

Rural Representative Election Action Checklist for Candidates

<u>Time</u>	<u>Action</u>
Before and during Nomination Period	<ol style="list-style-type: none">1. Obtain the following from the Returning Officer (“RO”) or a New Territories District Office (“DO”) of the Home Affairs Department (“HAD”):<ol style="list-style-type: none">(a) “Nomination Form”(b) Grid paper for the production of the “Introduction to Candidates” and the “Guide on Completion of Grid paper”; and(c) the form of “Intention to Display Election Advertisements (“EAs”) at Designated Spots”.<p>The “Nomination Form” and the form of “Intention to Display EAs at Designated Spots” can also be downloaded from the Rural Representative Election website: www.had.gov.hk/rre.</p>
During Nomination Period	<ol style="list-style-type: none">2. Except where the RO authorises otherwise, hand in the duly completed “Nomination Form” to the RO by the candidate in person <u>before the end of the Nomination Period</u>.3. Obtain from the RO a Candidate Folder containing various forms and reference materials for use by candidate participating in the election.4. Lodge with the RO a “Notice of Withdrawal of Candidature” if the candidate wishes to withdraw his/her candidature.
Any time before, during or after handing in the “Nomination Form”	<ol style="list-style-type: none">5. (a) Ensure that all printed EAs, except for the category exempted, contain the name and address of the printer, date of printing and the number of copies printed.

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- (b) Ensure that all prior written consent of support or permission/authorisation have been obtained before the publication of EAs and lodged with the RO (or the Director of Home Affairs (“DHA”) if the RO has not yet been appointed), if applicable.
- (c) (i) A candidate who chooses to post the electronic copy of the EAs and relevant information/documents onto the open platform maintained by the candidate or a person authorised by the candidate (“Candidate’s Platform”) for public inspection should provide the RO with the **electronic address** of the platform **at least 3 working days** (i.e. any day other than a general holiday or Saturday) **before the publication of the first EA.** The Candidate’s Platform, as well as the attachments uploaded, should be maintained and kept by the candidate till the end of the period during which copies of the “Return and Declaration of Election Expenses and Election Donations” (hereafter referred to as “election return”) are available for public inspection under section 41 of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap. 554) (“ECICO”).
- (ii) A candidate who chooses to post the electronic copy of the EAs and the relevant information/documents onto the open platform maintained by the DHA or a person authorised by the DHA (“Central Platform”) for public inspection should submit to the DHA the “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”.

The DHA will provide each candidate with a username and 2 sets of passwords **within 3 working days** upon receipt of the duly completed application and undertaking.

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- (d) Make available a copy of each of the EAs and the relevant information/documents, including publication information, permission/consent of support in relation to the EAs, for public inspection **within 1 working day** after publication by:
- (i) posting an electronic copy each of all the candidate's EAs and the relevant information/documents onto the Central Platform in accordance with the procedures set out in **Appendix 4**;
 - (ii) posting an electronic copy each of all the candidate's EAs and the relevant information/documents onto the Candidate's Platform and providing the RO with the **electronic address** of the platform **at least 3 working days before publication of the first EA (for details, please see Appendix 4)**;
 - (iii) if it is technically impracticable to comply with (i) or (ii) above for EAs published through an open platform on the Internet (for example, when messages are exchanged on social network or communication websites on the Internet such as Instagram, Twitter, Facebook or blogs in a real-time interactive manner), posting a hyperlink of each of the EAs that is published through the open platform (the hyperlink to the specific EA published should be provided, rather than the hyperlink to the entire election website or dedicated social media page) and the information/documents relevant to the EAs onto the Candidate's Platform or the Central Platform in accordance with the procedures set out in Appendix 4;
 - (iv) providing 2 hardcopies each of the EAs (or 2 identical full colour photographs/printouts/photocopies of each EA which cannot be practically or conveniently produced in actual form) and 1 hardcopy of the

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information/documents in relation to the EA to the RO; or

- (v) providing 2 identical copies of a CD-ROM or DVD-ROM each containing the EAs and 1 hardcopy of the information/documents in relation to the EA to the RO.

Candidates may make submission as required from time to time. Candidates should keep records of all relevant information/documents and the EAs uploaded onto the Central Platform or lodged with the RO.

- 6. (a) Record all election expenses incurred and all election donations received.
- (b) Keep all original invoices and receipts issued by the goods or service providers for each item of expenditure of \$500 or above.
- (c) Issue a receipt to the donor for any non-anonymous donation of more than \$1,000 and keep a copy of the receipt. (Candidates may use the “Standard Receipt for Election Donations” provided by the HAD through the RO.)
- (d) Submit to the DHA, through the RO, an “Advance Return and Declaration of Election Donations” when an election donation is received (if required and as appropriate).

Any time before handing in the “Nomination Form” till the end of election period

- 7. Appointment of Election Expense Agent(s):
 - (a) Lodge with the RO (or the DHA if the RO has not yet been appointed) an “Authorisation to Incur Election Expenses”.

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- (b) Each candidate may appoint 1 person or more as the election expense agent(s) to incur election expenses on his/her behalf (at a prescribed amount specified by the candidate). A candidate **may** also appoint his/her election agent as an election expense agent. These agents can only incur election expenses upon appointment by the candidate. It is important to note that the appointment is not effective until it has been received by the RO (or the DHA if the RO has not yet been appointed).
- (c) An election expense agent must be a person who has attained the age of 18 years.

Any time after handing in the “Nomination Form”

8. Appointment of Election Agent:

- (a) Lodge with the RO a “Notice of Appointment of Election Agent.”
- (b) Each candidate can only appoint 1 election agent. An election agent has the authority to handle all affairs a candidate is appointed to handle under the Electoral Procedure (Rural Representative Election) Regulation (Cap. 541L) for the purposes of the election, **except**:
 - (i) to sign the “Nomination Form” or make any requisite declaration in relation to a candidate’s nomination;
 - (ii) to withdraw the candidate’s candidature;
 - (iii) to appoint an election agent;

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- (iv) to appoint an election expense agent;
 - (v) to incur election expenses save where he/she has been appointed as an election expense agent by the candidate;
 - (vi) to revoke the appointment of an election agent or election expense agent; and
 - (vii) to be present at a dedicated polling station situated in a maximum security prison.
- (c) An election agent must be a holder of the Hong Kong Identity Card and has attained the age of 18 years.
- Any time after handing in the “Nomination Form”, but before the end of Nomination Period
9. (a) If a candidate wishes to have his/her photograph and electoral message printed in the “Introduction to Candidates”, he/she should:
- (i) lodge with the RO a duly completed grid paper affixed with a colour photograph of the candidate which must be in a specified size and should be taken within the last 6 months; and
 - (ii) provide 2 additional copies of the photograph identical to the one affixed to the grid paper with the names of the candidate, the Rural Committee and Rural Area concerned labelled on the back.
- (If a candidate does not submit the grid paper, the “Introduction to Candidates” will only show the name and number of the candidate, with the sentence “Relevant Information has not been provided by the candidate” printed in the space provided for the electoral message.)
- (b) Lodge with the RO the form “Intention to Display EAs at Designated Spots”.

<u>Time</u>	<u>Action</u>
Any time after handing in the "Nomination Form", but at least 7 days before polling day	<p>10. Lodge with the RO the "Notice of Appointment of Polling Agents for a Polling Station not Situated in a Penal Institution" by hand, by post, by electronic mail or by facsimile transmission.</p> <p>11. Lodge with the RO the "Notice of Appointment of Polling Agent for a Dedicated Polling Station Situated in a Penal Institution (other than a Maximum Security Prison) and Application for Consent to the Presence of Election Agent/Polling Agent in a Dedicated Polling Station Situated in a Penal Institution (other than a Maximum Security Prison)" to seek consent from the Commissioner of Correctional Services ("CCS") to the presence of an election agent or a polling agent at a dedicated polling station situated in a penal institution (other than a maximum security prison).</p> <p>(Note: (a) No consent will be given to the presence of an election agent at a dedicated polling station situated in a penal institution (other than a maximum security prison) if a polling agent has been appointed for that polling station. Likewise, if consent has been given by the CCS to the presence of an election agent at a dedicated polling station situated in a penal institution, no polling agent may be appointed for that polling station.</p> <p>(b) No polling agent may be appointed for nor may an election agent be present at a dedicated polling station situated in a maximum security prison.)</p>
Any time after handing in the "Nomination Form", but before the 3 days preceding polling day	<p>12. Lodge with the RO the "Notice of Appointment of Counting Agents" by hand, by post, by electronic mail or by facsimile transmission.</p>

<u>Time</u>	<u>Action</u>
As soon as practicable after the RO determines the candidate as validly nominated or not	13. Receive from the RO the notification on the validity of the candidate's nomination for the relevant Rural Area (which will also be sent to every other validly nominated candidate of the same Rural Area, if there are more than one in the Rural Area).
As soon as practicable after the RO receives a "Notice of Appointment of Election Agent" from other candidates	14. Receive from the RO information about the election agents appointed by all candidates of the same Rural Area.
Around 7 days after the end of Nomination Period	15. Attend the briefing for candidates and collect from the RO name badges for candidates and their agents. 16. Attend meetings held by the RO to determine, by drawing of lots, the candidate numbers and to allocate display spots, if any, for display of EAs. 17. Receive from the RO the copy of the permission/authorisation for display of EAs at designated spots allocated to candidates (except for uncontested candidates who will not be allocated with designated spots).
Around 14 days after the end of Nomination Period	18. Check the ballot paper printing proof and verify the particulars relating to the candidate to be printed on the ballot paper. If a candidate or his/her election agent cannot perform the checking in person, the candidate may authorise a representative in writing to check the particulars concerned on the ballot paper printing proof on his/her behalf. (If a candidate or his/her election agent/authorised representative does not perform the checking at the date and venue specified by the HAD, the printing proof of the ballot paper will be printed without further notice.)
Within 14 days after the end of Nomination Period	19. Receive from the RO the location maps and layout plans of the polling stations, counting stations and ballot paper sorting station.

<u>Time</u>	<u>Action</u>
Any time before polling day	20. Lodge with the RO the “Notice of Revocation of Appointment of Agent”, if any, by hand, by post, by electronic mail or by facsimile transmission.
At least 10 days before polling day	21. Receive information from the RO on when and where the counting/sorting of votes is to take place.
During the week before the polling day	22. Lodge with the RO the “Notice of Appointment of Polling Agent for a Dedicated Polling Station Situated in a Penal Institution (other than a Maximum Security Prison) and Application for Consent to the Presence of Election Agent/Polling Agent in a Dedicated Polling Station Situated in a Penal Institution (other than a Maximum Security Prison)” ONLY when – (a) during the week before the polling day, an elector imprisoned or held in custody who is entitled to vote for the relevant Rural Area at the aforesaid dedicated polling station situated in a penal institution is admitted or transferred to the penal institution; and (b) the application is lodged without undue delay after the admission or transfer.
Not later than 2 days before polling day	23. Receive from the RO the information regarding the delineation of no canvassing zones and no staying zones for the polling stations (including dedicated polling stations).
Before entering the polling station, counting station or the ballot paper sorting station	24. Complete the “Declaration of Secrecy” (a declaration of secrecy should be made by all candidates, their election agents, polling agents and counting agents).
On the polling day	25. Attend and observe the poll and the count if so wishes, bringing along the “Declaration of Secrecy”.

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26. If any required “Notice of Appointment of Polling Agents for a Polling Station not Situated in a Penal Institution” has not been lodged with the RO in the manner specified in para. 10 above, the candidate or his/her election agent must deliver the notice in person to the relevant Presiding Officer (“PRO”) (except for the PROs of dedicated polling stations situated in penal institutions).
27. If the “Notice of Revocation of Appointment of Agent” has not been lodged in the manner specified in para. 20 above, the notice must be delivered to the relevant RO by hand, by electronic mail or by facsimile transmission or the candidate or his/her election agent must deliver the notice in person to the relevant PRO (except for PROs of dedicated polling stations in penal institutions) in order to revoke the appointment of such a polling agent .
28. If it is necessary to revoke the appointment of a polling agent for a dedicated polling station situated in a penal institution but the “Notice of Revocation of Appointment of Agent” has not been lodged in the manner specified in para. 20 above, the notice must be delivered to the relevant RO by hand, by electronic mail or by facsimile transmission in order to revoke the appointment of such a polling agent.
29. If any required “Notice of Appointment of Counting Agents” has not been lodged with the RO in the manner specified in para. 12 above, the candidate or his/her election agent must deliver the notice in person to the relevant Officer-in-charge of the counting station.
30. If it is necessary to revoke the appointment of a counting agent but the “Notice of Revocation of Appointment of Agent” has not been lodged in the manner specified in para. 20 above, the notice must be delivered to the relevant RO by hand, by electronic mail or by facsimile transmission before the close of poll; alternatively, the candidate or his/her election agent must deliver the notice in person to the Officer-in-charge of the relevant counting station in order to revoke the appointment of such a counting agent.

<u>Time</u>	<u>Action</u>
Not later than 2 working days after polling day	31. Post the corrected EA particulars onto the Candidate's Platform or the Central Platform next to the original version and input the date of correction; or deposit with the RO a "Notification of Corrected Information in relation to EAs".
Within 10 days after polling day	32. Remove all EAs displayed on Government land / property.
Before the statutory deadline for the submission of election returns as required under section 37 of the ECICO	33. (a) Lodge with the DHA, through the RO, an "election return" setting out all election expenses incurred by the candidate and the election expense agents on his/her behalf and all election donations received by or on behalf of the candidate.

(The relevant RO will inform candidates in writing of the deadline for lodging "election returns")

Candidates are required to submit an "election return" even if no election expenses have been incurred or no election donation has been received.

- (b) As required under section 37 of the ECICO, the election return must be accompanied by invoices and receipts for each election expense of \$500 or more, copies of standard receipts issued to donors for each election donation of more than \$1,000 in value, and copies of receipts issued by charitable institutions or trusts of a public character for the collection of any unspent election donations, anonymous donations of more than \$1,000 in value and election donations exceeding the limit of election expenses (see Chapter 15 of the Guidelines for details).
- (c) Make a declaration/supplementary declaration(s) verifying the contents of the election return before a Commissioner for Oaths (at DOs), a Justice of the Peace or a solicitor holding a practising certificate.

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- (d) Any candidate who is unable/fails to lodge the “election return” before the deadline may apply to the Court of First Instance (“CFI”) for an order allowing him/her to lodge the election return within an extended period as specified by the CFI.
- (e) Any candidate who has submitted an “election return” and wishes to make amendments to the election return before the deadline may lodge with the DHA before the deadline a supplementary declaration stating the amendments and the relevant supporting documents (e.g. receipts) as appropriate.
- (f) Any candidate who wishes to correct any error or false statement in his/her election return (including any document accompanying his/her election return) after the deadline must apply to the CFI for an order allowing him/her to do so. Nevertheless, if the aggregate value of the error or false statement in the election return does not exceed the prescribed relief limit (i.e. \$600) as stipulated in section 37A of the ECICO, the candidate may, upon receipt of notification from the DHA of the error and/or false statement in the “election return”, rectify the error or false statement in the election return within a specified period in accordance with the simplified relief arrangement for minor errors or false statements in section 37A of the ECICO (see paras. 15.35 to 15.40 of the Guidelines).

Until the end of the period for which copies of election returns are available for public inspection under section 41 of the ECICO

- 34. Maintain the Candidate’s Platform for public inspection of the EAs and relevant information/documents. If the hyperlink of a website on which an EA is published has been uploaded onto the Central Platform, candidates should ensure that the hyperlink is valid and the relevant website continues to operate.

Note:

Most of the forms mentioned in this checklist can be downloaded from the Rural

Representative Election website at www.had.gov.hk/rre.

(This “Action Checklist for Candidates” is for general reference only. Candidates are advised to refer to the “Action Checklist for Candidates” included in the candidate folder for the respective rural ordinary election/by-election.)

[Amended in December 2009, October 2010, October 2011, October 2012, April 2014, October 2014, October 2018 and October 2022]

**Supplementary Information to the Guidelines on
Election-related Activities
in respect of the
Rural Representative Election
Issued by the Electoral Affairs Commission in
October 2022**

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Supplementary Information to
the Guidelines on Election-related Activities
in respect of the Rural Representative Election
Issued by the Electoral Affairs Commission in October 2022

Candidates, members of the public and organisations/ institutions must comply with the Guidelines on Election-related Activities in respect of the Rural Representative Election issued by the Electoral Affairs Commission (“EAC”) in October 2022. The persons concerned should also note and comply with the requirements set out in the following supplementary information issued by the EAC:

Supplementary Information (1):

Reminding candidates the information relating to a person contained in any register or in any extract of any register can only be used for election-related purposes prescribed by the electoral law. Please refer to the changes in the related chapter listed below.

CHAPTER 2 REGISTRATION OF ELECTORS AND VOTING SYSTEM

PART II : REGISTRATION OF ELECTORS *(Supplementing paragraph 2.49, changes are bolded and highlighted in yellow)*

2.49 The time and place(s) for inspection of the copy of FR will be published in a notice in the Gazette and newspapers. Publication of the notice is to be treated as publication of the FR. The inspection of the FR shall be arranged as detailed in para. 2.42 above (i.e. for specified persons only). Upon request by a person imprisoned or held in custody by a law enforcement agency and if ERO considers it appropriate to do so, the ERO may make available at a penal institution or the premises of a law enforcement agency, as the case may be, a copy of a part of the FR for that person’s inspection subject to para. 2.42 above. The ERO may require persons who wish to inspect the FR to produce an identity document and complete a form specified by the ERO.

IMPORTANT :

Information relating to a person contained in any register of electors or in any extract of any register of electors can only be used for election-related purposes under the electoral

legislation. Any abuse or misuse of such information is an offence and shall be liable to a fine at level 2 (\$5,000) and to imprisonment for 6 months.

To further safeguard the privacy of electors on the register, only the names and addresses of electors will be entered into the register of electors for the relevant Rural Area mentioned in paras. 2.39, 2.48 and 2.49 above for inspection by specified persons. The identification document number as well as the gender of the electors shall not be made available for inspection of the specified persons.

In accordance with Data Protection Principle 3 of Schedule 1 to the Personal Data (Privacy) Ordinance (Cap 486) (“PD(P)O”), personal data relating to a person (as a data subject) contained in any register or in any extract of any register shall not, without the prescribed consent of the data subject¹, or if the exemption under Part 8 of the PD(P)O is not applicable, be used for a “new purpose”². Moreover, according to s 64(3A) and (3B) of the PD(P)O, if a person (as a discloser) discloses any personal data relating to a person (as a data subject) contained in any register or in any extract of any register without the relevant consent of the data subject with an intent to cause any specified harm³ to or being reckless as to whether any specified harm would be, or would likely be, caused to the data subject or any family member of the data subject, the discloser commits an offence and will be liable to a fine of \$100,000 and to imprisonment for 2 years. According to s 64(3C) and (3D) of the PD(P)O, if the disclosure causes any specified harm to the data subject or any family member of the data subject, the discloser will be liable on conviction to a fine of \$1,000,000 and to imprisonment for 5 years.

¹ In accordance with s 2(3) of the PD(P)O, “prescribed consent” (a) means the express consent of the person given voluntarily; (b) does not include any consent which has been withdrawn by notice in writing served on the person to whom the consent has been given (but without prejudice to so much of that act that has been done pursuant to the consent at any time before the notice is so served).

² In accordance with Data Protection Principle 3(4) of Schedule 1 to the PD(P)O, “new purpose”, in relation to the use of personal data, means any purpose other than the purpose for which the data was to be used at the time of the collection of the data or a purpose directly related to that purpose.

³ In accordance with s 64(6) of the PD(P)O, “specified harm”, in relation to a person, means (a) harassment, molestation, pestering, threat or intimidation to the person; (b) bodily harm or psychological harm to the person; (c) harm causing the person reasonably to be concerned for the person’s safety or well-being; or (d) damage to the property of the person.

Supplementary Information (2):

The deadline for candidates to upload election advertisements (“EAs”) or to submit copies of EAs together with the relevant information and documents after the publication of EAs will be adjusted from 1 working day to 3 working days. Please refer to the changes in the related chapter and appendices listed below.

CHAPTER 7 ELECTION ADVERTISEMENTS

PART I : GENERAL *(Revising paragraph 7.4, changes are bolded and highlighted in yellow)*

7.4 A candidate is required under the law to post a copy of any EA he/she has published as well as the relevant information and documents onto an open platform⁴ maintained by the DHA or a person authorised by the DHA (“Central Platform”) or an open platform maintained by the candidate(s) or a person authorised by the candidate(s) (“Candidate’s Platform”), or submit a copy of the EA to the RO for public inspection within **3 working days** after publication of the EA. This is not to restrict the content of EAs. Rather, it keeps track of candidates’ publication of EAs for the purpose of regulating their election expenses. If any false statement is contained in EAs, it will be regulated by other provisions under the subsisting law.

PART VII : REQUIREMENTS RELATING TO PUBLICATION OF ELECTION ADVERTISEMENTS *(Revising paragraphs 7.57 and 7.58, changes are bolded and highlighted in yellow)*

7.57 In accordance with the requirements of s 92(2) and (3) of the EP (RRE) Reg and the EAC, a candidate must make available a copy of each of his/her EAs, and the relevant information/documents (see Appendix 4) including the publication information, permission or consent in relation to the EAs for public inspection within **3 working days** (i.e. any day other than a general holiday and Saturday) after the publication of the EAs

⁴ An open platform means a platform operated through the Internet to which the public has access without having to go through an access control process put in place for that platform.

by the following means:

- (a) posting an electronic copy of each of his/her EAs and relevant information/documents onto the Central Platform in accordance with the procedures set out in Appendix 4;
- (b) posting an electronic copy of each of his/her EAs and relevant information/documents onto the Candidate's Platform and provide the electronic address of the platform to the RO at least 3 working days before the publication of the first EA (for details, please see Appendix 4);
- (c) if it is technically impracticable to comply with (a) or (b) above for EAs published through an open platform on the internet (for example, when messages are exchanged on social networking or communication websites on the Internet, such as Instagram, Facebook or blogs, in a real-time interactive manner), a hyperlink of the open platform and the information/documents relevant to the EAs should be posted onto the Candidate's Platform or the Central Platform in accordance with the procedures set out in Appendix 4. In this case, if the hyperlink of the EA has already been posted onto the Candidate's Platform or the Central Platform, there is no need for the candidate to upload each and every comment separately;
- (d) providing 2 hard copies of each EA (or 2 identical full colour photographs/printouts/photocopies of each EA which cannot be practically or conveniently produced in specie) and a hardcopy of information/documents in relation to the EA to the RO; or
- (e) providing 2 identical copies of a CD-ROM or DVD-ROM each containing the EAs and a hardcopy of information/documents in relations to the EAs to the RO.

As an interim arrangement, pending the appointment of the RO and the establishment of

the Central Platform, the candidates should deposit their EAs and the related information/documents with the DHA in the same manner as stated in (d) or (e) above.

IMPORTANT :

According to s 92(9) of the EP (RRE) Reg, candidates who fail to comply with the above requirement commit an offence and shall be liable to a fine at level 2 (\$5,000) and to imprisonment for 6 months.

7.58 A candidate should provide information related to the printing/publication of his/her EAs (i.e. the name and address of the printer, date of printing and number of copies printed) when posting the EAs onto the Candidate's Platform or Central Platform or submitting relevant information in a specified form to the RO within **3 working days** after the publication of the EAs (see Appendix 4). A candidate must ensure the accuracy of all the information provided.

APPENDIX 1 RURAL REPRESENTATIVE ELECTION ACTION CHECKLIST FOR CANDIDATES

(Revising item 5(d), changes are bolded and highlighted in yellow)

5(d) Make available a copy of each of the EAs and the relevant information/documents, including publication information, permission/consent of support in relation to the EAs, for public inspection within **3 working days** after publication.

APPENDIX 4 SUBMISSION METHOD, FORMAT AND STANDARD FOR POSTING ELECTRONIC COPY OF ELECTION ADVERTISEMENT AND RELEVANT INFORMATION ONTO AN OPEN PLATFORM FOR PUBLIC INSPECTION

(Revising paragraph 1, changes are bolded and highlighted in yellow)

1. To comply with the requirement on public inspection of election advertisements ("EAs") under s 92(2) of the Electoral Procedure (Rural Representative Election) Regulation (Cap. 541L) regarding the electronic submission of EAs, a candidate must post

the following EA particulars as applicable, within **3 working days**⁵ after the publication of an EA, onto either an open platform maintained by the Director of Home Affairs (“DHA”) (“Central Platform”) or one maintained by the candidate himself/herself or a person authorised by him/her (“Candidate’s Platform”) for public inspection.

⁵ A “working day” means any day other than a general holiday and Saturday.

Supplementary Information (3):

If the information of the EAs submitted by the candidates contain a mistake, the deadline for candidates to post or submit the amended information is adjusted from 2 working days to 3 working days after the polling day. Please refer to the changes in the related chapter and appendices listed below.

CHAPTER 7 ELECTION ADVERTISEMENTS

PART VII : REQUIREMENTS RELATING TO PUBLICATION OF ELECTION ADVERTISEMENTS *(Revising paragraph 7.59, changes are bolded and highlighted in yellow)*

7.59 If the information uploaded onto the Candidate's Platform or Central Platform or provided to the RO as set out in para. 7.58 above contains a mistake, the candidate should post the amended information onto the Candidate's Platform or Central Platform or submit the amended information in a specified form to the RO for public inspection. All the amended information must be posted onto the Candidate's Platform or Central Platform or deposited with the relevant RO within **3 working days** at the latest after the polling day. The information will be used as the basis for checking the candidate's election return and for removing unauthorised or offending EAs on display. For the avoidance of doubt, any amendment to the content of an EA will be regarded as the publication of a new EA and hence subject to the requirements stated in paras. 7.57 and 7.58 above. However, for the addition of a candidate number allocated to the candidate at the Candidates' Briefing onto a published EA (in a contested election), in which case a copy of the EA bearing the newly added and amended information must be made available for public inspection in accordance with this paragraph.

APPENDIX 1 RURAL REPRESENTATIVE ELECTION ACTION CHECKLIST FOR CANDIDATES

(Revising item 31, changes are bolded and highlighted in yellow)

<u>Time</u>	<u>Action</u>
Not later than 3 working days after polling day	31. Post the corrected EA particulars onto the Candidate's Platform or the Central Platform next to the original version and input the date of correction; or deposit with the RO a "Notification of Corrected Information in relation to EAs".

APPENDIX 4 SUBMISSION METHOD, FORMAT AND STANDARD FOR POSTING ELECTRONIC COPY OF ELECTION ADVERTISEMENT AND RELEVANT INFORMATION ONTO AN OPEN PLATFORM FOR PUBLIC INSPECTION

(Revising paragraphs 5 and 13, changes are bolded and highlighted in yellow)

5. EA particulars uploaded onto the platform at any one time by a candidate will be treated and referred to as one single submission. As long as the size of the file(s) does not exceed the limit as stipulated in para. 7 below, there is no restriction on the number of EAs or other documents to be attached in each submission. If subsequent correction to any submitted EA particulars is required, the candidate must post the corrected EA particulars, including the corrected printing/publication information ("corrected information") of the EA, onto the platform by selecting the EA particulars concerned. If accepted, both the original and the corrected EA particulars will be displayed alongside for public inspection. The corrected information should be posted onto the platform not later than **3 working days** after the polling day.

13. If the candidate wishes to correct any uploaded EA particulars on the platform, he/she should post the corrected EA particulars, together with the date of correction, alongside the original EA particulars for public inspection (see Annex (II)). Any such corrected information should be posted onto the platform not later than **3 working days** after the polling day.

Supplementary Information (4):

Reminding candidates to arrange for the removal of all EAs displayed on private land/property and on the windows or bodywork of the public service vehicles as soon as possible after the election. Please refer to the changes in the related chapter listed below.

CHAPTER 7 ELECTION ADVERTISEMENTS

PART V : CONDITIONS AND LIMITATIONS ON DISPLAY (*Revising paragraph 7.53, changes are bolded and highlighted in yellow, deleted parts are highlighted in yellow and marked with double strikethrough*)

7.53 All candidates should remove all their EAs displayed on government land/property within 10 days following an election. ~~If building works (including removal of signboards) in private premises or on private land are involved for the removal of an EA, the relevant provisions of the Buildings Ordinance (Application to the New Territories) Ordinance or the BO and its subsidiary regulations should be complied with.~~ Failure to remove all EAs within the specified period may result in prosecution being brought against the offending candidate and such EAs removed and seized by the relevant authority. Relevant authorities will issue demand notes for the removal costs to the candidates concerned within 21 days after the publication of the election result in the Gazette (normally the first Friday after the polling day). The cost of removal will be construed as election expenses and the candidates must include all these costs as election expenses in their election returns. **For EAs displayed on private land/property and on the windows or bodywork of the public service vehicles (e.g. public light buses, taxis, etc.), candidates should inform the owner or occupier of the private land/property concerned, and owner or manager of any public service vehicles to arrange the removal of all EAs as soon as possible after the election. If building works (including removal of signboards) in private premises or on private land are involved for the removal of an EA, the relevant provisions of the Buildings Ordinance (Application to the New Territories) Ordinance (Cap. 121) or the**

Buildings Ordinance (Cap. 123) and its subsidiary regulations should be complied with.

Supplementary Information (5):

Mutual aid committees (“MACs”) in Hong Kong had been dissolved by 1 January, 2023. MAC should therefore be removed from relevant contents. Please refer to the changes in the related chapters and appendices listed below.

CHAPTER 7 ELECTION ADVERTISEMENTS

PART II : WHAT CONSTITUTES AN ELECTION ADVERTISEMENT *(Revising paragraph 7.9(c), deleted parts are highlighted in yellow and marked with double strikethrough)*

7.9(c) Any thing or material published by any person or any organisation, including political organisation, professional or trade organisation, owners’ corporation, ~~mutual aid committee (“MAC”)~~⁶, tenants’ association, owners’ committee, etc. (irrespective of whether or not the candidate concerned is its office-bearer or member) showing his/her or its support for any candidate or advertising the platform or services of such an organisation with reference to a candidate or candidates by name or photograph or in any other form or manner.

PART X : ADVERTISEMENTS OF POLITICAL, PROFESSIONAL BODIES, TRADE ORGANISATIONS OR OTHER ORGANISATIONS *(Revising paragraph 7.74, deleted parts are highlighted in yellow and marked with double strikethrough)*

7.74 Any thing or material published by any organisation, including a political body, professional body or trade organisation, owners’ corporation, ~~MAC~~, tenants’ association, owners’ committee, etc., which advertises its platform or services with reference to a candidate (irrespective of whether or not the candidate concerned is its office-bearer or member) during or even before the election period by name or photograph or otherwise with the intent to promote the election of the candidate may be treated as an EA put up by, or on behalf of, or on account of, the candidate. The expenses of such EA may be

⁶—The Government will terminate the MAC Scheme. MACs are required to be dissolved before 1 January 2023 the latest.

construed as election expenses incurred by or on behalf of the candidate. A candidate should be responsible for election expenses incurred by himself/herself or his/her authorised election expense agents, excluding those incurred without his/her knowledge and consent. It is therefore a prudent step for the relevant organisations to suspend such advertising activities. However, if the material published by the organisation concerned, as opposed to the candidate himself/herself, advertises only a particular activity, which:

CHAPTER 8 ELECTIONEERING ACTIVITIES IN PREMISES OR BUILDINGS WHERE ELECTORS RESIDE, WORK OR FREQUENT

PART I : GENERAL (Revising paragraph 8.3, deleted parts are highlighted in yellow and marked with double strikethrough)

8.3. However, management organisations (such as owners' corporations, ~~MACs~~, property management companies, etc.) of the common parts of buildings should accord fair and equal treatment to all candidates. Applications of all candidates for the display of EAs or the conduct of electioneering activities in the common parts of buildings should be processed impartially, especially if the chairmen or executive committee members of the management organisations are candidates or their relatives or friends, where the principle of fair treatment must be upheld and no preferential treatment should be given.

PART II : RIGHTS OF TENANTS AND OWNERS (Revising paragraph 8.12, deleted parts are highlighted in yellow and marked with double strikethrough)

Tenants' Associations, Residents' Associations, ~~Mutual Aid Committees~~

8.12 Sometimes there are tenants' associations or residents' associations ~~or MACs~~ representing tenants' interests in the buildings. Vis-à-vis the owners, such organisations have no right to control or manage the common parts. If they are given the authority by the owners, then they are entitled to control and manage the common parts on behalf of the owners.

PART IV : GUIDELINES TO BE OBSERVED BY OWNERS, MANAGEMENT BODIES AND ORGANISATIONS FOR HANDLING APPLICATIONS FOR CONDUCT OF ELECTIONEERING ACTIVITIES IN THE PREMISES WITHIN THEIR JURISDICTION *(Revising paragraph 8.34, deleted parts are highlighted in yellow and marked with double strikethrough)*

8.34 For all types of building organisations be it an owners' corporation, owners' committee, **MAC**, tenants' association, residents' association, management company or managers of the building, the decision that it makes relating to electioneering activities of candidates in the common parts of the building (including the office premises of the organisation and all private streets, etc.) must comply with the fair and equal treatment principle.

CHAPTER 9 ELECTION MEETINGS

PART IV : ELECTION MEETINGS IN PRIVATE PREMISES *(Revising paragraph 9.20, changes are bolded and highlighted in yellow, deleted parts are highlighted in yellow and marked with double strikethrough)*

9.20 Any person who organises an election meeting in private premises should consult the owner, occupier, owners' corporation **or** building management ~~or the MAC~~ concerned, etc. in advance and, if required, obtain prior permission from them. Insofar as the decision regarding election meetings by candidates in the common areas of the premises accords fair and equal treatment to all candidates, the EAC will not intervene. Specific guidelines for conducting election meetings in the estates managed by the Housing Department and the Hong Kong Housing Society, and Light Public Housing by the Housing Bureau, are set out in Appendix 6.

PART V : ELECTIONEERING EXHIBITIONS *(Revising paragraph 9.22, changes are bolded and highlighted in yellow, deleted parts are highlighted in yellow and marked with double strikethrough)*

9.22 A candidate may hold an exhibition for election campaigning purposes. If such an exhibition is to be held, the candidate should consult the relevant management authorities of the premises concerned in advance, and, if required, obtain prior permission from the estate manager or officer-in-charge, owner, occupier, owners' corporation **or** building management **or the MAC** concerned, etc. Relevant guidelines in the other parts in this chapter should also be observed, in addition to compliance with regulations and conditions imposed by other relevant authorities.

CHAPTER 17 NAMEDROPPING

PART II : CLAIM OF SUPPORT *(Removing entire paragraph 17.10 and appendix 15, deleted parts are highlighted in yellow and marked with double strikethrough)*

~~17.10 Candidates should note that the HAD has its own guidelines for MACs and their office-bearers in respect of their giving consent of support to candidates. A copy of such guidelines can be found at Appendix 15.~~

APPENDIX 8 GUIDANCE NOTE ON SAFE CONDUCT OF ELECTION-RELATED ACTIVITIES

(Revising paragraph 5, changes are bolded and highlighted in yellow, deleted parts are highlighted in yellow and marked with double strikethrough)

5. In order to ensure that order, fairness and impartiality are maintained throughout the event and to avoid any embarrassing situation, where a forum is held at a private premise, the organiser should arrange in advance with the owner, occupier, owners' corporation **or** building management **or the mutual aid committee** of the premise for precautionary measures to ensure the safety of all participants and the orderly conduct of the forum. Where necessary, security guards should be employed and stationed on-site.

APPENDIX 15 GUIDELINES FOR MUTUAL AID COMMITTEES

(As a result of deletion of paragraph 17.10, entire appendix is removed)

Supplementary Information (6):

Providing the latest version of the ‘Guidance on Election Activities for Candidates, Government Departments, Public Opinion Research Organisations and Members of the Public’ published by the Office of the Privacy Commissioner for Personal Data. Please refer to the changes in the related appendix listed below.

APPENDIX 7 GUIDANCE ON ELECTION ACTIVITIES FOR CANDIDATES, GOVERNMENT DEPARTMENTS, PUBLIC OPINION RESEARCH ORGANISATIONS AND MEMBERS OF THE PUBLIC

Please refer to the link below for the latest version of the Guidance:

https://www.pcpd.org.hk/english/resources_centre/publications/files/electioneering_en.pdf

Supplementary Information (7):

Updating, in accordance with the amendment made to section 23 of the Rural Representative Election Ordinance, the eligibility and disqualification for nomination. Please refer to the changes in the related chapter listed below.

CHAPTER 3 NOMINATION OF CANDIDATES

PART I : ELIGIBILITY AND DISQUALIFICATION FOR NOMINATION *(Revising paragraph 3.8, changes are bolded and highlighted in yellow)*

3.8 A person is disqualified from being nominated as a candidate at an RR election, and from being elected as an RR for a Rural Area, if he/she:

- (a) is a judicial officer;
- (b) has, in Hong Kong or any other place, been sentenced to death or imprisonment (by whatever name called) and has not either served the sentence or any substitute sentence or received a free pardon⁷;
- (c) has been convicted of **an offence endangering national security**;
- (d) on the date of nomination, or of the election, is serving a sentence of imprisonment;
- (e) is or has been convicted, within 5 years before the date of the election,
 - (i) of any offence in Hong Kong or in any other place, the sentence for which is imprisonment (suspended or not) for a term exceeding 3 months without the option of a fine;
 - (ii) of having engaged in corrupt conduct or illegal conduct in contravention of the ECICO;

⁷ The Court of First Instance (“CFI”) delivered written judgment on 21 June 2012 on *Wong Hin Wai & another v. Secretary for Justice* (HCAL 51 & 54/2012) and declared the similar provision under s 39(1)(b) of the Legislative Council Ordinance (Cap. 542) (“LCO”) (which is similar to the situation set out in para. 3.8(b) above) to be unconstitutional. On 12 July 2012, the Government announced its decision not to appeal against the judgment. The future RR Election will be organised in accordance with the prevailing electoral laws. Any person who would like to be nominated as a candidate for RR Election and is doubtful about his/her eligibility for nomination may seek independent legal advice where appropriate.

- (iii) of any offence against Part II of the Prevention of Bribery Ordinance (Cap. 201) (“POBO”); or
- (iv) of any offence⁸ prescribed by the regulations made by the EAC;
- (f) is ineligible because of the operation of the RREO or any other law;
- (g) is a representative or a salaried functionary of the government of a place outside Hong Kong;
- (h) is a member of any national, regional or municipal legislature, assembly or council of any place outside Hong Kong, other than a people’s congress or people’s consultative body of the People’s Republic of China, whether established at the national level or local level;
- (i) is an undischarged bankrupt or, within the previous 5 years, has either obtained a discharge in bankruptcy or has entered into a voluntary arrangement within the meaning of the Bankruptcy Ordinance (Cap. 6) with the person’s creditors, in either case without paying the creditors in full;
- (j) within the 5 years before the date of election, has vacated an office or has been disqualified from holding or entering on an office under the law for declining or neglecting to take a specified oath⁹, or has been declared or decided in accordance with any law:
 - (i) to be in breach of a specified oath; or
 - (ii) to have failed to fulfil the legal requirements and conditions on upholding the Basic Law and bearing allegiance to the HKSAR of the People’s Republic of China;

⁸ Prescribed offence refers to a person who knowingly makes a false statement in a material particular or recklessly makes an incorrect statement in a material particular or omits a material particular in an election-related document under s 90 of the EP (RRE) Reg; and, for example (but not limited to), any abuse or misuse of information relating to a person contained in any register of electors or in any extract of any register of electors under s 32 of the EAC (ROE) (RRE) Reg.

⁹ Specified oath means an oath taken under the law that the oath-taker will uphold the Basic Law of the Hong Kong Special Administrative Region of the People’s Republic of China (“Basic Law”) and bear allegiance to the Hong Kong Special Administrative Region (“HKSAR”) of the People’s Republic of China.

- (k) is found to be incapable, by reason of mental incapacity, of managing and administering his/her property and affairs under the Mental Health Ordinance (Cap. 136); or
- (l) in the case of ReR or KFR, ceases to be a resident of the EV or the MT.

Supplementary Information (8):

The date and time for the Returning Officers (“ROs”) to conduct the allocation of designated spots will be adjusted from within 3 - 5 working days after the end of the nomination period to within 5 - 10 working days after the end of the nomination period. Please refer to the changes in the related chapter and appendix listed below.

CHAPTER 7 ELECTION ADVERTISEMENTS

PART IV : ALLOCATION OF DESIGNATED SPOTS (*Revising paragraph 7.35, changes are bolded and highlighted in yellow*)

7.35 A candidate can obtain the following information from the RO for that Rural Area at the time of submitting the nomination form:

- (a) the general locations of the designated spots, which may include unleased government land, property and buildings managed by the Housing Department, and occasionally private land/property (if any) available for allocation of designated spots to the candidates. The size and number of spots for allocation will be finalised by the RO, taking into account the number of contested candidates in the Rural Area, after the end of the nomination period. In order to allow all contested candidates to display their EAs at all locations (particularly popular ones), the size of each spot may vary from location to location; and
- (b) the date and time for conducting the allocation of designated spots, which would normally be held **within 5 to 10 working days after the end of the nomination period**. The RO will invite representatives from the relevant authorities relating to government land/property, save those that have already given a blanket approval, to be present to give the necessary written authorisation for the spots allocated.

APPENDIX 1 RURAL REPRESENTATIVE ELECTION ACTION CHECKLIST FOR CANDIDATES

(Revising items 15 to 17, changes are bolded and highlighted in yellow)

<u>Time</u>	<u>Action</u>
Around 5 to 10 working days after the end of Nomination Period	<p>15. Attend the briefing for candidates and collect from the RO name badges for candidates and their agents.</p> <p>16. Attend meetings held by the RO to determine, by drawing of lots, the candidate numbers and to allocate display spots, if any, for display of EAs.</p> <p>17. Receive from the RO the copy of the permission/authorisation for display of EAs at designated spots allocated to candidates (except for uncontested candidates who will not be allocated with designated spots).</p>

Supplementary Information (9):

Reminding candidates of the requirements for uploading a hyperlink to an entire website or social media page instead of a hyperlink to the EA, and removing obsolete content. Please refer to the changes in the related chapter and appendix listed below.

CHAPTER 7 ELECTION ADVERTISEMENTS

PART VII : REQUIREMENTS RELATING TO PUBLICATION OF ELECTION ADVERTISEMENTS (Revising paragraphs 7.57(c), changes are bolded and highlighted in yellow, deleted parts are highlighted in yellow and marked with double strikethrough)

7.57(c) if it is technically impracticable to comply with (a) or (b) above for EAs published through an open platform on the internet (for example, when messages are exchanged on social networking or communication websites on the Internet, such as Instagram, ~~Twitter~~, Facebook or blogs, in a real-time interactive manner), **posting hyperlinks of the EAs that are published through such** open platform and the information/documents relevant to the EAs should be posted onto the Candidate's Platform or the Central Platform in accordance with the procedures set out in Appendix 4. In this case, if the hyperlink of the EA has already been posted onto the Candidate's Platform or the Central Platform, there is no need for the candidate to upload each and every comment separately. **Candidates must note that they must comply with the requirements set out in para. 1(b) of Appendix 4 when they are posting the hyperlink to the entire website or to the dedicated social media page instead of the hyperlink of that EA;**

APPENDIX 1 RURAL REPRESENTATIVE ELECTION ACTION CHECKLIST FOR CANDIDATES

(Revising item 5(d)(iii), changes are bolded and highlighted in yellow)

5(d)(iii) **if an EA is published through an open platform on the Internet, the hyperlink to the specific EA published should be provided, rather than the hyperlink to the entire election website or dedicated social media page. However, if it is**

technically impracticable to upload hyperlinks to individual EAs (e.g. messages sent interactively and in realtime via social networks or communication websites on the Internet), the hyperlink to the public platform may be provided;

APPENDIX 4 SUBMISSION METHOD, FORMAT AND STANDARD FOR POSTING ELECTRONIC COPY OF ELECTION ADVERTISEMENT AND RELEVANT INFORMATION ONTO AN OPEN PLATFORM FOR PUBLIC INSPECTION

(Revising paragraph 1(b), changes are bolded and highlighted in yellow, deleted parts are highlighted in yellow and marked with double strikethrough)

1. To comply with the requirement on public inspection of election advertisements (“EAs”) under s 92(2) of the Electoral Procedure (Rural Representative Election) Regulation (Cap. 541L) regarding the electronic submission of EAs, a candidate must post the following EA particulars as applicable, within 3 working days¹⁰ after the publication of an EA, onto either an open platform maintained by the Director of Home Affairs (“DHA”) (“Central Platform”) or one maintained by the candidate himself/herself or a person authorised by him/her (“Candidate’s Platform”) for public inspection.

- (a) an electronic copy of the EA;
- (b) a hyperlink of each EA that is published through an open platform¹¹ (the hyperlink to the specific EA published must be provided, rather than the hyperlink to the entire election website or to the dedicated social media page) where it is technically impracticable to **post the hyperlink of each and every EA separately onto the Central Platform or the Candidate’s Platform** (for example, when messages are exchanged in a real-time interactive manner through social network or communication websites on the Internet such as Instagram, ~~Twitter~~, Facebook, blogs, etc.), **a candidate may post the hyperlink**

¹⁰ A “working day” means any day other than a general holiday and Saturday.

¹¹ An “open platform” means a platform operated through the Internet to which the public has access without having to go through an access control process put in place for that platform.

of the open platform and the information/documents relevant to the EAs onto the Central Platform or the Candidate's Platform. In this case, if the hyperlink of the open platform has already been posted onto the Central Platform or the Candidate's Platform, there is no need for the candidate to upload each and every comment separately. The candidate must however note that the relevant open platform of such hyperlink must be the dedicated election website of the candidate which all content within that website must be EAs. In addition, the candidate may only post the hyperlink of the website instead of posting each and every EA separately when it is technically impracticable to post each and every EA separately onto the Central Platform or the Candidate's Platform, otherwise misunderstanding or complaints may arise. Besides, the candidate must retain every EA published on the dedicated election website for public inspection (i.e. EA published should not be removed without permission));

Supplementary Information (10):

Reminding candidates to set out the details of all the outstanding claim(s) and draw up the schedule for settlement of such claim(s) in the election return, and submit within 30 days from the payment date the invoice and receipt for each election expense of \$500 or more after settlement of the claim(s) with the relevant suppliers according to the scheduled date(s). Please refer to the changes in the related chapter listed below.

CHAPTER 15 ELECTION EXPENSES AND ELECTION DONATIONS

PART V : ELECTION RETURN *(Revising paragraphs 15.32, changes are bolded and highlighted in yellow)*

15.32. The election return should set out all the election expenses incurred by the candidate and his/her election expense agent(s). For each **paid** election expense of \$500 or more, the **election** return must be accompanied by an invoice and a receipt issued by the goods or service providers [s 37(2)(b) of the ECICO]. **In addition, the candidate must also set out the details of all the outstanding claim(s) and draw up the schedule for settlement of such claim(s) in the election return, and submit within 30 days from the payment date the invoice and receipt for each election expense of \$500 or more after settlement of the claim(s) with the relevant suppliers according to the scheduled date(s).** The invoice and receipt for an election expense may be submitted in separate documents, or may be included in the same document. Invoices and receipts submitted by a candidate should contain the following particulars, including:

- (a) date;
- (b) details of the expenditure item (i.e. information and amount of the goods or services);
- (c) information of the organisation or person (other than the candidate himself/herself) providing the goods or services; and
- (d) the information which proves that the organisation or person (other than the candidate himself/herself) providing the goods or services has received the

relevant payment in full (e.g. name and signature of the payee or stamp of the organisation or signature of its authorised representative).

Supplementary Information (11):

Including the Light Public Housing managed by the Housing Bureau within the scope of the specific guidelines that candidates should observe when conducting electioneering activities and election meetings in public housing estates. Please refer to the changes in the related chapters and appendix listed below.

CHAPTER 8 ELECTIONEERING ACTIVITIES IN PREMISES OR BUILDINGS WHERE ELECTORS RESIDE, WORK OR FREQUENT

PART V : CONDUCT OF ELECTIONEERING ACTIVITIES IN PREMISES UNDER THE MANAGEMENT OF HOUSING DEPARTMENT AND HONG KONG HOUSING SOCIETY (Revising paragraph 8.43, changes are bolded and highlighted in yellow, heading for Part V is also revised to “CONDUCT OF ELECTIONEERING ACTIVITIES IN ESTATES MANAGED BY THE HOUSING DEPARTMENT, HONG KONG HOUSING SOCIETY, AND LIGHT PUBLIC HOUSING BY THE HOUSING BUREAU” correspondingly)

8.43 The specific guidelines to be observed by candidates and their agents in the conduct of electioneering activities in **estates managed by** the Housing Department and the Hong Kong Housing Society, **and Light Public Housing by the Housing Bureau**, are set out in Appendix 6.

CHAPTER 9 ELECTION MEETINGS

PART IV : ELECTION MEETINGS IN PRIVATE PREMISES (Revising paragraph 9.20, changes are bolded and highlighted in yellow)

9.20 Any person who organises an election meeting in private premises should consult the owner, occupier, owners’ corporation, building management, etc. in advance and, if required, obtain prior permission from them. Insofar as the decision regarding election meetings by candidates in the common areas of the premises accords fair and equal treatment to all candidates, the EAC will not intervene. Specific guidelines for conducting election meetings in the **estates** managed by the Housing Department and the

Hong Kong Housing Society, **and Light Public Housing by the Housing Bureau**, are set out in Appendix 6.

PART V : ELECTIONEERING EXHIBITIONS (Revising paragraph 9.23, changes are bolded and highlighted in yellow)

9.23 Where approval has been given by an estate manager, **project manager**, or officer-in-charge for such an exhibition in any estate managed by the Housing Department and the Hong Kong Housing Society, **or Light Public Housing by the Housing Bureau**, the display of EAs at the venue of the exhibition will normally be subject to the conditions that they are displayed in connection with the activity in question and for a temporary duration of less than a day. The guidelines in Chapter 7 are applicable to such display items and must be observed by the candidate(s) concerned. The estate manager, **project manager**, or officer-in-charge should send a copy of the letter of approval to the relevant RO for record and for public inspection. Please also see Appendix 6 for reference.

APPENDIX 6 CONDUCT OF ELECTIONEERING ACTIVITIES AND ELECTION MEETINGS IN PREMISES UNDER THE MANAGEMENT OF THE HOUSING DEPARTMENT AND THE HONG KONG HOUSING SOCIETY

(Changes are bolded and highlighted in yellow, heading is also revised to “CONDUCT OF ELECTIONEERING ACTIVITIES AND ELECTION MEETINGS IN HOUSING ESTATE UNDER THE MANAGEMENT OF THE HOUSING DEPARTMENT, THE HONG KONG HOUSING SOCIETY, AND LIGHT PUBLIC HOUSING UNDER THE MANAGEMENT OF HOUSING BUREAU” correspondingly)

Validly nominated candidates must obtain prior approval¹² from an estate manager, **project manager** or officer-in-charge before conducting any electioneering

¹² The Housing Department, the Hong Kong Housing Society **and the Housing Bureau** require candidates to be validly nominated and submit relevant proof before they can apply for approval to conduct electioneering activities or election meetings within a housing estate **or light public housing**. Upon approval from the Housing Department, the Hong Kong Housing Society **and the Housing Bureau**, the validly nominated candidates will be allowed to commence their electioneering activities within the housing estate **or light public housing** at the earliest on the day following the lots drawing session for candidates conducted by the Returning Officer (“RO”).

activities or election meetings within a housing estate **or light public housing**, in addition to compliance with regulations and conditions imposed by other relevant authorities. An application for approval should be made at least 2 clear working days (excluding a Saturday, Sunday and public holiday) before the proposed election meeting/electioneering activity, and the applicant will be notified as soon as practicable after a decision is arrived at. To avoid any conflict that may arise from allowing 2 or more candidates and their supporters to hold election meetings/electioneering activities in a housing estate **or light public housing** at the same venue and time, the Housing Department, the Hong Kong Housing Society **and the Housing Bureau** will process the applications as soon as practicable and will adopt the following arrangements:

- (a) if only 1 application for holding an election meeting/electioneering activity at a particular venue and at a particular time is received, that application will be approved;
- (b) if 2 or more applications for the same venue and the same period are received by the Housing Department, the Hong Kong Housing Society **or the Housing Bureau**, 2 clear working days before the election meeting/electioneering activity takes place, the applicants will be advised to negotiate among themselves to reach a compromise on condition that no canvassing from 2 or more groups will be held at the same place and at the same time to avoid any dispute or clash. If no compromise can be reached, allocation of venue or time will be made by the drawing of lots at a time to be decided by the relevant estate office **or light public housing office**;
- (c) for the purpose of (a) and (b) above, an application for several periods will be dealt with as separate applications for each of the periods; and
- (d) the relevant estate office **or light public housing office** should send a copy of the letter of approval to the respective RO for record and for public inspection.

Supplementary Information (12):

Reminding candidates that if a supporter is under the age of 18, for prudence's sake, the candidate should arrange for the supporter's parent or guardian to countersign the consent form. Please refer to the changes in the related chapter listed below.

CHAPTER 17 NAMEDROPPING

PART II : CLAIM OF SUPPORT (*Revising paragraph 17.14, changes are bolded and highlighted in yellow*)

17.14 It is not uncommon for candidates to put photographs with the appearance of other persons (who may include other candidates standing for the same election) in their EAs to show their past activities. Candidates should exercise due care in handling photographs in their EAs. If a candidate includes such a photograph in his/her EA and the publication of that EA implies or is very likely to cause electors to believe that the candidate has obtained the support of the persons appearing in the photograph, prior written consent from the persons concerned must be obtained by the candidate before the publication of the EA. Otherwise, the candidate should take effective measures to avoid implying or causing electors to believe that he/she has obtained the support of the persons appearing in the photograph. For instance, if an EA carries a photograph of the candidate attending an activity with other attendees, the candidate may add a caption specifying the particular nature and relevant information of the event underneath the photograph in such a way that, to any reasonable and neutral person (as opposed to the candidate or any other person publishing or authorising the publication of the EA), it will not imply or will not be likely to cause the beholder to believe that the candidate has obtained the support of those persons appearing in the photograph. However, if the photograph concerned is still likely to cause electors to believe that the candidate has obtained the support of those persons appearing in the photograph, it is still an offence even if such an EA contains a statement to the effect that the EA does not imply that support of those persons has been obtained [s 27(4) of the ECICO]. In such circumstances, prior written consent of support from those persons must be obtained by the candidate. **The law does not stipulate a**

minimum age for signing consent of support. However, if a supporter is under the age of 18, for prudence's sake, the candidate may arrange for the parent or guardian of the supporter to co-sign the consent form.

Supplementary Information (13):

Updating, in accordance with the amendment made to the Ninth Schedule of the Public Health and Municipal Services Ordinance, the penalty of displaying an EA without the necessary written permission or authorisation. Please refer to the changes in the related chapter listed below.

CHAPTER 7 ELECTION ADVERTISEMENTS

PART III : PERIOD AND AREA OF DISPLAY (Revising paragraph 7.33, changes are bolded and highlighted in yellow)

7.33 The RO(s) will obtain prior approval from the relevant authorities under s 104A(1) of the PHMSO and s 4 of the Land (Miscellaneous Provisions) Ordinance for candidates to display their EAs at designated spots. Immediately after the allocation of designated spots is made, a copy of that written permission or authorisation as required under the relevant legislation will be provided to the candidates by the RO of the Rural Area concerned (see Part IV below). For display of EAs on private land/property, written permission or authorisation of the private owner or occupier will have to be obtained by the candidates themselves [s 104A(1) of the PHMSO]. A person displaying an EA without the necessary written permission or authorisation commits an offence and will be liable to **a fine at level 4 (\$25,000)** and, where the offence is a continuing offence, an additional daily penalty of **\$450 for each day** during which it is proved to the satisfaction of the court that the offence has continued [ss 104A(2), 150 **and the Ninth Schedule** of the PHMSO]. A copy of all the permissions or authorisations obtained by a candidate himself/herself, as opposed to those provided to him/her by the RO, must be provided by him/her for public inspection in the manner as set out in para. 7.57 below. All candidates should note that if building works (including erection of signboards) in private premises or on private land are involved for the display of an EA, the relevant provisions of the Buildings Ordinance (Application to the New Territories) Ordinance (Cap. 121) or the Buildings Ordinance (Cap. 123) (“BO”) and its subsidiary regulations must be complied with. In this regard, prior to the commencement of works, it is

advisable to consult Building Professionals, Registered Contractors and, where necessary, Authorised Persons on whether the building works are in compliance with the requirement of relevant ordinances. Subject to the nature, scale, complexity and safety risks of the works project, minor works should be dealt with in accordance with the simplified requirements of the Minor Works Control System, or the work plans should be submitted to the Buildings Department for approval and consent prior to the commencement of the project.

Supplementary Information (14):

The form for building management organisations to notify the RO of their decisions on electioneering can be obtained from the Home Affairs Department or downloaded from the Rural Representative Election website. At the same time, building management organisations should also post a notice detailing the decision and any conditions at the building's entrance. Please refer to the changes in the related chapter listed below.

CHAPTER 8 ELECTIONEERING ACTIVITIES IN PREMISES OR BUILDINGS WHERE ELECTORS RESIDE, WORK OR FREQUENT

PART IV : GUIDELINES TO BE OBSERVED BY OWNERS, MANAGEMENT BODIES AND ORGANISATIONS FOR HANDLING APPLICATIONS FOR CONDUCT OF ELECTIONEERING ACTIVITIES IN THE PREMISES WITHIN THEIR JURISDICTION *(Revising paragraphs 8.36, changes are bolded and highlighted in yellow, deleted parts are highlighted in yellow and marked with double strikethrough)*

8.36. The management bodies of ~~organisations and~~ buildings are urged to notify the relevant RO in writing as soon as possible of their decision on electioneering by candidates, so that the RO could provide the correct information to the candidates/public upon their enquiries. A form of the notification to the RO can be obtained from the HAD **or downloaded from the Rural Representative Election website. At the same time, building management organisations should also post a notice detailing the decision and any conditions at the building's entrance.** Candidates having enquiries may contact the DO or sub-offices of the District in which the building is located. Nevertheless, candidates are advised to note that some buildings may not be able to make a decision on electioneering by candidates and therefore have not given the notification to the RO as required. When candidates come across these buildings, they should respect the interim decision of these buildings not to allow electioneering.