

Estates Development and Management Committee

Policy on Conducting Canvassing/Electioneering Activities

Purpose

1. This policy is to set out the management principles and procedures for conducting of canvassing or electioneering activities of Students Union (“SU”), affiliated clubs/associations of the SU and departments, etc. in the open/common areas of the Tai Po Campus.

Scope of Activities

2. Open/common areas refer to areas not assigned to any individual departments/offices/units and centrally managed by the Estates Office (“EO”).
3. The canvassing or electioneering activities of SU, affiliated clubs/associations of the SU and departments, etc. in this policy include :-
 - a) Display of election advertisements; and
 - b) Activities such as demonstration of beat/cheers, parade, singing, use musical instruments, amplifying devices, etc. in rallying on the campus.

Submission of Applications

4. To facilitate planning and management of the said activities, the organizing unit should notify the EO two weeks in advance of information of any canvassing/electioneering activity including the form and the schedule. The EO reserves the right to object to such activities if they fail to exhibit the rules governing such activities as stated in paragraph 6 of this policy would be adhered to.
5. The display of election advertisement materials would be governed separately by the Policy on Management of Poster Display.

Rules Governing Canvassing/Electioneering Activities

6. Election advertisement in the form of canvassing/electioneering activities by means of demonstration of beat/cheers, parade, setting of booth, singing, use of musical instruments, amplifying devices, etc. will have to observe the following rules:-
 - a) locations and duration that are allowed to conduct such kinds of election rally are

listed out at the Annex. The Annex would be reviewed, revised and approved by the Estates Development and Management Committee and announced by the EO from time to time. Locations other than those listed out at the Annex will be considered and agreed upon with the EO on individual case basis.

- b) no election activity at the following locations which will disturb teaching/discussion/work/study and obstruct pedestrian flow at the relevant corridors is allowed:-
- Areas close to the Library
 - the Learning Commons on the Lower Podium Floor
- c) people conducting canvassing/electioneering activities are earnestly requested to exercise utmost consideration to other campus users and on-campus residents so as not to affect their normal operation and daily life.
- d) restraint must be exercised by keeping the noise volume of such election advertisement at a reasonable level to avoid causing nuisance to others and EO will give appropriate instruction in case complaint on excessive noise and blockage of passages is received.
- e) evaluation of sound and noise level using sound level meter may be conducted by the EO in assessing whether the noise or sound level generated from the canvassing/electioneering activities has amounted to a nuisance to others, and the EO reserves the right to suspend any activity which has generated noise/nuisance contravening statutory regulation/stipulation regardless of whether complaint is received.

General Provision

7. This policy supersedes any previous policy/guidelines regarding canvassing/electioneering activities from the date of its approval.
8. This policy will be reviewed and amended, wherever appropriate in consultation with the relevant units and from time to time.

Approved by EDMC on 13 December 2013.

Location and Duration for Conducting Canvassing/Electioneering Activities

Location*	Duration* (Monday to Friday)
Entrance Plaza	8:00 am – 10:30 am 4:30 pm – 8:40 pm
Entrance of Student Halls	8:00 am – 10:00 am 12:00 nn – 2:00 pm 6:00 pm – 8:00 pm The organization should obtain the written consent of the Warden and comply with the rules and regulations of the Election Committee of the Student Halls
Central Plaza	11:30 am – 4:30 pm

**The locations and the duration may be re-designated by the EO with regard to their suitability at the time of the event*

Location of Parade**	Duration** (Monday to Friday)
Ground and podium floor	8:30 am – 8:30 pm

***No excessive noise near the teaching venues shall be made and the locations and the duration may be re-designated by EO with regard to their suitability at the time of the parade*