to participate in any athletics competition of the HKG.
- (8) Those athletes who participated or will participate in the World Cup Qualifier, AFC Asian Cup Qualification Round, and the futsal event of the Asian Indoor Games and the East Asian Football Championships between 2010 and 2013 are not eligible to participate in any futsal competition of the HKG.
- (9) In the event that an athlete, who has been nominated to represent a district in the HKG, is selected to participate in any of the sports competitions specified in items 5 to 8 above after the enrolment deadline for the HKG, he/she will become ineligible for the corresponding sports competition(s) in the HKG. Nevertheless,

the respective DC has the right to nominate a replacement athlete before the team leaders' meeting of the competition concerned is held.

- (10) Serving professional athletes are not eligible to participate in the HKG competitions of the sports they are engaged in.

Remarks: Professional athletes are those who are employed under a full-time paid contract by any institution or company as an athlete, excluding the full-time athletes who are undertaking training and receiving subvention or subsidy offered by the government or relevant organisations (such as the Hong Kong Sports Institute, the Sports Federation & Olympic Committee of Hong Kong, China, and national sports associations).

V. Methods of Selecting Athletes

All districts must select their athlete representatives through open selection exercises at the district level. The selection mechanism and criteria should be widely publicised in the respective districts so as to enhance the transparency of the athlete selection process. For details, please refer to the “The 4th Hong Kong Games – Guidelines on the Selection of Athletes at the District Level” (at **Appendix**).

VI. Prizes and Scoring Methods

- (1) Prizes will be awarded to the Champion, 1st Runner-up and 2nd Runner-up of each competition event.

- (2) Prizes will be awarded to the Overall Champion, 1st Runner-up and 2nd Runner-up of each of the sports competitions. The results will be obtained using the following scoring method:

From the Champion to the 7th Runner-up of each competition event, each winner will score 10, 8, 7, 6, 5, 4, 3 and 2 points respectively, i.e. the Champion will score 10 points, the 1st Runner-up will score 8 points, etc. until the 7th Runner-up will score 2 points. The above winners must have played in all play-offs of that competition event in order to be awarded the points, otherwise 0 point will be awarded. The remaining participants who have successfully finished the competition event will score 1 point. The points awarded for the team events (excluding the basketball, volleyball and futsal competitions) will be doubled, i.e. the Champion will score 20 points, the 1st Runner-up will score 16 points and so

forth. If a participant/participating team is disqualified by the Organiser due to misconduct, no point will be awarded. The top 3 districts accumulating the highest total points will be the Overall Champion, 1st Runner-up and 2nd Runner-up of the respective sports competition.

Remarks: Since there is only men's event for the futsal competition, the Champion of the futsal competition is the Overall Champion of the futsal competition.

- (3) On top of the above prizes, prizes for the Overall Champion, 1st Runner-up and 2nd Runner-up of the 4th HKG will also be awarded to the top 3 districts accumulating the highest total points from all the 8 sports competitions, namely athletics, badminton, basketball, futsal, swimming, table tennis, tennis and volleyball competitions. The scoring method is set out as follows:
The Champion (i.e. the "Overall Champion") of a respective sports competition will score 10 points, and the 1st to the 7th Runners-up will score 8, 7, 6, 5, 4, 3 and 2 points respectively. For those districts that are the 8th Runner-up and onwards, if they have successfully finished the sports competition, they will score 1 point. The top 3 districts accumulating the highest total points from all the 8 sports competitions will be awarded the prizes for the Overall Champion, 1st Runner-up and 2nd Runner-up of the 4th HKG.
- (4) If 2 or more districts accumulate the same points from all competitions, the one that holds more first places will win; and if they hold the same number of first places, the one holding more second places will win. The same method applies until the overall positions are determined. If all the results are the same, the districts concerned will be awarded the same position and presented with the same prize.
- (5) The "District with the Greatest Participation in the 4th Hong Kong Games" prize will be awarded to the district having the greatest actual number of athletes participating in the 8 sports competitions. (The actual number refers to the number of enrolled athletes who have turned up for the roll call in the HKG.)
- (6) The "District with the Most Gold Medals" prize will be awarded to the district that obtains the most gold medals in the separate events under the 8 sports competitions. If the number of gold medals obtained is the same, the districts concerned will be awarded the same prize.
- (7) The "District with the Best Progress" prize will be awarded to the district with the greatest net score difference by deducting the accumulated 3rd HKG Overall

Champion Points from the accumulated 4th HKG Overall Champion Points of each district.

VII. Number of Persons in a District Delegation

(1) Members of the district delegation:

To avoid conflict of interests and confusion of roles among members of different identities, each members of a district delegation, including heads, deputy heads, chief team leader, team leaders, coaches and athletes, can represent only one district and take up only one post/identity. A district delegation may consist of a maximum of 1 head of the delegation, 3 deputy heads of the delegation, 1 chief team leader, 8 team leaders and 15 coaches (1 team leader and 2 coaches may be assigned for each competition except the futsal competition for which only 1 team leader and 1 coach may be assigned). The chief team leader, team leaders and coaches should be aged 18 or above. Each DC should appoint one of its district councillors to serve as the head of the delegation while the posts of deputy heads, chief team leader and team leaders of the delegation should be taken up by district councillors, co-opted members of the respective DC or the representatives of district sports associations.

(2) Number of athletes in a district delegation:

96 persons for athletics (48 male and 48 female participants at most), 40 persons for badminton (20 male and 20 female participants at most), 24 persons for basketball (12 male and 12 female participants at most), 18 participants for men's futsal, 78 persons for swimming (39 male and 39 female participants at most), 32 persons for table tennis (16 male and 16 female participants at most), 32 persons for tennis (16 male and 16 female participants at most), and 36 persons for volleyball (18 male and 18 female participants at most). Each district may field a maximum of 356 athletes to participate in the HKG. The total number of participating athletes from all the 18 districts will be 6 408 at most.

(3) Cheering team:

1 cheering team leader, 1 coach and members of the cheering team (50 persons at most).

The 4th Hong Kong Games
Guidelines on the Selection of Athletes at the District Level

1. Taking into account the mechanism of selecting athletes for the previous three Hong Kong Games (HKG) and the views from the Independent Commission Against Corruption and various sectors of the community on selection of athletes, it is concluded that all districts should select their athlete representatives according to the eligibility requirements of the HKG through open selection exercises at the district level and take monitoring measures to ensure a fair selection process.
2. District Councils (DCs) may set up a district selection board/committee/working group or make use of their existing frameworks to deal with the matters concerning the selection of athletes depending on the circumstances of their districts. Apart from representatives of the DC, membership of a district selection board/committee/working group should also include representatives from district sports associations and the Leisure and Cultural Services Department (LCSD) as far as practicable to ensure that the selection is conducted in a professional and impartial manner.
3. The methods of open selection for the competitions, formulated in consultation with the relevant National Sports Associations, are set out as follows:
 - (i) Athletics Competition

Athletes interested in representing their own district in the 4th HKG will be enlisted through an open recruitment exercise conducted by each district. Only those applicants who meet the eligibility requirements for the HKG and possess recognised proof of the results obtained in one of the competitions listed below will be accepted for selection. Applicants with the best records in these competitions will be selected by the selection board/committee/working group as representatives of the district in the HKG competitions concerned.

 - District Age Group Athletic Meets organised by the LCSD in 2012
 - Xtep Hong Kong Athletic League 2012 - Rounds 1 to 4
 - Xtep Hong Kong Athletic League 2012 - Final
 - Xtep Hong Kong Junior Age Group Athletic Meet 2012
 - IAAF World Athletic Day & Open Meet 2012
 - Inter-School Athletics Championships held by the Hong Kong School Sports Federation in 2012
 - TCAA Age Group Athletics Meet 2012
 - USFHK 51st Annual Athletic Meet
 - HK Open Athletic Meet 2012
 - Hong Kong Inter-City Athletics Championships 2012
 - WAC Annual Athletic Challenge 2012
 - The 66th SCAA Inter-school Athletics Meet
 - Other local events organised by the Hong Kong Amateur Athletic Association (HKAAA) in 2012
 - Top 10 athletes in the Hong Kong rankings of the HKAAA in 2012 (as on the updated ranking lists for the open and youth divisions released in March, June, September and December)

Remarks: If the applicants' records in 100 m, 200 m, 100 m hurdles and 110 m hurdles events are hand-timed, 0.24 second will be added to their results for the selection of district athletes for the HKG.

Athletes with the best recognised records in individual track events will be selected to form teams to compete in the relay events in the HKG.

(ii) Badminton Competition

A badminton athlete selection contest should be held by each district to select outstanding players who meet the eligibility requirements for the HKG as representatives of the district in the HKG. Applicants must meet the eligibility requirements for the HKG and have obtained one of the following results:

- The Champions, 1st Runners-up, 2nd Runners-up and 3rd Runners-up of different age groups in the District Age Group Badminton Competitions of the respective district organised by the LCSD in 2011 and 2012
- Grade A, B or C players in any event (singles/doubles/mixed doubles) on the Grading List of Players of the Hong Kong Badminton Association (the gradings refer to those on the latest Grading List as at the enrolment deadline for the selection contest held by the respective district)
- Top 8 winners of the Senior and Intermediate Divisions in BOCHK Hong Kong Annual Badminton Championships 2011 and 2012
- Top 8 winners of the 16-19 age group (Year 92-95 in the 2011 Championships and Year 93-96 in the 2012 Championships) and the 13-15 age group (Year 96-98 in the 2011 Championships and Year 97-99 in the 2012 Championships) in BOCHK Hong Kong Youth Badminton Championships 2011 and 2012
- Top 8 winners of the All Hong Kong Schools Jing Ying Badminton Tournament (according to the latest results available as at the enrolment deadline for the selection contest held by the respective district)

Individual events: Men's singles, women's singles, men's doubles, women's doubles and mixed doubles.

Winners of individual events will be selected to form teams to compete in the team events in the HKG.

(iii) Swimming Competition

Athletes interested in representing their own district in the 4th HKG will be enlisted through an open recruitment exercise conducted by each district. Only those applicants who meet the eligibility requirements for the HKG and possess recognised proof of the results (which must meet the qualifying time for the 4th HKG, i.e. a score of 15 in the Hong Kong Swimming Point Score 2012 (Long Course) released by Hong Kong Amateur Swimming Association (HKASA)) obtained in one of the competitions listed below will be accepted for selection. Applicants with the best records in these competitions will be selected by the selection board/committee/working group as representatives of the district in the HKG competitions concerned.

- District Age Group Swimming Competitions organised by the LCSD in 2012
- The following competitions organised by the HKASA:
 - The 8th Hong Kong International Open Swimming Championships in

2012

- Hong Kong Age Group Long Course Swimming Championships 2012
 - Long Course Swimming Competition 2012 (Divisions 1-3)
 - Long Course Masters Swimming Championships (Part 1)
 - Long Course Masters Swimming Championships (Part 2)
 - Long Course Masters Swimming Championships (Part 3)
 - Annual Long Course Masters Swimming Championships in 2012
- Inter-School Swimming Championships organised by the Hong Kong School Sports Federation in 2012

Athletes selected to compete in individual events will form teams to compete in the relay events in the HKG.

(iv) Table Tennis Competition

A table tennis athlete selection contest should be held by each district to select outstanding players who meet the eligibility requirements for the HKG as representatives of the district in the HKG. Applicants must meet the eligibility requirements for the HKG and have obtained one of the following results:

- The Champions, 1st Runners-up, 2nd Runners-up and 3rd Runners-up of different age groups in the District Age Group Table Tennis Competitions of the respective district organised by the LCSD in 2011 and 2012
- Ranked players of the Hong Kong Table Tennis Association (the 8 highest-ranking applicants/teams among those who have submitted applications to their respective district. For doubles events, the ranking is determined by the sum of the total scores of the 2 players on the Singles Ranking Lists. All rankings refer to those on the latest Ranking Lists as at the enrolment deadline for the selection contest held by the respective district.)

Individual events: Men's singles, women's singles, men's doubles, women's doubles and mixed doubles.

Winners of individual events will be selected to form teams to compete in the team events in the HKG.

(v) Tennis Competition

A tennis athlete selection contest should be held by each district for the HKG to select outstanding players who meet the eligibility requirements for the HKG as representatives of the respective district in the HKG. Applicants must meet the eligibility requirements for the HKG and have obtained one of the following results:

- The Champions, 1st Runners-up, 2nd Runners-up and 3rd Runners-up of different age groups in the District Age Group Tennis Competitions of the respective district organised by the LCSD in 2011 and 2012
- Ranked players on the Men's/Women's Singles Ranking List respectively of the Hong Kong Tennis Association (the 8 highest ranking applicants/teams among those who have submitted applications to their respective district. For doubles events, the ranking is determined by the sum of the total scores of the 2 players on the Singles Ranking Lists. All rankings refer to those on the latest Ranking Lists as at the enrolment deadline for the selection contest held by the respective district.)

Individual events: Men's singles, women's singles, men's doubles, women's doubles and mixed doubles.

Winners of individual events will be selected by districts to form teams to compete in the team events in the HKG.

For the above 5 sports competitions (namely athletics, badminton, swimming, table tennis and tennis competitions), if any districts fail to select their representatives through the above open selection, open selection contests may be held for district athletes who meet the eligibility requirements for the HKG but do not possess the recognised results required. The quota for each event is 8 persons/teams. If the number of applicants/enrolled teams exceeds the available quota, the allocation will be determined by drawing lots.

(vi) Basketball Competition

An open basketball team selection contest should be held by each district. Athletes who meet the eligibility requirements for the HKG may form teams to enrol in the selection. The minimum quotas for the men's and women's divisions are 8 teams each. If the number of enrolled teams exceeds the available quota, the sum of the total scores obtained by the 5 athletes with the highest marks in each team with respect to their registered divisions as endorsed by the Hong Kong Basketball Association for the year 2012/13 will be used to determine the teams' order of priority for participation in the selection. (The scoring method is: 3 marks for an athlete in Men's Division A1, 2 marks for an athlete in Men's Division A2 and 1 mark for an athlete in Men's Division B; and 3 marks for an athlete in Women's Division A and 1 mark for an athlete in Women's Division B). If there are enrolled teams scoring the same marks, their order of priority for participation will be determined by drawing lots. The winning team will represent the respective district to participate in the HKG.

(vii) Futsal Competition

An open men's futsal team selection contest should be held by each district. Athletes who meet the eligibility requirements for the HKG may form teams to enrol in the selection and the quota is 8 teams. If the number of enrolled teams exceeds the available quota, the sum of the total scores obtained by the 5 athletes with the highest marks in each team with respect to their registered divisions as endorsed by the Hong Kong Football Association will be used to determine the teams' order of priority for participation in the selection. The divisions to which the players belong refer to the latest registered divisions as at the enrolment deadline for the selection contest held by the respective district. (The scoring method is: 4 marks for an athlete in the 1st Division, 3 marks for an athlete in the 2nd Division, 2 marks for an athlete in the 3rd/4th Division and 1 mark for an athlete in any division of the Youth League). If there are enrolled teams scoring the same marks, their order of priority for participation will be determined by drawing lots. The winning team will represent the respective district to participate in the HKG.

(viii) Volleyball Competition

An open volleyball team selection contest should be held by each district. Athletes who meet the eligibility requirements for the HKG may form teams to enrol in the selection. The minimum quotas for the men's and women's divisions are 8 teams each. If the number of enrolled teams exceeds the available quota, the sum of the total scores obtained by the 6 athletes with the highest marks in each team with respect to their registered divisions as endorsed by the Volleyball Association of Hong Kong, China for the year 2012/13 will be used to determine the teams' order of priority for participation in the selection. (The scoring method is: 3 marks for an athlete in Division A1, 2 marks for an athlete in Division A2 and 1 mark for an athlete in Division B). If there are enrolled teams scoring the same marks, their order of priority for participation will be determined by drawing lots. The winning team will represent the respective district to participate in the HKG.

For the above 3 sports competitions (namely basketball, futsal and volleyball competitions), if any districts fail to select their district teams that meet the eligibility requirements for the HKG through the above open selection methods, an open selection contest to test the respective sports skills of individual athletes may be held. The selection contest should be open to anyone who meet the eligibility requirements for the HKG.

4. To enhance transparency of the process of selecting athletes at the district level to participate in the competitions, each DC should widely publicise its selection mechanisms and methods, including the eligibility requirements and selection schedules, and provide channels for public enquiries. (For example, the selection format and eligibility requirements, etc. may be posted on the notice boards of DCs/District Offices of the Home Affairs Department (HAD)/District Leisure Services Offices of the LCSD for public perusal.)
5. To avoid conflict of interests, the secretariats of the respective DCs/committees or selection boards/committees/working groups under the DCs should remind all of their members to declare their interests before proceeding to the discussion of any agenda item concerning the selection of athletes. This procedure must be put on record no matter whether any declaration has been made or not. A sample of the Form for Declaration of Interests is at Schedule. Moreover, those who are involved in the selection of athletes should abide by the following rules:
 - (i) To avoid any personal relations, whether actual or perceived, with any athletes standing for the selection. If there is any possible conflict of interests, it should be declared to the respective DCs/committees or selection boards/committees/working groups under the DCs;
 - (ii) To keep in strict confidence the information about all participants obtained through serving as a member of the respective DCs/committees or selection boards/committees/working groups under the DCs;
 - (iii) Not to disclose or make use of or use in any way the information about the participants for the purposes of seeking individual interests or any other interests without the prior consent of the respective DCs/committees or selection boards/committees/working groups under the DCs; and
 - (iv) To make all assessment and selection decisions on the principles of impartiality and fairness and in accordance with the selection mechanism and criteria laid down by the respective DCs or selection boards/committees mentioned above.

6. According to the competition rules set out by the Organiser, athletes must be holders of valid Hong Kong Permanent Identity Cards, or holders of valid Hong Kong Identity Cards who have resided in Hong Kong for 3 years or above. They should be “local residents” residing in the district they represent. Whenever necessary, the Organiser has the right to ask the DC that the participants represent to submit the participants’ identity documents, and proof of “years of residence” and “place of residence” for verification of their eligibility to participate in any competitions. The respective DC must check the identity card and proof of place of residence of an athlete before entering his/her name on an enrolment form. At the same time, participants holding a Hong Kong Identity Card must prove that they meet the Organiser’s requirement for years of residence by producing to the officers in charge of their respective districts the records of their first entry to Hong Kong (e.g. One-way Permit, passport, etc.) showing that they have resided in Hong Kong for 3 years or above. “Local residents” refer to people who reside within the district boundary of a respective district, which is defined in the Electoral Boundary Maps in respect of District Council Election. “Proof of place of residence” refers to the copy of the valid documentary proof to be submitted by a participant for verification of identity and record purposes by the LCSD, such as:
- (i) statement (such as mortgage statement, rates demand note, bills for electricity and water charges, monthly bank statement or telephone bill) issued by public utilities or commercial organisations or banks within the latest 3 months; or
 - (ii) declaration of place of residence issued by the HAD; or
 - (iii) tenancy agreement or residence card; or
 - (iv) student handbook showing proof of place of residence (if a student handbook cannot be produced, the documents stated in (i) to (iii) above bearing the name(s) of the participant’s parent(s) together with the participant’s birth certificate may be provided).
- (Note: Student hostels and athlete hostels cannot be regarded as the place of residence)

To: District Council/ Committee/ Selection Board/Working Group*

(* Please delete as appropriate)

**Form for Declaration of Interests for the Selection of Athletes
to Participate in the 4th Hong Kong Games**

Date of Meeting: _____

I, (name) _____, hereby declare the following interests in respect of
the selection of athletes as members of the team representing XX District:

(a) I have an affiliation with the following organisation(s):

Name of Organisation	My Capacity

(b) I have an affiliation with the following athlete(s) standing for the selection:

Name of Athlete	Relationship with the Declarant (e.g. relatives, friends, etc.)

(c) Others:

Signature: _____

Name: _____

Date: _____

Item	Month	2012						2013						
		June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
➤ To print the emblem or publicity slogans of the HKG on publicity materials of the LCSD to be distributed in the 18 districts, such as the monthly list of recreational programmes, in order to call for support from the public for the various activities of the 4th HKG.					Selection									
➤ To prepare large-sized publicity banners for display at the conspicuous locations in the 18 districts and during large-scale activities.														
➤ To arrange for the display of large-sized advertisements on the body of public vehicles (such as trams and buses of the Kowloon Motor Bus, New World First Bus and Citybus) for extensive publicity of HKG activities.														
➤ To prepare lamp-post bunting for display at appropriate locations in the 18 districts during the competition period of the HKG so as to create a charged atmosphere for the 4th HKG.														
➤ To display HKG posters at the advertising panels of various MTR stations during the publicity and public participation activities as well as the competition period of the HKG.														
➤ To produce HKG publicity exhibition boards for display at the venues of publicity and public participation activities staged by the Organiser and districts to introduce the 4th HKG to the public.														
➤ To produce announcements of public interest on the HKG for broadcast at LCSD venues and on MTR trains and buses.														
➤ To arrange for the organisation of a themed exhibition and the setting-up of a large-sized thematic floral wall in the Hong Kong Flower Show 2013 to introduce and publicise the 4th HKG to the public.														

Item	Month	2012						2013						
		June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
<ul style="list-style-type: none"> ➤ To create a strong atmosphere for the HKG by displaying large-sized advertisements at both entrances of the Cross Harbour Tunnel (in Wanchai on the Hong Kong Island side and in Hung Hom on the Kowloon side) during the competition period for publicity purpose. ➤ To prepare a series of souvenirs for distribution to the public and participants through various publicity activities for publicity purpose. ➤ To prepare the souvenir programme and DVDs for distribution to all participating units and co-organisers. 											←			→
		←						→	←		→	←		→
													←	
<p>(4) To organise publicity and public participation activities:</p> <ul style="list-style-type: none"> ➤ To stage the “Launching Ceremony of the 4th Hong Kong Games”, announce the competition events and details of the district athlete selection of the 4th HKG, and appoint the “4th HKG Sports Ambassadors”. ➤ District Organising Committees will organise publicity activities in their districts to encourage the whole community to support and participate in the HKG. ➤ To hold the “18 Districts’ Pledging Ceremony and Press Conference of the 4th Hong Kong Games” for media interviews to cover the 18 districts’ progress of preparing for the HKG and introduce the publicity and public participation activities. ➤ To stage the “Countdown to the 4th Hong Kong Games” to announce the arrangements for distribution of tickets for the opening ceremony and introduce the special programmes to encourage the public to support and participate in the 4th HKG. 	11/6													
	←													→
									28/1					
											27/3			

Item	Month	2012						2013							
		June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	
<ul style="list-style-type: none"> To organise the “Dynamic Moments Photo Contest” to enable photography enthusiasts to participate in the 4th HKG by capturing the exciting moments of the competitions and publicity activities. Assessment of the entries will be made after the conclusion of the HKG. All winning entries will be announced on HKG’s dedicated website and arrangements will be made for their display at the roving exhibitions at LCSD venues in the 18 districts. 											←			→	
<p>(5) To introduce a media partnership programme and to provide the media with the information on the HKG:</p> <ul style="list-style-type: none"> ➤ To invite Radio Television Hong Kong to become a media partner of the HKG, so as to enhance the effectiveness and consistency of the publicity and public participation activities and to foster public understanding of, support for and participation in the HKG. ➤ To keep the public informed of the latest development of the HKG through disseminating press releases on the updated information on the 4th HKG to media organisations, including newspaper publishers and radio and television stations. ➤ To display advertisements and broadcast announcements of public interest through different media to widely publicise the latest information on the HKG. ➤ To arrange for media interviews to publicise the latest information on the HKG. 															
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Item	Month	2012						2013						
		June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
<p>(6) To order official uniform:</p> <ul style="list-style-type: none"> ➤ To provide members of the organising/standing committees, participating athletes, cheering teams and delegations with a set of official uniform, including a T-shirt, a long-sleeved track jacket and a pair of long pants, in order to build up a coherent image for the HKG. 														
<p>(7) To stage a grand opening ceremony:</p> <ul style="list-style-type: none"> ➤ The “Opening Ceremony of the 4th Hong Kong Games” is tentatively scheduled to be held at Siu Sai Wan Sports Ground on 27 April 2013. ➤ The programme line-up includes the marching of the athletes and delegations of the 18 districts to be led by the cheering teams of their respective districts into the venue, the arrangement for torchbearers from the 18 districts to participate in the lighting of the cauldron together, demonstration of various sports and a grand variety show. 											27/4			
<p>(8) To stage a grand closing cum prize presentation ceremony:</p> <ul style="list-style-type: none"> ➤ The “4th Hong Kong Games Closing cum Prize Presentation Ceremony” is tentatively scheduled to be held at Kowloon Park Sports Centre on 2 June 2013 with the presentation of the following prizes: 														2/6

Item	Month	2012						2013					
		June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
<ul style="list-style-type: none"> • The Overall Champion, Overall 1st Runner-up and Overall 2nd Runner-up of the 4th Hong Kong Games • The overall champions, 1st runners-up and 2nd runners-up of the sports competitions • The “District with the Greatest Participation” in the 4th HKG • The “District with the Best Progress” in the 4th HKG • The “District with the Most Gold Medals” in the 4th HKG • “My Favourite Sporty District” in the 4th HKG <ul style="list-style-type: none"> ➤ To invite the winners of the “Cheering Competition for the 18 Districts” to give performance. ➤ To invite the guests to pick out the winners of the voting and guessing activities at the lucky draw. 													

The 4th Hong Kong Games
Sponsorship Programme and Acknowledgement Arrangements

A. Hong Kong Games Sponsors

(I) Sponsorship level, quota and requirement

Sponsorship Level	Quota	Sponsorship Requirement (HK\$)	Remarks
(1) Principal Contributor (Priority given in choosing one competition/contest for offering title sponsorship)	1	\$4 million or above	Cash
(2) Title Sponsor for Events	8*	\$600,000 or above (per activity)	Cash and services/products Cash accounting for two-third or above of the total amount (i.e. cash not less than \$400,000)
(3) Diamond Sponsor/Designated Supplier	No limit	\$500,000 or above	Cash/Services/Products
(4) Gold Sponsor	No limit	\$100,000 or above	Cash/Services/Products
(5) Placement of Advertisement in the Souvenir Programme	No limit	\$20,000 (A full page) \$10,000 (A half page)	Cash

* There are 9 events available for title sponsorship, namely 8 sports competitions (athletics, badminton, basketball, futsal, swimming, table tennis, tennis and volleyball) and the photo contest. The principal contributor is given the priority in choosing one competition/contest for offering title sponsorship.

(II) Acknowledgement

Form of Acknowledgement	Principal Contributor	Title Sponsor for Events	Diamond Sponsor/ Designated Supplier	Gold Sponsor
1. Competition/Trophy Title	<ul style="list-style-type: none"> • Trophies awarded to the Overall Champion, Overall 1st runner-up and Overall 2nd runner-up of the Hong Kong Games will be named after the sponsor • Priority given in choosing one competition/contest for offering title sponsorship 	<ul style="list-style-type: none"> • The competition will be named after the sponsor 	x	x
2. Pledging Ceremony	<ul style="list-style-type: none"> • To attend as a VIP at the Ceremony • Invitation to participate in some of the ceremony's activities on stage 	<ul style="list-style-type: none"> • To attend as VIP at the Ceremony • Invitation to participate in some of the ceremony's activities on stage 	<ul style="list-style-type: none"> • To attend as a guest at the Ceremony 	<ul style="list-style-type: none"> • To attend as a guest at the Ceremony
3. Countdown	<ul style="list-style-type: none"> • To attend as a VIP at the ceremony • Invitation to participate in some of the ceremony's activities on stage 	<ul style="list-style-type: none"> • To attend as a VIP at the Ceremony • Invitation to participate in some of the ceremony's activities on stage 	<ul style="list-style-type: none"> • To attend as a guest at the Ceremony 	<ul style="list-style-type: none"> • To attend as a guest at the Ceremony

Form of Acknowledgement	Principal Contributor	Title Sponsor for Events	Diamond Sponsor/ Designated Supplier	Gold Sponsor
4. Opening Ceremony	<ul style="list-style-type: none"> • To attend as a VIP at the Ceremony • Invitation to participate in some of the ceremony's activities • To receive guest tickets • To be awarded a certificate of appreciation/souvenir 	<ul style="list-style-type: none"> • To attend as a VIP at the Ceremony • To receive guest tickets • To be awarded a certificate of appreciation/souvenir 	<ul style="list-style-type: none"> • To attend as a guest at the Ceremony • To receive guest tickets • To be awarded a certificate of appreciation/souvenir 	<ul style="list-style-type: none"> • To attend as a guest at the Ceremony • To receive guest tickets • To be awarded a certificate of appreciation/souvenir
5. Closing Ceremony cum Prize Presentation Ceremony	<ul style="list-style-type: none"> • To attend as a VIP at the Ceremony • Joining the officiating guests to present trophies for the Overall champion, Overall 1st runner-up, Overall 2nd runner-up of the Hong Kong Games 	<ul style="list-style-type: none"> • To attend as a VIP at the Ceremony • Presentation of medals/trophies under its sponsorship on the day of the competition finals • Joining the officiating guests to present the trophies under its sponsorship at the Closing Ceremony 	<ul style="list-style-type: none"> • To attend as a guest at the Ceremony 	<ul style="list-style-type: none"> • To attend as a guest at the Ceremony
6. Souvenir Programme	<ul style="list-style-type: none"> • Preparation of a message by the contributor's representative • Free placement of a full-page inside back cover advertisement 	<ul style="list-style-type: none"> • Free placement of a full inside page advertisement 	<ul style="list-style-type: none"> • Free placement of a full inside page advertisement 	<ul style="list-style-type: none"> • Free placement of a half inside page advertisement
7. Use of emblem and slogan to promote the products/services of sponsors	✓	✓	✓	✓

Form of Acknowledgement	Principal Contributor	Title Sponsor for Events	Diamond Sponsor/ Designated Supplier	Gold Sponsor
8. Provision of promotion/sales booth at the Opening Ceremony and competition venues during the competition period (if venues and locations permit)	✓	✓ (limited to venues of the competition under its sponsorship)	✓ (the products/services must meet the needs of the activity)	✗
9. Trademark and webpage link shown at the Hong Kong Games webpage	✓	✓	✓	✓
10. Display of trademark and acknowledgement inside all publicity materials (such as posters, banners, souvenir programme and print advertisements)	✓	✓	✓	✓

Form of Acknowledgement	Principal Contributor	Title Sponsor for Events	Diamond Sponsor/ Designated Supplier	Gold Sponsor
11. Display of publicity signboards/banners at the sponsor's expense	<ul style="list-style-type: none"> • Opening Ceremony (10 pieces) • Closing Ceremony (2 pieces) • Pledging/Countdown/ Publicity activities (4 pieces) • All competition venues (4 pieces each) 	<ul style="list-style-type: none"> • Opening Ceremony (4 pieces) • Closing Ceremony (2 pieces) • Venues of competition under its sponsorship (4 pieces each) 	<ul style="list-style-type: none"> • Opening Ceremony (2 pieces) • Closing Ceremony (1 piece) • All competition venues (2 pieces each) except competition venues with title sponsorship 	<ul style="list-style-type: none"> • Opening Ceremony (2 pieces) • Closing Ceremony (1 piece)

B. District Sponsors

(I) Sponsorship Requirement: Sponsorship can be in any amount or form (cash, service or product)

(II) Acknowledgement: Districts can make their own arrangements for acknowledgements for sponsors of their districts. The Organising Committee will only acknowledge district sponsors with sponsorship in the form of cash/product/service of a value equivalent to over HK\$100,000 in the following ways:

- (i) Acknowledgements made in the souvenir programme and on the dedicated website
- (ii) Invitation to attend as guests at ceremonies and major publicity activities
- (iii) Offering guest tickets for the opening ceremony

C. Use of sponsorship

(I) Hong Kong Games Sponsor

All cash income from sponsors should be used for organising activities and publicity programmes relating to the 4th Hong Kong Games, such as selection and training of district athletes, sports competitions, public participation activities, opening and closing ceremonies, advertising and publicity materials.

(II) Hong Kong Games District Sponsors

Sponsorship in cash or in kind should be used for activities relating to the respective district's participation in the 4th Hong Kong Games.

D. Notes

- (i) No sponsorship from tobacco, hard liquor and gambling companies will be accepted.
- (ii) If the number of interested parties for a certain level of sponsorship exceeds its quota or there are more than one title sponsor for the same competition/contest, the Organiser will take into account the amount of sponsorship, whether the products/services meet the needs of the activity, the business nature, image and integrity of the sponsor in deciding on the sponsorship. Previous Hong Kong Games sponsors will be given priority.
- (iii) In the event that the interested parties are potential business competitors, the Organiser will inform all the parties concerned as early as possible and conduct negotiation, and reserve the final right to select or reject any sponsorship.
- (iv) The order of acknowledgement on various items will be made according to the sponsorship level and the amount of sponsorship. The amount of sponsorship will be based on the amount of sponsorship in cash first and then the value in kind of products/services. If the amounts of sponsorship are equal, the alphabetical order of the company's English name on the business registration certificate will be used.
- (v) Sponsorships in the form of products/services must be provided in full. The Organiser will not consider sponsorship that provides products/services at discounted price or cost price.

- (vi) The contents of the publicity signboards or banners provided by the sponsors at their own expense will be subject to the deliberation of the Organising Committee Secretariat, and the Organiser has the right to revise the contents;
- (vii) The Organiser shall adjust the size of the publicity signboards or banners and designate the locations for their display according to the venue space as well as the decoration and activity arrangements on site. If there are several publicity signboards or banners to be displayed at the same time, the sponsors will be allocated locations according to the method specified in item (iv) above.
- (viii) The Organiser reserves full discretion to select or reject any sponsorship and the right to amend the above terms.