



七人小型足球比賽 7-a-side Mini-soccer Competition

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

1. 比賽日期、時間和地點
Date, Time and Venue of Competition

日期 Date	星期 Day	時間 Time	地點 Venue
2014 年 2 月 23 日 至 2014 年 11 月 23 日 23 February 2014 to 23 November 2014	星期二及四 Tuesday to Thursday	晚上 7 時至 11 時 7:00 pm-11:00 pm	長沙灣遊樂場 Cheung Sha Wan Playground 花墟公園 Fa Hui Park 興芳路遊樂場 Hing Fong Road Playground 摩士公園(三號公園) Morse Park (Park No.3)
	星期六 Saturday	下午 4 時至 晚上 11 時 4:00 pm-11:00pm	
	星期日 (二月至六月) Sunday (February to June)	下午 4 時至 晚上 11 時 4:00 pm-11:00 pm	
	星期日 (八月至十一月) Sunday (August to November)	下午 12 時至 晚上 7 時 12:00 noon-7:00 pm	

2. 參賽資格
Eligibility
- : (1) 歡迎有興趣的機構以機構／政府部門的名義參加。
Interested organisations in the name of organization or the government departments are welcome to take part in the competition.
- (2) 參賽者必須年滿 15 歲，並在比賽首場賽事舉行前，已在香港連續為參賽機構工作 4 星期或以上，每星期工作最少 18 小時，而且在比賽進行期間，仍然受僱於該機構。
A participant must be an employee aged 15 or above who has been working continuously in Hong Kong for the participating organisation for 4 weeks or more, for at least 18 hours per week, before the first match of the competition takes place, and is still employed by the same organisation during the competition period.
- (3) 參賽者只能代表一間機構。
A participant can only represent one organisation.
3. 組別
Grouping
- : 甲組 - 在香港僱用 300 名或以上員工的機構
Group A - Organisations with 300 or more employees in Hong Kong
- 乙組 - 在香港僱用 300 名以下員工的機構
Group B - Organisations with less than 300 employees in Hong Kong
- 丙組 - 政府部門（僱員人數不限）
Group C - Government Departments (no restriction on the number of employees)

4. 名額 :

Quota

組別 Group	名額 Quota	備註 Remarks
甲組 Group A	48 隊 48 teams	每間機構最多可填報一隊男子隊和一隊女子隊 A maximum of one men's team and one women's team from each organisation.
乙組 Group B	32 隊 32 teams	
丙組 Group C	16 隊 16 teams	

5. 費用 : 500 元正
Fees \$500

6. 賽制 : (1) 在截止報名後，如有任何組別／項目少於兩隊報名，該組別／項目將會取消。
Format

If the number of teams enrolled in any group/division is less than two after the enrolment deadline, the group/division will be cancelled.

(2) 截止報名後，如七人小型足球比賽的總報名隊數不足總名額的一半，大會有權取消整個比賽項目。

If the total number of teams in the 7-a-side Mini-soccer Competition is less than half of the overall quota after the end of the enrolment period, the Organiser has the right to cancel the competition event as a whole.

(3) 甲、乙組初賽採分組單循環制，以 4 隊為 1 組，每組首名出線。出線隊伍再採分組單循環制進行複賽，以 3 隊為 1 組，每組首名出線。出線隊伍再採單淘汰制進行比賽。

丙組初賽採分組單循環制，以 4 隊為 1 組，每組首名出線。出線隊伍再採單淘汰制進行比賽。

(大會有權因應報名情況而更改有關組別／項目賽事的賽制。)

For Groups A and B, a single round robin system on group basis will be adopted in the preliminary round. Each group will consist of 4 teams. A single round robin system on group basis will be adopted again among each group's top teams in the intermediate round. Each group will consist of 3 teams. A Single knock-out system will be applied to matches among each group's top teams.

For Group C, a single round robin system on group basis will be adopted in the preliminary round. Each group will consist of 4 teams. A Single knock-out system will be applied to matches among each group's top teams.

(The Organiser reserves the right to change the format of competition for any group/division in consideration of the enrolment situation.)

(4) 初賽分組編排由大會抽籤決定。

Grouping for matches in the preliminary round will be determined by lots drawing by the Organiser.

(5) 全場比賽時間為 40 分鐘，上、下半場各 20 分鐘，中場休息 5 分鐘。

Each match will last 40 minutes, 20 minutes for the first half and 20 minutes for the second half, with 5 minutes' break in between.

(6) 單淘汰制賽事每場均需分出勝負，賽和則各隊派 3 名球員互射九碼球。如仍未能分出勝負，則以「突然死亡」法互射九碼球定勝負。

In matches adopting the single knock-out system, a winning team must be identified for each match. If the match ends in a draw, each team shall assign 3 players to take the "9 yards" shoot-out alternately. If the winner is still not identified, the "Sudden Death" rule will be adopted to determine the winner.

(7) 每隊全場最多可換球員 3 人，被換出的球員不得再參與該場比賽。

Not more than 3 players may be substituted during a match. Players who have been replaced will not be allowed to re-enter the match.

(8) 本賽事不設越位。

The "off-side" rule will not be adopted in the competition.

7. 計分法 : (1) 在單循環賽事中，每場勝方得 3 分，負方得 0 分，賽和各隊得 1 分。

Point Scoring System

In matches adopting the single round robin system, the winner gains 3 points and the loser gains no point. If the match ends in a draw, each team will gain 1 point.

(2) 在分組初賽及複賽同一小組中，兩隊或以上隊伍積分相同，有關隊伍的排名將以下列優先次序排名：

- (i) 有關對賽隊伍成績之分數
- (ii) 有關對賽隊伍成績之得失球差（即得球減失球）
- (iii) 有關對賽隊伍成績之得球

若按上述(i)至(iii)項的排名方法，仍未能區分同分隊伍的排名，大會則再根據小組內所有球隊於總積分榜中，得失球差較高之球隊為排名較高。若得失球差仍然相同，則根據小組總積分榜中得球較多者為排名較高。如仍然相同，則以抽籤決定名次。

In the preliminary and intermediate rounds, if 2 or more teams in the same group score the same points the ranking of the teams involved will be determined according to the following order of priority:

- (i) the number of points obtained in the group matches between the teams concerned
- (ii) the goal difference resulting from the group matches between the teams concerned (calculated by subtracting goals conceded from goals scored)
- (iii) the number of goals scored in the group matches between the teams concerned

If the ranking of the teams scoring the same points cannot be determined on the basis of criteria (i) to (iii) mentioned above, the team that has the greater goal difference among all teams on the group table will be placed in the higher ranking by the Organiser. If the goal differences are also equal, the team scoring more goals as indicated on the group table will get a higher ranking. If the scores are still equal, ranking will be decided by drawing lots.

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

#為提高比賽的趣味性，大會特設工商機構運動會 2014 團體總冠軍獎盃，頒予每組在各項比賽中累積得分最高的機構。有關計分方法和詳情，請瀏覽以下網頁：

corporategames.lcsd.gov.hk/b5/score.php

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

#To make the competition more interesting, an overall championship trophy will be awarded to the organisation accumulating the highest points from all events of the Corporate Games 2014 for each group. For the scoring methods and details, please browse the following webpage:

corporategames.lcsd.gov.hk/en/score.php

9. 賽規 Rules : (1) 各球員或球隊必須依照大會編定的時間出場比賽，開賽後 5 分鐘仍未能出場作賽或當比賽進行時球員不足 5 人者，作自動棄權論，賽會將判對賽隊伍勝 2-0。

Each player/team shall turn up at the scheduled time for the match. Any team that fails to turn up 5 minutes after the official commencement time or dispatches less than 5 players during the match will be regarded as having withdrawn from the match and the opponent will be judged as the winner by the Organiser at a score of 2-0.

(2) 球隊在分組單循環制的任何一場賽事棄權後，仍可繼續參與其他賽事，棄權隊伍會被判 0-2 落敗；而在採單淘汰制的賽事中，棄權者則會被取消資格，不能繼續參與餘下的賽事，而有關成績將停留在其最後一場已參與比賽的位置。

If a team withdraws from one match under the grouped single round robin system, it can still participate in other matches. The team withdrawing from the match will be judged as the loser at a score of 0-2. For the matches adopting the single knock-out system, withdrawers will be disqualified from playing in the remaining matches. The result that the team has achieved remains at the position held by it in the last match.

- (3) 如參賽者被發現於參賽期間並非該機構的*僱員，該機構所參與的是項比賽的資格及所獲的成績將被取消。如被發現觸犯此規則超過一次，該機構所參與工商機構運動會全部比賽項目的成績及其參賽資格將被取消。所繳交的費用亦不會獲得發還。

*「僱員」的定義請參閱第 16 則(1)

If any participant is discovered that he/she is not the *employee of the organisation during the competition, the results achieved by the organisation in that particular competition will be cancelled. If the organisation breaches this regulation more than once, the organisation will be disqualified from taking part in this year's Corporate Games and all the entry fee will not be refunded.

*The definition of "Employee" is stated at Remarks (1) of Item No. 16.

- (4) 如有參賽者／參賽隊伍違反規則或有不良行為而影響賽事，大會有權取消其個人／有關隊伍的參賽資格，所得成績亦會作廢。

Any participant/team who violates the regulations or has any misconduct which might affect the competition, the Organiser has the right to disqualify him/her/the team from the competition and the results he/she/the team has achieved will be cancelled.

- (5) 大會有權取消嚴重犯規者的比賽資格。

The Organiser has the right to disqualify a participant who has seriously breached the regulations from the competition.

- (6) 被紅牌警告者除當場退出比賽外，下場罰自動停賽一場。

Any participant who is shown a red card will be sent off immediately and be suspended from next match automatically.

- (7) 被累積兩次黃牌警告者，下場罰自動停賽一場。

Any participant who has accumulated two yellow cards will be suspended from next match automatically.

- (8) 所有分組循環賽中的黃牌紀錄，將不會計算在複賽或決賽之內。但球員於分組循環賽中未能完成之停賽處分，則必須在複賽或決賽階段的賽事中執行有關之停賽。

The records of yellow card earned in the single round robin matches will not be carried forward to the intermediate or final round of competition. However, the suspension had not served in the stage of single round robin matches should be carried forward to the intermediate or final round of competition.

- (9) 除本章程明文規定外，其餘均依照香港足球總會有限公司的現行比賽規則辦理。

Unless explicitly stated in this prospectus, all rules and regulations will follow those presently adopted by the Hong Kong Football Association Ltd.

10. 裝備 Equipment

- (1) 所有賽事均使用由大會提供的 4 號小型足球作賽。
Size 4 miniature footballs provided by the Organiser shall be used in all matches.

- (2) 參賽者必須穿着襪及平底膠鞋比賽，球員不得穿戴任何有框眼鏡和任何飾物例如戒指、頸鏈及耳環等，以免對其他球員構成危險。而守門員球衣顏色應與其他球員和裁判的球衣顏色有顯著分別。

Participants must wear socks and rubber and flat-soled sports shoes in match. Participants(s) shall not wear any spectacles or any ornament such as rings, necklace and earrings, etc. which is dangerous to other participants. The colour of the goalkeeper's jersey should be prominently different from that of the jerseys worn by other participant and the referee.

- (3) 球隊必須預備兩套合規格而不同顏色的號碼球衣。如兩隊球隊號碼球衣顏色相同，則按賽程編定排名較先者需更換其號碼球衣，或穿着大會供應的號碼背心。

Each team must prepare 2 sets of numbered jerseys in different colours. If two teams wear numbered jerseys of the same colour, the previous team in the competition should change their numbered jerseys, or wear the numbered vests provided by the Organiser.

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

- (1) 成功報名的參賽機構須於 2014 年 1 月 10 日或之前於辦公時間內將抬頭為「香港特別行政區政府」的支票寄回或交回康樂及文化事務署大型活動組(地址：新界沙田排頭街 1 至 3 號康樂及文化事務署總部 2 樓)，以辦理報名手續，並請按以下日期將「參賽者資料」及「參賽者聲明」寄回、交回或傳真(傳真號碼：2634 0786)至該組：

- 乙組及丙組餘額將於將於 2013 年 12 月 11 日上午 9 時起以先到先得形式接受報名，直至 2014 年 1 月 10 日截止繳付報名費用為止
- (a) 甲組：2014 年 4 月 7 日或以前交回「參賽者資料及參賽者聲明」
- (b) 乙組：2014 年 3 月 31 日或以前交回「參賽者資料及參賽者聲明」
- (c) 丙組：2014 年 1 月 27 日領隊會或以前交回「參賽者資料及參賽者聲明」

The successfully enrolled organisations should make crossed cheques payable to “The Government of the Hong Kong Special Administrative Region” and submit the cheques in person or by mail to the Major Events Section of the Leisure and Cultural Services Department (Address: 2/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin, New Territories) on or before 10 January 2014. They should also return the Particulars of Participants and Declaration by Participants by mail, in person or by fax (Fax: 2634 0786) to the section according to the deadline below:

- We will continue to accept enrolment of remaining quota in Group B and C starting from 9 a.m. on 11 December 2013 until the deadline for paying the entry fees on 10 January 2014 on a first-come-first served basis.
- (a) Group A : Submission of Particulars of Participants and Declaration by Participants on or before 7 April 2014.
- (b) Group B : Submission of Particulars of Participants and Declaration by Participants on or before 31 March 2014.
- (c) Group C : Submission of Particulars of Participants and Declaration by Participants on or before Team Leaders’ Meeting on 27 January 2014.

- (2) 每隊可填報領隊／教練一名及球員 20 名。

Each team can submit a list of one team leader / coach and 20 players.

- (3) 各組別於以下日期後不得再改動隊員名單：

甲組：2014 年 4 月 7 日 乙組：2014 年 3 月 31 日

丙組：2014 年 1 月 27 日

如有隊員辭職或受傷，而有關機構欲改動隊員名單，便須提出書面申請，並提交受傷隊員的醫生證明書及替補隊員的有效工作證明，如員工證、僱員合約、薪酬紀錄等，大會才會因應個別情況作出考慮。

Any change of team members is not allowed after:

Group A: 7 April 2014 Group B: 31 March 2014

Group C: 27 January 2014

In case of resignation or injury of any team member, application for change of team members will only be considered on a case by case basis provided that the application is made in a written form and attached with the medical certificate(s) of the injured person(s) and relevant documents such as staff card, employment contract and salary record, etc. to prove the substitute team member(s) is its employee(s).

- (4) 球賽開始前 15 分鐘，雙方領隊或教練須填妥出場表，連同球員附有相片的有效身分證明文件(正本)交予該場比賽幹事核對，未能出示上述證明文件的球員，不得出賽。

The team leaders/coaches of both teams shall duly complete and submit the lists of players together with the players’ valid photo-bearing identity documents (original) to the officials of the Organiser for verification 15 minutes before the commencement of the match. Participant(s) who fail to produce the aforesaid identity documents will not be permitted to participate in the match.

- (5) 如發現機構呈交的參賽者資料與參賽者身份證上的資料不符，大會有權取消其參賽資格。

The Organiser reserves the right to disqualify a participant if there is any discrepancy between personal information shown on his/her identity document and those submitted by his/her organisation.

12. 領隊會議及對賽抽籤
Team Leaders' Meeting
and Fixture Draw : 領隊會議定於 2014 年 1 月 27 日(星期一) 晚上 7 時，在新界沙田排頭街 1 至 3 號康樂及文化事務署總部 1 樓視聽室舉行，屆時將進行對賽抽籤，各參賽隊伍均須派代表出席。參賽名單必須於領隊會議舉行當日或以前落實，大會於對賽抽籤後將不接納任何更改參賽名單的申請。沒有代表出席的隊伍將由大會工作人員代為抽籤，抽籤結果，不得異議。
A team leaders' meeting and a fixture draw will be held at 7:00 pm on 27 January 2014 (Monday) at the Audio/Visual Room, 1/F, Leisure and Cultural Services Headquarters, 1-3 Pai Tau Street, Sha Tin, New Territories. Each team shall send its own representative to attend the meeting and the fixture draw. The list of participants must be confirmed on or before the meeting date. No application for amendments to the list will be accepted after the fixture draw. Those teams failing to send their representatives will be represented by the Organiser's staff in the fixture draw and must fully accept the results as no objections shall be raised.
13. 裁判
Referee : 大會將邀請資深裁判提供裁判服務。
Experienced referees will be invited to render referee services.
14. 上訴
Appeal : 大會不設上訴，一切賽果以當場裁判的判決為準。
No appeal will be accepted. The decisions of the referees on the spot will be final.
15. 改期
Changing the Date
of Matches : (1) 如在比賽當日，第一場賽事報到前兩小時天文台已發出八號熱帶氣旋警告信號預警或八號或以上熱帶氣旋警告信號或黑色暴雨警告信號仍然生效，該日賽事即告取消。大會稍後會通知各參賽者相應安排。
If a Pre-No.8 Special Announcement has been issued, or Tropical Cyclone Warning Signal No.8 or above or Black Rainstorm Warning Signal is still in force 2 hours before the reporting time for the first match on the event day, all matches on that day will be cancelled. The Organiser will notify the participants of the corresponding arrangements separately in due course.
(注意事項：
• 空氣污染水平甚高(即空氣污染指數：101-200)活動如期舉行。環境保護署呼籲患有心臟病或呼吸系統毛病的人士(如冠狀動脈心臟病和其他心血管疾病，哮喘及慢性呼吸道阻塞疾病包括慢性支氣管炎和肺氣腫)宜減少體力消耗及戶外活動。他們在進行體育活動前，宜徵詢醫生的意見，並在活動期間多作歇息。兒童和長者宜減少體力消耗及戶外活動。
• 空氣污染水平嚴重(即空氣污染指數：201-500)活動如期舉行。環境保護署呼籲患有心臟病或呼吸系統毛病的人士(如冠狀動脈心臟病和其他心血管疾病，哮喘及慢性呼吸道阻塞疾病包括慢性支氣管炎和肺氣腫)、兒童和長者宜避免體力消耗及戶外活動。市民宜盡量減少體力消耗及戶外活動。在參加活動前，宜徵詢醫生的意見，並在活動期間多作歇息。)
(Points to note:
• Very High Air Pollution Level (i.e. Air Pollution Index: 101 - 200)
Activities shall be held as scheduled. The Environmental Protection Department advises participants with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema) to reduce physical exertion and outdoor activities, to seek advice from a medical doctor before participating in sports activities and take more breaks during the activities. Children and the elderly are advised to reduce physical exertion and outdoor activities.
• Severe Air Pollution Level (i.e. Air Pollution Index: 201 - 500)
Activities shall be held as scheduled. The Environmental Protection Department advises participants with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly to avoid physical exertion and outdoor activities. The general public is advised to reduce as far as possible physical exertion and outdoor activities, to seek advice from a medical doctor before participating in sports activities and take more breaks during the activities.)
(2) 若因特殊情形，大會有權通知各參賽者改期作賽或另作編排，如在比賽中發生特殊情況，繼續舉行與否得由當場裁判或大會全權決定，參賽者不得異議。

The Organiser reserves the right to postpone any match or make any alternative arrangements under special circumstances. Should anything unforeseeable happen during a match, the referee on the spot or the Organiser will decide whether the match should continue or not and participants shall not raise objection.

(3) 大會不接受參賽隊伍提議的改期申請。

No application for changing the date of any match from a participating team is accepted.

16. 附則
Remarks

- : (1) 「僱員」的定義為該僱員已經在香港連續為參賽機構工作 4 星期或以上，每星期最少工作 18 小時，而且在比賽進行期間，仍然受僱於該機構。
The definition of “Employee” – An employee who has been working continuously in Hong Kong for the participating organisation for 4 weeks or more, for at least 18 hours each week and is still being employed by the same organisation during the competition period.
- (2) 參賽者必須任職於有關機構為「僱員」，及為年滿 15 歲。
A participant should be an employee aged 15 or above of the participating organisation.
- (3) 如有需要，大會有權要求參賽機構提交證明文件，如有效的員工證、僱員合約、薪酬紀錄等，證明代表其參賽者均屬其「僱員」。
A participating organisation may be required to produce relevant documents such as staff card, employment contract and salary record, etc. to prove that all the participants representing it in the competition are its employees.
- (4) 參賽者必須遵守比賽場地的各項規則及大會的各項宣布。
Participants shall follow the rules and regulations of the competition venue and the announcements of the Organiser.
- (5) 本章程如有未盡善處，大會保留日後修改的權利。
If there is any inadequacy in this prospectus, the Organiser reserves the right to amend in the future.

17. 查詢電話
Enquiries

- : 2601 7673
辦公時間
星期一至五上午 8 時 45 分至下午 6 時
(下午 1 時至 2 時午膳)
星期六、日和公眾假期暫停辦公
- Office Hours**
8:45 am to 6:00 pm from Monday to Friday
(Lunch Hour: 1:00 pm to 2:00 pm)
Closed on Saturdays, Sundays and General Holidays