致　　　　：　環境諮詢委員會秘書處
To　　　　　Secretariat, Advisory Council on the Environment
　　　　　　(電郵 Email: acesecretariat@eeb.gov.hk /傳真 fax: 2872 0603)

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旁聽環境諮詢委員會及環境影響評估小組的公開會議
Observation of Open Meetings of the Advisory Council on the Environment
or the Environmental Impact Assessment Subcommittee

預留座位
Reservation of Seat(s)

要求旁聽的會議
Meeting Intended to Observe　　　　_____ / _____ / _____
　　　　　　　　　　　　　　　　　　　　(日Date)　(月Month)　(年Year)

旁聽者資料 Particulars of Observer(s)

	姓名 Name	機構 (如適用) Organization (if applicable)	聯絡電話號碼 Contact Tel. No.	傳真號碼 Fax No.	即時傳譯服務 Simultaneous Interpretation (需要 Yes / 不需要 No)
1.					
2.					

Note – Seats will be allocated through advance booking on a <u>first-come-first-served basis</u>. Please confirm with the Secretariat before the meeting that the seat(s) under request have been reserved.

註 – 座位會以<u>先到先得的原則</u>預先登記及分配，公眾可在會議舉行前與秘書處確認是否已獲預留座位。

　　　　　　　　　　　_____ / _____ / _____
　　　　　　　　　　　　(日Date)　　　(月Month)　　　(年Year)

環境諮詢委員會及環境影響評估小組的公開會議旁聽規則撮要

所有旁聽者：

(a)　必須衣著整齊和遵守秩序；

(b)　必須關掉流動電話和其他電子產品的響鬧裝置；

(c)　不可攜帶揚聲器、橫額、大型物件或任何會滋擾旁聽會議人士或影響會議正常運作的物品／器材進場。倘場地職員有理由相信旁聽者可能會造成滋擾，可拒絕其進入會議轉播室；

(d)　不得喧嘩或呼叫口號；

(e)　不得在會議轉播室內外展示任何標誌、標語或橫額；

(f)　不可飲食或吸煙；以及

(g)　需依照場地職員為維持秩序及保持場地整潔而發出的指示。

Extracts of Rules for Observing Open Meetings of ACE and its EIA Subcommittee

All observers must –

(a)　dress properly and behave in an orderly manner;

(b)　turn off the beeping devices of mobile phones and other electronic products;

(c)　NOT to bring loudhailers, banners, bulky baggage or any materials/equipment which may cause disturbance to the observation of the meeting or normal proceedings of the meeting.　The venue staff may refuse the entry of any observer into the PVR if there is reason to believe that his/her entry is likely to cause a nuisance;

(d)　NOT to clamour or chant slogans;

(e)　NOT to display any sign, message or banner within or outside the PVR;

(f)　NOT to drink, eat or smoke; and

(g)　comply with directions given by the venue staff for the purpose of keeping order.