

佛教筏可紀念中學第六屆法團校董會校友校董選舉通告

敬啟者：

母校第六屆(2020-2022)法團校董會校友校董選舉謹訂於2021年1月23日(星期六)舉行，投票時間由下午三時至十時。提名期由2020年12月29日至2021年1月5日，歡迎符合以下教育條例的校友參選。有關選舉章則、提名候選人及投票選舉之事宜，請參閱以下附件：

附件一：【教育條例】－有關法團校董會校友校董選舉的規定及須留意之道德操守要求

附件二：法團校董會校友校董選舉細則及程序

附件三：第六屆法團校董會校友校董參選及提名表格

除本會會員外，曾於母校就讀(年期不限)，但並未加入本會成為會員之校友，亦有權利投票、提名(可提名其本人或一名合資格的候選人)或被提名為候選人。有關資料將會上載至母校網頁 <http://www.bfhmc.edu.hk>，我們亦會邀請各會員將上述事項轉告其他校友。

如有垂詢，歡迎致電(2985 5365)或透過電郵(bfhmc.alumni@gmail.com)向佛教筏可紀念中學校友會法團校董會校友校董選舉主任潘國健查詢。母校的發展有賴各位的每一分力量，熱切期待你的回覆及參與！

此致

各校友會員及校友

佛教筏可紀念中學校友會
法團校董會校友校董選舉主任



謹啟

潘國健

二零二零年十二月二十八日

有意參選之校友，請填寫第六屆法團校董會校友校董參選及提名表格(附件三)，並於2021年1月5日(星期二)下午5時前郵寄、電郵、傳真或親自交予母校校務處。

郵寄地址：大嶼山大澳大澳道99號

佛教筏可紀念中學

法團校董會校友校董選舉

選舉主任收

傳 真： 29855371

母校網址： <http://www.bfhmc.edu.hk>

如有任何查詢，請直接聯絡選舉主任潘國健（電話號碼:2985 5365)或電郵至本會(bfhmc.alumni@gmail.com)（所有資料於選舉完成後銷毀）。

《教育條例》

(參考教育局網頁下載的校友校董選舉指引)

有關校友校董選舉的規定 (規定三十)

如教育局常任秘書長覺得有以下情況，可拒絕申請人註冊為某間學校的校董：

- 申請人每年最少有9個月不在香港居住；
- 申請人並非出任校董的適合及適當人選；
- 申請人的准用教員許可證以前曾被取消；
- 申請人未滿18歲；
- 申請人年滿70歲而無法出示有效的醫生證明書，以證明他在健康方面適合執行校董的職能；
- 申請人未滿70歲，而他在常任秘書長提出要求後，無法出示有效的醫生證明書，以證明他在健康方面適合執行校董的職能；
- 申請人在提出以下任何申請時，即一
 - (i) 學校註冊；
 - (ii) 註冊為校董或教員；或
 - (iii) 僱用校內准用教員，或在與該等申請有關的事項中，作出虛假的陳述或提供虛假的資料，或因在要項上有所遺漏而屬虛假；
- 申請人是《破產條例》(第6章)所指的破產人，或已根據該條例訂立自願安排；
- 申請人曾在香港或其他地方被裁定已犯可判處監禁的刑事罪行；或
- 申請人已註冊為五間或以上的學校校董。

校友校董選舉中須留意的道德操守

候選人的提名

1. 不得提供利益令任何人參選或不參選。
2. 不得提供利益令任何已獲提名的候選人退出競選。
3. 不得提供利益令任何候選人不盡最大努力促使其本人當選。
4. 不得索取或接受任何人的利益而參選或不參選。
5. 不得索取或接受任何人的利益，而在獲提名為候選人後退出競選。
6. 不得索取或接受任何人的利益，而不盡最大努力促使其本人當選。
7. 不得施用或威脅施用武力或脅迫手段令任何人參選或不參選，或退出競選。
8. 不得以欺騙手段令任何人參選或不參選，或退出競選。

競選活動

1. 不得發表包括（但不限於）候選人的品格、資歷或以往的行為的虛假或具誤導性達關鍵程度的陳述。
2. 不得參與任何可能引致批評或指稱不適當的活動，並須遵守選舉的公平原則。
3. 不得在任何競選活動中，特別是在競選刊物中聲稱或暗示獲得任何人士或機構支持，除非已得到該名人士或機構的書面同意。

投票

1. 不得提供利益，令他人在選舉中不投票。
2. 不得提供利益，令他人在選舉中投票或不投票予某候選人。
3. 不得提供食物、飲料或娛樂，或償付用於提供該等食物、飲料或娛樂的費用，以影響他人在選舉中不投票。
4. 不得提供食物、飲料或娛樂，或償付用於提供該等食物、飲料或娛樂的費用，以影響他人在選舉中投票或不投票予某候選人。
5. 不得向任何人施用或威脅施用武力或脅迫手段，以影響他人的投票決定。
6. 不得以欺騙手段誘使他人在選舉中不投票。
7. 不得以欺騙手段誘使他人在選舉中投票或不投票予某候選人。

校友校董選舉細則

(參考佛教筏可紀念中學校友會章程第八章)

1. 候選人資格

- 1.1 母校所有校友均有資格成為候選人。
- 1.2 他/她不得是母校的在職教員。
- 1.3 他/她須符合《教育條例》第30條所載有關校董的註冊規定。(詳見附件一)

2. 投票人資格

母校所有校友均符合資格投票，每人一票。

3. 人數和任期

校友校董一名，由選舉選出，任期為兩年，連任不得超過三屆。

4. 選舉程序

- 4.1 本會委派會長或一名幹事為選舉主任，監察有關提名、分發選票及點票工作，選舉主任本身不可以是校友校董選舉的候選人。
- 4.2 本會透過本會網頁及海報邀請校友提名參選，並發信邀請會員提名參選，提名期限不少於一星期。
- 4.3 每位校友可提名本人或一位校友為候選人。每位獲提名的候選人須向選舉主任提供有關其個人資料的簡介，並須申報有否抵觸《教育條例》第 30 條所載有關教育局常任秘書長可拒絕校董註冊的理由，以助校友判斷他/她是否適合及適當的候選人。
- 4.4 投票日期將訂於提名截止日之兩星期後進行。
- 4.5 選舉中獲得最多選票的候選人，將獲提名註冊為校友校董。若兩個或以上候選人得票最多而且得票相同，會即時進行第二輪投票。如果再次出現同票情況，將會由抽籤決定當選人。
- 4.6 如候選人數目相等於空缺數目，則候選人自動當選。
- 4.7 落選的候選人可在選舉結果公布的一星期內，以書面方式向本會提出上訴，列明上訴理由。上訴由本會執行委員會處理。
- 4.8 如校友校董在任期內離任，出現空缺，本會會以同樣方式在三個月內進行補選填補有關的空缺。

5. 校友校董的角色 (按母校法團校董會章程第17.1段的規定)

- 5.1 校友校董須負責
 - a. 確保辦學團體訂定的母校抱負和辦學使命得以實踐；及
 - b. 為母校研訂一般指示、制訂母校的教育和管理政策；及
 - c. 監督規劃及制訂財政預算的過程、監察學校表現、確保學校管理層承擔責任，並加強社區網絡。
- 5.2 校友校董須促進法團校董會與校友之間的溝通和合作。
- 5.3 以個人身份為母校學生的利益而行事。

第六屆校友校董選舉程序

1. 本會委任校友會幹事潘國健為選舉主任，監察有關提名、分發選票及點票工作。
2. 提名參選日期：2020年12月29日起(星期二)
3. 截止提名日期：2021年1月5日(星期二) (下午5時正)
4. 公佈候選人簡介及日期： 2021年1月7日 (星期四)
5. 投票方法及投票日期
 - 5.1 本會將於2021年1月23日(星期六)下午3時至10時於母校禮堂進行投票。
 - 5.2 校友須向選舉主任或其指派之人士出示身份證明文件，並告知其畢業年份與班級，選舉主任或其指派之人士會把選票交予校友，校友必須即場把選票填妥，並把選票放入投票箱內。
 - 5.3 當日未克出席投票的校友，可以書面授權任何年滿18歲之校友代為投票。授權書上須列明授權人畢業年份與班級，並須出示授權人及被授權人身份證明文件之正本或副本(只供選舉主任當場查閱用，所有文件會即時發還予被授權人)。
 - 5.4 如校友未能提供正確資料、有效之授權書或證明文件，選舉主任有權拒絕給予選票。
6. 在選舉主任監察下會即時進行點票，並宣佈結果。

點票工作將於選舉結束後一小時內於母校會議室進行，歡迎校友及候選人出席並見證點票工作。
7. 2021年1月25日下午5時前公布選舉結果，並將刊載於母校網頁。
8. 上訴機制：

候選人可在選舉結果公佈的一星期內，以書面方式向本會提出上訴，並列明上訴理由。上訴由本會執行委員會處理。
9. 有關法團校董會之參考資料：
 - i) 教育局【校本管理】・網址：
<http://www.edb.gov.hk/tc/sch-admin/sbm/about-sbm/index.html>
 - ii) 教育局【校友校董選舉指引】・下載網址：
http://www.edb.gov.hk/attachment/tc/sch-admin/sbm/sbm-forms-references/electionguide_alumni_Nov2015_tc.pdf
 - iii) 香港法例第279章・《教育條例》：第30、40AL、40AP、40AU、40AX條

佛教筏可紀念中學
Buddhist Fat Ho Memorial College
校友校董選舉提名表格
Election Nomination Form of a Alumni Manager

候選人資料 (由候選人填寫)

Particulars of Candidate (to be completed by candidate)

中文姓名 (正楷) : _____ 英文姓名 (正楷) : _____
Name in Chinese (if any) Name in English (in block letters)

性別 : _____ 職業 : _____ 電郵地址 : _____
Sex Occupation Email address

地址 (中文) : _____
Address in Chinese

地址 (英文) : _____
Address in English

電話號碼 : 住宅 _____ 流動電話 _____
Telephone Number Home Mobile

就讀年份 : _____ 畢業/離校年份 : _____
Year of Study Year of Graduation

我證實本人 _____ (姓名) 不是本校教員，並符合《教育條例》第30條(附件)所載有關註冊校董的規定。

I, _____ (Name) confirm that I am not a teacher of the school and be qualified from appointment for Section 30 in Education Ordinance (Appendix).

☐ 我願意競選佛教筏可紀念中學法團校董會校友校董(2020-2022年度)的席位，並獲得兩名下述校友之提名。

I am willing to serve if elected, and have been proposed for consideration for appointment as an Alumni Manager (2020-2022) at the school by two undersigned persons, who are also alumni of the school.

提名人/和議人資料：(由提名人/和議人填寫)

Information of proposers (to be completed by proposers)

中文姓名 (正楷) : _____ 英文姓名 (正楷) : _____
Name in Chinese (if any) Name in English (in block letters)

就讀年份 : _____ 畢業/離校年份 : _____
Year of Study Year of Graduation

提名人簽署 : _____ 日期 : _____
Signature of Proposer Date

中文姓名 (正楷) : _____ 英文姓名 (正楷) : _____
Name in Chinese (if any) Name in English (in block letters)

就讀年份 : _____ 畢業/離校年份 : _____
Year of Study Year of Graduation

提名人簽署 : _____ 日期 : _____
Signature of Proposer Date

候選人個人資料簡介(60至100字)

Statement of Candidate(60 to 100 words)

中文姓名(正楷)：_____ 英文姓名(正楷)：_____

Name in Chinese (if any)

Name in English (in block letters)

畢業/離校年份：_____

Year of Graduation

曾任或現任公職/服務(如有)：

Occupation/ Service Record (if any)

簡介/參選目的/抱負/服務承諾：

A brief introduction/Purpose of nomination/Aspiration/Promise

Photo

近
照

候選人姓名：_____ 簽署：_____

Name of Candidate

Signature

日期：_____

Date

完成提名表格後請於 5 / 1 / 2021 或以前以郵寄、電郵(bfhmc.alumni@gmail.com)或傳真(29855371)方式交予母校校務處。

Completed nomination form must be returned to our school by post, e-mail (bfhmc.alumni@gmail.com) or by fax (29855371) on or before 5th January 2021.

The alumni manager election Procedure

- 1 Office bearer, Mr. Poon Kwok Kin has been appointed as Returning Officer to monitor the nominations and supervise the issue of ballot papers and counting of votes.
- 2 Date of Nomination commencement : From 29th December 2020 (Tue)
- 3 Date of Nomination Deadline: 5th January 2021 (Tue) (5:00 p.m.)
- 4 Announcement date for eligible candidates: 7th January 2021 (Thu)
- 5 Date and method of voting
 - 5.1 Polling will be held on 23rd January 2021 (Sat) from 3 p.m. - 10 p.m. in the school hall
 - 5.2 Alumnus has to show his/her identities to the returning officer or his / her appointed officer and report year of graduation and class in return of ballot. The ballot paper has to be completed and inserted into the ballot box on spot.
 - 5.3 Any alumnus who is unable to attend the polling can authorize another alumnus, who is over 18 with a letter of authorization, to vote on his/her behalf. Authorization letter should clearly state the applicant's year of graduation and class. The authorized alumnus also needs to retain the original or copy of applicant's and his/her identification. (for inspection purposes only, such identification should not be taken away from the alumnus)
 - 5.4 Failure to provide accurate information, effective letter of authorization or identity may result in refusal of ballot paper obtainment.
- 6 Vote counting will commence under the returning officer's supervision as soon as polling is over and result will be announced on spot.

Vote counting will be conducted in the staff room within an hour after polling is over.

Alumni and candidates are welcomed to witness the procedure
- 7 Result will be announced on 25th January 2021, 5:00 p.m., and also be listed in the school website.
- 8 Appeal mechanism:

Candidates reserve the right to appeal to the alumni association with an official letter stating the reason(s) for appeal, within a week from the date of vote result announcement. The board of committees of the Alumni association will handle such appeal.
- 9 References for The Incorporated Management Committee (IWC):
 - i) Education Bureau 【School-based Management】
<http://www.edb.gov.hk/tc/sch-admin/sbm/about-sbm/index.html>
 - ii) Education Bureau 【Guide for Alumni Manager election】
http://www.edb.gov.hk/attachment/tc/sch-admin/sbm/sbm-forms-references/electionguide_alumni_Nov2015_tc.pdf

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候選人資料 (由候選人填寫)

Particulars of Candidate (to be completed by candidate)

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性別 : _____ 職業 : _____ 電郵地址 : _____

Sex Occupation Email address

地址 (中文) : _____

Address in Chinese

地址 (英文) : _____

Address in English

電話號碼 : 住宅 _____ 流動電話 _____

Telephone Number Home Mobile

就讀年份 : _____ 畢業/離校年份 : _____

Year of Study Year of Graduation

我證實本人 _____ (姓名) 不是本校教員，並符合《教育條例》第30條(附件)所載有關註冊校董的規定。

I, _____ (Name) confirm that I am not a teacher of the school and be qualified from appointment for Section 30 in Education Ordinance (Appendix).

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I am willing to serve if elected, and have been proposed for consideration for appointment as an Alumni Manager (2020-2022) at the school by two undersigned persons, who are also alumni of the school.

提名人/和議人資料：(由提名人/和議人填寫)

Information of proposers (to be completed by proposers)

中文姓名 (正楷) : _____ 英文姓名 (正楷) : _____

Name in Chinese (if any) Name in English (in block letters)

就讀年份 : _____ 畢業/離校年份 : _____

Year of Study Year of Graduation

提名人簽署 : _____ 日期 : _____

Signature of Proposer Date

中文姓名 (正楷) : _____ 英文姓名 (正楷) : _____

Name in Chinese (if any) Name in English (in block letters)

就讀年份 : _____ 畢業/離校年份 : _____

Year of Study Year of Graduation

提名人簽署 : _____ 日期 : _____

Signature of Proposer Date

Statement of Candidate(60 to 100 words)

中文姓名 (正楷) : _____ 英文姓名 (正楷) : _____

Name in Chinese (if any)

Name in English (in block letters)

畢業/離校年份 : _____

Year of Graduation

曾任或現任公職/服務(如有) :

Occupation/ Service Record (if any)

簡介/參選目的/抱負/服務承諾 :

A brief introduction/Purpose of nomination/Aspiration/Promise

Photo

近

照

候選人姓名 : _____ 簽署 : _____

Name of Candidate

Signature

日期 : _____

Date

完成提名表格後請於 5 / 1 / 2021 或以前以郵寄、電郵(bfhmc.alumni@gmail.com)或傳真(29855371)方式交予母校校務處。

Completed nomination form must be returned to our school by post, e-mail (bfhmc.alumni@gmail.com) or by fax (29855371) on or before 5th January 2021.

28th December 2020
Dear Sir / Madam,

**The Incorporated Management Committee (IMC) of Buddhist Fat Ho Memorial
College**
The Sixth Alumni Manager Election

The sixth IMC Alumni Manager Election (2020-2022) will be held on 23rd January 2021 (Sat). All school alumni association members and alumni are eligible to become candidates if you meet the requirements stated in Education Ordinance. Application period is from 29th December, 2020 to 5th January, 2021. For further information regarding the rules of the Election, nomination of candidates and voting procedures, please refer to the following attachments :

- Appendix 1 : Education Ordinance : registration requirements of managers and ethical conduct required in the IMC Alumni Manager Election
- Appendix 2 : Rules and procedures of the IMC Alumni Manager Election
- Appendix 3 : Application / Nomination form for the IMC Alumni Manager Election

All alumni, including non-alumni association members, are eligible to vote, nominate and be nominated. An alumnus may nominate oneself or another eligible candidate to stand for the Election. The maximum number of nominees that each alumnus can nominate shall be one (1). Please refer to the school website (<http://www.bfhmc.edu.hk>) for further information.

Should there be any enquiries, please feel free to contact Mr. Poon Kwok Kin, Returning Officer of the IMC Alumni Manager Election, at 2985 5365 or through email (bfhmc.alumni@gmail.com). Your support and participation will be greatly appreciated.

Yours faithfully,



Poon Kwok Kin
Returning Officer of the IMC Alumni Manager Election
Alumni Association
Buddhist Fat Ho Memorial College

Anyone alumnus who is interested in participating the election as a candidate should fill in The **6th alumni association Election of Alumni Managers nomination** form (Appendix 3). The form should be returned by mail, email , fax or in person to the school office on or before 5th January 2021 (Tue) (Before 5:00p.m.)

Mailing address: 99 Tai O Road, Tai O, Lantau Island

Fax Number: 2985 5371

Website: <http://www.bfhmc.edu.hk>

For any queries, please contact our Returning Officer Mr. Poon Kwok Kin (Phone number: 2985 5365) or email to bfhmc.alumni@gmail.com (All information will not be retained after election)

Education Ordinance
(Adopted from the Guideline of the IMC Alumni Manager Election,
from Education Bureau's website)

Provisions relating to Election of Alumni Managers (Section 30)

The Permanent Secretary may refuse to register an applicant as a manager of a school if it appears to the Permanent Secretary that –

- the applicant is not a resident in Hong Kong for least 9 months in each year;
- the applicant is not a fit and proper person to be a manager;
- the applicant is a person in respect of whom a permit to teach has previously been cancelled;
- the applicant is under the age of 18 years;
- the applicant has attained the age of 70 years and fails to produce a valid medical certificate certifying that he is physically fit to perform the functions of a manager;
- the applicant is under the age of 70 years and fails to produce, upon request by the Permanent Secretary, a valid medical certificate certifying that he is physically fit to perform the functions of a manager;
- in making or in connection with any application -
 - (i) for registration of a school;
 - (ii) for registration as a manager or a teacher; or
 - (iii) to employ a person as a permitted teacher in a school, the applicant has made any statement or furnished any information which is false in any material particular or by reason of the omission of any material particular;
- the applicant is a bankrupt within the meaning of the Bankruptcy Ordinance (Cap. 6) or has entered into a voluntary arrangement under the Ordinance;
- the applicant has previously been convicted in Hong Kong or elsewhere of a criminal offence punishable with imprisonment; or
- the applicant has been registered as a manager of 5 or more schools

Ethical conduct required in the alumni manager election

Nomination of Candidates

1. Do not offer any advantage to get any person to stand or not to stand as a candidate.
2. Do not offer any advantage to get any person having been nominated as a candidate to withdraw his candidature.
3. Do not offer any advantage to get any candidate's not using his best endeavours to promote his candidature.
4. Do not solicit or accept any advantage for any person's standing or not standing as a candidate.
5. Do not solicit or accept any advantage for any person's withdrawal of his candidature.
6. Do not solicit or accept any advantage for any candidate's not using his best endeavours to promote his candidature.
7. Do not use or threaten to use force or duress to induce any person to stand or not to stand as a candidate, or to withdraw his candidature.
8. Do not induce by deception, any person to stand or not to stand as a candidate, or to withdraw his candidature.

Electioneering

1. Do not make any materially false or misleading statement of fact including but not limited to the character, qualifications or previous conduct of a candidate or candidates.
2. Do not take part in any activity that is likely to give rise to criticism and allegation of malpractices and should abide by the principle of fairness in election.
3. Do not state overtly or covertly the support of any person or organization in any campaign activities, especially in the campaign literature before written consent had been obtained.

Voting

1. Do not offer any advantage to induce any person not to vote at an election.
2. Do not offer any advantage to induce any person to vote or not to vote for a particular candidate at an election.
3. Do not provide or pay for the provision of any food, drink or entertainment as an inducement to or a reward for any person's not voting at an election.
4. Do not provide or pay for the provision of any food, drink or entertainment as an inducement to or a reward for any person's voting or not voting for a particular candidate at an election.
5. Do not use or threaten to use force or duress against any person for the purpose of influencing his or any other person's voting decision.

6. Do not induce by deception any person not to vote at an election.
7. Do not induce by deception any person to vote or not to vote for a particular candidate at an election.

Provisions on the election of alumni manager
(Refer to the constitution of Alumni Association of BFHMC-Chapter 8)

1. The candidature

- 1.1 All alumni of the school are eligible to become candidates.
- 1.2 He / she must not be a serving teacher of the school.
- 1.3 He / she must meet the registration requirements of managers set out in section 30 of the Ordinance. (see Annex I)

2. Electors' eligibility

All alumni of the school are eligible to vote. All eligible electors have equal voting right.

3. Number & tenure

The number of alumni manager is 1. He must be elected by election with 2-year term of office and without restrictions on reelection.

4. Election procedures

- 4.1 The alumni association may assign the chairperson or an office-bearer as Returning Officer to monitor the nominations and supervise the issue of ballot papers and counting of votes, but the Returning Officer must not be a candidate for the alumni manager election.
- 4.2 The alumni association should invite alumni to nominate candidates to stand for the election via the association's website and posters, and by letters to members. The period of nomination should not be less than 1 week.
- 4.3 Each alumnus can nominate oneself or 1 alumnus to stand as a candidate. Each nominated candidate should supply a brief statement of his / her personal information to the Returning Officer and declare whether he or she interferes with the reasons stipulated in Section 30 of the Education Ordinance that the Permanent Secretary may refuse to register an applicant as a manager of a school. The information provided will help alumni judge whether he / she is a proper and appropriate candidate.
- 4.4 The period between the date of voting and the deadline of nomination should at least be 2 weeks.
- 4.5 The successful candidate in the election is the one who obtains the greatest number of votes and will register as an alumni manager. When two or more candidates obtain the same number of votes, a second round of voting will be conducted. If the number of votes are still the same, the successful candidate will be determined by drawing lots.

4.6 If the number of candidates is the same as that of vacancies, the candidates will be uncontested.

4.7 Unsuccessful candidate may, within one week of the announcement, appeal to the alumni association in writing together with the reasons of appeal. The appeal will be handled by the Executive Committee of the association.

4.8 If an alumni manager vacancy arises as a result of an alumni manager resigning during his / her term of office, the alumni association shall conduct a by-election in the same manner to elect another alumni manager to fill the vacancy within three months.

5. The role of the alumni manager (According to the provisions of Section 17.1 of the Articles of the IMC of the school)

5.1 The alumni manager is responsible for:

- a. ensuring the execution of the vision and mission of the school sponsoring body;
- b. formulating general instructions and policies on education and management of the school.
- c. overseeing the planning and budgeting process, monitoring school performance, ensuring the school management bear their responsibility and strengthening community networks.

5.2 Facilitating the communication between the IMC and alumni.

5.3 Acting in a personal capacity for the benefit of the students.