

功能界別
監察點票代理人委任通知書
**NOTICE OF APPOINTMENT OF COUNTING AGENTS
FOR A FUNCTIONAL CONSTITUENCY**

《選舉管理委員會（選舉程序）（立法會）規例》（第 541D 章）第 66 及 96 條
Sections 66 and 96 of the Electoral Affairs Commission
(Electoral Procedure) (Legislative Council) Regulation (Cap. 541D)

2025 年立法會換屆選舉
2025 LEGISLATIVE COUNCIL GENERAL ELECTION

（功能界別名稱）
(Name of Functional Constituency)

選舉日期：2025 年 12 月 7 日
Date of Election: 7 December 2025

[附註：在填寫此通知書前，請參閱「填寫功能界別監察點票代理人委任通知書說明」（“說明”）。]
[Note: Before completing this notice, please read the “Notes on Completion of Notice of Appointment of Counting Agents for a Functional Constituency” (“Notes”).]

第一部分 委任（由候選人或選舉代理人填寫）
PART I APPOINTMENT (To be completed by candidate or election agent)

候選人姓名（正楷）：_____

Name of Candidate (in Block Letters) (姓 Surname) (名 Other name)

1. 我是上述*候選人／候選人的選舉代理人，現委任下列人士於上述選舉中擔任*我／上述候選人的監察點票代理人（見說明第 2 項）－
I, being the *above-named candidate/election agent of the above-named candidate, hereby appoint the following person(s) to act as *my/the above-named candidate’s counting agent(s) at the above election (see Note 2) –

(a) 中文姓名（正楷）：_____

Name in Chinese

英文姓名（正楷）：_____

Name in English (in Block Letters) (姓 Surname) (名 Other name)

香港身分證號碼：_____

Hong Kong Identity Card Number

聯絡電話：_____

Contact Telephone Number

住址：_____

Residential Address

(b) 中文姓名（正楷）： _____

Name in Chinese

英文姓名（正楷）： _____

Name in English (in Block Letters) (姓 Surname) (名 Other name)

香港身分證號碼： _____

Hong Kong Identity Card Number

聯絡電話： _____

Contact Telephone Number

住址： _____

Residential

Address

(c) 中文姓名（正楷）： _____

Name in Chinese

英文姓名（正楷）： _____

Name in English (in Block Letters) (姓 Surname) (名 Other name)

香港身分證號碼： _____

Hong Kong Identity Card Number

聯絡電話： _____

Contact Telephone Number

住址： _____

Residential

Address

(d) 中文姓名（正楷）： _____

Name in Chinese

英文姓名（正楷）： _____

Name in English (in Block Letters) (姓 Surname) (名 Other name)

香港身分證號碼： _____

Hong Kong Identity Card Number

聯絡電話： _____

Contact Telephone Number

住址： _____

Residential

Address

(e) 中文姓名（正楷）： _____

Name in Chinese

英文姓名（正楷）： _____

Name in English (in Block Letters) (姓 Surname) (名 Other name)

香港身分證號碼： _____

Hong Kong Identity Card Number

聯絡電話： _____

Contact Telephone Number

住址： _____

Residential

Address

2. 我明白*我／候選人的監察點票代理人可以代表*我／候選人觀察點票站內一切點票過程，以及將觀察所得的結果記錄下來，但不得觸摸任何選票，或作任何違法行為。

I understand that *my/the candidate's counting agent(s) may observe all counting proceedings inside the counting station and record their observations on *my/the candidate's behalf. Nevertheless, they shall not touch any ballot papers or do anything contrary to the law.

3. 我亦明白可於投票日前將由我簽署的書面通知書藉專人送遞、郵遞、電子方式或圖文傳真方式交付予有關選舉界別的選舉主任，或於投票當日親自交付予有關選舉界別的選舉主任，以撤銷此等監察點票代理人的委任。

I also understand that these appointments of counting agent(s) may be revoked by me before the polling day by delivering by hand, by post, by electronic submission or by facsimile transmission to the Returning Officer for the relevant constituency, or on the polling day by delivering in person to the Returning Officer for the relevant constituency a notice in writing and signed by me to that effect.

4. 此項委任是為在第 1 頁所述日期進行的投票中和（如適用的話）遭押後的該次投票中所投的票的點算而作出。

This appointment is made for the counting of the votes cast in the poll to be conducted on the date stated on page 1 and (where applicable) the postponed or adjourned poll.

*候選人／選舉代理人簽署： _____

Signature of *Candidate/Election Agent

*候選人／選舉代理人姓名（正楷）： _____

Name of *Candidate/Election Agent (in Block Letters) (姓 Surname) (名 Other name)

香港身分證號碼： _____

Hong Kong Identity Card Number

日期： _____

Date

第二部分 監察點票代理人接受委任聲明（由監察點票代理人填寫）

PART II COUNTING AGENT'S DECLARATION OF ACCEPTANCE OF APPOINTMENT (To be completed by counting agent(s))

5. *我／我們各人的個人資料已列於上述第 1 段，*我現接受／我們現分別接受本通知書第一部分所述的委任。

*I/Each of us, whose personal particulars are shown in paragraph 1 above, hereby accept(s) the appointment as stated in PART I of this notice.

6. *我／我們每人均明白，*我／我們須預先作出保密聲明，並於投票日到達點票站後，向有關選舉界別的選舉主任報到時出示該保密聲明及*我／我們的香港身分證。

*I/Each of us understand(s) that *I/we must make a Declaration of Secrecy in advance and produce such Declaration of Secrecy and *my/our Hong Kong Identity Card(s) when reporting to the Returning Officer for the relevant constituency on attending the counting station on the polling day.

7. *我／我們每人均明白，*我／我們不得—

*I/Each of us further understand(s) that *I/we must **not**—

- (a) 向他人傳達在點票時取得的資料，包括任何一張選票所選的候選人；

communicate to any person any information obtained at the counting of the votes including the candidate for whom a vote has been given on any particular ballot paper;

- (b) 觸摸、處理、分開或排列選票或封套；

touch, handle, separate or arrange ballot papers or envelopes;

- (c) 干擾或企圖干擾任何投票箱、選票結算表、選票數目核實書、或其他有關的選舉物料；或

interfere with or attempt to interfere with any ballot boxes, ballot paper accounts, verifications of number of ballot papers or other relevant election materials; or

- (d) 在點票過程拍影片、拍照、錄音或錄影。

film, take photograph or make any audio or video recording during the counting process.

8. *我／我們每人亦明白，倘若*我／我們在點票站內或其鄰近範圍內行為不檢或行為不當，或不遵從總選舉主任或選舉主任的任何合法命令，即屬違法，可被判罰款及監禁，並可能會被總選舉主任或選舉主任命令立即離開該地方。倘若*我／我們沒有按指示離開，可能會被警務人員或獲總選舉主任或選舉主任（視何者適用而定）以書面授權的人員逐離該地方。如被逐離後，除非獲得總選舉主任或選舉主任的許可，否則*我／我們不得再次進入點票站。

*I/Each of us also understand(s) that if *I/we misconduct *myself/ourselves or behave in a disorderly manner at or in the vicinity of the counting station, or fail to obey any lawful order of the Chief Returning Officer or the Returning Officer, *I/we shall commit an offence punishable with a fine and imprisonment and may be ordered by the Chief Returning Officer or the Returning Officer to leave the area immediately. *My/Our failure to leave the area as instructed may result in *my/our being removed by a police officer or a person authorized in writing by the Chief Returning Officer or the Returning Officer, as may be appropriate. If so removed, *I/we may not re-enter the counting station except with the permission of the Chief Returning Officer or the Returning Officer.

- (a) 監察點票代理人簽署：_____

Signature of Counting Agent

監察點票代理人姓名（正楷）：_____

Name of Counting Agent (in Block Letters)

（姓 Surname）

（名 Other name）

日期：_____

Date

(b) 監察點票代理人簽署： _____
Signature of Counting Agent

監察點票代理人姓名（正楷）： _____
Name of Counting Agent (in Block Letters) （姓 Surname） （名 Other name）

日期： _____
Date

(c) 監察點票代理人簽署： _____
Signature of Counting Agent

監察點票代理人姓名（正楷）： _____
Name of Counting Agent (in Block Letters) （姓 Surname） （名 Other name）

日期： _____
Date

(d) 監察點票代理人簽署： _____
Signature of Counting Agent

監察點票代理人姓名（正楷）： _____
Name of Counting Agent (in Block Letters) （姓 Surname） （名 Other name）

日期： _____
Date

(e) 監察點票代理人簽署： _____
Signature of Counting Agent

監察點票代理人姓名（正楷）： _____
Name of Counting Agent (in Block Letters) （姓 Surname） （名 Other name）

日期： _____
Date

* 請刪去不適用者。
Please delete whichever is inapplicable.

**填寫功能界別
監察點票代理人委任通知書說明**
**Notes on Completion of Notice of Appointment of Counting Agents
for a Functional Constituency**

1. 除非候選人以指明表格明文另作示明，有關監察點票代理人的委任須當作是為在預定日期進行的投票中和（如適用的話）於遭押後的該次投票中所投的票的點算而作出。
The appointment of relevant counting agent is to be regarded as being made for the counting of the votes cast in the poll to be conducted on the scheduled date and (where applicable) the postponed or adjourned poll, unless the candidate expressly indicates otherwise in the specified form.
2. 功能界別的點票工作會於中央點票站進行。每名功能界別候選人或其選舉代理人可就該候選人獲提名的功能界別委任不超過 5 名監察點票代理人。凡年滿 18 歲的香港身分證持有人均可被委任為監察點票代理人。候選人或其選舉代理人不應委任總選舉主任、任何選舉主任、助理選舉主任、或任何已獲總選舉事務主任委任協助進行投票或點票的人士為其監察點票代理人。
Counting of votes for functional constituencies will be conducted in the central counting station. Each functional constituency candidate or his/her election agent may appoint not more than 5 counting agents in respect of the functional constituency for which the candidate is nominated. Any person who is a holder of a Hong Kong Identity Card and has attained the age of 18 years may be appointed as a counting agent. However, a candidate or his/her election agent should not appoint the Chief Returning Officer, any Returning Officer, Assistant Returning Officer, or any person already appointed by the Chief Electoral Officer to assist at the poll or at the count as his/her counting agent.
3. 此通知書的第一部分應由候選人或其選舉代理人填寫及簽署。第二部分應由各個監察點票代理人填寫及簽署。
PART I of this notice should be completed and signed by the candidate or his/her election agent. PART II should be completed and signed by each of the counting agents.
4. 填妥的通知書須於投票日前的第 7 天或之前（即 2025 年 11 月 30 日或之前）藉專人送遞、郵遞、電子方式或圖文傳真方式交付予有關選舉界別的選舉主任，或於投票日由候選人或其選舉代理人親自交付予有關選舉界別的選舉主任。監察點票代理人的委任，只會在有關選舉界別的選舉主任接獲委任通知書後，方始生效。
The duly completed notice must either be delivered to the Returning Officer for the relevant constituency by hand, by post, by electronic submission or by facsimile transmission at least 7 days before the polling day (i.e. on or before 30 November 2025), or be delivered by the candidate or his/her election agent in person to the Returning Officer for the relevant constituency on the polling day. The appointment of counting agents will not be effective until the notice of appointment is received by the Returning Officer for the relevant constituency.
5. 如候選人在填寫此通知書時有任何問題，請在辦公時間內致電選舉事務處的查詢熱線 2891 1001。
If candidate has any questions in completing this notice, please call the enquiry hotline of the Registration and Electoral Office at 2891 1001 during office hours.
6. 請注意下列有關在此通知書提供個人資料的說明：
Please note the following with regard to the provision of personal data in connection with this notice –
 - (a) **資料用途**
就此通知書提供的個人資料及其他有關的資料，會供選舉管理委員會、選舉事務處、總選舉主任、有關選舉主任及其他有關的政府部門和機構用於與選舉有關的用途。
Purpose of Collection
The personal data and other relevant information provided in this notice will be used by the Electoral Affairs Commission, the Registration and Electoral Office, the Chief Returning Officer, the relevant Returning Officer and other relevant government departments and organizations for election-related purposes.

(b) **資料轉介**

就此通知書提供的所有資料（包括個人資料及其他資料）亦可能會提供予其他獲授權的部門、機構或人士，包括但不限於法院，用於與選舉有關的用途。

Transfer of Information

All information (including the personal data and other information) provided in this notice may also be provided to other authorized departments, organizations or 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／她在此通知書所提供的個人資料。

Access to Personal Data

Any person has the rights to request access to and correction of the personal data he/she provided in this notice in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486).

(d) **個人資料保障原則**

候選人／選舉代理人應留意，在收集第三者的個人資料以填寫此通知書時，須遵守《個人資料（私隱）條例》（第 486 章）附表 1 的保障資料原則，特別是第 4 原則，即採取所有切實可行的步驟，以確保個人資料受到保障而不受未獲准許的或意外的查閱、處理、刪除、喪失或使用。

Personal Data Protection Principles

Candidates/Election agents are reminded to observe the Data Protection Principles in Schedule 1 to the Personal Data (Privacy) Ordinance (Cap. 486) in collecting personal data of a third party in completing this notice, in particular Principle 4 concerning the requirement to take all practicable steps to ensure that personal data are protected against unauthorized or accidental access, processing, erasure, loss or use.

(e) **查詢**

關於透過此通知書收集的個人資料的查詢（包括索閱及改正個人資料），應向總選舉事務主任提出（地址：九龍長沙灣東京街西 3 號庫務大樓 8 樓）。

Enquiry

Enquiries concerning the personal data collected by means of this notice (including requests for access to and corrections of personal data) should be addressed to the Chief Electoral Officer (Address: 8th Floor, Treasury Building, 3 Tonkin Street West, Cheung Sha Wan, Kowloon).

選舉管理委員會

2025 年 10 月

Electoral Affairs Commission

October 2025