

Points to Note for Building Candidate's Platform

General

- The name of the election should be shown on the candidate's platform, e.g. 20XX Village Ordinary Election / 20XX XX Village By-election.
- The name of the Village and Rural Committee concerned should be shown on the candidate's platform.
- The name of the candidate should be shown on the candidate's platform.
- The candidate number should be shown on the candidate's platform once available.
- The election advertisement (EA) particulars (including electronic copy of the EA, hyperlink, consent, permission or authorization documents, etc.) should be displayed and arranged in descending order according to the date of publication.
- The required information to be shown for each EA can be found in **Annex I**.
- The corrected EA particulars should be posted alongside or beneath the original version.
- The candidate should not remove any EA particulars already uploaded onto the candidate's platform at will except in circumstances where such removal has been directed by the Director of Home Affairs (DHA), Electoral Affairs Commission (EAC) or the Court, as applicable, in respect of any content/information which is unlawful or not related to any EAs published by the candidate. In the event that an EA has to be removed as directed by the DHA, EAC or the Court, the candidate should post a note onto the platform to indicate any removed EA and the reason for such removal. Other documents/information related to the removed EA should still be displayed at the platform for public inspection.
- The file format and computer instruction should follow the details shown at Appendix C of the Guidelines on Election-related Activities in respect of the Village Representative Election.
- Sensitive personal data should not be posted onto the candidate's platform. For example, any Hong Kong Identity Card Number shown on the consent form should be covered before uploading onto the candidate's platform.
- An e-mail contact and/or telephone number should preferably be provided on the platform for handling public enquiry and providing technical assistance as required.

Security

- To guard against intruder attacks, the candidate's platform should be protected by firewall and/or Intrusion Protection System.
- All files posted in the candidate's platform should be properly scanned by anti-virus software before posting.
- To protect against data loss, please conduct regular backup.
- The hyper-links to external websites should also be checked regularly in order to ensure that they are up-to-date.
- For more information and resources on the information security on the web, please refer to www.infosec.gov.hk.

Accessibility

- The candidate's platform should be accessible by browsers and operating systems commonly used in personal computers.
- For any electronic files containing images, they should be of sufficient resolution to ensure that the content is both legible and readable to readers.
- The platform should be available in English and Chinese and the text content thereon should be readable and understandable. Furthermore, suitable instructions should be provided to assist readers to navigate through the platform.
- The candidate's platform should be accessible to persons of disabilities (e.g. visually impaired persons) as far as possible.

候選人平台建議版面設計 Proposed Layout Design of Candidate's Platform

選舉 Election: 2014 年 5 月 25 日鄉村補選 Village By-election on 25.5.2014
 鄉村 Village: 屋頭 Uk Tau
 鄉事委員會 Rural Committee: 上水區 Sheung Shui District
 候選人編號 Candidate No.: 1
 候選人姓名 Name of Candidate: 陳大文 Chan Tai Man

選舉廣告詳情 (依發布日期降序排列) Election Advertisement Particulars (in descending order according to 'Date of Publication')

項目 Item	選舉廣告類別 Election Advertisement Type	製作/ 印製日期 Date of Production/ Printing (dd-mm-yyyy)	製作/ 印製的文本 數目 Number of Copies Produced/ Printed	發布日期 Date of Publication (dd-mm-yyyy)	發布的文本 數目 Number of Copies Published	選舉廣告 檔案/連結 Election Advertisement File/Link	准許/授權文件 Permission/ Authorisation Document	尺寸/ 面積 Size/ Dimension	發布方式 Manner of Publication	製作人/ 印刷人的 姓名 Name of Producer / Printer	製作人/ 印刷人的 地址 Address of Producer/ Printer	修正日期 Date of Correction (dd-mm-yyyy)	選舉廣告 檔案/連結 移除日期 Date of Removal of Election Advertisement File/Link (dd-mm-yyyy) [Reason 原因]
1	小冊子	12-04-2014	100	14-04-2014	100	File1.jpg	-	A4	街頭派發	AA 印刷公司	九龍青山道X號39樓	-	17-04-2014 [根據民政事務總署署長指示移除該選舉廣告(原因:與候選人的選舉宣傳無關)]
註	-	-	200	-	200	-	-	-	-	-	-	15-04-2012	-
2	橫額	11-04-2014	20	13-04-2014	20	File2.jpg	Authorisation.jpg	5 尺 x 3 尺	懸掛於路邊鐵欄	BB 製作公司	九龍彌敦道 9999 號十樓	-	-
註	-	-	-	-	-	File2 (Revised).jpg	-	-	-	-	-	14-04-2012	-
3	海報	10-04-2014	150	12-04-2014	150	http://www.XXX.com.hk/poster.jpg	Permission.jpg	A3	大廈大堂張貼	CC 印刷公司	旺角 Z 大廈 1 樓	-	-

註：只顯示曾被修正的資料。Only corrected particular(s) will be shown.

同意書文件 Consent Document

項目 Item	檔案 File	備註 Remark
1	Consent1.jpg	
2	Consent2.jpg	同意書已於 17-04-2014 撤銷
3	Consent3.jpg	