



# 中國香港小型賽車總會

## KARTING ASSOCIATION OF HONG KONG, CHINA

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### 中國香港小型賽車總會 – 小型賽車運動員守則

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#### 原則

以下五項原則，乃制訂中國香港小型賽車總會（總會）運動員守則共同理念的框架。所有總會運動員均須遵守該等原則，並致力在其專業崗位上予以實踐。

#### A. 專業能力

練習和比賽時，運動員必須維持高水平表現，了解本身能力所在和專業範圍。應用技術時，必須合乎所接受的教育、訓練和經驗。嚴守場內規則及以專業能力盡力保障自身及在場人事安全。

#### B. 良好品格

運動員務必秉持良好品格，須誠實、公正並尊重他人。闡述或報告個人資料、服務和訓練方法時，不可提供虛假、誤導或具欺詐成份的資料。運動員必須留意本身的信念、價值觀、需要和局限，以及這些因素對小型賽車運動帶來的影響。可行的話，運動員應嘗試讓相關人士知悉其本身的角色，並因應本身的角色恰當地處事。

#### C. 專業責任

運動員應秉持專業品德，了解本身的專業角色和責任，就本身的行為適當承擔責任。雖然運動員的道德水平和行為屬個人事宜，然而，運動員的行為不能影響到他們的專業責任或減低公眾對總會專業或總會的信任。運動員應留心其他運動員的專業行為，是否符合要求。如有需要，應與其他運動員商討，避免出現違反專業行為的情況。

#### D. 尊重與尊嚴

運動員尊重所有參與者的基本權利、尊嚴和價值，並需留意文化、個人和角色上的差異，包括年齡、性別、種族、民族、國家、宗教、性取向、殘障、語言、家庭崗位、社會經濟狀況等各方面。任何時候，運動員應致力消除任何因上述因素而產生的偏見，及不可在知情下參與或容許不公正的歧視情況發生。



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### E. 關注他人福祉

進行專業活動時，運動員應兼顧自身和其他參與者的福祉和權利。遇上運動員責任與上述關注事項出現分歧，運動員應嘗試解決分歧，以負責任的態度避免或減低可能產生的傷害。運動員應配合裁判及工作人員的指示及安排，相信其專業判決並且服從。

### 道德標準

總會運動員操守原則乃建基於以下六大分項大家同意及必須遵守的道德標準範疇。雖然個人行為及私人活動似乎跟運動員職責沒有很大關連，但運動員應謹記本身是香港體育界的榜樣，任何被認定為不道德或不合法的活動，均會影響整個界別。

#### (一) 一般標準

以下「一般標準」應用於所有運動員的專業活動。

##### 1.1 能力範圍 (原則 A)

- 1.1.1 運動員必須根據所接受的教育、培訓或合適的專業經驗，提供屬於能力範圍以內的服務。
- 1.1.2 運動員必須先行接受具備相關能力人士所提供的相關課程或研究、訓練及 / 或諮詢後，方可使用新的訓練方法。
- 1.1.3 在某些仍在發展中的範疇，培訓準則仍未確立，運動員需要採取合理措施，確保質素，並避免自身及其他參與者受傷害。

##### 1.2 保持專業水準 (原則 A)

就本身的體育範疇，運動員必須留意現有技術發展和專業資料，並致力保持及提高本身的技術水平。

##### 1.3 專業判斷的基礎 (原則 A)

作出專業判斷或參與專業活動時，運動員應根據科研和專業的知識作出決定。



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### 1.4 尊重他人 (原則 B、D、E)

對於價值觀、態度和意見與自己有所不同的人士，運動員應尊重他們的權利。

### 1.5 防止歧視 (原則 B、C、D、E)

歧視屬法律用語，指基於某人某項受法例保障不得予以歧視的個人特點，而給予較差待遇。歧視分為直接和間接兩類。根據香港法例，歧視個案包括性別、殘疾、家庭崗位 (包括婚姻及懷孕狀況) 及種族歧視。運動員不得涉及任何歧視行為，無論法例有否明文禁止。該等歧視行為包括因年齡、性別、種族、民族、國家、宗教、性取向、殘障、語言、婚姻狀況及家庭崗位，或社會經濟狀況而作出的歧視行為。

1.5.1 直接歧視指某人基於其性別、家庭崗位、種族及 / 或殘疾狀況，而受到比另一人較差的待遇。

1.5.2 間接歧視指向所有人一律施以劃一的條件或要求，但實際上並無充份理由需要加上該等條件或要求，而這樣做亦對某個性別、家庭崗位、種族及/或殘疾狀況的人士不利。

### 1.6 防止性騷擾 (原則 B、C、D、E)

一般來說，性騷擾是指受害人或旁觀者視為具侵犯性、侮辱或威嚇的不受歡迎而與性相關的行為。性騷擾可以是多次持續或涉及多個範疇的行為，或是單一次重大或嚴重的行為。按法律所訂，性騷擾可分為兩類：

1.6.1 濫用職權。指向對方要求性服務，讓對方獲得資源、升遷、獲挑選入圍等。

1.6.2 敵意環境。指不受欢迎而與性相關的行為 (肢體上、語言或非語言)，令周遭環境變得具威嚇性、敵意或侵犯性。

1.6.2.1 運動員不得對任何個人或團體作出性騷擾。

1.6.2.2 運動員應尊重所有涉及性騷擾投訴的有關人士。



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### 1.7 防止其他形式的騷擾 (原則 B、C、D、E)

運動員不得因個人的年齡、性別、種族、民族、國家、宗教、性取向、殘障、語言、家庭崗位和社會經濟狀況，向工作上有關聯人士作出騷擾、貶低或不敬的行為。

### 1.8 避免傷害他人 (原則 A、C、E)

運動員的首要責任，是確保訓練環境的安全。  
運動員應採取合理措施，避免傷害自身或其他參與者。對於可預見和難以避免的傷害，應盡量減低所帶來的影響。

### 1.9 避免肢體接觸 (原則 A、B、C、E)

運動員應與場內不同人士保持一定距離，無論男女都應避免有非必要肢體接觸以免產生誤會或傷害。當遇到衝突時，不可以暴力方式解釋問題，應向場內相關人事提交理據及道出因由，以君子行為解決事件。

### 1.10 避免利益衝突 (原則 B、C、E)

運動員的專業判斷及行動可影響別人，因此，他們必須保持警覺，避免個人、財政、社會、機構、政治等因素，引致錯誤地運用本身的影響力。為保自身廉潔，應向香港小型賽車總會定時提交及更新任何利益申報事項。如遇有任何灰色地帶事項，一律建議活動展開前盡早提出申報。

### 1.11 個人資料私隱 (原則 B、C、E)

運動員應採取合理措施，根據個人資料私隱條例，保障運動員及其他工作人員的個人資料。

### 1.12 避免多重關係 (原則 B、C、E)

1.12.1 如果運動員或其父母 / 監護人另行建立個人、專業、財政或其他形式的關係或責任，而這種關係或會影響客觀性，又或妨礙運動員有效地履行職務，或對運動員帶來傷害或剝削，則應避免答應或建立這種關係或責任。

1.12.2 如果運動員發現由於不能預見的因素，一段可能引致傷害的多重關係已經建立，運動員必須以受影響人士的利益為依歸，盡力遵照總會運動員守則所訂，妥善處理。



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1.12.3 如被要求擔當或會引致衝突的角色，運動員必須適當地釐清及調整自己的角色，又或退出有關角色。

### 1.13 向媒體發放訊息 (原則 A、B、C)

運動員若透過公開示範、電台或電視節目、預製錄音、印刷稿件、郵遞材料或其他媒體提供意見或評論，必須採取適當的措施，確保有關內容及表達方式合乎總會運動員守則。

## (二) 培訓運動員

### 2.1 無禁藥體育 (原則 B、C、E)

運動員不應服用消閒性藥物或提升表現的違禁藥物，並應不沾禁藥。

### 2.2 喝酒和吸煙 (原則 C、E)

2.2.1 運動員在競技場內或祝捷場合不應喝酒和吸煙，同時禁止青少年青運動員喝酒。

2.2.2 運動員不可於培訓期間吸煙或喝酒。

2.2.3 體院獎學金運動員禁止吸煙或使用任何非法藥物。

## (三) 解決違反守則的方法

### 3.1 熟讀總會運動員守則 (原則 A、B、C)

運動員應熟讀總會運動員守則以及在工作時的應用方法。遇上違反守則的指控時，運動員不得以不認識或不理解任何一條守則，作為辯護理由。

### 3.2 面對違反守則的情況 (原則 B、C)

遇上不肯定是否違反總會運動員守則的特殊情況或行為，運動員可徵詢其他熟悉守則的運動員、總會、體院管理層或其他相關機構，尋求正確答案。



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### 3.3 專業守則與機構要求不符 (原則 B、C)

若運動員為另一所機構資助，而該機構的要求與總會運動員守則有所衝突，運動員應與雙方釐清衝突的性質，並謀求盡量符合總會運動員守則的解決方案。

### 3.4 違反守則的非正式解決方法 (原則 B、C、E)

若運動員相信另一運動員違反了守則，但並未干犯任何運動員的權利及 / 或安全，運動員可嘗試以同僚協作方式提醒相關運動員，循非正式方法解決問題。

### 3.5 舉報違反守則 (原則 B、C、E)

若違反守則的情況非常明顯，卻不適宜以 4.4 段所述的非正式方法解決，又或沒法以上述方法妥善處理，運動員可以書面向總會正式匯報。

### 3.6 以合作態度協助有關違反專業守則的調查 (原則 B、C、E)

體院或體育總會進行與專業守則相關的調查、程序及提出結案要求時，運動員予合作。採取不合作態度即違反守則。

### 3.7 不當的投訴 (原則 B、C、D、E)

運動員不應輕率提出旨在傷害當事人而非捍衛公眾利益的違反守則投訴，亦不應鼓勵他人提出此等投訴。

## (四) 處理違反守則的程序 (原則 C)

- ### 4.1 運動員應該明白總會運動員守則由總會負責執行，任何運動員違反守則，總會均有權根據守則，按既定程序進行紀律處分。

## (五) 公關事務及運動員責任

- ### 5.1 運動員需維護總會的公眾形象及尊嚴。
- ### 5.2 運動員有義務參與由總會安排的宣傳活動，以協助推廣香港小型賽車運動。



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- 5.3** 運動員同意授權總會使用其個人資料、肖像及聲音作協會籌辦活動、推廣及宣傳之用，而無須再經運動員同意及審核。
- 5.4** 凡以運動員身份接受傳媒訪問或參與任何宣傳及推廣活動，必須預先通知總會及穿著印有總會標誌的服裝（另有指示除外）。
- 5.5** 任何有關總會的傳媒查詢，必須交由總會回覆。未經同意，運動員不可代表總會發表意見。
- 5.6** 運動員以個人名義接受贊助的金額及形式不限，可以為現金、物資或服務。惟簽署贊助合約前，運動員必須知會總會有關合約條款及細則，總會有權就贊助事宜與各方進行協商，以管理及防止可能出現利益衝突的情況。如發現該項贊助與總會事務有所抵觸，總會將進行審議及保留接受贊助與否之最終決定權。
- 5.7** 運動員以個人名義接受贊助時必須留意：
- A) 不可接受任何違反香港法例、煙酒或任何對總會及/或運動員形象和誠信可能造成損害的贊助；
  - B) 在訓練及參賽期間不可為贊助商進行任何形式的宣傳；
  - C) 如贊助商計劃為代表隊或總會提供贊助，必須交由總會跟進。
- 5.8** 運動員於比賽期間包括練習、比賽、領獎、訪問等時候，必須穿上印有或貼上中國香港小型賽車總會標誌的服裝，服裝由總會提供，或經本會批准製造的賽車衣。比賽時賽車衣和賽車的前、左及右方都必須印有或貼上中國香港小型賽車總會標誌。
- 5.9** 運動員於受資助期間只能以代表中國香港小型賽車總會身份出席有關賽事及連帶活動，其他相關機構之標誌不得印於運動員及其物品上。



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- 5.10** 運動員於比賽期間，如在賽車衣及/或其他裝備上展示國旗、國徽、區旗區徽，必須按照《國旗及國徽條例》和《區旗及區徽條例》規定的規格製造，並於製造前經本會向相關部門事先申請以取得有關批准使用國旗、國徽、區旗及區徽；未經申請或未獲批准而使用的運動員，將會受到處分(包括但不限於取消資助、取消參與遴選資格、取消小型賽車比賽證件、取消會員資格等)。
- 5.11** 運動員於比賽期間，如需展示中國香港小型賽車總會旗、中國香港區旗及/或中國國旗，必須事先向本會申請並獲得批准，並只可展示由總會為該場賽事提供的旗幟；未經本會批准或展示非由本會提供的旗幟，將會受到處分(包括但不限於取消資助、取消參與遴選資格、取消小型賽車比賽證件、取消會員資格等)。
- 5.12** 運動員於受資助期間必須出席中國香港小型賽車總會所舉辦、協辦或參與之活動。除得到中國香港小型賽車會書面同意外，否則不可出席其他有關小型賽車的活動。
- 5.13** 運動員需提交有關比賽成績(包括參賽名單、計時、預賽、準決賽及決賽的官方成績)及賽事照片給中國香港小型賽車總會以作記錄之用。如於一個月限期內未能提交者，有關遴選成績將不獲存檔同時示為缺席出賽。為免影響日後遴選成績及排名，建議運動員盡早提交所須資料。
- 5.14** 運動員必須跟隨總會的交通、行程、膳食、住宿、訓練及相關推廣活動安排；如未能出席推廣活動或需要修改部份行程(如提前出發或延遲回港)，必須事前以書面連同申請理由通知總會並獲批准。(如適用)
- 5.15** 運動員若無故或沒有合理辯解的情況下退出不參賽或被開除，將影響該年度及下年度其他賽事及未來的遴選機會。相關事件，將會交由委員會處理。
- 5.16** 運動員不可發表任何有損總會及有關人士聲譽及失實言論。
- 5.17** 運動員不可參與任何有損總會及有關人士聲譽的相關活動。





# 中國香港小型賽車總會

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- 5.18** 運動員必須經常保持謙虛、尊重及有禮的態度來對待隊友、對手、教練、裁判、職員及家長，並遵從本會教練及職員之指示。
- 5.19** 運動員必須熟讀及嚴格遵守「小型賽車運動員參與賽事期間處理播放國歌和升掛區旗的指引」，並確保國歌和區旗在完全符合條例 / 指引下使用。
- 5.20** 運動員必須遵守當前在香港施行並不時修訂的所有法例、成文法規、條例、規則及規例，包括但不限於《基本法》及《中華人民共和國香港特別行政區維護國家安全法》（國安法）。
- 5.21** 運動員需確保自身、車隊、機械師、經理、家長、監護人、一同出席或同行人士及與運動員相關人士遵守“國安法”和與維護國家安全有關的其他香港法律。
- 5.22** 運動員不可作出任何可能構成或導致發生“國安法”或其他香港法律訂明屬危害國家安全罪行或不利於國家安全的行為或活動。
- 5.23** 十八歲以下的運動員，請與家長或監護人一同閱覽此守則並簽署確認；家長或監護人如有任何違反此守則將直接影響運動員，並按罰則（如適用）處理。
- 5.24** 一般來說，十八歲以上的運動員應自行負責其個人操守行為，惟集訓及參與賽事期間，家長或其他隨行人士一同出席期間，其個人操守行為同時受此守則監管，如有任何違反此守則時，將直接影響運動員，並按罰則（如適用）處理。
- 5.25** 如有違反此守則時，將交由委員會處理，並按實際情況進行紀律處分（包括但不限於口頭警告、書面警告、書面嚴重警告、停賽、暫停或取消賽車證、減少或取消資助 [如適用] 等），紀律處分將作內部存檔，並直接影響未來參與遴選的評分。
- 5.26** 本會有權向運動員索取關於賽事的報告，包括賽事期間有任何特殊情況、罰則等。



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### (六) 禁藥管制

- 6.1 定期了解、更新並遵守由世界運動禁藥機構及中國香港運動禁藥管制機構有限公司所訂定的規則，詳情請參閱  
<https://www.antidoping.hk/resources/rules-guidelines/>
- 6.2 根據《世界運動禁藥法規》嚴格責任原則，無論運動員是否故意攝入而導致禁藥檢測呈陽性結果，均須要為其體內發現的禁用物質負上全部責任。
- 6.3 根據《中國香港運動禁藥管制機構 – 運動禁藥管制規條》，所有在中國香港運動禁藥管制機構有限公司體制下的運動員須在任何時間、任何地點接受藥物檢測。運動員必須根據要求提供準確及完整的行蹤資料，並在必要時更新該行蹤資料以確保其準確性及完整性。(如適用)
- 6.4 運動員在醫生處方藥物前，必須告知醫生有關運動禁藥管制規條中列明的禁用物質及禁用方法，確保任何治療不會違反有關規條。

### (七) 集訓安排 (如適用)

- 7.1 運動員如需請假、遲到或早退，必須於練習前 2 小時或更早通知本會教練或職員。
- 7.2 運動員不可經常於練習時請假、遲到或早退。
- 7.3 運動員必須經常保持謙虛、尊重及有禮的態度來對待隊友、對手、教練、裁判、職員及家長，並遵從本會教練及職員之指示。
- 7.4 運動員必須尊重及保護所有訓練場地及用品，並於練習前後協助收拾訓練用品及清理場地。
- 7.5 屢次違反紀律之運動員，將被逐出代表隊。
- 7.6 運動員於訓練期間及往返場地途中，倘遇上意外或財物損失，本會概不負責。



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### (八) 申領資助程序 (如適用)

- 8.1** 運動員需於比賽完結後一星期內提交官方比賽成績證明其出席率等 (包括參賽名單、計時、預賽、準決賽及決賽的官方成績)。逾期未有提交者，將視缺席比賽論。為免影響日後遴選成績、排名及資助申領，請運動員盡早提交所須資料。
- 8.2** 本會將根據每一賽事並按個別實際情況決定是否由本會統一購買機票 (或車票 / 船票等交通安排) 及預訂酒店；如本會決定統一安排交通及酒店，運動員必須服從本會安排，如需申請早退或延遲離開，必須事前書面向總會申請並獲得批准，當中產生的額外開支將由運動員自行負責。
- 8.3** 如本會決定由運動員自行購買機票 (或車票 / 船票等交通安排) 及預訂酒店，將按秘書處網上進行的報價為合資格申領費用安排，如運動員選擇較昂貴的交通或酒店，其差額將由運動員自行負責。
- 8.4** 完成比賽後一個月內運動員需提交正本發票和收據 (包括但不限於機票 / 車票 / 船票收據、航班登機證、般票及火車票尾、住宿收據、餐費收據、租車或車費收據、主辦機構報名費及相關費用開支收據等)，逾期提交者或有可能被罰款總值 50% 資助金的金額；如回港日起計兩個月仍未收到運動的正本發票及收據，將視運動員於是次比賽未有任何開支費用需要申領。
- 8.5** 運動員需要提交貨幣兌換或信用卡銀行匯率的收據或月結單證明，否則將按秘書處自行於互聯網上查找的匯率為準。
- 8.6** 賽車證及參賽同意書並非可申領的賽事開支。
- 8.7** 如收款人與運動員不同，需於提交有關證明文件時一同提交收款人姓名 (只適用於 18 歲以下運動員，並只可提供其父、母或合法監護人作為收款人)。
- 8.8** 除特別列明外，只有運動員為受資助人士，其他人士 (包括父母、親戚、朋友、其他支持者等均不屬於受資助人士)。



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**8.9** 所有提交的項目開支必須為合理的價錢，並包括在資助計劃內及按資助機構規定辦理，除特別注明外，所有比賽可申領費用的資助期為比賽前 2 日至比賽完結後 1 日；並非以上指定日期內的開支並非可申領的資助。

**8.10** 在香港的恆常消費，如膳食、租住香港酒店等，即使屬於資助期內，均不屬於可申領的資助項目。

本守則如有未盡善處，本會有權隨時作出修訂而不需作任何通知，並即時生效。一切以中國香港小型賽車總會最終解釋為準。

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完



# 中國香港小型賽車總會 KARTING ASSOCIATION OF HONG KONG, CHINA

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## 中國香港小型賽車總會 – 小型賽車運動員守則回條

本人 \_\_\_\_\_ ( 香港身份證號碼 \_\_\_\_\_ )  
已清楚閱讀本協議及明白所有條款。

本人 **同意 / 不同意** \* 遵守於「中國香港小型賽車總會 – 小型賽車運動員守則」所提及之一切條款，本人明白如有違反此守則時，將會受到不同程度的紀律處分，本人明白條款內容如有更改，中國香港小型賽車總會將保留所有權利。

\* 請刪去不適用選項

# 請提供香港身份證、香港特區護照及回鄉證的正、反面副本核對之用

運動員姓名： \_\_\_\_\_ 運動員簽署： \_\_\_\_\_

聯絡電話： \_\_\_\_\_ 日期： \_\_\_\_\_

### 家長 / 監護人聲明 (僅適用於未滿 18 歲的運動員)

本人同意敝子弟 (即已簽署的運動員) 參與以上項目，本人已清楚閱讀本協議並明白所有條款，並同意遵守所有條款。

家長 / 監護人姓名： \_\_\_\_\_ 家長 / 監護人簽署： \_\_\_\_\_

聯絡電話： \_\_\_\_\_ 日期： \_\_\_\_\_

#### 秘書處適用

秘書處適用	
遞交日期	
身份證明文件核對	<input type="checkbox"/> 香港身份證 <input type="checkbox"/> 香港特區護照 <input type="checkbox"/> 回鄉證



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### Karting Association of Hong Kong, China – Karting Athletes Code of Conduct

Updated on December 2023

#### **Ethical Principles**

The following five principles which all Karting Association of Hong Kong, China (the Association) athletes strive to embody in their professional roles, form the framework for the establishment of the consensus Ethical Standards which all the Association athletes consistently observe.

#### **A. Competence**

Athletes strive to maintain high standards of excellence in their training and competition. They recognize the boundaries of their particular competencies and the limitations of their expertise. They use only those techniques for which they are qualified by education, training, or experience. Athletes must follow all the rules and be professional for keeping everyone safe.

#### **B. Integrity**

Athletes seek to promote integrity in the practice of karting. Athletes are honest, fair, and respectful of others. In describing or reporting their qualifications, services, and methods, they do not make statements that are false, misleading, or deceptive. Athletes strive to be aware of their own belief systems, values, needs and limitations and the effect of these on Karting Sports. To the extent feasible, they attempt to clarify for relevant parties the roles they are performing and to function appropriately in accordance with those roles.

#### **C. Professional Responsibility**

Athletes uphold professional standards of conduct, clarify their professional roles and obligations, accept appropriate responsibility for their behavior. Athletes' ethical standards and conduct are personal matters to the same degree as is true for any other person, except when athletes' conduct may compromise their professional responsibilities or reduce the public's trust in the Association's profession and the Association. Athletes are concerned about the ethical compliance of their colleagues' professional conduct. When appropriate, they consult with colleagues in order to prevent or avoid unethical conduct.



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#### **D. Respect and Dignity**

Athletes respect the fundamental rights, dignity, and worth of all participants.

Athletes are aware of cultural, individual, and role differences, including those due to age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, family status, and socioeconomic status. Athletes try to eliminate the effect of biases based on those factors, and they do not knowingly participate in or condone unfair discriminatory practices.

#### **E. Concern for Others' Welfare**

In their professional actions, athletes consider the welfare and rights of them and other participants. When conflicts occur among athletes' obligations or concerns, they attempt to resolve these conflicts and to perform their roles in a responsible fashion that avoids or minimizes harm. Athletes should follow all the instruction from the referees and officials and to response in properly.

#### **Ethical Standards**

The following six categories of Ethical Standards list the consensus, mandatory activities which embody the Association Athletes' Ethical Principles. While many aspects of personal behavior and private activities may not seem closely connected with the official duties of karting, all athletes should be sensitive to their position as role models for them. Private activities perceived as unethical or illegal negatively influence the karting environment.

#### **1. General Standards**

These General standards apply to the professional activities of all athletes.

##### **1.1 Boundaries of Competence (Principle A)**

1.1.1 Athletes provide services only within the boundaries of their competence, based on their education, training, or appropriate professional experience.

1.1.2 Athletes provide services involving new techniques only after first undertaking appropriate study, training, supervision, and/or consultation from persons who are competent in those techniques.



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1.1.3 In those emerging areas in which generally recognized standards for training do not yet exist, athletes nevertheless take reasonable steps to ensure the competence of their work and to protect themselves and other participants from harm.

### 1.2 Maintaining Expertise (Principle A)

Athletes maintain awareness of current scientific and professional information in their fields of activity and undertake ongoing efforts to maintain competence in the skills they use.

### 1.3 Basis for Professional Judgments (Principle A)

Athletes rely on scientifically and professionally derived knowledge when making professional judgments or when engaging in professional activities.

### 1.4 Respecting Others (Principle B, D, E)

Athletes respect the rights of others to hold values, attitudes and opinions that differ from their own.

### 1.5 Preventing Discrimination (Principles B, C, D, E)

Discrimination is a legal term referring to treating a person less favorably, because of a particular individual characteristic which is protected by law. There are two types of discrimination, direct and indirect, and under Hong Kong law, they include discriminations on the basis of sex, disability, family status (includes marital status and pregnancy), and race. Athletes do not engage in actions which discriminate on any basis whether proscribed by law or not. This includes discrimination on the basis of age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, languages, marital and family status, or socioeconomic status.

1.5.1 Direct Discrimination refers to treating a person less favorably, than another person of different sex, family status, race and/ or with disability.





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1.5.2 Indirect Discrimination occurs when a condition or requirement, which is not justifiable, is applied to everyone but in practice adversely affects persons of a particular sex, family status, race, and/or with disability.

### 1.6 Preventing sexual harassment (Principles B, C, D, E)

In general, sexual harassment refers to any unwelcome conduct of a sexual nature which is perceived by the victim, or a bystander, to be offensive, humiliating or intimidating. Sexual harassment can consist of or of multiple persistent or pervasive acts or a single intense or severe act. Under the law, there are two types of sexual harassment.

1.6.1 Misuse of authority. This refers to demanding sexual favors in return for access to resources, promotion, team selection, etc.

1.6.2 Hostile Environment. This refers to unwelcome conduct of a sexual nature (physical, verbal or non-verbal) which creates an intimidating, hostile or offensive environment. Misuse of authority.

1.6.2.1 Athletes do not engage in sexual harassment towards individual or group.

1.6.2.2 Athletes always treat sexual-harassment complainants and respondents with dignity and respect.

### 1.7 Preventing Other Forms of Harassment (Principles B, C, D, E)

Athletes do not engage in behavior that is harassing, demeaning, or disrespectful to persons with whom they interact in their work based on factors such as those persons' age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, family status, or socioeconomic status.



# 中國香港小型賽車總會

## KARTING ASSOCIATION OF HONG KONG, CHINA

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### 1.8 Avoiding Harm (Principles A, C, E)

It is a primary responsibility of athletes to ensure a safe training environment. Athletes take reasonable steps to avoid harming themselves or other participants, and to minimize harm where it is foreseeable and unavoidable.

### 1.9 Avoiding Physical Contact (Principles A, B, C, E)

Athletes should keep a measurable distance from others. It is necessary to avoid any meaningless and misleading contacts from both genders. When there is any contradiction, athlete is not allowed to settle it with violence. Athletes should declare for themselves clearly with providing supporting documents to the officials once the contradiction appeared.

### 1.10 Avoiding Conflicts of Interest (Principles B, C, E)

Because athletes' professional judgments and actions may affect others, they are alert to guard against personal, financial, social, organizational, or political factors that might lead to misuse of their influence. To be integrity, athletes should keep reporting and declare for themselves. Items in grey areas of law are recommended report in anytime.

### 1.11 Personal Data Privacy (Principles B, C, E)

Athletes take all reasonable steps to protect personal data of athletes and other related officials, in accordance with the Personal Data (Privacy) Ordinance.

### 1.12 Avoiding Multiple Relationships (Principles B, C, E)

- 1.12.1 An athlete refrains from promising or entering into another personal, professional, financial, or other relationship or obligation with themselves, or their parents/guardians if it appears likely that such a relationship might reasonably impair the athlete's objectivity or otherwise interfere with the athlete's effectively performing his or her functions as an athlete, or might harm or exploit.



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1.12.2 If an athlete finds that, due to unforeseen factors, a potentially harmful multiple relationship has arisen, the athlete attempts to resolve it with due regard for the best interest of the affected person and maximal compliance with the Association Karting Athletes Code of conduct

1.12.3 As soon as it becomes apparent that the athlete may be called on to perform potentially conflicting roles, the athlete clarifies and adjusts, or withdraws from such roles appropriately

### 1.13 Media Presentation (Principles A, B, C)

When athletes provide advice or comment by means of public demonstration, radio or television programs, prerecorded tapes, printed, articles, mailed material, or other media, they take reasonable precautions to ensure that the content and presentation is consistent with the Association's Athletes Code of Conduct.

## 2 Training Athletes

### 2.1 Drug-Free Sport (principles B, C, E)

Athletes do not tolerate the use of recreational or performance-enhancing drugs and support athletes' efforts to be drug-free.

### 2.2 Alcohol & tobacco (Principles C, E)

2.2.1 Athletes discourage the use of alcohol and tobacco in conjunction with athletic events or victory celebrations at playing sites, and forbid use of alcohol by minors.

2.2.2 Athletes do not smoke or drink alcohol while they are coaching.

2.2.3 HKSI scholarship athletes forbid smoking or taking any illegal substances.



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### 3 Resolving Ethical Issues

#### 3.1 Familiarity with the Association Karting Athletes Code of Conduct (Principles A, B, C)

Athletes have an obligation to be familiar with the Association Karting Athletes Code of Conduct and its application to their work. Lack of awareness or understanding of an ethical standard is not itself a defense to a charge of unethical conduct.

#### 3.2 Confronting Ethical Issues (Principles B,C)

When an athlete is uncertain whether a particular situation or course of action would violate the Association's Athletes Code of Conduct, the athlete will consult with other athletes knowledgeable about ethical issues, with the Association, HKSI management, or with other appropriate authorities in order to choose a proper response.

#### 3.3 Conflicts between Ethics and Organizational Demands (Principles B, C,)

If the demands of another organization with which athletes are affiliated conflict with the Association Coaching Code of Conduct, athletes clarify the nature of the conflict, with both parties and seek to resolve the conflict in a way that permits the fullest adherence to the Association Coaching Code of Conduct.

#### 3.4 Informal Resolution of Ethical Violations (Principles B, C, E)

When athletes believe that there may have been an ethical violation by another athlete, and an athlete's rights are not being violated and/or the athlete is not being put at risk, they may attempt to resolve the issue by bringing it to the attention of that individual in a collegial manner to informally resolve this issue.

#### 3.5 Reporting Ethical Violations (Principles B, C, E)

If an apparent ethical violation is not appropriate for informal resolution under Standard 4.4 or is not resolved properly in that fashion, coaches may file a formal report in writing to the HKSI Management.



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### 3.6 Cooperating with Ethics Investigations (Principles B, C, E)

Athletes cooperate in ethics investigations, proceedings, and resulting requirements of the HKSI or the Association, if appropriate. Failure to cooperate is itself an ethics violation.

### 3.7 Improper Complaints (Principles B, C, D, E)

Athletes do not file or encourage the filing of ethics complaints that are frivolous and are intended to harm the respondent rather than to protect the public.

## 4 Process Relating to Violation of Code (Principles C)

Athletes acknowledge that the Association Karting Athletes Code of Conduct is administered under the authority of the Association and that a violation of this Code subjects the athletes to the Association's established processes under the employment contract in the event of disciplinary action

## 5 PUBLIC RELATIONS & ATHLETES RESPONSIBILITIES

- 5.1 Athletes should maintain the public image and dignity of the Association.
- 5.2 Athletes should attend the PR events arranged by the Association to promote Hong Kong Karting.
- 5.3 Athletes agree the Association promotes Karting by using Athletes' Data including but not limited to private information, photos, and voice for promoting without prior agreement or approval.
- 5.4 Athletes should notice the Association before joining Media Presentation. Athletes should wear dressing with the Association logo. (Specific requirement exception.)
- 5.5 Athletes should pass to the Association for media about Association. Athletes should not represent the Association to answer any questions or opinions.



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- 5.6 Athletes can receive sponsors including money, equipment, or service on their own. They need to inform the Association before signing any agreement or terms and conditions. The Association reserved the right to approve and accept personal sponsorship for athletes due to managing conflict of interest.
- 5.7 Athletes received personal sponsors must be aware:
- A) Do not accept any sponsorship that violates Hong Kong laws, tobacco and alcohol, or that may damage the image and integrity of the Association and / or athletes.
  - B) Any form of publicity for sponsors is not allowed during training and competition.
  - C) If the sponsor plans to provide sponsorship for the Association or the Hong Kong Team, it must be followed by the Association.
- 5.8 Athletes are requested to print the Association logo on their racing overall, and karts, logos should appear on the front, left and right during training, racing, awarding and interviews. Uniforms should be provided by the Association or with prior approval to display or use.
- 5.9 Athletes should only represent the Association during the subvention period for the karting events and relevant activities. Other similar organizations' logo is not allowed to appear.



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5.10 Athletes shall not use the national flag, national emblem, regional flag or regional emblem in connection on the racing overall and / or relevant equipment, except with prior approval through the Association's application for the manufactured in accordance with their specifications set out in the National Flag and National Emblem Ordinance and the Regional Flag and Regional Emblem Ordinance. If there is any violation of the above, there will be disciplinary action will be taken (including but not limited to a suspension or cancellation of subvention and / or selection, suspension or cancellation of competition license, suspension or termination of membership etc.)

5.11 Athletes who would like to show the Association's Flag, Regional Flag and / or National Flag should be prior application and approval form the Association. The Flag must be provide by the Association for the current race. If there is any violation of the above, there will be disciplinary action will be taken (including but not limited to a suspension or cancellation of subvention and / or selection, suspension or cancellation of competition license, suspension or termination of membership etc.)

5.12 Athletes are responsible in participating any event that organized or supported by the Association. It is not allowed to participant in other related event without the Association approval.

5.13 Athletes are requested to submit the race results (including the whole race e.g. entry list, time trial, heat, pre-final, final etc.) and photos as supporting documents within a month after the race finished. If he or she fail to submit, the result will not be counted and noted as an absence. This will affect the scores and ranking of selection during the year and next year.



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- 5.14 Athletes must follow the arrangements of the association for the events, races and championship; if they are not available to attend the PR events or need to modify part of the itinerary (such as early departure or delayed return to Hong Kong), they must write in advance together with the reason for the application to the Association and get approval. (If applicable)
- 5.15 If an athlete withdraws or is expelled without a reasonable excuse, it will affect the scores and ranking of selection during the year and next year.
- 5.16 Athletes are not allowed to make any inaccurate speech that damage the reputation of the Association and relevant persons.
- 5.17 Athletes are not allowed to participate in any events that damage the reputation of the Association and relevant persons.
- 5.18 Athletes must always maintain a humble respectful and courteous attitude, opponents, coaches, referees, staff and parents, and obey the instructions of the coaches, officials and staff of the Association.
- 5.19 Athletes must familiarize with and strictly abide by the “Guidelines on Handling the Playing of the National Anthem and Raising of the Regional Flag for Hong Kong Karting Athletes engaging in Karting Events”, and take step to ensure the National Anthem and the specification of the Regional Flag are accurate in the recordings and other post-event productions / publications.
- 5.20 Athletes must comply with all laws, enactments, ordinances, rules and regulations, including but not limited to the Basic Law and the Law of the People’s Republic of China on Safeguarding National Security in the Hong Kong Special Administrative Region (“National Security Law”), in force in Hong Kong for the time being and amended from time to time.





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- 5.21 Athletes must ensure the observance by the Grantee himself, his team, mechanic, manager, parents, guardians and all other persons engaged by him of the National Security Law and any other laws of Hong Kong in relation to the safeguarding of national security.
- 5.22 Athletes must not to engage in any act or activity which is likely to constitute or cause the occurrence of an offense endangering national security under the National Security Law or other laws of Hong Kong, or which would otherwise be contrary to the interests of national security.
- 5.23 Athletes under aged 18, should together with parents or guardians read and review this Code of Conduct carefully and sign for confirmation together with parents or guardians. If any violations of this Code of Conduct are made by parents or guardians, they will directly affect the athlete and be dealt with penalty in accordance with the Code. (If applicable)
- 5.24 Generally, athletes over the aged 18 should be responsible for their own personal conduct. However, when parents or other accompanying persons attend together during training and / or race, their personal conduct is also subject to the supervision of this code. If there is any violation of this code, it will directly affect the athlete and be dealt with penalty in accordance with the Code. (If applicable)
- 5.25 If there is any violation of this code, it will be handled by the General Committee, and disciplinary action will be taken according to the actual situation (including but not limited to a verbal warning, written warning, written serious warning, suspension or cancellation of competition license, reduction or cancellation of subvention. [If applicable]). The disciplinary actions will be kept on file internally and will directly affect the scores and ranking of selection during the year and next year.
- 5.26 The Association has the right to ask for the written reports for the race, including any special circumstances and penalties during the race.



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### 6 Anti-Doping Rules

6.1 Regularly review, update and abide Anti-Doping Rules set by World Anti-Doping Agency and Anti-Doping Organization of Hong Kong, China Limited.

For details, please refer to : <https://www.antidoping.hk/resources/rules-guidelines/>

6.2 According to the Strict Liability Principle of “World Anti-Doping Code”, athlete is responsible for any prohibited substance found in his or her body, no matter if the prohibited substance is used intentionally or not.

6.3 According to the “2023 Anti-Doping Rules of ADOHK”, athletes included in the Elite Testing Pool shall provide ADOHK with all whereabouts information and updated accurate whereabouts information. So that they may be located and subjected to Testing.

6.4 Athletes should inform medical personnel of their obligation not to use prohibited substances and prohibited methods and to take responsibility to make sure that any medical treatment received does not violate the Anti-Doping Rules.

### 7 Squad training

7.1 Athlete who would like to apply for a leave, arrive late at training area or leave early during training, he / she must notify coach or secretariat in advance for at least 2 hours before the training.

7.2 Athletes are not allowed to take leave, early leave and arrive late frequently for training.

7.3 Athletes must always maintain a humble respectful and courteous attitude, opponents, coaches, referees, staff and parents, and obey the instructions of the coaches, officials and staff of the Association.



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7.4 Athletes must take good care of the training pitch and accessories. Athletes are encouraged to clean up the pitch and pack up all the accessories after training.

7.5 Athletes who often violate the Discipline and Code of Conduct will be exclude the squad team.

7.6 The Association will not be liable for any personal damages and the loss of valuable goods of the players during training, as well as in transportation.

### **8 Claimant (If applicable)**

8.1 Athletes should submit the race official result (including entry list, time trial, heat, pre-final and final result) and photos within one weeks after the race. If he or she fails to submit, the result will not be counted and treated as an absence. This will affect the scores and ranking of selection during the year and next year. Please submit on time to prevent the selection result and claimant.

8.2 The Association will decide whether to purchase air tickets (or other transportation should take) and accommodation by the Association or on athletes' own according to each race. If the Association decides to arrange transportation and accommodation in a unified manner, athletes must obey the arrangements. If athletes need to modify part of the itinerary (such as early departure or delayed return to Hong Kong), they must write in advance together with the reason for the application to the Association and get approval. The additional expenses incurred will be borne by athletes themselves.

8.3 If the Association decides athletes arrange the transportation and accommodation on their own, maximum eligible application fees will follow the quotation by the secretariat made. The additional expenses incurred due to athletes choosing other ways or options will be borne by themselves.



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- 8.4 Athletes must submit the original invoice and receipt (including but not limited to air tickets / train tickets, boarding pass, accommodation, meals, rental cars, entry fee or any relevant expenses) for the claimant within 1 month after the race. Late submission may cost a 50% penalty of the total subvention amount. If late submission for 2 months or above will be treated as no claimant made by athletes.
- 8.5 Athletes are required to submit the receipt for currency exchange or credit card bank statement for the exchange rate, otherwise will follow the exchange rate on the internet by secretariat.
- 8.6 Competition License fee and Release Letter fee are non-eligible items.
- 8.7 Athletes are required to submit the payee name together if the payee is different from the athlete. (Only applicable for athletes who is under 18, please provide parents or legal guardians' bank account for the subvention.)
- 8.8 The subsidy is for athlete only. Others (including parents, relatives, friends, fans etc.) are not eligible for the subsidy.
- 8.9 The claimant of all expenses should be at reasonable rate and under and depends the subvented organization scheme. All claimant should be only subvented for the said period (2 days before and 1 day after the race).
- 8.10 The regular expenses in Hong Kong such as meals, accommodation is not eligible items for the subvention even within the subvention period.

Karting Association of Hong Kong, China reserved the rights to amend or revised this Code of conduct with any notice and immediate effect. All are subject to the final interpretation of the Karting Association of Hong Kong, China.

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End



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### Reply Slip of Karting Association of Hong Kong, China – Karting Athletes Code of Conduct Agreement

I, \_\_\_\_\_ ( HKID Card # \_\_\_\_\_ ), have read this agreement fully, and understand its terms and conditions.

I **Agree / Disagree \*** to abide by the Karting Association of Hong Kong, China – Karting Athletes Code of Conduct and Responsibility Agreement. I understand that if any violation of this Code, I will be subject to disciplinary action. I understand that the content of the terms and conditions is subject to change and Karting Association of Hong Kong, China retain all final decisions.

*\* Please delete as appropriate*

*# Please provide a hard or soft copy of HKID Card, HKSAR Passport and Home return permit in both sides*

Athlete's Name : \_\_\_\_\_ Athlete's signature : \_\_\_\_\_

Contact Number : \_\_\_\_\_ Date : \_\_\_\_\_

### **Parent's / Guardian's Declaration (For athlete under 18 years old only)**

I certify that I and the above athlete have read this agreement fully, understand and agree to abide its terms and conditions.

Parent's / Guardian's Name : \_\_\_\_\_ Parent's / Guardian's signature : \_\_\_\_\_

Contact Number : \_\_\_\_\_ Date : \_\_\_\_\_

For Secretariat	
Date:	
ID Copy	<input type="checkbox"/> HKID <input type="checkbox"/> HKSAR Passport <input type="checkbox"/> Home Return Permit