



乒乓球比賽

Table Tennis Competition

主辦：
Organiser



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

銅贊助：
Bronze Sponsors



參賽者須知

Guidelines to Participants

1. 各參賽者／參賽隊伍領隊／教練／機構聯絡人請注意：所有參賽者或其家長／監護人必須簽署「年滿十八歲的參賽者聲明」或「未滿十八歲的參賽者聲明」，並寄回、交回或傳真（傳真號碼：2634 0786）至新界沙田排頭街 1 至 3 號康樂及文化事務署總部 2 樓康樂及文化事務署大型活動組。如任何參賽者未能於賽事開始前簽署及遞交「參賽者聲明」，大會有權取消其參賽資格。
All participants/team leaders/coaches/contact persons of participating organisations should be noticed: All participants or their parents/guardians must sign the “Declaration by Participants aged 18 or above” or “Declaration by Participants aged below 18” and return it by post, in person or by fax 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; Fax no.: 2634 0786) . **If any participant fails to submit the “Declaration by Participants” before the commencement of the competition, the Organiser reserves the right to disqualify him/her from participating in the competition.**
2. 比賽地點 : 歌和老街壁球及乒乓球中心
Venue of Competition : Cornwall Street Squash and Table Tennis Centre
3. 比賽日期 : 2018 年 5 月 31 日至 7 月 28 日(包括後備日)
Date of Competition : 31 May to 28 July 2018 (including fallback days)
4. 賽制 :
Format
 - (i) 所有項目均採用單淘汰制，每局 11 分。
Single knock-out system will be adopted to all events with 11 points per game.
 - (ii) 單打項目初賽和複賽採用五局三勝制；準決賽、季軍賽和決賽採用七局四勝制。
For singles events, the preliminary rounds and quarter-finals will adopt the best of five games system while the semi-finals, third place match and finals will adopt the best of seven games system.
 - (iii) 雙打項目採用五局三勝制。
For all doubles events, all matches will adopt the best of five games system.
 - (iv) 隊際項目採用三場兩勝制，依次為男單、混雙和女單，每場賽事採用五局三勝制。
Team event will be decided by the best of three matches system in the order of Men’s Singles, Mixed Doubles and Women’s Singles. Each match will adopt the best of five games system.

- (v) 每名參賽者只可參加最多兩個項目，其中必須包括隊際項目（即參加單打和隊際或雙打和隊際）。

Each participant may participate in a maximum of two events, one of which must be a team event (i.e. Singles and Team Event or Doubles and Team Event).

5. 參賽人數／隊數：

Number of participants/teams:

| 項目 Event | 組 別 Group | 參賽人數／隊數 | |
|-------------------------|------------|-------------------------------|-----------------|
| | | Number of participants/ teams | |
| 男子單打 Men's Singles | 甲組 Group A | 36 名 | 36 participants |
| | 乙組 Group B | 17 名 | 17 participants |
| | 丙組 Group C | 16 名 | 16 participants |
| 女子單打 Women's Singles | 甲組 Group A | 24 名 | 24 participants |
| | 乙組 Group B | 13 名 | 13 participants |
| | 丙組 Group C | 13 名 | 13 participants |
| 男子雙打 Men's Doubles | 甲組 Group A | 30 隊 | 30 teams |
| | 乙組 Group B | 16 隊 | 16 teams |
| | 丙組 Group C | 14 隊 | 14 teams |
| 女子雙打 Women's Doubles | 甲組 Group A | 19 隊 | 19 teams |
| | 乙組 Group B | 7 隊 | 7 teams |
| | 丙組 Group C | 10 隊 | 10 teams |
| 隊際 Team Event | 甲組 Group A | 33 隊 | 33 teams |
| | 乙組 Group B | 16 隊 | 16 teams |
| | 丙組 Group C | 16 隊 | 16 teams |

6. 球賽開始前 15 分鐘，各參賽者親自攜同附有相片的有效身份證明文件（正本）交予該場比賽幹事核對，如參賽者無法出示證件或被發現身份不符，一律不准出賽。在隊際項目中，雙方領隊或教練在球賽開始前 15 分鐘須填妥出場表。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。

All participants shall bring their valid photo-bearing identity documents (original) in person to the officials of the Organiser for verification 15 minutes before the commencement of the match. Any participant who fails to produce his/her valid identity document or whose identity is not found to be matched will not be allowed to participate in the competition. For team event, the team leaders/coaches of both teams shall duly complete and submit the lists of participants. **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.**

7. 各參賽者／參賽隊伍必須依照大會編定的時間出場比賽，每場賽事於裁判召集出場 5 分鐘後仍未能出場作賽或隊際比賽的參賽者仍未全部到場者，作自動棄權論。（時間以大會計時鐘為準）。

Each participant/team shall turn up at the scheduled time for the match. Any participant/team that fails to turn up 5 minutes after the umpires' roll call will be deemed to have abandoned their participation right. (The Organiser's clock shall be the official clock.)

8. 如被發現冒名頂替，或有參賽者／參賽隊伍違反賽規或有不良行為而影響賽事，大會有權取消其個人／有關隊伍的參賽資格，所得成績亦會作廢。

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

9. 參賽者／參賽隊伍若在賽事中棄權，會被取消參賽資格，不能繼續參與餘下賽事，其所得名次及積分會被全數取消。
If a participant/team withdraws from a match, the participant/team will be disqualified from playing in the remaining matches. All the positions obtained and points scored by the participant/team will be cancelled.
10. 在隊際項目中，參賽者若在該場賽事中棄權／比賽中途受傷不能作賽，大會將判該參賽者為負方，並繼續進行下一場仍未完成的隊際賽事，直至任何一方於三場兩勝制中勝出。
If a participant withdraws/injury from a match under team events, the participant will be determined as loser in the match. The remaining matches will be continued until any team win 2 matches.
11. 除在比賽回合中，參賽者可在任何時間接受場外指導，但不得對賽事構成任何延誤；經批准的人士若提供不合法的場外指導，裁判員將舉起黃咭警告，若再犯者將被驅離賽區。
Participants may receive advice at any time except during rallies provided play is not thereby delayed; if any authorised person gives advice illegally the umpire shall hold up a yellow card to warn him or her that any further such offence will result in his or her dismissal from the playing area.
12. 於 2018 年 4 月 25 日領隊會議後，所有參賽機構均不得再更改參賽者名單。如有參加隊際項目的參賽者辭職或受傷，而有關機構欲更改參賽者名單，便須提出書面申請，並提交受傷參賽者的醫生證明書及替補參賽者的有效工作證明，大會才會因應個別情況作出考慮。
Any change of the participant list is not allowed after Team Leaders' Meeting held on 25 April 2018. In case of resignation or injury of any participant in team events, application for change of participant list 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 to prove the substitute participant is its employee.
13. 所有賽事均使用由贊助商供應的「紅雙喜賽頂三星乒乓球，型號 CD40A0（白色）」作為比賽指定用球。
The “DHS Cell-Free-Dual 3 star table tennis balls – Article No. CD40A0 (white in colour)” provided by the sponsor shall be the official balls for the competition.
14. 參賽者須自備球拍，球拍的拍面須一面為紅色，另一面為黑色。膠皮亦須為經國際乒乓球聯合會現行批准使用的規格（膠皮表編號為 2018A）。有關膠皮的詳細資料，可查閱國際乒乓球聯合會的網頁：<http://www.ittf.com/equipment/>
Participants should bring along their own rackets. The colour of the covering blades shall be red on one side and black on the other. The covering material of the blades shall be of a brand and type currently approved by the International Table Tennis Federation (ITTF). For details of the covering material, please refer to the List of Authorised Racket Coverings (No. 2018A) at ITTF's website at <http://www.ittf.com/equipment/>
15. 比賽時參賽者必須穿著短袖球衣及不過膝短運動褲／裙（主體部分不得為白色或類似顏色），否則大會有權拒絕該參賽者出賽。
Participants should wear a short-sleeved polo shirt, shorts/skirts (main colour of the shirt and shorts shall not be white or near to white) during the competition. The length of shorts should not exceed the knee. Otherwise, the Organiser reserves the right to disqualify the participant(s).
16. 雙打項目及隊際項目的參賽者必須穿著劃一顏色及款式上衣（短袖球衣）參賽。每名參賽者須預備兩件同款但顏色顯著不同的球衣，以便與對賽運動員球衣顏色相撞時替換。
Participants of the same team in the doubles event and team event must wear a shirt (short-sleeved shirt) of the same colour and design. Each participant shall prepare two sets of jerseys of the same design but in significantly different colours for replacement in case competitors in the same match wear jerseys of the same colour.
17. 參賽者必須穿著不脫色運動鞋作賽。
Participants should wear nonmarking sports shoes during the competition.

18. 如在比賽當日，香港天文台於首場賽事／該場賽事所指定的報到時間前兩小時，已發出八號預警（天文台在發出八號熱帶氣旋警告信號之前兩小時內發出預警信息）、仍發出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，該場賽事即告取消。大會稍後會通知各參賽者相應安排。

Should Pre-No.8 special announcement (an advance notice to the public issued by the Hong Kong Observatory when the tropical cyclone warning signal No. 8 is expected within two hours), tropical cyclone warning signal No. 8 or above or black rainstorm warning signal is in force 2 hours before the reporting time of the matches, all matches on that day will be cancelled. The Organiser will notify the participants of the corresponding arrangement separately in due course.

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

(a) 「高」健康風險級別（空氣質素健康指數：7）

比賽如期舉行。環境保護署呼籲心臟病或呼吸系統疾病患者（如冠狀心臟病和其他心血管疾病、哮喘及慢性阻礙氣管疾病，包括慢性支氣管炎和肺氣腫）、兒童和長者應**減少**戶外體力消耗，以及**減少**在戶外逗留的時間，特別在交通繁忙地方。心臟病或呼吸系統疾病患者在參與體育活動前應諮詢醫生意見，在體能活動期間應多作歇息。由於空氣污染對不同人士的影響不一，如參賽者有疑問或感到不適，應徵詢醫生的意見。

“High” health risk category (AQHI of 7)

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

(b) 「甚高」健康風險級別（空氣質素健康指數：8至10）

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

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

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

(c) 「嚴重」健康風險級別（空氣質素健康指數：10+）

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

“Serious” health risk category (AQHI Exceeding 10)

Competition will be held as scheduled. Environmental Protection Department advises those with existing heart or respiratory illnesses (such as coronary heart disease and other cardiovascular

diseases, asthma and chronic obstructive airways diseases including chronic bronchitis and emphysema), children and the elderly to **avoid** outdoor physical exertion, and to **avoid** staying outdoors, especially in areas with heavy traffic. The general public is advised to **reduce to the minimum** outdoor physical exertion, and to **reduce to the minimum** the time of their stay outdoors, especially in areas with heavy traffic. As the health effects on individuals may vary, participants should seek advice from a medical doctor if they are in doubt or feel uncomfortable.

20. 當天文台發出酷熱天氣警告時，參賽者請留意於運動期間，應經常飲水以補充水分。若大量出汗，則需要補充少量鹽分。如感不適，應立刻停止運動，並盡快向醫生求診，切勿掉以輕心。
When the “Very Hot Weather Warning” has been issued by the Observatory, participants are advised to drink water or fluid at frequent intervals when exercising. If sweating is excessive, replenishment with small amount of salt is recommended. Stop immediately when feeling unwell during exercise and consult a doctor without delay.
21. 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.
22. 參賽者必須任職於有關機構為連續性合約受僱的「僱員」，及年滿 15 歲和只可代表 1 間機構參賽。Participants shall represent only 1 organisation and shall be 15 year of age who has been working continuously under a continuous contract in Hong Kong for the participating organisation.
23. 「僱員」的定義為該僱員須在比賽截止遞交參賽者資料日期前，已在香港連續為參賽機構工作最少 4 星期，每星期工作最少 18 小時，而且在整段比賽期間一直受僱於該機構。
The definition of “Employee” – An employee who has been working continuously in Hong Kong for the participating organisation for at least 4 weeks and at least 18 hours per week before the deadlines for submission of participants’ particulars for the competition, and is employed by the same organisation throughout the competition period.
24. 為確保參賽者為參賽機構的僱員，大會在收到參賽者資料後，有權要求參賽機構於 5 個工作天內提交證明文件，例如有效的「僱傭合約」及強制性公積金供款紀錄，以證明參賽者為該機構的現職僱員。如未能提供有關文件，該機構的參賽資格會被取消。
To ensure all the participants are employees of the participating organisations, upon receipt of the participants’ particulars, the Organiser reserves the right to request the participating organisation to produce documents such as a valid “Employment Contract” and pay-record of Mandatory Provident Fund (MPF) within 5 working days to prove that the participants are existing employees of the organisation. The organisation failing to produce such documents will be disqualified.
25. 如大會發現任何參賽者在比賽期間並非參賽機構的僱員，該機構的參賽資格及所得成績會被取消。如任何機構觸犯此規則多於 1 次，其參與「工商機構運動會 2018」的資格及全部參賽項目所得成績一律取消。已繳交的報名費概不退還。大會有權要求該機構交還已領取的獎盃及獎牌。
If it is found that any participant is not an employee of the participating organisation during the competition, the organisation will be disqualified with its results obtained cancelled. An organisation breaches this rule more than once will be disqualified from the Corporate Games 2018 with all its results obtained from all the events cancelled. There shall be no refund of the entry fees already paid. The Organiser reserves the right to request the organisation to return the trophies and medals received.
26. 參賽者必須遵守比賽場地內的各項守則及大會的各項宣布。
Participants shall observe all the rules and regulations prescribed by the competition venue and the announcements of the Organiser.

27. 大會保留權利拒絕讓違反以上規則的機構參加日後的工商機構運動會。
The Organiser reserves the right to refuse participation of any organisation in breach of the above rules in the Corporate Games in future.
28. 大會有權把比賽成績及相片向外公布。
The Organiser has the right to release the result and photos of the competition to the public.
29. 有關本賽事的比賽成績和其他賽事資料等，均會在大會網頁公布。
The results of the competition and other information relating to the competition will be announced through the Organiser's website.
30. 大會不接受參賽者／參賽隊伍提議的改期申請。
No application for changing the date of any match from a participant/team is accepted.
31. 各場比賽的執法工作由香港乒乓總會合資格裁判擔任，各參賽者須服從裁判的判決。
Judges of all matches will be served by qualified umpires of the Hong Kong Table Tennis Association. All participants should abide by their decisions.
32. 大會不設上訴，所有賽果以當場裁判最後判決為準。
No appeal will be accepted. The referee's decision on the competition results shall be final.
33. 參賽者攜來物品，請自行保管，如有遺失，大會概不負責。
Participants are required to take care of their belongings. No liability shall be borne by the Organiser for loss.
34. 除章程及本須知明文規定外，其餘均依照國際乒乓球聯合會的現行比賽規則辦理。
Unless explicitly stated in the prospectus and this guidelines, all rules and regulations will follow those presently adopted by the ITTF.
35. 大會保留日後修改本須知的權利。
The Organiser reserves the right to amend this guidelines in the future.