

**中央平台戶口申請表及
有關候選人使用中央平台的條款及細則的承諾書
APPLICATION FOR CREATING AN ACCOUNT
OF THE CENTRAL PLATFORM AND
UNDERTAKING IN RESPECT OF THE TERMS AND CONDITIONS IN
USING THE CENTRAL PLATFORM FOR CANDIDATES**

《選舉程序（鄉郊代表選舉）規例》（第 541L 章）第 92 條
Section 92 of the Electoral Procedure (Rural Representative Election) Regulation (Cap. 541L)

**鄉郊補選（*原居民代表／居民代表／街坊代表）
Rural By-election
(*Indigenous Inhabitant Representative / Resident Representative/ Kaifong Representative)**

鄉事委員會 村／墟鎮
Rural Committee Village/ Market Town

補選日期：_____年____月____日
Date of By-election: _____

[備註：在填寫此申請表及承諾書前，請參閱《填寫中央平台戶口申請表及有關候選人使用中央平台的條款及細則的承諾書說明》（說明）。]

[Note: Please read the "Notes on Completion of Application for Creating an Account of the Central Platform and Undertaking in respect of the Terms and Conditions in Using the Central Platform for Candidates" (Note(s)) before completing this application and undertaking.]

致：民政事務總署署長

To: Director of Home Affairs

第一部分 申請人資料

PART I INFORMATION OF APPLICANT

*候選人／選舉代理人中文姓名（正楷）：_____

Name of *Candidate/Election Agent in Chinese: _____ (姓 Surname) _____ (名 Other name)

*候選人／選舉代理人英文姓名（正楷）：_____

Name of *Candidate/Election Agent in English: _____ (姓 Surname) _____ (名 Other name)

(in BLOCK LETTERS)

香港身分證號碼：_____

Hong Kong Identity Card Number: _____

手提電話號碼：_____

Mobile Phone Number: _____

電郵地址：_____

E-mail Address: _____

簽署：_____

Signature: _____

日期：_____

Date: _____

第二部分 候選人同意書 (見說明第 3 及 4 項)

PART II CONSENT OF CANDIDATE (see Notes 3 and 4)

[如申請人為選舉代理人，候選人請填寫此部分。]

[Candidate should complete this part if the applicant is an election agent.]

我是上述補選的候選人，現同意本申請表及承諾書第一部分所指明的人士代表我申請中央平台戶口。

I, being the candidate for the above By-election, hereby give consent to the person stated in Part I of this application and undertaking to apply for an account to access the Central Platform on behalf of me.

候選人中文姓名（正楷）：

Name of Candidate in Chinese:

_____ (姓 Surname)

_____ (名 Other name)

候選人英文姓名（正楷）：

Name of Candidate in English:
(in BLOCK LETTERS)

_____ (姓 Surname)

_____ (名 Other name)

香港身分證號碼：

Hong Kong Identity Card Number :

簽署：

Signature :

日期：

Date :

* 請刪去不適用者。

* Please delete whichever is inapplicable.

第三部分 有關候選人使用中央平台的條款及細則的承諾書

PART III Undertaking in respect of the Terms and Conditions in Using the Central Platform for Candidates

我是上述補選的*候選人／候選人的選舉代理人，為登入此中央平台或其連結的任何網頁，現承諾遵守以下條款及細則。

By accessing this Central Platform or any of the webpages linked to it, I, being *the candidate/ the election agent of the candidate in the above-mentioned By-election, hereby **undertake** to abide by the terms and conditions as set out below.

一般條款

General Terms

1. 我不會從事任何干擾或中斷中央平台（或連結至中央平台的伺服器及網絡）的行為。我只在法律允許的情況下使用中央平台，以及不複製、複寫、複印或出售所提供的服務作任何用途，否則，民政事務總署可能會暫停或終止向我提供服務。

I shall not engage in any activity that interferes with or disrupts the Central Platform (or the servers and networks which are connected to the Central Platform). I shall use the Central Platform only as permitted by law and shall not reproduce, duplicate, copy or sell the service provided for any purposes. Otherwise, the Home Affairs Department (“HAD”) may suspend or stop providing service to me.

2. 我須就任何有關違反使用中央平台條款及細則（不論是由我或我的選舉代理人或其他人造成）引起的任何後果（包括任何對民政事務總署造成的損失或損害）負上全責（而民政事務總署無須向我或任何第三者負責）。

I am solely responsible for (and that the HAD has no responsibility to me or to any third party regarding) any breach of my obligations (whether or not the breach is caused by me personally, by my election agent or by any other party) in using the Central Platform and for the consequences (including any loss or damage which the HAD may suffer) of any such breach.

密碼及戶口安全

Password and Account Security

3. 我須負全責將民政事務總署的管理員向我提供的登入中央平台戶口及相關密碼保密。

I am solely responsible for maintaining the confidentiality of the account for access to the Central Platform and its relevant passwords assigned to me by the HAD Administrator.

4. 我若發現任何人士未經授權使用我的密碼或戶口，我會即時致電 2152 1521 或電郵至 rre@had.gov.hk 通知民政事務總署。

If I become aware of any unauthorised use of my passwords or account, I shall notify the HAD immediately at 2152 1521 or rre@had.gov.hk.

私隱告示

Privacy Notice

5. 在上載資料至中央平台時，我會遵守所有現行有關個人資料私隱的法例規定。特別是在上載有包含／傳達與選舉廣告有關的所需准許／授權及／或支持同意書的文件至中央平台前，我會遮蓋提供上述准許／授權及／或支持同意書人士的所有身分證明文件號碼及電話號碼（如載有的話）。

I shall observe all prevailing legal requirements on personal data privacy when uploading information onto the Central Platform. In particular, for documents containing/conveying the required permission/authorisation and/or consent of support pertaining to an election advertisement (“EA”), **I shall obliterate all the identity document number(s) and telephone number(s), if any therein, of the person(s) providing such permission/authorisation and/or consent of support before uploading them onto the Central Platform.**

選舉廣告詳情的內容¹

Contents of EA Particulars¹

6. 我必須為上載到中央平台的選舉廣告詳情的內容，包括任何超連結及網頁地址，負上全責（民政事務總署署長對我及任何第三者概不就我或任何第三者上載到中央平台的選舉廣告詳情的內容負責）。如我上載至中央平台的選舉廣告詳情的內容屬非法、或與我所發布的選舉廣告無關，或在提交後受電腦病毒感染，或招致任何人提出關於侵犯任何人的版權或知識產權的申索或指控時，民政事務總署署長保留權利酌情移除有關內容。

I shall solely be responsible for (and that the Director of Home Affairs (“DHA”) has no responsibility to me or any third party regarding) the contents of the EA particulars uploaded and posted by me or any third party onto the Central Platform, including any hyperlinks and website addresses. The DHA reserves the right to remove at his/her absolute discretion any of the EA particulars posted on the Central Platform containing such content which is unlawful or not related to any EAs published by me or which has been contaminated with computer virus after the submission, or in case the EA particulars are subject to any claims or allegations, made by or coming from any person, of infringement of copyright or intellectual property rights of any person.

¹ 選舉廣告詳情的內容，請參閱由選舉管理委員會發布的《鄉郊代表選舉活動指引》的附錄三。

Contents of EA particulars can be found in Appendix C of the Guidelines on Election-related Activities in respect of the Rural Representative Election published by the Electoral Affairs Commission.

版權告示

Copyright Notice

7. 我獲給予准許下載在中央平台上受民政事務總署版權保護的材料²及以供貯存於電腦內，但僅用於與選舉有關的個人參考／非商業記錄用途。若我想透過任何方法複製、改編、分發或以其他方式使用在中央平台上受民政事務總署版權保護的材料或作任何用途，我必須事先經電郵(rre@had.gov.hk)向民政事務總署署長申請書面同意。民政事務總署署長保留隨時撤銷該准許的權利而不須事先向我發出通知。

Permission is granted to me to download the HAD copyright materials² available on the Central Platform and to store them in computers **solely for personal reference/non-commercial record purpose in connection with the election.** If I intend to reproduce, adapt, distribute or otherwise use any HAD copyright materials available on the Central Platform in any way or for any purpose, I shall apply for the DHA's prior written consent via email at rre@had.gov.hk. The DHA reserves the right to withdraw the permission at any time without prior notice to me.

8. 若上載至中央平台內的選舉廣告詳情的內容涉及由第三者擁有的版權，包括超連結及網頁地址，我必須確保在複製、改編、分發或以其他方式使用任何此等內容或上載至中央平台前，已取得版權擁有者的授權或准許。

Where third party's copyrights are involved in the contents of EA particulars that are uploaded on the Central Platform, including hyperlinks and website addresses, I shall ensure that authorisation or permission to reproduce, adapt, distribute or otherwise use any such content has been obtained from the copyright owners concerned before using or uploading the same on the Central Platform.

9. 作為上載選舉廣告詳情至中央平台的*候選人／候選人的選舉代理人，我在此向選舉管理委員會（選管會）、民政事務總署及民政事務總署署長陳述和保證，我有所需的權利、授權和許可將選舉廣告詳情上載至中央平台，而該等選舉廣告詳情不含亦將不會包含任何侵犯知識產權的材料。

Being *the candidate/the election agent of the candidate who uploads and posts the EA particulars onto the Central Platform, I hereby represent and warrant to the Electoral Affairs Commission ("EAC"), the HAD and the DHA that I have all necessary right, authority and licence to upload and post the EA particulars onto the Central Platform and that such EA particulars do not and will not contain any intellectual property right infringement material.

² 除由候選人／候選人的選舉代理人上載的選舉廣告詳情，受民政事務總署版權保護的材料指所有其他在中央平台上的材料，包括但不限於圖像、文字及表格。

Except the EA particulars uploaded by candidate/the election agent of the candidate, HAD copyright materials refer to all other materials on the Central Platform, including but not limited to graphics, words and tables.

彌償

Indemnity

10. 作為上載選舉廣告詳情至中央平台的*候選人／候選人的選舉代理人，我同意及承諾就上載至中央平台選舉廣告詳情的設計、內容、使用或擁有對任何人士的任何權利，包括知識產權、私隱權利及聲譽造成侵害的任何指稱及／或申索所引致或涉及的一切法律行動、費用、申索、要求、損害、開支（包括但不限於律師、代理人及專家證人的費用及代墊付費用）及任何可能為任何訴訟的和解而協議支付的判給和訟費和任何性質的法律責任，向選管會、民政事務總署、民政事務總署署長及香港特別行政區政府作出全部和有效的彌償。

Being *the candidate/the election agent of the candidate who uploads and posts the EA particulars onto the Central Platform, I hereby agree and undertake to indemnify the EAC, the HAD, the DHA and the Government of the Hong Kong Special Administrative Region and keep them fully and effectively indemnified against all actions, costs, claims, demands, damages, expenses (including without limiting to the fees and disbursements of lawyers, agents and expert witnesses) and any awards and costs which may be agreed to be paid in settlement of any proceedings and legal liabilities of whatsoever nature arising out of or in connection with any allegation and/or claim that the design, contents, use or possession of the EA particulars uploaded and posted onto the Central Platform infringe(s) any rights, including intellectual property rights, privacy rights and reputation rights, of any party.

此承諾書由

EXECUTED AS A DEED by _____)

(*候選人／選舉代理人簽署)
(Signature of *candidate/election agent)

L.S.

(*候選人／選舉代理人的姓名) (正楷)(Name of *candidate/election agent)(in BLOCK LETTERS)

(適用於選舉代理人)獲正式授權代表此申請表及承諾書第二部分所列的候選人

(applicable to election agent) duly authorised for and on behalf of the candidate listed in Part II of this application and undertaking)

於 _____ 年 _____ 月 _____ 日在香港以契約形式簽立

on this _____ day of _____ in Hong Kong)

* 請刪去不適用者。

* Please delete whichever is inapplicable.

填寫中央平台戶口申請表及
有關候選人使用中央平台的條款及細則的承諾書說明

Notes on Completion of Application for Creating an Account of the Central Platform and
Undertaking in respect of the Terms and Conditions in Using the Central Platform for Candidates

1. 為符合《選舉程序（鄉郊代表選舉）規例》（第541L章）第92(2)條與選舉廣告有關的公眾查閱規定，“中央平台”是指一個由民政事務總署署長或獲其授權的人士所維持以供候選人在發布選舉廣告後的一個工作天（即公眾假期及星期六以外的任何一天）內上載選舉廣告詳情予公眾查閱的公開平台。候選人必須確保上載的選舉廣告詳情符合《選舉程序（鄉郊代表選舉）規例》（第541L章）第92條及《鄉郊代表選舉活動指引》第四章及附錄三的規定及要求。
To comply with the public inspection requirement governing election advertisements under section 92(2) of the Electoral Procedure (Rural Representative Election) Regulation (Cap. 541L), the “Central Platform” refers to an open platform maintained by the Director of Home Affairs or a person authorised by him/her which allows a candidate to post election advertisement particulars, **within 1 working day (i.e. any day other than a general holiday and Saturday) after the publication of an election advertisement** for public inspection. The candidate must ensure that the election advertisement particulars uploaded comply with the rules and requirements as set out in section 92 of the Electoral Procedure (Rural Representative Election) Regulation (Cap. 541L), and Chapter 4 and Appendix C of the “Guidelines on Election-related Activities in respect of the Rural Representative Election”.
2. 如候選人將發布選舉廣告的網頁超連結上載至中央平台，他／她須確保該超連結有效及有關網頁繼續運作直至選舉申報書的文本根據《選舉（舞弊及非法行為）條例》（第554章）第41條可供查閱的期間結束為止，以便公眾查閱選舉廣告。
If the candidate uploads the hyperlink of a website on which an election advertisement is published onto the Central Platform, he/she must ensure the hyperlink is valid and the relevant website continues to operate until the end of the period for which copies of election returns are available for inspection pursuant to section 41 of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap. 554) to facilitate public inspection of the election advertisements.
3. 每位候選人只可設立一個戶口。
Only one account will be created for each candidate.
4. 候選人須於本申請表及承諾書第一或第二部分以中文及英文提供他／她的姓名，以便在中央平台上顯示候選人的資料。如此申請表及承諾書的第一部分的申請人為候選人的選舉代理人，候選人必須填寫及簽署此申請表及承諾書的第二部分。
Candidate should provide his/her name in both Chinese and English in Part I or II of this application and undertaking so as to display the information of candidate at the Central Platform. If the applicant in Part I of this application and undertaking is the election agent of the candidate, the candidate has to complete and sign Part II of this application and undertaking.
5. 民政事務總署署長在收到申請的三個工作天內，會透過電郵及短訊將有關候選人所獲編配的戶口名稱及密碼通知此申請表及承諾書上第一部分所指明的申請人。
The Director of Home Affairs will provide a username and passwords assigned to the candidate concerned by both e-mail and short message service to the applicant stated in Part I of this application and undertaking **within 3 working days upon receipt of the application**.
6. 填妥的申請表及承諾書，可藉專人送遞或郵遞送交民政事務總署署長（地址：香港灣仔軒尼詩道130號修頓中心30樓）。
The duly completed application and undertaking may be delivered by hand or by post to the Director of Home Affairs (Address: 30th Floor, Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong).
7. 候選人在填寫此申請表及承諾書時如有任何問題，請在辦公時間內致電鄉郊代表選舉熱線 2152 1521。
If the candidate has any questions in completing this application and undertaking, please call the Rural Representative Election Hotline at 2152 1521 during office hours.
8. 請注意下列有關在此申請表及承諾書提供個人資料的說明－
Please note the following with regard to the personal data supplied in connection with this application and undertaking-

(a) **資料用途**

就此申請表及承諾書提供的個人及其他有關的資料，會供選舉管理委員會、民政事務總署、有關鄉郊地區的選舉主任及有關的政府部門用於與選舉有關的用途。

Purpose of Collection

The personal data and other related information supplied in connection with this application and undertaking will be used by the Electoral Affairs Commission, the Home Affairs Department, the Returning Officer for the relevant rural area and government departments concerned for election-related purposes.

(b) **資料轉介**

就此申請表及承諾書提供的個人及其他有關的資料亦可能會提供予其他獲授權的部門／機構／人士，包括但不限於法院，用於與選舉有關的用途。

Transfer of Information

The personal data and other related information supplied in connection with this application and undertaking may be provided to other authorised departments/organisations/persons including but not limited to the law courts for election-related purposes.

(c) **索閱個人資料**

任何人有權根據《個人資料（私隱）條例》（第486章）的條文要求索閱及改正他／她在申請表及承諾書所提供的個人資料。

Access to Personal Data

A person has the right to request access to and correction of the personal data he/she supplied in this application and undertaking in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486).

(d) **查詢**

關於透過此申請表及承諾書收集的個人資料的查詢（包括索閱及改正個人資料），應向民政事務總署署長提出（地址：香港灣仔軒尼詩道130號修頓中心30樓）。

Enquiry

Enquiries concerning the personal data collected by means of this application and undertaking (including requests for access to and corrections of personal data) should be addressed to the Director of Home Affairs at 30th Floor, Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong.

民政事務總署
2018年7月
Home Affairs Department
July 2018