

THE INTERNATIONAL ASSOCIATION OF LIONS CLUBS
DISTRICT 303 (HONG KONG & MACAO, CHINA) CONSTITUTION AND BY-LAWS
國際獅子總會中國港澳三〇三區憲章及附則規程

CONSTITUTION 憲章

ARTICLE I 第一條

Name 名稱

This Organization shall be known as District 303 (Hong Kong & Macao, China) (hereinafter referred to as "the District") of The International Association of Lions Clubs (hereinafter referred to as "Lions Clubs International").

本機構定名為國際獅子總會（以下簡稱「國際獅子會」）中國港澳三〇三區（以下簡稱「本區」）。

ARTICLE II 第二條

Purposes 目標

The Purposes of this Organization shall be :

- (a) To provide an administrative structure with which to advance the Purposes of Lions Clubs International in the District.
- (b) To create and foster a spirit of understanding among the peoples of the world.
- (c) To promote the principles of good government and good citizenship.
- (d) To take an active interest in the civic, cultural, social and moral welfare of the community.
- (e) To unite the members in the bonds of friendship, good fellowship and mutual understanding.
- (f) To provide a forum for the open discussion of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by Club members.
- (g) To encourage service-minded people to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavours.

本機構之目標為：

- (a) 建立一個行政體系，俾使能在本區內，推行國際獅子會之目標。
- (b) 在世界所有民族之間，創建及培養互相了解的精神。
- (c) 宏揚仁政及良民的原則。
- (d) 積極關懷社區中公民、文化、社會及道德各方面的福利事務。
- (e) 團結會眾，促進友情、友誼及互相理解。
- (f) 為所有有關公眾利益之事，提供公開討論平台；但不涉政治及宗教黨派爭議。
- (g) 鼓動有志服務社群者不求個人利益無償效勞；並在工商專業公共設施及私人企業中，提升道德水準，激勵辦事效率。

ARTICLE III 第三條

Membership and Boundary Lines 會籍及分界線

Section 1 Membership

The members of this Organization shall be all the Lions Clubs in the District chartered by Lions Clubs International.

第一段 會籍

本機構之會員，乃所有在本區內經國際獅子會授證成立之獅子會。

Section 2 Boundary Lines

The boundary lines of the District shall be the boundary lines of Hong Kong and Macao respectively as promulgated by Orders from time to time of the State Council of the People's Republic of China.

第二段 分界線

本區之分界線，依循中華人民共和國國務院不時頒佈的香港及澳門境界線。

ARTICLE IV 第四條

Emblem, Colours, Slogan and Motto 會徽、顏色、標語與座右銘

Section 1 Emblem

The emblem of this Organization and each chartered Club shall be of a design as follows:



Section 2 Use of Name and Emblem

Use of the name, goodwill, emblem and other logos of this Organization shall be according to the guidelines established from time to time in the By-Laws.

Section 3 Colours

The colours of this Organization and of each chartered Club shall be purple and gold.

Section 4 Slogan

Its Slogan shall be: Liberty, Intelligence, Our Nation's Safety.

Section 5 Motto

Its Motto shall be: We Serve.

第一段 會徽

本機構及每一個授證成立屬會之會徽，均應如下述設計：



第二段 名稱及會徽之使用

本機構之名稱、聲譽權、會徽及其他標識之用途，必須配合〈附則規程〉中不時修正之規定。

第三段 顏色

本機構及每一個授證成立屬會均須採用紫色及金色。

第四段 標語

本機構的標語為：自由、智慧、我們國家民族的安全。

第五段 座右銘

本機構的座右銘為：我們服務。

ARTICLE V 第五條

District Organization 本區之組織

Section 1 Regions and Zones

The District Governor may divide the District into Regions. Each such Region shall have not less than Twelve (12) Lions Clubs, divided into Zones, each of which shall be of not less than Three (3) nor more than Eight (8) Lions Clubs, giving due regard to the geographical location of the Clubs. All such Regions and Zones shall be subject to change by the District Governor. Each Region may have a Region Chairperson and each Zone a Zone Chairperson appointed by the District Governor.

Section 2 Appointment of Region/Zone Chairpersons

The District Governor shall appoint, by the time he/she takes office, one Region Chairperson for each Region and one Zone Chairperson for each Zone in the District.

Section 3 Qualifications for a Region Chairperson

A Region Chairperson shall be an Active Member in good standing of a chartered Lions Club in good standing in the District and have served:

第一段 分區及分域

總監可就本區各獅子會之地理位置，將其劃分為若干分區，並在各分區內再劃分為若干分域。每一分區內所有獅子會之數目應不少於十二個，所屬會數應不少於三個或不多於八個。總監可隨時調整各分區及分域之劃分。每分區設分區主席一人，每分域設分域主席一人，由總監委任之。

第二段 分區 / 分域主席之委任

總監就任時，須在區內每一分區委任一位分區主席，及在區內每一分域指派一位分域主席。

第三段 分區主席資格

分區主席必須隸屬本區內一個資格完備的獅子會，其本人亦必須是一個資格完備的獅子會會員，並須：

- (a) As President of a Lions Club for a full term or major portion thereof, and as a member of the Board of Directors of a Lions Club for not less than two (2) additional years; and
- (b) Have served or will have served at the time of taking office as Region Chairperson as a Cabinet Secretary and/or Cabinet Treasurer or Zone Chairperson for a full term or major portion thereof.

Section 4 Qualifications for a Zone Chairperson

A Zone Chairperson shall be an Active Member in good standing of a chartered Lions Club in good standing in the District and have served as President of a Lions Club for a full term or major portion thereof, and as a member of the Board of Directors of a Lions Club for not less than two (2) additional years.

- (a) 曾任一個獅子會之會長，足一屆或其大部份，及另加任一 個獅子會之董事，不少於兩年；以及
- (b) 於接任分區主席時，曾任區秘書及/或區司庫，或分域主席，足一屆或其大部份。

第四段 分域主席資格

分域主席必須隸屬本區內一個資格完備的獅子會，其本人亦必須是一個資格完備的獅子會會員，並須曾任一個獅子會之會長，足一屆或其大部份，及另加任一 個獅子會之董事，不少於兩年。

ARTICLE VI 第六條



Officers and District Cabinet 區職員及區務委員會



Section 1 Officers

The Officers of the District shall be the District Governor, the Immediate Past District Governor, the First Vice District Governor, the Second Vice District Governor, the Cabinet Secretary, the Cabinet Treasurer, the Region Chairpersons and the Zone Chairpersons. Each such Officer shall have to be a member in good standing of a Lions Club in good standing in the District.

Section 2 District Cabinet

The District shall have a District Cabinet composed of the District Governor, the Immediate Past District Governor, the First and Second Vice District Governors, the Region Chairpersons, the Zone Chairpersons, the Cabinet Secretary and the Cabinet Treasurer, and such other Club members as may be included in this section as amended in accordance with the amendment procedures contained herein. In addition, the Global Membership Team District Coordinator, Global Leadership Team District Coordinator, Global Service Team District Coordinator and LCIF district coordinator shall be non-voting members of the District Cabinet. Each such Cabinet member shall be a member in good standing of a Lions Club in good standing in the District.

Section 3 Election/Appointment of District Cabinet

The District Governor, First Vice District Governor and Second Vice District Governor shall be elected at the Annual District Convention of the District. The District Governor shall appoint, by the time he takes office, the Cabinet Secretary, the Cabinet Treasurer, one Region Chairperson for each region, one Zone Chairperson for each zone, in the District, Global Membership Team District Coordinator, Global Leadership Team District Coordinator, Global Service Team District Coordinator, and such other Club members as may be included in the District Cabinet.

第一段 區職員

本區的區職員包括總監、上屆總監、第一副總監、第二副總監、區秘書、區司庫、分區主席及分域主席。每一位區職員必須隸屬本區內一個資格完備的獅子會，其本身亦必須是一個資格完備的獅子會會員。

第二段 區務委員會

本區設區務委員會，其組成包括總監、上屆總監、第一及第二副總監、區秘書、區司庫、分區主席、分域主席，以及依從本文所載〈修訂程序〉而修訂、在本段中加設於區務委員會之其他屬會會員。除此以外，全球會員發展團隊區協調員（以下簡稱「GMT 區協調員」）、全球領導開發團隊區協調員（以下簡稱「GLT 區協調員」）、全球服務團隊區協調員（以下簡稱「GST 區協調員」）及獅子會國際基金會區協調員（以下簡稱「LCIF 區協調員」），均為區務委員會中之「不具投票權」成員。每一位區務委員會成員必須隸屬本區內一個資格完備的獅子會，其本身亦必須是一個資格完備的獅子會會員。

第三段 區務委員會的選舉 / 委任

總監、第一及第二副總監須於每年區年會區內中選出。總監就任時須於區內委任區秘書、區司庫、每一分區中一位分區主席、每一分域中一位分域主席、GMT 區協調員、GLT 區協調員、GST 區協調員，及其他可以容納進入區務委員會之屬會會員。

Section 4 Removal

Members of the District Cabinet other than the District Governor, First Vice District Governor and Second Vice District Governor may be removed from office for cause by the affirmative vote of two-thirds (2/3) of the entire number of the District Cabinet.

第四段 免職

經由全體區務委員會成員的三分之二 (2/3) 投票贊成，區務委員會之成員皆可因故被免職；惟總監、第一及第二副總監除外。

ARTICLE VII 第七條

Cabinet Vacancies 區職員之出缺

Section 1 Vacancy in the office of District Governor

- (a) In the event of a vacancy in the office of District Governor, the First Vice District Governor shall act for the time being as district governor and shall perform the duties of, and have the same authority as, the District Governor, pending the office being filled in accordance with the provisions of the International Constitution and By-Laws as follows.
- (b) The Immediate Past District Governor, First and Second Vice District Governors, the Region Chairpersons, Zone Chairpersons, the Cabinet Secretary and Cabinet Treasurer and Past District Governors, Past International Presidents and Past International Directors in the District shall convene at a date, time and place called and determined by the Immediate Past District Governor to select a replacement for recommendation to the International Board of Directors.
- (c) In order for a Lion to be eligible and qualified to be selected to fill a vacancy in the office of District Governor, he/she must:
 - (i) Be an Active Member in good standing of a chartered Lions Club in good standing in the District; and
 - (ii) Have served or will have served at the time he/she takes office as District Governor:
 - (aa) As officer of a Lions Club for a full term or major portion thereof; and
 - (bb) As a member of the District Cabinet for two (2) full terms or major portion thereof.
 - (cc) With none of the above being accomplished concurrently.

Section 2 Vacancy in the office of First or Second Vice District Governor

- (a) In the event of a vacancy arising in the office of First or Second Vice District Governor, the District Governor shall convene a meeting of the members of the existing Cabinet as provided for in the International Constitution and By-Laws and all past International officers who are members in good standing of a chartered Lions Club in good standing in the District. It shall be the duty of the attendees at this meeting to appoint a qualified Club member, qualified as set forth herein, as First or Second Vice District Governor (as the case may be) for the

第一段 總監之出缺

- (a) 若總監之職位在其任內出缺，由第一副總監在當其時署任總監，履行總監之職責並具備相同之權力，以待總監之空缺、根據國際獅子會〈憲章及附則規程〉中（如下述）的條款遞補。
- (b) 上屆總監、第一及第二副總監、分區主席、分域主席、區秘書、區司庫，聯同區內前總監、前國際總會長、前國際理事，須召開會議選出遞補人選向國際理事會推薦。會議召開日期、時間及地點，由上屆總監決定。
- (c) 遞補總監職位的獅友必須具備下述資格：
 - (i) 隸屬本區內一個資格完備的授證成立獅子會，其本身亦是一個資格完備的獅子會會員。
 - (ii) 曾經擔任，或於其就任總監時將會是曾經擔任，下列各職：
 - (aa) 一個獅子會的職員，達至其任期屆滿或大部分任期屆滿，以及
 - (bb) 擔任區務委員會成員兩（2）年，達至其任期屆滿或大部分任期屆滿；
 - (cc) 而上述各職位並非同時擔任。

第二段 第一或第二副總監之出缺

- (a) 若第一或第二副總監之職位在其任內出缺，總監應召開會議，被召集者包括按〈國際憲章及附則規程〉所規定之區職員，以及國際獅子會在區內所有前任之職員，後者必須隸屬本區內一個資格完備的授證成立獅子會，其本身亦必須是一個資格完備的獅子會會員。該會議出席者之職責為：委任一位合乎資格的獅子會會員遞補第一或第二副總監空缺中所餘任期。為填補此空缺，總監有責任寄出參加會議邀請函並負責主持該會議。若總監無法執行，則由最近期卸任的前總監來執行。主席應於會議

remainder of the term. In filling said vacancy, it shall be the duty of the District Governor, or if not available, the most recent Past District Governor who is available, to send out invitations to attend said meeting and it shall also be his/her responsibility to preside as chairperson of the meeting. The chairperson shall convey the results to the International office within seven (7) days together with evidence of invitations sent and meeting attendance. Each Lion who is entitled to receive an invitation to attend and is present at said meeting shall be entitled to cast one vote for the Lion of his/her choice.

- (b) In order for a Lion to be eligible and qualified for selection to fill a vacancy in the office of First or Second Vice District Governor (as the case may be), he/she must
- (i) Be an Active Member in good standing of a chartered Lions Club in good standing in the District; and
 - (ii) Have served or will have served at the time he/she takes office as First or Second Vice District Governor (as the case may be):
 - (aa) As officer of a Lions Club for a full term or major portion thereof; and
 - (bb) As a member of the District Cabinet for a full term or major portion thereof.
 - (cc) With none of the above being accomplished concurrently.

Section 3 Other vacancies

Any vacancy in office in the Cabinet except that of District Governor and First and Second Vice District Governors shall be filled by appointment from the District Governor for the unexpired term.

Section 4 Cessation of Term of Office

- (a) If any District Officer shall cease to be a Lion in good standing in the District or shall reside abroad, his term of office shall thereupon automatically cease and the District Governor shall appoint a successor to fill the office.
- (b) If any Region Chairperson or Zone Chairperson shall cease to be a member of a Club in the Region or Zone from which he/she has been appointed, his/her term of office shall automatically cease and the District Governor shall appoint a successor to fill the office.

結束後七（7）天內將會議結果、連同會議邀請函及出席人名單，送達國際獅子會。每位應邀請並出席該會議之獅子會會員，有權投票給予其所選擇的獅子會會員。

- (b) 遞補第一或第二副總監職位的獅子會會員，必須具備下述資格：
- (i) 隸屬本區內一個資格完備的授證成立獅子會，其本身亦是一個資格完備的獅子會會員；及
 - (ii) 在其出任第一或第二副總監時，曾經擔任或將會是曾經擔任下列各職：
 - (aa) 一個獅子會的董事會成員達至其任期屆滿或大部分任期屆滿，以及
 - (bb) 區職員，達至其任期屆滿或大部分任期屆滿；
 - (cc) 而上述各職位並非同時擔任。

第三段 其他職位之出缺

除總監及第一及第二副總監以外，其他區職員之空缺，應由總監委任人員填補空缺，至原任期屆滿為止。

第四段 終止任期

- (a) 任何區職員若喪失完備資格，或遷居至本區領域以外，其任期立即自動終止，總監須委任適當人選填補其職位。
- (b) 任何分區主席或分域主席如退出其所管轄分區或分域內之獅子會，其任期立即自動終止，總監須委任適當人選填補其職位。

ARTICLE VIII 第八條

District Committees 區委員會

Section 1 District Governor's Advisory Committees

A District Governor's Advisory Committee shall be formed in each Zone with the Zone Chairperson and the Presidents and Secretaries of the Clubs in the Zone, and shall be presided over by the Zone Chairperson. At a date, time and place decided upon by the Zone Chairperson, the Committee shall hold a first meeting which shall be within ninety (90) days after the adjournment of the

第一段 總監諮詢委員會

每一分域須設立一個「總監諮詢委員會」，由該分域之分域主席與分域內所屬獅子會之會長及秘書組成，並由該分域主席出任會議主席。首次會議須在當屆國際年會閉幕後九十天內舉行，其日期、時間及地點由分域主席決定；第二次會議應在十一月至十二月舉行；第三次會議應在二月至三月舉行；第四次會議應在區年會開幕約三十日之前舉行。

preceding International Convention; a second meeting shall be held during November/December; a third meeting during February/March; and a fourth meeting approximately thirty (30) days prior to the District Convention.

Section 2 District Global Action Team

Chaired by the District Governor and includes the GMT District Coordinator, GST District Coordinator and GLT District Coordinator, the District Global Action Team develops and initiates a coordinated plan to help Clubs in the District expand humanitarian service, achieve membership growth, and develop future leaders. It meets regularly to discuss the progress of the plan and initiatives that may support the plan, collaborates with members of the District's Global Action Team to learn about initiatives and best practices, shares activities, achievements and challenges with members of the District Global Action Team, attends the District Governor Advisory Committee meeting and other Zone, Region, District meetings that feature service, membership or leadership initiatives to share ideas and gain knowledge that may be applied to Club practices.

Section 3 District Governor's Honorary Committee

There shall be a District Governor's Honorary Committee composed of all Past District Governors resident in the Territory of the District who are members in good standing of Clubs in good standing within the District. This Committee shall meet when and as called upon by the District Governor to advise the District Governor on matters affecting the District's welfare. It shall act under the direction of the District Governor in the promotion of harmony throughout the District. The Committee Chairperson shall be appointed by the District Governor, and shall attend meeting of the Cabinet when requested by the District Governor.

Section 4 Other Committees

The District Governor may from time to time appoint such Committees as he thinks fit to deal with specific matters within the District on either standing or ad hoc basis with power reserved to the District Governor to remove, suspend, re-instate and re-appoint any Chairperson and/or member in such Committees, and/or to fill any vacancy, if and when circumstances require. This Section shall not apply to Convention Committees which shall be governed by the By-Laws.

第二段 區全球行動團隊

「區全球行動團隊」由總監擔任主席，其組織包括 GMT 區協調員、GST 區協調員、GLT 區協調員，其任務為制定和啟動一致的協調計劃，幫助屬會擴展人道服務、成就會員會籍增長、以及培育未來的領導者。該團隊定期舉行會議，討論上述計劃的進展、以及一些可能支持這些計劃之倡議；團隊各成員互相合作，以了解這些倡議及其最佳執行方法，彼此分享活動、成就、挑戰，參加總監諮詢委員會會議以及其他具服務、會籍、領導等性質的分區、分域、區會議，並交流意見心得，以至獲取可能適用於屬會活動的知識。

第三段 總監榮譽諮詢委員會

本區設「總監榮譽諮詢委員會」，由所有居留在港之前任總監組成。其中各成員皆須隸屬本區內一個資格完備的獅子會，其本身亦必須是一個資格完備的獅子會會員。此委員會在總監召集時開會，向總監於有關本區福祉事務上提供意見。此委員會須在總監指導之下行動，以促進本區整體的和諧。委員會主席由總監委任，並須在總監要求時，列席區務委員會之會議。

第四段 其他委員會

總監若認為適當，可不時委任其他常設性或臨時性之委員會，處理本區一些特別指定事務；總監同時亦具有保留之權力，在環境有需時，可將任何委員會之主席及/或委員撤職、暫停其職、恢復其職位、重新委任之；及/或填補任何空缺。區年會各委員會不屬本節處理，由〈附則規程〉管轄。

ARTICLE IX 第九條

Lions Affiliate Organizations 獅子會聯屬機構

From time to time the District may affiliate itself with other benevolent and/or charitable organizations or government bodies to undertake long-term projects with aims and objectives acceptable to the Lions Clubs International. Where the constitution of such organizations or bodies requires, the District Governor shall appoint among the Lions in the District representatives to act on behalf of the District and to serve on the Board or in any other position in such organizations or bodies. The District Governor shall have power to remove, suspend, reinstate and/or reappoint

本區可不時與其他慈善機構及/或政府部門共同聯屬，以進行一些與國際獅子會目標及宗旨相符之長期計劃。若此等機構或部門之章程有需，總監可在本區的獅子會會員中作出委任，成為本區之代表，出任此等機構或部門之董事或其他職位。總監在須要時有權撤除任何受委代表、暫停其職、恢復其職位、及/或重新委任之；亦有權填補任何空缺。

any such representatives, and/or to fill any vacancy, if and when circumstances require.

ARTICLE X 第十條 District Convention 區年會

Section 1 Date, Time and Place

An Annual Convention of the District shall be held in each year not later than the 15th of May, in Hong Kong unless otherwise resolved by the immediately preceding annual convention of the District, and at a date, time and place to be fixed by the District Governor.

Section 2 Club Delegates Formula

- (a) Each chartered Club in good standing in Lions Clubs International and in the District shall be entitled in each annual convention of the District to one (1) delegate and one (1) designated alternate for each ten (10) members who have been enrolled for at least one year and a day in said Club or major fraction (hereinafter defined) thereof, as shown by the records of the International Office on the first day ("the record date") of the month last preceding that month during which the convention is held, PROVIDED, however, that each such Club shall be entitled to at least one (1) delegate and one (1) such alternate; and FURTHER PROVIDED, that any Club which is newly chartered, and any other chartered Club which takes in new members prior to the convening of any such convention, shall have its delegate quota determined on the basis of members who have been enrolled for at least one year and a day in said Club on such record date in the records of the International Office. All eligible delegates and alternates must be members in good standing of a Club in good standing in the District.
- (b) Each Club member in good standing of a chartered Club in good standing in the District, who has at sometime in the past served, or is serving, as International President, or as an International Director, of Lions Clubs International, shall be entitled to full delegate privileges at each annual Convention of the District. No such Past International President or Past International Director shall be counted as a delegate of his Club, in the Club Delegate Formula as provided in this Section, for any such Convention.
- (c) Although a member-at-large shall not be eligible to hold office or to vote in any International Convention or District Convention, in arriving at the delegate entitlement for a Club, all Club members therein are counted, including members-at-large.
- (d) The major fraction referred to in this Section shall be five or more members.

第一段 日期，時間，地點

除非在之前一屆之區年會中另有其他議決，本區應於每年五月十五日以前，在香港召開年會，其日期、時間及地點由總監決定。

第二段 屬會代表計算公式

- (a) 每一個授證成立獅子會，若在國際獅子會及本區中資格完備，皆可選派代表在一個區年會中出席。可選派代表之人數，視乎該會在年會舉行日當月、之前的那一個月之首天（以下簡稱「記錄日期」）、根據國際獅子會名冊登記在該會中已屆滿「一年另加一天會籍」會員之人數而定。憑每十位獅子會會員之數或其「大部份比率」（「大部份」的釋義見後文），可委派代表一人及其指定之缺席後補代表一人。惟須在此附加但書：無論如何，每一上述獅子會必有權委派代表最少一人及如上述之缺席後補代表一人。又再附加但書：在上述記錄日期後才授證成立之新獅子會，以及任何授證成立獅子會如在舉行區年會前加入新會員，均須根據上述國際獅子會之名冊登記，按照該會在記錄日期上、已屆滿「一年另加一天會籍」會員之人數，計算其法定之代表名額。所有代表及其缺席後補代表，必須隸屬本區內一個資格完備的獅子會，其本身亦必須是一個資格完備的獅子會會員，方符合資格。
- (b) 每位正在擔任或過去曾擔任國際獅子總會之國際總會長、或國際理事職位者，若隸屬本區內一個資格完備的獅子會，其本身亦是一個資格完備的獅子會會員，於本區年會中均具有出任為代表之權利。且其代表之資格，並不包括在其所屬獅子會法定之代表名額內。
- (c) 留籍會員雖無資格在任何國際獅子會年會或區年會中擔任職務或投票，但可列入其所屬獅子會的會員名額內，以計算法定代表人數。
- (d) 本段內上文所述「大部份比率」是指五個或以上會員之數。

- (e) Any Lions Club owing the District statutory dues (as distinct from voluntary contributions) amounting to the sum of HK\$2,000 or above, on the last day of March immediately preceding the District Convention, shall not be qualified to take part at the said District Convention either through delegate representation or in the nomination of candidate for District Governor, First Vice District Governor and/or Second Vice District Governor, PROVIDED, however, that delinquent dues may be paid and good standing acquired at any time up to fifteen (15) days prior to the close of the credential certification, as such closing time shall be established by the rules of the District Convention.

Section 3 Quorum and Vote

- (a) The attendance in person of a majority of the delegates registered at a District Convention shall constitute a quorum at any session thereof.
- (b) Each certified delegate present in person at a District Convention shall be entitled to cast one vote only for each office to be filled, and one vote only on each question submitted to, the District Convention.
- (c) Unless otherwise specified herein, the affirmative vote of a majority of the delegates voting on any question shall be the act of the District Convention. For the purpose of any voting, a majority is defined as a number more than one-half of the total valid votes cast excluding blanks and abstentions.

- (e) 任何獅子會若積欠本區徵收之費用（有別於自願捐獻款項），欠款額達至港幣貳仟元或以上，而在年會前三月份最後一天仍未清繳者，該會將喪失參加是屆區年會之資格，不得選派代表出席區年會，亦不得提名總監，第一副總監及/或第二副總監參選人。但在區年會所定「審核資格時限」屆滿至少15天之前的任何時間若清繳欠款，可回復完備資格。代表身份「審核資格時限」之截止日，由個別年會設規則訂立之。

第三段 法定開會最低人數及投票

- (a) 在區年會之任何會議中，均以達到「登記代表人總數」過半數之親身出席者為法定開會最低人數。
- (b) 每位親身出席經身份認證的代表，可在每一職位之選舉中投一（1）票，以及在區年會每項待表決之議案中投一（1）票。
- (c) 除另有規定外，區年會中任何議題之決議，應以大多數之贊同票為準。所謂「大多數」，是指有效投票總數之一半以上，空白票及棄權票不計。

ARTICLE XI 第十一條

District Dispute Resolution Procedure 區糾紛之解決程序

All disputes or claims arising from provisions of the District Constitution and By-Laws or any policy or procedure adopted from time to time by the District Cabinet, or any other internal Lions district matters that cannot be satisfactorily resolved through other means, arising between any clubs in the District, or any club(s) and the District administration, shall be resolved in accordance with the Dispute Resolution Procedures established by the International Board of Directors.

所有有關〈區憲章與附則規程〉發生之糾紛或抗議，或源於區務委員會不時通過的任何政策或程序，或有關其他任何區內部會務，因本區內任何屬會之間、或本區與屬會之間，所產生的行政事務，無法透過任何方式滿意地解決，應依照國際理事會所訂立的〈糾紛解決程序〉來處理。

ARTICLE XII 第十二條

Supremacy 最高地位

- (a) The Constitution and By-Laws of Lions Clubs International shall govern all matters not covered in this Constitution and the By-Laws made thereunder.

- (a) 本憲章及其附則規程如有未盡之處，悉依國際獅子會之憲章及附則規程處理。

(b) The Standard Form District Constitution and By-Laws shall govern the District unless otherwise amended as provided herein and in the By-Laws annexed hereto so as not to conflict with the International Constitution & By-Laws and policies of Lions Clubs International. Whenever there may exist a conflict or a contradiction between the provisions set out in the Constitution and By- Laws of the District and the International Constitution and By-Laws, then those set out in the latter shall govern.

(b) 除非經本憲章暨附則規程修訂，且其內容並不與〈國際憲章暨附則規程〉、〈國際獅子會政策〉抵觸，否則，國際獅子會之〈區憲章暨附則規程標準版〉所載條款，在本區中具管轄之權力。每當〈區憲章暨附則規程〉之規定與〈國際憲章暨附則規程〉存有衝突或矛盾時，應以後者之規定為管轄準則。



BY-LAWS 附則規程

ARTICLE I 第一條

Duties of District Officers/Cabinet 區職員/區務委員會之職責

Section 1 District Governor

Under the general supervision of the International Board of Directors, he/she shall represent Lions Clubs International in his/her district. In addition, he/she shall be the chief administrative officer in his/her district and shall have direct supervision over the First and Second Vice District Governor, Region Chairpersons, Zone Chairpersons, the Cabinet Secretary, Cabinet Treasurer and such other Cabinet members as may be provided for in this District Constitution and By-laws. His/her specific responsibilities shall be to:

- (a) Serve as the Global Action Team District Chairperson to administer and promote membership growth, new club development, leadership development and humanitarian service to Clubs throughout the District and
 - (1) Ensure the selection of a qualified Lion leader for the positions of GST District Coordinator, GMT District Coordinator and GLT District Coordinator.
 - (2) Ensure regular meetings to discuss and advance initiatives established by the District Global Action Team.
 - (3) Collaborate with the Global Action Team of the District.
- (b) Promote the Lions Clubs International Foundation and all service activities of this Organization.
- (c) Preside, when present, over cabinet, convention and other District meetings. During any period he/she is unable to so preside, the presiding officer at any such meeting shall be the First or Second Vice District Governor, but if he/she is not available, the District officer chosen by the attending members shall preside.
- (d) Promote harmony among the chartered Lions Clubs.
- (e) Exercise such supervision and authority over Cabinet Officers and District committee appointees as is provided in the Constitution of the District.
- (f) Ensure that each Lions Club in the District be visited by District Governor or other District Officer at least once every year to facilitate successful administration of the Club, and that the visiting officer submit a visitation report to the International Headquarters for each visit.
- (g) Submit a current itemized statement of total District receipts and expenditures to his/her District Convention.
- (h) Deliver, in a timely manner, at the conclusion of his/her term in office, the general and/or financial accounts, funds and records of the District to his/her successor in office.
- (i) Report to Lions Clubs International all known violations of the use of the Organization's name and emblem.

第一段 總監

在國際理事會之全面督導下，總監在其區內代表國際獅子會。此外，總監乃是其區內最高行政長官，可督導第一及第二副總監、分區主席、分域主席、區秘書、區司庫，以及本〈憲章及附則規程〉所規定之其他區職員。其特定職責為：

- (a) 以區全球行動團隊主席身分提供服務，以管理和促進在全區所有屬會中的會員成長、新會發展、領導發展和人道服務等事項。
 - (1) 確保選定合格的領導獅友，擔任 GST 區協調員、GMT 區協調員、GLT 區協調員。
 - (2) 確保定期舉行會議，討論和推動區全球行動團隊制定的倡議。
 - (3) 與區全球行動團隊合作。
- (b) 宣傳國際基金會以及本機構所有服務活動。
- (c) 凡總監出席之區年會、區務委員會會議及其他區會議，都由總監主持。於總監無法出席時由第一或第二副總監代為主持；若他們亦無法出席，則由與會者授權之區職員代為主持。
- (d) 促進已授證屬會之間的和諧。
- (e) 循〈區憲章〉之規定，向區職員與區委員會委任者施以督導及施行權力。
- (f) 確保總監或其他區職員於年度內訪問區內各屬會至少一次，以促使屬會之行政能成功進行，及確保訪問之職員提交訪問報告予國際獅子會。
- (g) 於區年會中，提交當前本區之收支明細賬目表。
- (h) 在任期結束時，適時將本區之一般及/或財務帳目、資金、記錄，移交給職位繼任者。
- (i) 向國際獅子會報告所有已知「違規使用國際獅子會名稱與標誌」之行為。

- (j) Perform such other functions and acts as shall be required of him/her by the International Board of Directors through the District Governor's Manual and other directives.

Section 2 First Vice District Governor

The First Vice District Governor, subject to the supervision and direction of the District Governor, shall be the chief administrative assistant and representative of the District Governor. His/her specific responsibilities shall be, but not limited, to:

- (a) Further the purposes of this Organization.
- (b) Perform such administrative duties assigned by the District Governor.
- (c) Perform such other functions and acts required by the International Board of Directors.
- (d) Participate in Cabinet meetings, and conduct meetings in the absence of the District Governor.
- (e) Assist the District Governor in the review of the strengths and weaknesses of the Clubs in the District, identifying the existing and potential weak Clubs and establishing plans to strengthen them.
- (f) Conduct Club visitation as the representative of the District Governor when requested by the District Governor.
- (g) Work with the District Convention Committee and assist that Committee to plan and conduct the Annual District Convention and assist the District Governor to organize and promote other events within the District.
- (h) At the request of the District Governor, supervise other District committees.
- (i) Participate in the planning of the next year including the District budget.
- (j) Familiarize himself/herself with the duties of the District Governor so that, in the event of a vacancy in the office of the District Governor, he/she would be better prepared to assume the duties and responsibilities of said office as the acting District Governor until the vacancy is filled according to these By-Laws and rules of procedure adopted by the International Board of Directors.
- (k) Conduct a District quality assessment and collaborate with the District Officers, specifically members of the Global Action Team of the District, and other committee chairpersons, during his/her term as First Vice District Governor to develop a plan for membership growth, leadership development, operational improvement and the fulfillment of humanitarian services to be presented and approved by the District Cabinet during his/her term as District Governor.

Section 3 Second Vice District Governor

The Second Vice District Governor, subject to the supervision and direction of the District Governor, shall be an assistant in the administration of the District, and representative of the District Governor. His/her specific responsibilities shall be, but not limited, to:

- (j) 履行國際理事會在總監手冊所制定他/她名下之職責，以及其他指令。

第二段 第一副總監

在總監督導及指示下，第一副總監擔任總監之最高行政助理，以及總監代表。其特定職責應為、但不限於：

- (a) 發揚本機構之目的。
- (b) 履行總監交付之行政工作。
- (c) 履行國際理事會所要求之任務及行動。
- (d) 出席區務委員會會議，並於總監缺席時代為主持。
- (e) 協助總監審查本區內屬會之優缺點，辨識現存及潛在之弱會，並制訂策略將其強化。
- (f) 在總監要求時，代表總監訪問屬會。
- (g) 與區年會委員會合作，協助該委員會計劃及舉行區年會；並協助總監籌備及宣傳本區內其他活動。
- (h) 在總監要求時，督導其他區委員會。
- (i) 參與下年度之籌劃，其中包含本區財務預算在內。
- (j) 致力熟悉總監之職責，俾使於總監出缺時，他/她有更佳之準備出任填補該職位作為署理總監，直至空缺能按照本附則規程及國際理事會之程序規定，完成遞補。
- (k) 在擔任第一副總監期間，進行年度區品質評估，並與區職員（尤其是區全球行動團隊成員）和其他委員會主席合作，制訂會員成長，領導發展，改善運作及人道服務計劃之執行，俾使在他/她就任總監時，能提交給區務委員會審批。

第三段 第二副總監

在總監的督導及指示下，第二副總監為本區的行政助理及總監代表。其特定職責應為、但不限於：

- (a) Further the purposes of this Organization.
- (b) Perform such administrative duties assigned by the District Governor.
- (c) Perform such other functions and acts required by the International Board of Directors.
- (d) Participate in Cabinet meetings, and conduct meetings in the absence of the District Governor and First Vice District Governor.
- (e) Familiarize himself/herself with the health and status of the Clubs in the District, review the monthly financial report and assist the District Governor and the First Vice District Governor in identifying and strengthening the existing and potential weak Clubs.
- (f) Conduct club visitation, as the representative of the District Governor, when requested by the District Governor.
- (g) Assist the District Governor and First Vice District Governor in planning and conducting the annual District Convention.
- (h) Work with the District LCIF coordinator and assist the committee to achieve the goals of the year through regular distribution of LCIF information and materials to increase understanding and support of LCIF.
- (i) Work with the District Information Technology Committee and assist that committee to promote the use of the website of the Organization and the internet among the Clubs and members to obtain information, file reports, purchase Club supplies, etc.
- (j) At the request of the District Governor, supervise other District committees.
- (k) Assist the District Governor, First Vice District Governor, and the Cabinet in planning of the next year, including the District budget.
- (l) Familiarize himself/herself with the duties of the District Governor so that, in the event of a vacancy in the offices of District Governor and/or First Vice District Governor, he/she would be better prepared to assume the duties and responsibilities of said offices as the acting District Governor or acting First Vice District Governor until the vacancies are filled according to these By-Laws and rules of procedure adopted by the International Board of Directors.

Section 4 Cabinet Secretary

He/she shall act under the supervision of the District Governor. His/her specific responsibilities shall be to:

- (a) Further the Purposes of this Organization;
- (b) Perform such duties as are implied by the title of said office, including but not by way of limitation, the following:
 - (1) Keep an accurate record of the proceedings of all meetings of the Cabinet, and within five (5) days after each meeting forward copies of the same to all members of the Cabinet, and the office of Lions Clubs International.
 - (2) Take and keep minutes of the District Convention and furnish copies of the same to Lions Clubs International, the District Governor and the secretary of each Club in the District.

- (a) 發揚本機構之目的。
- (b) 履行總監交付之行政工作。
- (c) 履行國際理事會所要求之任務及行動。
- (d) 出席區務委員會會議，於總監及第一副總監均缺席時，主持會議。
- (e) 致力熟悉本區內屬會之健全情況，審查每月財政報告，及協助總監與第一副總監辨識並強化現存及潛在的弱會。
- (f) 在總監要求時，以總監代表身分，訪問屬會。
- (g) 協助總監與第一副總監計劃及舉行區年會。
- (h) 與區 LCIF 協調員合作，透過定期發佈 LCIF 資訊及材料，提升屬會對 LCIF 之了解及支持，協助完成年度之目標。
- (i) 與區資訊科技委員會合作，協助他們促進國際獅子會網站及互聯網之使用，鼓勵各屬會及會員善用之，以取得資料、提送報告、購買屬會用品等。
- (j) 在總監要求時，督導其他區委員會。
- (k) 協助總監、第一副總監、區務委員會參與下年度之籌劃，包括本區財務預算。
- (l) 致力熟悉總監職務，俾使於總監及/或第一副總監出缺時，他/她有更佳之準備出任填補該職位作為署理總監或署理第一副總監，直至空缺能按照本附則規程及國際理事會之程序規定，完成遞補。

第四段 區秘書

在總監的監督下，其特定職責為：

- (a) 發揚本機構之目的。
- (b) 執行本職位所隱含之職責，包括但不限於下述：
 - (1) 保存區務委員會所有會議之準確記錄，並於每次會議結束後五（5）天內，將各次會議記錄副本送區務委員會全體成員及國際獅子會辦事處。
 - (2) 記錄及保存區年會記錄，並提供副本給國際獅子會、總監及本區內各屬會之秘書。

- (3) Make reports to the Cabinet as the District Governor or Cabinet may require.
 - (4) Keep accurate minutes of all Cabinet and District meetings, and permit inspection of the same by the District Governor, any Cabinet member and any Club (or any authorized agent of any of them) at any reasonable time for any proper purpose. Upon direction of the District Governor or the Cabinet, he/she shall furnish any such records as requested to any auditor appointed by the District Governor.
 - (5) Secure bond for the faithful performance of his/her duties in such sum and with such sureties as may be required by the District Governor.
 - (6) Deliver, in a timely manner, at the conclusion of his/her term in office, full set of records of the District to his/her successor in office.
- (c) Perform such other functions and acts as may be required of him/her by directives of the International Board of Directors.

Section 5 Cabinet Treasurer

He/she shall act under the supervision of the District Governor. His/her specific responsibilities shall be to:

- (a) Further the Purposes of this Organization;
- (b) Perform such duties as are implied by the title of said office, including but not by way of limitation, the following:
 - (1) Collect and receive for all dues and taxes levied on members and Clubs in the District, deposit the same in such bank or banks as the District Governor shall determine and disburse the same by order of the District Governor.
 - (2) Keep accurate books and records of account, and permit inspection of the same by the District Governor, any Cabinet member and any Club (or any authorized agent of any of them) at any reasonable time for any proper purpose. Upon direction of the District Governor or the Cabinet, he/she shall furnish any such books and records as requested to any auditor appointed by the District Governor.
 - (3) Secure bond for the faithful performance of his/her duties in such sum and with such sureties as may be required by the District Governor.
 - (4) Deliver, in a timely manner, at the conclusion of his/her term in office, the general and/or financial accounts, funds and records of the District to his/her successor in office.
- (c) Perform such other functions and acts as may be required of each by directives of the International Board of Directors.

Section 6 Global Service Team (GST) District Coordinator

The GST District Coordinator is a member of the District Global Action Team. His/her responsibilities include:

- (3) 應總監或區務委員會之要求，向區務委員會呈交報告。
 - (4) 保存所有區務委員會會議及區會議的正確記錄，並容許總監、任何區職員或任何屬會（或其授權之任何代理人等）於任何合理時間就任何適當理由查閱之。在總監或區務委員會之指示下，應邀向總監所指派之任何審計人員提交此等記錄。
 - (5) 按總監要求之保證金金額及擔保者，就其職責之忠誠表現提供穩妥保證
 - (6) 在任期結束時，及時將本區全套記錄移交給此職位之繼任者。
- (c) 依照國際理事會之指令，執行其他份內須處理之功能及行動。

第五段 區司庫

在總監的監督下，其特定職責為：

- (a) 發揚本機構之目的。
- (b) 執行本職位所隱含之職責，包括但不限於下述：
 - (1) 收取本區各屬會及屬會會員之應付款及徵費，將其存入總監所指定之一家或多家銀行，並依照總監之指示支付；
 - (2) 保存真確賬冊與賬戶記錄，並允許總監、任何區職員或區內任何屬會（或其授權之任何代理人等）於任何合理時間就任何適當理由查閱之。在總監或區務委員會之指示下、應邀向總監所指派之任何審計人員提交此等賬冊與記錄。
 - (3) 按總監要求之保證金金額及擔保者，就其職責之忠誠表現提供穩妥保證。
 - (4) 在任期結束時，及時將本區之一般及/或財務賬目、款項及記錄，移交給此職位之繼任者。
- (c) 依照國際理事會之指令，執行其他份內須處理之功能及行動。

第六段 全球服務團隊（GST）區協調員

GST 區協調員屬全球行動團隊成員之一。其職責包括：

- (a) Encourage Clubs to implement service projects that are aligned with global LCI initiatives, including the LCI Service Framework.
- (b) Work with Clubs to raise the visibility of Lions service impact in local communities.
- (c) Collaborate with GMT and GLT District Coordinators and the Global Action Team District Chairperson (District Governor) to further initiatives focused on leadership development, membership retention and growth, and expanding humanitarian service.
- (d) Work with Region, Zone, and Club service chairpersons to help Clubs reach their service goals, ensure regular reporting in MyLCI, and encourage utilization of LCI tools (such as the App) to increase engagement in service projects.
- (e) Support local community service projects that create a sense of belonging and pride to the Lions and Leos in the District.
- (f) Promote service projects that attract multi-generational participants, including the integration and leadership development of Leos.
- (g) In collaboration with the LCIF District Coordinator, maximize LCIF resource utilization and fundraising and monitor LCIF grants given to the District.
- (h) Gather Club and District feedback related to service challenges, opportunities, and successes and share information with such relevant parties to troubleshoot/remove barriers impeding the successful implementation of service programs.

- (a) 鼓勵屬會推動與「全球 LCI 倡議」一致的服務方案，包括 LCI 服務框架。
- (b) 與屬會合作，提升獅子會服務在當地社區之影響力。
- (c) 與 GMT 區協調員和 GLT 區協調員、以及全球行動團隊區主席（總監）共同協力，進一步開展那些以領導才能發展、會員保留及成長、以至增強人道服務的倡議。
- (d) 與分區、分域、屬會服務小組主席合作，幫助屬會達成其服務目標，確保定期向 MyLCI 呈交報告，並鼓勵運用 LCI 工具（例如 App）來增加服務方案的參與。
- (e) 支持當地社區中，那些能為本區獅友和青獅締造歸屬感及榮耀的服務方案。
- (f) 促進可吸引多世代參與者的服務方案，包括青獅的整合與領導發展。
- (g) 與 LCIF 區協調員合作，全力發揮 LCIF 資源之善用及捐款之籌募，並監管 LCIF 給予本區的撥款。
- (h) 在服務挑戰、機遇、及與成功有關之各方面，收集屬會和區內的資訊反饋，並與有關人等分享所收集到的訊息，以解決/消除那些能妨礙服務活動成功的障礙。

Section 7 Global Membership Team (GMT) District Coordinator

The GMT district coordinator is a member of the District Global Action Team. His/her responsibilities include:

- (a) Collaborate with the GLT and GST District Coordinators and the Global Action Team District chairperson (District Governor) to further initiatives focused on leadership development, membership growth and expanding humanitarian service.
- (b) Develop and execute an annual district membership development plan.
- (c) Collaborate with Region, Zone, and Club membership chairpersons to identify communities without a club or where additional clubs can be chartered.
- (d) Motivate Clubs to invite new members, inspire positive Club membership experiences, and ensure Clubs are aware of available membership programs and resources.
- (e) Monitor Club membership reports. Recognize Clubs that are increasing membership and support Clubs that are losing members.
- (f) Work with Clubs in danger of cancellation by ensuring payments are submitted on time.
- (g) Include diverse populations to participate in Global Action Team Initiatives.
- (h) Respond promptly to prospective member leads provided by

第七段 全球會員發展團隊（GMT）區協調員

GMT 區協調員屬區全球行動團隊成員之一。其職責如下：

- (a) 與 GLT 和 GST 區協調員以及全球行動團隊區主席（總監）共同協力，進一步開展那些以領導才能發展、會員成長、以至增強人道服務的倡議。
- (b) 制定並執行年度區會員發展計劃。
- (c) 與分區、分域、屬會會籍小組主席共同協力，鑒辨一些尚未存有獅子屬會、或可增設獅子屬會的社區，去授證創建新的獅子屬會。
- (d) 動員屬會邀請新會員，激發正向的會員體驗，並確保屬會能得知可供運用的會籍方案和資源。
- (e) 監督屬會會員報告。表揚那些能增加會員的屬會，並對流失會員的屬會給予支持。
- (f) 與瀕臨被註銷危機的屬會共同協作，確保屬會及時付款。
- (g) 將多元人口納入全球行動團隊的倡議。
- (h) 針對國際獅子會提供的「招募未來會員」主導指引，作出快速回應，追查招募情況，並提供「循主導指引行

LCI, track recruitment and provide status report of the lead.

- (i) Complete requirements and submit applications to receive District funding from LCI for membership development activities.
- (j) Confirm new members are provided an effective member orientation at the Club level, in collaboration with the GLT District coordinator and the Club officers.
- (k) Provide retention strategies to Clubs in collaboration with GLT and GST District coordinators.

Section 8 Global Leadership Team (GLT) District Coordinator

The GLT District Coordinator is a member of the District Global Action Team. His/her responsibilities include:

- (a) Collaborate with his/her GMT and GST District Coordinators and Global Action Team District Chairperson (District Governor) to further initiatives focused on leadership development, membership growth and expanding humanitarian service.
- (b) Develop and execute an annual District leadership development plan.
- (c) Communicate regularly with Region/Zone chairpersons and Club vice presidents to ensure they are aware of leadership development programs and resources available.
- (d) Provide ongoing motivation to Region/Zone chairpersons and Club vice presidents to achieve leadership development goals.
- (e) Promote leadership development opportunities that encourages participation all levels of the Organization.
- (f) Collaborate with GMT and GST District Coordinators to provide retention strategies to Clubs.
- (g) Include diverse populations to participate in Global Action Team Initiatives.
- (h) Identify potential and new leaders to participate in service, membership and leadership development opportunities.
- (i) Organize and facilitate instructor-led and web-based training in coordination with LCI.
- (j) Confirm new members are provided an effective member orientation at Club level, in collaboration with the GMT District Coordinator and Club Officers.
- (k) Complete requirements and submit applications to receive District funding from LCI for leadership development activities.

Section 9 LCIF District Coordinator

The LCIF District Coordinator is nominated by the District Governor, and appointed by the LCIF chairperson, to serve for a three-year term. This position serves as an ambassador for Lions Clubs International Foundation and reports directly to LCIF while working closely with District leadership. His/her responsibilities include:

- (a) Be familiar with LCIF initiatives and educate Lions within the District on the various grants and projects supported by LCIF. Assist District Governors with grant applications to LCIF, as

事」的「現況報告」。

- (i) 清列需求並呈交申請，俾能從 LCI 取得會員發展活動的區補助款項。
- (j) 與 GLT 區協調員和屬會職員合作，確保新會員能獲得一些在屬會層面上具功效的會員培訓。
- (k) 與GLT 區協調員和GST 區協調員共同協力，向各屬會提供保留會員之策略。

第八段 全球領導開發團隊 (GLT) 區協調員

GLT 區協調員是區全球行動團隊的成員。其職責如下:

- (a) 與 GMT 和 GST 區協調員以及全球行動團隊區主席 (總監) 共同協力，進一步開展那些以領導才能發展、會員成長、以至增強人道服務的倡議。
- (b) 制定和執行年度區領導發展計劃。
- (c) 定期與分區/分域主席、屬會副會長溝通，以確保他們了解可資利用的領導發展活動和資源。
- (d) 為分區/分域主席、屬會副會長提供持續的動力，達致領導開發目標。
- (e) 增強領導開發機會，鼓勵本機構內各階層均能參與。
- (f) 與 GMT 和 GST 區協調員共同協力，向各屬會提供保留策略。
- (g) 將多元人口納入全球行動團隊的倡議。
- (h) 鑒辨具潛力和新的領導人，參與服務、會員發展和領導開發機會
- (i) 與 LCI 組織及協調一些由講師主導和在網絡上的培訓。
- (j) 與 GMT 區協調員和屬會職員合作，確保新會員能獲得一些在屬會層面上具功效的會員培訓。
- (k) 清列需求並呈交申請，俾能從 LCI 取得領導開發活動的區補助款項。

第九段 LCIF 區協調員

LCIF 區協調員是經總監提名，由 LCIF 主席委任，任期三年。本職位屬獅子會國際基金會的代表大使，與區領導密切合作，並直接向 LCIF 報告。其職責包括：

- (a) 熟悉 LCIF 倡議，向本區獅友提供教育，涵括有關 LCIF 支持的各種撥款和方案；必要時協助總監向 LCIF 申請撥款。

needed.

- (b) Promote foundation initiatives in District publications, during District events and to the public at large.
- (c) Ensure that local LCIF-funded projects receive proper promotion and follow grant-criteria guidelines.
- (d) Encourage all Lions to contribute to LCIF and promote individual and club recognition programs as incentives to donate to LCIF.
- (e) Identify potential major gift donors, local foundations, corporations, and businesses with the potential to support LCIF and, when appropriate, be involved in the gift-request process.
- (f) Assist with the submission of LCIF funds, MJF applications, and other donation information when necessary.
- (g) Encourage Clubs to select a Lion to serve as the Club LCIF coordinator (which may be the Immediate Past Club President). Host an annual training for Club LCIF coordinators. Communicate with each LCIF Club coordinator quarterly.
- (h) In collaboration with the District Governor, develop and execute a plan with agreed-upon goals. Communicate as frequently as possible with the LCIF to discuss progress and challenges.

Section 10 Region Chairperson

The Region Chairperson subject to the supervision and direction of the District Governor, shall be the chief administrative officer in his/her region. The Region Chairperson is a member of the District Global Action Team. His/her specific responsibilities should be to:

- (a) Further the Purposes of this Organization.
- (b) Supervise the activities of the Zone chairpersons of the Clubs in his/her Region and such District Committee chairpersons as may be assigned to him/her by the District Governor.
- (c) In coordination with the GMT District Coordinator, play an active role in organizing new clubs and in strengthening weak clubs.
- (d) Visit a regular meeting of each Club in his/her Region at least once during his/her term of office, reporting his/her findings to the District Governor and the GMT District Coordinator, the GLT District Coordinator and the GST District Coordinator, as appropriate.
- (e) Visit a regular Board of Directors meeting of each Club in his/her Region at least once during his/her term of office, reporting his/her findings to the District Governor and the GMT District Coordinator, the GLT District Coordinator and the GST District Coordinator as appropriate.
- (f) Endeavour to have every club in his/her region operating under a duly adopted club constitution and by-laws.
- (g) Promote the Club Quality Initiative to the Clubs within the Region.
- (h) In coordination with the District GLT coordinator, play an active role in supporting leadership initiatives by informing

- (b) 藉區刊物及區活動，向社會大眾宣傳基金會的倡議。
- (c) 確保本地 LCIF 資助的方案，能得到應有的認知，並遵循撥款條件綱領。
- (d) 鼓勵所有獅友捐款給 LCIF，並推廣個人和屬會表揚活動，以激勵給予 LCIF 的捐款。
- (e) 鑒辨潛在的大額捐款者、地方基金會、公司和企業，以及具潛力能支持 LCIF 者，並在適當時參與籌募機動程序。
- (f) 必要時，協助提交 LCIF 資金、MJF 申請、及其他捐款之資料。
- (g) 鼓勵屬會選擇獅友擔任 LCIF 協調員（可由上屆屬會會長出任）。為 LCIF 屬會協調員舉辦年度培訓，並與 LCIF 屬會協調員作季度之溝通。
- (h) 與總監合作，制定並推動一些具既定目標的計劃。盡量多次與 LCIF 聯絡，商討進展和挑戰。

第十段 分區主席

在總監的監督及指示下，分區主席乃是其轄下分區之首席行政人員，亦是區全球行動團隊的成員。分區主席是地區全球行動團隊的成員。其特定職責為：

- (a) 發揚本機構之目的。
- (b) 督導其轄下分區內各分域主席、以及總監所指派委員會主席的活動。
- (c) 與區 GMT 協調員協作，扮演積極角色去組織新會及振興弱會；
- (d) 在他/她任職期間，訪問其轄下分區內每個屬會的一個例會會議，至少一次，並將其所得資訊，適切地向總監以及 GMT 區協調員、GLT 區協調員和 GST 區協調員作出報告。
- (e) 在他/她任職期間，訪問其轄下分區內每個屬會例行理事會會議，至少一次，並將其所得資訊，適切地向總監以及 GMT 區協調員、GLT 區協調員和 GST 區協調員作出報告。
- (f) 確保其轄下分區內各屬會之運作，能依循一個經妥當程序採納〈屬會憲章暨附則規程〉之規定。
- (g) 向其轄下分區內的屬會推廣「分會蛻變活動」。
- (h) 與區 GLT 協調員協作，透過廣泛通知，積極參與支持領導開發倡議；向其轄下分區內的獅友傳遞有關分域、分

Lions within the Region about leadership development opportunities in the Region or District.

- (i) In coordination with the GST District coordinator, play an active role in promoting global service initiatives by informing Lions within the Region about service opportunities in the Region or District.
- (j) Promote representation at International and District conventions by at least the full quota of delegates to which Clubs in his/her Region are entitled.
- (k) Carry out such official visitations to Club meetings and charter nights as shall be assigned to him/her by the District Governor.
- (l) Perform such additional assignments as shall be given to him/her from time to time by the District Governor.

In addition, the Region Chairperson shall perform such other functions and acts as may be required by the International Board of Directors through a Region Chairperson's manual and other directives.

Section 11 Zone Chairperson

The Zone Chairperson, subject to the supervision and direction of the District Governor and/or Region Chairperson, shall be the chief administrative officer in his/her Zone. The Zone Chairperson is a member of the District Global Action Team. His/her specific responsibilities shall be to:

- (a) Further the Purposes of this Organization.
- (b) Serve as chairperson of the District Governor's Advisory Committee in his/her Zone and as such chairperson to call regular meetings of said Committee.
- (c) Endeavour to include the GMT District Coordinator, the GLT District Coordinator and the GST District Coordinator as special guests to a District Governor's Advisory Committee meeting to discuss needs related to membership, leadership development and service and how these teams may assist the Clubs within the Zone.
- (d) Make a report of each District Governor's Advisory Committee meeting and send copies within five (5) days thereafter to Lions Clubs International and to the District Governor. Copies should also be sent to the GMT District Coordinator, the GLT District Coordinator, the GST District Coordinator and Region Chairperson when appropriate.
- (e) Promote the Club Quality Initiative to the Clubs within the Zone.
- (f) In coordination with the GMT District Coordinator, play an active role in organizing new clubs and keep informed of the activities and well-being of all Clubs in his/her Zone.
- (g) In coordination with the GLT District Coordinator, play an active role in supporting leadership initiatives by informing Lions within the Zone about leadership development opportunities at the Zone or District.
- (h) In coordination with the GST District Coordinator, play an active role in promoting global service initiatives by informing Lions within the Zone about service opportunities in the Zone

區領導開發機會的訊息。

- (i) 與區 GST 協調員協作，扮演積極的角色，促進全球服務倡議；通知其轄下分區內的獅友有關本區及分區內之服務機會。
- (j) 鼓勵其轄下分區內各屬會，以不少於屬會代表限額之數，出席國際及區年會。
- (k) 因應總監的指派，代表總監出席屬會會議與授證夜的官式探視工作。
- (l) 執行總監不時指派的其他工作。

此外，分區主席應依照〈分區主席手冊〉及其他指令，執行國際理事會規定應予以處理之其他任務及行動。

第十一段 分域主席

在總監及/或分區主席的監督及指示下，分域主席乃是其所轄下分域之首席行政人員，亦是區全球行動團隊的成員。其特定職責為：

- (a) 發揚本機構之目的。
- (b) 擔任其轄下分域之總監諮詢委員會主席，並以主席身分召開該委員會之常務會議。
- (c) 致力邀請 GMT 區協調員、GLT 區協調員及 GST 區協調員，作為總監諮詢委員會會議特別貴賓，以討論有關其轄下分域內會員發展、領導開發與服務工作的需求，以及如何可以促使這些團隊協助其轄下分域內的屬會。
- (d) 在每次總監諮詢委員會會議舉行後之五（5）天內，將報告送交國際獅子會及總監。在適當情況下，亦應將副本送交 GMT 區協調員、GLT 區協調員、GST 區協調員及分區主席。
- (e) 向其分域內的屬會推廣「分會蛻變活動」。
- (f) 與 GMT 區協調員協作，扮演積極角色去組織新會，並保持了解分域內所有屬會的活動及發展狀況。
- (g) 在屬會領導發展的層面，與 GLT 區協調員協作，扮演積極角色支持領導倡議；通知其轄下分域內獅友有關分域或本區內之領導機會。
- (h) 與區 GST 協調員協作，扮演積極角色促進全球服務倡議；通知分域內獅友有關其轄下分域及本區內之服務機會。

or District.

- (i) Represent each Club in his/her Zone in any problems with the District or Lions Clubs International.
 - (j) Supervise the progress of district, and Lions Clubs International projects in his/her Zone.
 - (k) Endeavour to have every Club within his/her Zone operating under a duly adopted club constitution and by-laws.
 - (l) Promote representation at International and District conventions by at least the full quota of delegates to which Clubs in his/her Zone are entitled.
 - (m) Visit a regular meeting of each Club in his/her Zone once or more during his/her term of office, reporting his/her findings to the Region Chairperson – particularly with respect to weaknesses he/she may have discovered (copy to District Governor).
 - (n) Perform such other functions and acts as may be required of him/her by directives of the International Board of Directors.
- (i) 在其轄下分域內，就屬會與本區及國際獅子會之間遭遇的困難，出任各會之代表。
 - (j) 在其轄下分域內，督導本區及國際獅子會方案的進展。
 - (k) 確保其轄下分域內各屬會之運作，能依循一個經妥當程序採納〈屬會憲章暨附則規程〉之規定。
 - (l) 鼓勵其轄下分域內各屬會，以不少於屬會代表限額之數，出席國際及區年會。
 - (m) 在其任期內，訪問其轄下分域內各屬會之例會，至少一次，並將其所得資訊，尤其是所發現的弱點，適切地向分區主席作出報告（副本送總監）。
 - (n) 執行國際理事會規定應予以處理之其他任務及行動。

Section 12 District Governor's Cabinet

The District Governor's Cabinet shall:

- (a) Assist the District Governor in the performance of his/her duties and in the formulation of administrative plans and policies affecting the welfare of Lionism within the District.
 - (b) Receive, from the Region Chairpersons or other assigned District Cabinet members, reports and recommendations which concern the Clubs and Zones.
 - (c) Supervise the collection of all dues and taxes by the Cabinet Treasurer, designate a depository(s) for said funds and authorize the payment of all legitimate expenses pertaining to the administration of the affairs of the District.
 - (d) Secure, set the amount of and approve the surety company issuing, the surety bond for the Cabinet Secretary and/or the Cabinet Treasurer (if applicable).
 - (e) Secure, semi-annually or more frequently, District financial reports from the Cabinet Treasurer.
 - (f) Provide for an audit of the books and accounts of the Cabinet Treasurer and with the District Governor's approval, set up definite schedule of dates, times and places of Cabinet meetings to be held during the fiscal year.
- (a) 協助總監履行其職責以及制訂本區內有關獅子精神及福祉之行政計劃及政策。
 - (b) 從分區主席，或其他被指派之區務委員會成員，收取有關其所轄下分域及屬會所呈交之報告及推薦方案。
 - (c) 督導區司庫收取應付款及徵費，指定該些款項之保管機構，並批准支付一切合法之區務行政費用。
 - (d) 落實並設定區秘書及/或區司庫保證金之金額，以及就提供保證的擔保公司，作出批准（如適用的話）。
 - (e) 在每半年或更頻繁時段，致令區司庫呈交區財務報告。
 - (f) 就區司庫之帳冊及帳目設置稽核，並經過總監之同意，設定區務委員會在會計年度內舉行區務委員會會議之日期、時間及地點。

ARTICLE II 第二條 Meetings 會議

Section 1 District Cabinet Meetings

(a) Regular Meeting

A regular meeting of the Cabinet shall be held in each quarter of the fiscal year, with the first of which being held within sixty (60) days after the adjournment of the preceding International Convention. Ten (10) days written notice of meetings setting forth a date, time and place and an agenda determined by the District Governor shall be given to each member by the Cabinet Secretary. Past District Governors

第十二段 總監的區務委員會

總監之區務委員會須：

- (a) 協助總監履行其職責以及制訂本區內有關獅子精神及福祉之行政計劃及政策。
- (b) 從分區主席，或其他被指派之區務委員會成員，收取有關其所轄下分域及屬會所呈交之報告及推薦方案。
- (c) 督導區司庫收取應付款及徵費，指定該些款項之保管機構，並批准支付一切合法之區務行政費用。
- (d) 落實並設定區秘書及/或區司庫保證金之金額，以及就提供保證的擔保公司，作出批准（如適用的話）。
- (e) 在每半年或更頻繁時段，致令區司庫呈交區財務報告。
- (f) 就區司庫之帳冊及帳目設置稽核，並經過總監之同意，設定區務委員會在會計年度內舉行區務委員會會議之日期、時間及地點。

第一段 區務委員會會議

(a) 經常會議

在財政年度每一季內，須舉行區務委員會會議一次；首次應在之前的國際年會閉幕後六十（60）天內舉行。每次會議之日期、時間、地點及議程經總監決定後，由區秘書在會議十（10）曆天前書面通告各成員。所有前任總監居於本區者，均有權出席及發表意見。

residing in the District shall have the right to attend and voice their views.

(b) Special Meeting

Special meetings of the Cabinet may be called by the District Governor at his/her discretion, and shall be called upon written request made to the District Governor or the Cabinet Secretary by a majority of the members of the Cabinet. No fewer than five (5) nor more than twenty (20) days written (including letters, electronic mail, facsimile transmission, or cable) notice of special meetings, setting forth the purposes and a date, time and place determined by the District Governor, shall be given to each member by the Cabinet Secretary.

(c) Quorum and Vote

The attendance of a majority of the members of the District Cabinet shall constitute a quorum for any meeting thereof. Voting members shall comprise the District Governor, Immediate Past District Governor, the First Vice District Governor, the Second Vice District Governor, the Cabinet Secretary, the Cabinet Treasurer, the Region Chairpersons, and the Zone Chairpersons. The Global Membership Team District Coordinator, Global Leadership Team District Coordinator, Global Service Team District Coordinator, and LCIF district coordinator shall be non-voting members in accordance with Article VI Section 2 of the Constitution. The District Governor shall have a casting vote.

Section 2 Region Meetings

Meetings of representatives of all Clubs in a Region, with the Region Chairperson or other District Cabinet member as may be assigned by the District Governor presiding, should be held during the Fiscal Year at times and places fixed by the Region Chairperson of the respective Region.

Section 3 Zone Meetings

Meetings of representatives of all the Clubs in a Zone, with the Zone Chairperson presiding, shall be held during the Fiscal Year at times and places fixed by the Zone Chairperson.

(b) 特別會議

在總監酌情認為有需要時、或者在過半數區職員向總監或區秘書提出書面要求時，可召開特別區務委員會會議。特別區務委員會會議之日期、時間、地點及事由經總監決定後，由區秘書以書面（包括信件、電子郵件、傳真或電報）通告，於會議不少於五（5）天同時不超過二十（20）天之前，送達各成員。

(c) 開會法定最低人數及投票

區務委員會會議之開會法定最低人數為區職員之過半數。總監、上屆總監、第一副總監、第二副總監、區秘書、區司庫、各分區主席及各分域主席均有投票權。根據本區〈憲章〉第六條第二段，全球會員發展團隊（GMT）區協調員、全球領導開發團隊（GLT）區協調員、全球服務團隊（GST）區協調員及 LCIF 區協調員均為區務委員會中之「不具投票權」成員。如有相等數量票數情況，總監可投決定性之一票。

第二段 分區會議

每一個分區內所有屬會之代表，須於財政年度內舉行多於一次會議，由分區主席或總監所指派的其他區務委員會成員主持，其日期、時間及地點由其分區主席決定。

第三段 分域會議

每一個分域內所有屬會之代表，須於財政年度內舉行多於一次會議，由分域主席主持，其日期、時間及地點由其分域主席決定。

ARTICLE III 第三條
Administration Fund 行政基金

Section 1 District Administration Fund

(a) To provide revenue to defray the administrative expenses of the District, there shall be set up a District Administration Fund to which an annual per capita levy shall be paid by all the Clubs in the District according to the number of members in each Club. The amount of the levy shall be determined by the District Governor and the Cabinet at their first Cabinet Meeting and will be circulated to the Clubs. It shall be collected and paid in advance by each Club in two (2) semi-annual payments as follows: 50% thereof in August and 50% thereof in February

第一段 區行政基金

(a) 為應付本區行政費開銷，本區內所有獅子會必須依照各屬會會員人數，每年繳納人均徵費，以成立區行政基金。徵費金額由總監及區職員於每年度首次區務會議中決定，並通告各會。人均徵費分在兩個「半年期」內收集，由各屬會上期繳納：其中50%須於每財政年度之八月份繳交，其餘50%則在該財政年度之二月份繳交。開單徵收時所計算之人數，乃是根據各會在同年度內分別在七月份月首日及一月份月首日申報「會員冊」中所述人數而定。所有獅子會必須如上述直接繳付徵費予區司庫。

of each Fiscal Year, with billings of the same to be based upon the roster of each Club as of the first days of July and January respectively, immediately preceding. Such a levy shall be paid to the Cabinet Treasurer by each Club in the aforesaid manner, except newly chartered and re-organized Clubs, which shall collect and pay the levy on a pro-rata basis from the first day of the second month following the date of their organization or reorganization, as the case may be. The per capita levy shall be disbursed only for administrative expenses of the District and only upon approval by the District Governor. Disbursements therefrom shall be by cheques drawn and signed by the Cabinet Secretary or the Cabinet Treasurer, and counter-signed by the District Governor or the First Vice District Governor.

- (b) Expenses of the District Governor in connection with his attending the International Convention shall be considered District administrative expenses. Reimbursement for such expenses shall be made on the same basis as outlined in the Rules of Audit of Lions Clubs International.

Section 2 Budget

The annual budget on the District Administration Fund as proposed by the District Governor shall first be discussed and, if thought fit, endorsed in a Joint Meeting of the District Governor's Advisory Committees of all the Zones in the District (hereinafter referred to as "Joint Advisory Zone Meeting") before it is formally placed for approval before the first Cabinet meeting of the Fiscal Year. Expenditure by the District Governor and District Officers should be made in accordance with the approved budget. Approval must be sought at a Joint Advisory Zone Meeting for any expenditure made or to be made in excess of the budget. If the District Governor spends or allows any of the Cabinet Officers to spend on any item an amount greater than that provided in the budget without the approval of the Joint Advisory Zone Meeting, the District Governor shall be held responsible to refund to the District the whole amount in excess of the budget.

Section 3 Headquarters Maintenance Fund

There shall be set up a Headquarters Maintenance Fund. Each new member admitted to a chartered Club in the District shall, in addition to the regulatory payments of fees and dues as stipulated by such Club, contribute a sum as determined by the District Cabinet from time to time to the District Headquarters Maintenance Fund on his admission. Such sum shall be transferred to the Cabinet Treasurer within the month of its collection. The amount of such contribution shall be subject to review by the District Cabinet from time to time as the District Cabinet sees fit.

惟新創獅子會及重組獅子會，則應於該會成立或重組之翌月一日起計，開始繳交上述人均徵費。上述人均徵費之支付，只可用於本區行政經費，並須經總監核准。各項經費均須以支票支付，由區秘書或區司庫任何一人簽署，並須經總監或第一副總監聯簽，方能生效。

- (b) 總監參加國際年會之費用，納入作本區行政經費處理。此等費用之支付，必須根據國際獅子會〈核數條例〉所述相同的基礎。

第二段 預算案

總監應制定行政基金收支預算案，經由各分域主席及各獅子會會長、秘書組成之諮詢委員會聯席會議（以下簡稱「分域聯席諮詢會議」）討論及（如認為適當）認可後，提交該年度之首次區務會議批准通過。總監及區職員支付之經費，必須依照經核准之預算案。任何超出預算案之支出，必須事前或事後由分域聯席諮詢會議通過，否則總監須負責將超支款項全數歸還。

第三段 會所保養基金

本區設有會所保養基金。每一新會員於加入本區之獅子會時，除繳付該會所規定之各項收費外，須繳交由區務委員會不時決定之區會會所保養基金科款。該款在即月內轉交區司庫。科款數額可由區務委員會不時複核並作出適當調整。

ARTICLE IV 第四條

District Project Fund 區服務基金

Section 1 Establishment of Project Fund

To provide revenue to defray expenses in furtherance of the Objects of Lions Clubs International in the District, there shall be set

第一段 服務基金之設立

本區設區服務基金，以應付在本區內施行國際獅子會目標工作之開銷。區司庫負責收集所有區服務基金捐款，收款

up a District Project Fund (“District Project Fund”). Contributions to the District Project Fund shall in the first instance be collected by the Cabinet Treasurer and shall so soon as may be practicable after receipt be paid to the Hongkong & Macau Lions Foundation (“HKMLF”), and shall be administered by HKMLF in accordance with the provisions contained in its Articles of Association. HKMLF shall hold the landed properties of the District, and shall also administer donations for charitable purposes and/or specific projects from other sources.

Section 2 Amount of contribution

The District Governor shall propose the amount to be contributed to the District Project Fund by each member of all the Lions Clubs in the District for each Fiscal Year, and such proposal shall be discussed and, if thought fit, endorsed at the first Joint Advisory Zone Meeting of such Fiscal Year.

Section 3 Specified Purposes

The funds of HKMLF shall not be used for any purpose other than those specified in Part A: Mandatory Articles of its Articles of Association. Subject to the compliance of the Third Clause of Part A: Mandatory Articles of its Articles of Association and the provisions in Article 57 of Part B: Other Articles, HKMLF shall comply with request for appropriation of funds by the District, made by the District Governor thereof on its behalf.

Section 4 Designated Project Fund and General Project Fund

In this section, the exact amount of funds and donations raised by or through the efforts of the District Governor for the time being of the District during his tenure, together with those funds and donations raised in the lionistic year (from July to June) preceding his tenure, including those raised through the Lions Walk and/or such similar District fund-raising campaign bearing a different name, intended for carrying out service projects, which have actually been received by HKMLF, shall be called “Designated Project Fund”. All other funds and donations held by HKMLF (including all interest earned, if any) shall be called “General Project Fund”.

Section 5 Application in excess of Designated Project Fund

Before any application for appropriation of funds by HKMLF, made by the District Governor for the time being of the District, is approved, the applicant is required to satisfy HKMLF that the purpose of such funds is of a charitable nature and is in furtherance of the objects of HKMLF as provided in the Third Clause of Part A: Mandatory Articles of its Articles of Association. HKMLF, if satisfied that such requirement has been fully met, shall make appropriation accordingly, but only to the extent of the amount of the Designated Project Fund. For any application for appropriation of funds in excess of what has already been approved up to the limit of the Designated Project Fund, the applicant shall be required to obtain the prior approval in support of such application by an ordinary resolution of a Joint Advisory Zone Meeting for the

後須於可能範圍內盡早將其轉交港澳獅子基金，由港澳獅子基金根據其〈組織章程細則〉管理之。港澳獅子基金為本區一切不動產之業權持有者，亦負責管理其他來源之慈善捐款及/或特別項目捐款。

第二段 捐款金額

總監就本區內所有獅子會會員於每一財政年度中須捐予區服務基金之金額，作出建議，在該財政年度中的第一次分域聯席諮詢會議時討論及（如認為適當）認可之。

第三段 特定目標

港澳獅子基金的款項，只可以根據其〈組織章程細則〉的「A 部份：強制性細則規定」之目標使用，不能用於其他用途。在符合「A 部份：強制性細則」第三條及「B 部份：其他細則」第 57 條的情況下，港澳獅子基金須遵從區會（由總監代表）提出的撥款要求。

第四段 指定項目基金及一般項目基金

在本段中，當屆總監在其任期內，憑他的能力籌得的款項及捐款的金額實數，以及在其任期前的獅子會年度（由 7 月至 6 月）籌得的款項及捐款實數，包括「獅子行」及/或其他名義、為區服務項目的同類區籌款活動，所籌得並交予港澳獅子基金的款項實數，皆稱為「指定項目基金」。港澳獅子基金持有的其他款項及捐款（包括所得之利息，如有的話）則稱為「一般項目基金」。

第五段 超過「指定項目基金」的撥款申請

在當屆總監向港澳獅子基金提出之撥款申請獲批准之前，申請者須令港澳獅子基金滿意地接納，該申請之款項會是用作慈善用途，以及是為貫徹港澳獅子基金〈組織章程細則〉「A 部份：強制性細則」第三條所述之目標而行。港澳獅子基金如果滿意地接納所須的規定已是完全符合，可因應地就此撥出款項，但金額不得超逾「指定項目基金」現存之數額。任何撥款申請，若其金額超逾「指定項目基金」已批出及尚持有的數額，申請者須事先取得區會當屆分域聯席諮詢會議（以普通決議比例通過）的批准；再者，申請撥款的數額若超過「指定項目基金」的 20%，該申請更須事先取得「總監榮譽諮詢委員會」中，在本區居住的現役成員（超過半數投贊成票）的批准。

time being of the District; and, in order that such amount applied for may exceed the Designated Project Fund by a proportion of more than 20% thereof, the prior approval of a simple majority of the members of the Honorary Committee currently serving and residing in the District shall also have been obtained.

Section 6 Surplus to General Project Fund

Any surplus left of the Designated Project Fund from year to year which has not been appropriated during the tenure of the incumbent District Governor of the District shall be transferred to the General Project Fund. The preceding sentence does not prevent the appropriation of funds applied for during the tenure of the incumbent District Governor but consideration of the application for appropriation takes place only after his tenure; and for the avoidance of doubt, any funds thus approved for appropriation shall fall outside the surplus mentioned in this section.

第六段 盈餘撥入「一般項目基金」

在「指定項目基金」中，那些按年度計算、尚未有在當屆總監任期內撥離的款項盈餘，須轉賬到「一般項目基金」中處理。但在前句中所述者，並不阻礙那些在當屆總監任期內已提出、然而只在其任期後才予以考慮之撥款申請。為免生疑問起見，任何就此批准的撥款，應視為處於在此段中所述的「盈餘」之外。

ARTICLE V 第五條

District Convention 區年會

Section 1 Official Call

The District Governor shall issue an official call by printed or electronic means to all Clubs in the District for the annual District Convention not less than sixty (60) days prior to the date fixed for holding the same, stating the place, day and hour thereof.

第一段 法定通知

總監須於區年會舉行至少六十（60）天之前，以書面印製或電子方式，向各屬會發出召開年會的正式通知，及公佈已決定的地點、日期及時間。

Section 2 Site Change

The District Cabinet shall retain, and have, power to change at any time, for good reason, the Convention site previously chosen and neither the District, the District Officers of the District nor any member of the District Cabinet, shall incur any liability thereby to any Club or Club member in the District by virtue or as a consequence thereof. Notice of any site change shall be furnished in writing to each Club in the District no less than thirty (30) days prior to the convening date of the annual Convention.

第二段 年會地點變更

區務委員會保留及具有權力，於任何時間，在具有充分理由之情況下，更改區年會已選定的開會地點。對此，本區或任何區職員或區務委員會之任何成員，對任何屬會或屬會會員都不會因帶來的後果而負上責任。變更地點之通知，須於舉行年會日期之三十（30）天前，以書面方式給予本區內各屬會。

Section 3 Officers

The members of the District Cabinet shall be the officers of the annual District Convention.

第三段 職員

區年會的職員由當屆區職員擔任。

Section 4 Sergeant-At-Arms

A Convention Sergeant-at-arms and such assistant sergeant-at-arms as deemed necessary shall be appointed by the District Governor.

第四段 糾察

總監須為區年會委任一位糾察及其認為有需之助理糾察。

Section 5 Official Report

Within fifteen (15) days after the close of each District Convention, the Cabinet Secretary shall transmit one copy of the complete proceedings to the International Office. Upon written request from any Club in the District a copy shall be furnished to said Club.

第五段 法定報告

在每一區年會閉幕後的十五（15）天內，區秘書須將一份完整的會議記錄，送交國際辦公室。應區內任何屬會的書面請求，亦須給予該屬會一副本。

Section 6 District Convention Committees

- (a) The District Governor shall appoint and fill vacancies occurring from time to time not more than six (6) Past Presidents as members of the District Convention Committee; and also the chairpersons and members respectively of the Convention Constitution & By-Laws Committee, Resolutions Committee and Election Committee, each Committee to comprise not more than five (5) members including its chairperson. All such Committees shall perform such duties as the District Governor may designate in accordance with the Purposes and Objects of Lions Clubs International.
- (b) No candidates for the office of District Governor, First Vice District Governor or Second Vice District Governor shall serve on any of the statutory Committees of the District Convention.

Section 7 Nominating Committee

- (a) The District Governor shall appoint by written notification received at least sixty (60) days prior to the District Convention, a Nominating Committee of not less than three (3) and not more than five (5) members, all of whom shall be Past District Governors of and residing in the District, and each of whom shall be a member in good standing of a different Lions Club in good standing in the District and shall not through the duration of such appointment hold any District Cabinet or International office either by election or appointment, whose names and addresses shall be sent to all Clubs in the District. Members of the Nominating Committee shall elect a chairperson among themselves at their first meeting.
- (b) All Past District Governors residing in the District shall act as advisors at meetings of the Nominating Committee so appointed.
- (c) The Nominating Committee shall be charged with the responsibility of screening all the candidate(s) for the office of District Governor, First Vice District Governor and Second Vice District Governor as to their Lionistic qualifications, as stipulated in Article VI of the By-Laws, and shall be charged with such further responsibility as may be necessary under Article VIII Section 2.
- (d) The Nominating Committee shall appoint such number of Parliamentarians as it deems fit to take part in the District Convention, who shall be active Lions in good standing in their Clubs.
- (e) Nominations shall be received in writing in a format prescribed by the Nominating Committee.
- (f) The Nominating Committee shall enlist the names of all candidates, who shall have been found to be suitable for election, in alphabetical order, and present such list to the Convention Chairperson at least forty-eight (48) hours before the District Convention.

第六段 區年會委員會

- (a) 總監須委任，並當有空缺出現之際適時補充，不超過六位前任會長為區年會委員會成員；並為年會的憲章及規程委員會、議案委員會及選舉委員會，委任適當人選擔任主席及成員。每一委員會之成員（包括主席在內）以不超過五人為限。上述各委員會須遵照國際獅子會之目標及宗旨，執行總監所指定的各項任務。
- (b) 凡參加競選總監、第一副總監或第二副總監之候選人，均不得擔任區年會任何法定委員會中之職位。

第七段 提名委員會

- (a) 總監須於區年會舉行至少六十（60）天前，以書面委任不少於三（3）人及不超過五（5）人組成的提名委員會，其選任者須是在本區居住的前總監，而其中各人必須隸屬本區內不同的一個資格完備之獅子會，其本人亦必須是一個資格完備的獅子會會員，並且在擔任此職位期間，不得出任（無論是通過選舉或受委任）任何區務委員會或國際職位。提名委員會成員的姓名及住址須通告本區所有獅子會。提名委員會成員須於首次開會時互選主席一人。
- (b) 在本區居住之所有前任總監，於提名委員會開會時擔任顧問。
- (c) 提名委員會根據本區〈附則規程〉第六條，負責審核總監、第一副總監及第二副總監參選人在獅子會之資歷，並須擔負其他在第八條中第二段所述之職責。
- (d) 提名委員會須委任區年會中之會議顧問，人數由其決定。會議顧問必須是一個資格完備的獅子會現役會員。
- (e) 候選人之提名，須依照提名委員會之規定格式，以書面為之。
- (f) 提名委員會須將經核定適合競選之被提名候選人，依照英文字母排列，列成名單，並在區年會舉行最少四十八（48）小時前，將此名單送交區年會主席。

Section 8 Credentials Committee

The Credentials Committee of the District Convention shall be composed of the District Governor, as chairperson, the Cabinet Secretary, the Cabinet Treasurer, and two other non-officers of the District appointed by the District Governor, each of whom shall be a member in good standing of a different Lions Club in good standing in the District. The Credentials Committee shall certify the number of delegates to which each Club is entitled, the standing of each delegate and the attendance of delegates at the District Convention. The non-officers shall not, through the duration of the appointment, hold any District or International office either by election or appointment. The Credentials Committee shall have the powers and perform the duties set forth in ROBERT'S RULES OF ORDER, NEWLY REVISED.

Section 9 Order of Convention Business

The District Governor shall arrange the order of business for the District Convention, and the same shall be the order of the day for all sessions.

第八段 投票代表資格審查委員會

投票代表資格審查委員會之組成，包括總監（擔任主席）、區秘書、區司庫，以及總監所指定其他兩位非區職員之獅友擔任委員，其中各人必須隸屬不是同一個、資格完備的獅子會，亦必須是一個資格完備的獅子會會員。此委員會負責核定每一獅子會可委派出席代表之人數及資格，並核對出席區年會代表之身分。非區職員之獅友在此指派期間，不得經選舉或委任出任本區或國際任何職位。投票代表資格審查委員會具有《羅拔氏會議程序規則，最新修正版》所賦予之權力及可執行之職務。

第九段 年會議事程序

區總監負責安排區年會中應研討事項之程序，其即成為當日所有會議之議程次序。

ARTICLE VI 第六條

District Governor, First Vice District Governor and Second Vice District Governor Nominations and Lionistic Qualifications

總監，第一副總監，第二副總監提名及獅子會資歷

Section 1 District Governor, First and Second Vice District Governor Nomination Procedures

Any qualified member of a Club in the District seeking the office of District Governor, First Vice District Governor, or Second Vice District Governor, shall file his/her intention to so run in writing with the Nominating Committee not less than twenty-one (21) days prior to the day of the District Convention, and furnish therewith evidence of his/her compliance with Lionistic qualifications for said office set out in the International Constitution and By-Laws, together with any other information as may be reasonably required by the Nominating Committee to enable his candidacy to be considered for election. The Nominating Committee shall place in nomination at the District Convention the name(s) of all candidate(s) so qualified. If none is received and/or so qualified, then, but only then, nominations for the office may be made from the floor. A candidate shall be allowed a campaign speech to be given by himself/herself of no more than five (5) minutes duration.

Section 2 District Governor Lionistic Qualifications

A candidate for the office of District Governor shall:

- Be an Active Member in good standing of a chartered Lions Club in good standing in the District;
- Secure the endorsement of his/her Club or a majority of the Clubs in the District;
- Currently be serving as the First Vice District Governor within

第一段 總監，第一副總監，第二副總監提名程序

任何獅子會會員如欲競選總監、第一副總監或第二副總監職位，須於區年會舉行日最少二十一（21）天前，將其參選意圖，以書面方式通知提名委員會，並就擬競選之職位，按〈國際獅子會憲章及規程〉所需之適當獅子會履歷，提供其人已具有充足資格之證據，連同提名委員會合理要求之其他資料，送交提名委員會，以供提名委員會考慮其競選資格。提名委員會須將所有具備資格之候選人，向區年會作出提名。只有在提名委員會沒有收到任何提名，及/或在並無任何人具備資格的情況下，區年會方可接受即席提名。每一位候選人均可作不逾五（5）分鐘之競選演說。

第二段 總監的獅子會履歷

擬競選總監者，須具備下述條件：

- 隸屬本區內一個資格完備的獅子會，其本身亦必須是一個資格完備的獅子會會員；
- 得到其所屬獅子會之提名，或得到本區中超過半數獅子會之提名；
- 現正在擔任為本區第一副總監；以及

the District; and

- (d) Only in the event the current First Vice District Governor does not stand for election as District Governor, or if a vacancy in the position of First Vice District Governor exists at the time of the District Convention, any Club member who fulfills the qualifications for the office of Second Vice District Governor as set forth in these By-Laws and who is currently serving or who has served one (1) additional year as a member of the District Cabinet, shall fulfill the requirements of Subsection (c) of this Section.

Section 3 First Vice District Governor Lionistic Qualifications

A candidate for the office of First Vice District Governor shall:

- (a) Be an Active Member in good standing of a chartered Lions Club in good standing in the District;
- (b) Secure the endorsement of his Club or a majority of the Clubs in the District;
- (c) Currently be serving as the Second Vice District Governor of the District, and
- (d) Only in the event the current Second Vice District Governor does not stand for election as First Vice District Governor, or if a vacancy in the position of Second Vice District Governor exists at the time of the District convention, any Club member who fulfills the qualifications for the Office of Second Vice District Governor as set forth in these By-Laws shall fulfill the requirements of Subsection (c) of this Section.

Section 4 Second Vice District Governor Lionistic Qualifications

A candidate for the office of the Second Vice District Governor shall :

- (a) Be an Active Member in good standing of a chartered Lions Club in good standing in the District;
- (b) Secure the endorsement of his/her Club or a majority of the Clubs in the District; and
- (c) Have served or will have served at the time he/she takes office as Second Vice District Governor:
- (i) As President of a Lions Club for a full term or major portion thereof, and a member of the Board of Directors of a Lions Club for not less than two (2) additional years;
- (ii) As Cabinet Secretary, Cabinet Treasurer, Region Chairperson or Zone Chairperson for a full term or major portion thereof; and
- (iii) With none of the above being accomplished concurrently.

Section 5 Term of Office

Each District Governor, First Vice District Governor and Second Vice District Governor shall serve for a term of one year which term shall commence with the close of the International Convention held in the calendar year of his election, if so held,

- (d) 只是在現任第一副總監不從事競選總監，或區年會期間第一副總監職位出缺之情形下，區內任何符合本〈附則規程〉所規定、具第二副總監資格條件之屬會會員，以及同時亦是現任區務委員會成員，或曾任區務委員會成員額外一年者，即可符合上述第(c)項的條件。

第三段 第一副總監的獅子會履歷

擬競選第一副總監者，須具備下述條件：

- (a) 隸屬本區內一個資格完備的獅子會，其本身亦必須是一個資格完備的獅子會會員；
- (b) 得到其所屬獅子會之提名，或得到本區中超過半數獅子會之提名；
- (c) 現正在擔任為本區第二副總監；以及
- (d) 只有在當屆第二副總監不從事競選第一副總監，或者在區年會期間第二副總監職位出缺之情形下，任何具備符合本〈附則規程〉內所述資格、能參選第二副總監一職之屬會會員，皆可被視為具備符合本段(c)所要求之資格。

第四段 第二副總監的獅子會履歷

擬競選第二副總監者，須具備下述條件：

- (a) 隸屬本區內一個資格完備的獅子會，其本身亦必須是一個資格完備的獅子會會員；
- (b) 得到其所屬獅子會之提名，或得到本區中超過半數獅子會之提名；及
- (c) 曾任或於接任第二副總監時曾任：
- (i) 獅子會之會長足一屆或其大部份，另加最少兩年為獅子會之董事，
- (ii) 區秘書、區司庫、分區主席或分域主席，足一屆或其大部份，及
- (iii) 以上各職位若為同時兼任者，只可選其中之一計算。

第五段 任期

每一位總監，第一副總監及第二副總監任期一年，在其獲選年中之國際年會閉幕時起計算。但若當年沒有舉行國際年會，則在其獲選後之七月一日起計。任期至其獲選後翌年中之國際年會閉幕時終止。但若當年沒有舉行國際年會，則

but if not, then on 1st July next following his election and shall terminate with the close of the International Convention held in the calendar year next following the calendar year of his election, if so held, but if not, then on 30th June of the calendar year next following the calendar year of his election.

在其獲選翌年之六月三十日為止。

ARTICLE VII 第七條 Election Proceedings 選舉程序

Section 1 Election of the District Governor

- (a) The election of the District Governor shall be conducted by a secret written ballot, with the candidate or candidates required to secure a majority of the votes cast by the delegates present and voting in order to be declared elected.
- (b) For each of such elections, if, on the first ballot, and subsequent ballots, no candidate receives a majority, the candidate or tied candidates receiving the lowest number of votes shall be eliminated and balloting shall continue until one candidate receives a majority. In case of a tie on any ballot, balloting shall continue on the tied candidates until one is elected. If, however, after the third balloting, the result is still a tie, the Convention Chairperson shall call on the Election Committee to prepare lots and the candidates receiving the tie votes shall cast lots before this Committee within one (1) hour after the election shall have been declared a tie. If any such candidate shall fail to appear within the said hour, the Election Committee shall cast a lot for him. The candidate to whom the lot shall fall shall be declared elected. The type of lot to be cast shall be determined by the Election Committee.
- (c) For each of such elections, in the event that there is only one candidate, he/she is required to secure a simple majority of the affirmative votes cast by the delegates present and voting in order to be declared elected.
- (d) For purpose of any of the aforesaid elections, a majority is defined as a number more than one-half of the total valid votes cast excluding blanks and abstentions.
- (e) If the District Governor candidate fails to secure a simple majority of the affirmative votes cast, the said candidate is defeated. The District has failed to elect a District Governor. In such event, the District Governor shall be appointed by the International Board of Directors. The District Governor, or the Immediate Past District Governor, or if none is available, then the most recent Past District Governor available shall convene a meeting to be held within 15 days after such District Governor candidate is defeated, with the District Governor, Immediate Past District Governor, First and Second Vice District Governors, the Region Chairpersons, Zone Chairpersons, the Cabinet Secretary, the Cabinet Treasurer and all past International Presidents (residing in District 303), all past International Directors (residing in District 303) and Past

第一段 總監選舉

- (a) 總監之選舉，以書面不記名投票方式進行。候選人需要獲得出席並參加投票代表之大多數票，方可成功當選。
- (b) 在每一項選舉中，若經第一輪投票或繼續之投票後無人得到大多數，應將票數最少者或最少等量者排除，之後再繼續投票，直至有一人所得票達到大多數為止。票數相同時，同票之候選人須經繼續投票，直至有人當選為止。但如經三次投票後，結果票數仍然相等時，區年會主席須知會選舉委員會準備抽籤，於宣佈等量票數後一小時內，召集獲等量票數之候選人，在該委員會之監督下舉行抽籤。抽籤時，如任何候選人缺席，得由選舉委員會代表抽籤。中籤之候選人即為總監之當選人。抽籤之方式由選舉委員會決定。
- (c) 每一項選舉中，若候選人僅得一人時，候選人必須取得出席並參加投票的代表之大多數贊成票，方能當選。
- (d) 在以上所述的選舉之所謂多數票，乃是有效投票數之一半以上，空白票及棄權票不計。
- (e) 如總監候選人未能取得出席代表之大多數贊成票時，該候選人即告落選，亦即是，本區未能選出總監。在此情況下，總監須由國際理事會委任之。現任總監或上屆總監（如兩者均不克處理時，則最近之前任總監）須於總監候選人落選後十五天內召開會議，並邀請總監、上屆總監、第一副總監、第二副總監、分區主席、分域主席、區秘書、區司庫以及所有資格完備之前國際會長（居住於三〇三區者）、前國際理事（居住於三〇三區者）及前任總監出席會議。會議由召集人主持並負責發出書面邀請通告。每一位具有資格被邀請出席、並出席會議之獅子會會員可投一票選舉其屬意者（落選之候選人可包括在內），推薦予國際理事會委任為總監。會議主席須負責於舉行會議後七天內，連同發出邀請及出席會議者之證明，向國際理事會呈報會議結果，特別是獲推薦者

District Governors, who are members in good standing, invited to attend. Such a meeting is to be chaired by the convenor and written invitations are to be sent by him. Each Lion, who is entitled to receive an invitation to attend and is present at the said meeting shall be entitled to cast one vote for the Lion of his choice (which may include but not limited to the said defeated candidate) as the recommendee for the appointment to the office of District Governor by the International Board of Directors. It is the duty of the chairperson at such meeting to report the result thereof in particular the name(s) of the recommendee(s) and the number of votes given to each of them to the International Board of Directors within seven (7) days of such meeting together with evidence of invitation sent and attendance at said meeting. The International Board of Directors may consider such recommendation but is not bound by such.

Section 2 Election of the First and Second Vice District Governor

- (a) The election of the First Vice District Governor and the Second Vice District Governor shall each be conducted by a secret written ballot and each of the First Vice District Governor Candidate and the Second Vice District Governor Candidate is required to secure a simple majority of the affirmative votes cast by the delegates present and voting in order to be declared elected. For the purpose of any of the aforesaid elections, a majority is defined as a number more than one-half of the total valid votes cast excluding blanks and abstentions.
- (b) Subject to sub-paragraphs (c) and (d) hereof, the candidate receiving the largest number of the votes cast shall be declared elected.
- (c) In case of a tie on any ballot, balloting shall continue on the tied candidates until one is elected. If, however, after the third balloting, the result is still a tie, the Convention Chairperson shall call on the Election Committee to prepare lots and the candidates receiving the tie votes shall cast lots before this Committee within one (1) hour after the election shall have been declared a tie. If any such candidate shall fail to appear within the said hour, the Election Committee shall cast a lot for him. The candidate to whom the lot shall fall shall be declared elected. The type of lot to be cast shall be determined by the Election Committee.
- (d) If the First Vice District Governor candidate, or the Second Vice District Governor candidate, as the case shall be, fails to secure a simple majority of the affirmative votes cast, the said candidate is defeated. In the event that the District fails to elect a First Vice District Governor or a Second Vice District Governor, he shall be appointed in the following manner to fill the term.

之姓名及其所獲之票數。國際理事會對推薦建議可作考慮，但接受與否則並無限制。

第二段 第一及第二副總監選舉

- (a) 第一副總監及第二副總監之選舉，均以書面不記名投票方式進行；每位第一副總監候選人及第二副總監候選人必須取得出席並參加投票代表之多數贊成票，方能當選。所謂多數票是指有效投票數之一半以上，空白票及棄權票不計。
- (b) 視乎(c)及(d)段的規定，候選人中以獲票最多者當選。
- (c) 如有相等數量票數情況，則繼續舉行投票，直至有一名候選人當選。但如經三次投票後，結果仍為等量票數時，區年會主席須知會選舉委員會準備抽籤，於宣佈等量票數後一小時內，召集獲相等票數之候選人，在該委員會之監督下舉行抽籤。抽籤時，如任何候選人缺席，得由選舉委員會代表抽籤。中籤之候選人即為職位之當選人。抽籤之方式由選舉委員會決定。
- (d) 倘若第一副總監或第二副總監候選人未能取得出席代表之多數贊成票時，該候選人即告落選，亦即是，本區未能選出該第一副總監或第二副總監。在此情況下，第一副總監或第二副總監應以下列方式委任，以填補任期內之空缺。

(e) The District shall convene a meeting of the members of the existing Cabinet as provided for in the International Constitution and By-Laws and all past international officers and Past District Governors who are residing in District 303 and who are members in good standing respectively of a chartered Lions Club in good standing in the District. It shall be the duty of the attendees at this meeting to appoint a qualified Club member (including but not limited to the defeated candidate) to fill the vacuum left by the defeated candidate for the remainder of the term. It shall be the duty of the District Governor, or if not available, the most recent Past District Governor who is available to send out invitations to attend said meeting and it shall also be his responsibility to preside as chairperson of the meeting. The chairperson shall convey the result to Lions Clubs International within seven (7) days together with evidence of invitations sent and meeting attendance. Each Lion who is entitled to receive an invitation to attend and is present at said meeting shall be entitled to cast one vote for the Lion of his choice.

Section 3 Report of results of election

The names of the District Governor Elect, the First Vice District Governor Elect and the Second Vice District Governor Elect shall be reported within three (3) days after the close of the District Convention by the incumbent District Governor to the International President and International Board of Directors for confirmation.

(e) 本區須依據〈國際獅子會憲章及規程〉召開會議，由現任區職員與所有定居於三〇三區之前任國際獅子會職員及前任總監參與會議；惟後者每位必須隸屬本區內一個資格完備之獅子會，而其本身亦必須是一個資格完備之獅子會會員。與會者有責委任一位符合資格之獅子會會員（落選候選人可包括在內），在所餘任期內填補落選者留下的空缺。由總監負責發出通告，邀請有關成員出席會議，並擔任會議主席（若無總監在位，則由最近之前任總監代行）。主席須於七天內向國際獅子會呈報會議結果，並附上發出邀請通知及出席會議人數之證明。每一位具有資格被邀請出席、並出席會議之獅子會會員，可投一票選舉其屬意者。

第三段 呈報選舉結果

當屆總監須於區年會閉幕後三天內將當選總監、第一副總監及第二副總監之姓名，呈報國際獅子會會長及國際理事會，以作核實。

ARTICLE VIII 第八條

Nominations and Endorsement of International Director and Third Vice-President Nominees

國際獅子會理事及國際第三副會長之提名及認可

Section 1 Endorsement Procedure

Subject to the provisions of the International Constitution and By-Laws, any member of a Lions Club in the District seeking endorsements of the District Convention as a Candidate for the Office of International Director or Third Vice-President shall:

- Deliver (by mail or in person) written Notice of Intention to seek such endorsement to the District Governor, no less than sixty (60) days prior to the convening date of the District Convention at which the question of endorsement is to be voted upon; and
- Deliver with the said Notice of Intention evidence of fulfilment of the qualifications for such office set forth in the International Constitution and By-Laws.

Section 2 Nomination

Each Notice of Intention as delivered shall be transmitted forthwith by the District Governor to the Nominating Committee of the Convention, as soon as the Nominating Committee has been appointed under Article V Section 7 of these By-Laws. The

第一段 認可程序

除非國際獅子會〈憲章及附則規程〉另有規定外，本區獅子會任何會員，如擬在區年會中獲本區認可成為國際獅子會理事或第三副會長參選人者，須：

- 將其申請認可資格之意願，以書面方式，提出通知，在區年會開會日最少六十天前，將此通知親自交付或郵寄總監；及
- 在遞交上述通知書之同時，附上符合〈國際獅子會憲章及附則規程〉有關申請該職位所需具有之完備資格證明。

第二段 提名

總監在收到上述意願申請認可資格通知書後，一經區年會之提名委員會依據本〈附則規程〉第五條第七段成立時，須立即將此通知書提交區年會之提名委員會。區年會之提名委員會須審核參選人之資歷，向參選人及從其他來

Nominating Committee shall review and perfect the same by obtaining from each prospective candidate any additional evidence of such intention and qualifications as may be necessary under the International Constitution and By-Laws and, so far as may be applicable, as provided in Section 7 of this Article, and shall place in nomination at the District Convention the name of each such prospective candidate who has fulfilled said procedural and constitutional requirements.

Section 3 Campaign Speech

Each such nominee for endorsement shall be entitled to one campaign speech of not more than five (5) minutes duration.

Section 4 Vote

The vote on the question of endorsement shall be by secret written ballot, unless there shall be only one nominee seeking the same, in which event a voice vote may be taken. The nominee receiving a majority of the votes cast shall be declared as the endorsed candidate of the Convention and District. In the event of a tie vote, or failure of one nominee receiving the required majority of votes on any ballot, the balloting shall continue until there shall be one nominee who receives the required majority of votes cast. For the purpose of any voting, a majority is defined as a number more than one-half of the total valid votes cast excluding blanks and abstentions.

Section 5 Certification of Endorsement

Certification of Endorsement of Candidacy by the District Convention shall be made in writing to Lions Clubs International by the District officials designated in accordance with the requirements therefor set forth in the International Constitution and By-Laws. The District Governor shall further send a copy of the same to the Orient and South East Asia Lions (OSEAL) Forum within thirty (30) days after the District Convention at which the endorsement is given, or if by then the Resolutions Committee of the next ensuing OSEAL Forum has not yet been formed, so soon as may be practicable after such Committee is formed.

Section 6 Validity

No district endorsement of any candidacy of any member of a Lions Club in the District shall be valid unless and until the provisions of this Article have been met.

Section 7 Qualifications

A member of a Lions Club seeking election for the office of the Third Vice-President or International Director of Lions Clubs International shall be required to have the following qualifications:

- (a) A candidate for the Office of Third Vice-President of Lions Clubs International shall:
 - (1) be an Active Member in good standing of a Lions Club in good standing;
 - (2) have completed or be completing his term, by election or appointment, of International Director;

源，搜集有關其意願及資格之證據，以證實是否與國際獅子會〈憲章及規程〉、及本〈附則規程〉本條第七段所規定者相符及完備。區年會之提名委員會須將每一個已完成上述程序及具有憲章規定資格之候選人，在區年會中予以提名。

第三段 競選演說

每一候選人可作出不逾五（5）分鐘之競選演說。

第四段 投票

有關頒授認可資格之表決，採用書面不記名投票方式進行。但若候選人僅得一人時，得以口頭方式為之。獲票最多之候選人當選為區年會及本區認可之候選人。如遇等量票數，或沒有任何一位候選人能取得多數票所需之數量時，應繼續參與投票，直至其中一人取得多數票所需之數量為止。所謂多數票，乃是指有效投票數之一半以上，空白票及棄權票不計。

第五段 認可證明書

候選人認可證明書須依國際獅子會〈憲章及規程〉規定之區會職員，以書面送達國際辦公室，並出具書面候選人認可證明書之副本，在當屆區年會閉幕後三十天內，送交應屆東南亞獅子大會；但若應屆東南亞獅子大會之議案委員會尚未成立，則於該議案委員會成立後盡早送交。

第六段 有效性

本區內獅子會任何會員成為認可候選人之程序若不符本條之規定，其獲頒授之資格無效。

第七段 資格

任何獅子會會員擬參選為國際獅子會第三副會長或理事者，須具備下述資格：

- (a) 國際獅子會第三副會長參選人須：
 - (1) 隸屬一個資格完備的獅子會，其本身亦必須是一個資格完備的獅子會會員；
 - (2) 曾擔任或正在擔任被選或被委任之國際理事；

- (3) secure endorsement by the District Convention of the District; and
 - (4) secure a Certification of Endorsement of Candidacy by the District as provided in the International Constitution and By-Laws.
- (b) A candidate for the Office of International Director shall:
- (1) be an Active Member in good standing of a Lions Club in good standing;
 - (2) have completed or be completing a full term or major portion thereof as District Governor of the District;
 - (3) secure the endorsement by the District Convention of the District; and
 - (4) secure a Certification of Endorsement of Candidacy by the District in accordance with the provisions of the International Constitution and By-Laws.
- (3) 得到本區區年會之認可；及
 - (4) 取得本區出具符合國際獅子會〈憲章及規程〉所規定之候選人認可證明書。
- (b) 國際獅子會理事參選人須：
- (1) 隸屬一個資格完備的獅子會，其本身亦必須是一個資格完備的獅子會會員；
 - (2) 曾擔任或正在擔任本區總監滿一屆或大半屆者；
 - (3) 得到本區區年會之認可；及
 - (4) 取得本區出具符合國際獅子會憲章及規程所規定之候選人認可證明書。

ARTICLE IX 第九條

Formation of New Lions Clubs 新獅子會之組成

- (a) A Lions Club may be organized and chartered with the consent of the District Governor and/or the approval of the International Board of Directors.
 - (b) The name of each Club shall denote whether it is situated in Hong Kong or Macao; and each Club shall add a distinguishing designation to its name, which must have the prior written approval of the District Governor and/or International Board of Directors.
 - (c) The organization of a new Club should be under the supervision of a guiding Lion, who should be a competent Lion member and should render guidance and advice to the new Club on all matters before, and twenty four (24) months after, its organization.
 - (d) The acceptance of a Charter by a Lions Club shall be deemed to be the ratification of, and agreement on its part to be bound by, the Constitution and By-Laws of the District and Lions Clubs International.
 - (e) Any chartered Club which fails to meet any obligation to Lions Clubs International may, in the discretion of the International Board of Directors, be placed in status quo, or have its charter cancelled. Any Club placed in status quo shall forfeit all rights and privileges pending final determination of its status by the said Board.
- (a) 新獅子會之組成及授證，須獲總監之同意及/或國際理事會之批准。
 - (b) 每一獅子會之稱號必須有識別，說明是處於香港或澳門；每一獅子會須有與別不同的稱號，此稱號並須經總監及/或國際理事會之事前書面批准。
 - (c) 每一個新獅子會在組成中，須由資深會員任指導獅兄監管，指導獅兄須在新獅子會籌備期間及成立後二十四（24）個月內，負責給予指導及忠告。
 - (d) 新獅子會接受授證，即相等於承認及同意接受本區〈憲章及附則規程〉及國際獅子會〈憲章及附則規程〉，並同意受其約束。
 - (e) 任何獅子會如未能履行國際獅子會規定之義務時，國際理事會可酌情決議暫時凍結其地位或撤銷其創會時獲授之證書。所有被凍結地位之獅子會，將暫時喪失其一切權利，待上述理事會最終決定。

ARTICLE X 第十條

Membership 會籍

Membership in Lions Clubs shall be as follows :

- (a) **Active Member:** A member entitled to all rights and privileges and subject to all obligations which membership in a Lions Club confers or implies. Without limiting such rights and obligations, such rights shall include eligibility to seek, if
- 獅子會之會籍劃分為以下各類：
- (a) **現役會員：**乃一個享有獅子會一切權利、但亦須履行獅子會一切義務的會員。在不限制此等權利及義務的前題下，權利包括在其所屬獅子會、本區或國際獅子會出任任何職務（但須具備或符合所需資格），以及在需要由

otherwise qualified, any office in the Club in which he is a member, the District or Lions Clubs International, and the right to vote on all matters requiring a vote of the membership; and such obligations shall include regular attendance, prompt payment of dues, participation in Club activities and conduct reflecting a favourable image of the Lions Club in the community. All Active Members shall pay such dues as may be charged by the Club of which he is a member, which dues shall include District and International dues. This membership category shall be included in the club delegate formula calculation.

- (b) **Member-at-Large:** A member who has moved from the community or, because of health or other legitimate reason, is unable regularly to attend Club meetings and desires to retain membership in the Club, and upon whom the Board of Directors of said Club desires to confer this status. This status shall be reviewed each six months by the Board of Directors of said Club. A Member-at-Large shall not be eligible to hold office, or to vote in district or international meetings or conventions, but shall pay such dues as said Club may charge, which dues shall include District and International dues. This membership category shall be included in the club delegate formula calculation.
- (c) **Honorary Member:** An individual not a member of the conferring Lions Club, having performed outstanding service for the community or the said Club, upon whom the said Club desires to confer special distinction. The said Club shall pay entrance fees and International and District dues for the Honorary Member, who may attend meetings but shall not be entitled to any privileges of Active membership. This membership category shall be included in the club delegate formula calculation.
- (d) **Privileged Member:** A member of a Club who has been a Lion for fifteen (15) or more years, who, because of illness, infirmities, advanced age or other legitimate reason as determined by the Board of Directors of said Club, has to relinquish his Active Member status. A Privileged Member shall pay such dues as the Club may charge, which dues shall include District and International dues. He shall have the right to vote and be entitled to all other privileges of membership except the right to hold Club, District or International office. This membership category shall be included in the club delegate formula calculation.
- (e) **Life Member:** Any member of a Club who has maintained Active membership as a Lion for twenty (20) or more years and has rendered outstanding service to his Club, his community, or Lions Clubs International; or any member of a Club who has maintained such Active membership for fifteen (15) or more years and is at least 70 years of age; or any member of a Club who is critically ill, may be granted Life membership in his Club upon (i) recommendation of his Club, (ii) payment to Lions Clubs International of US\$650.00, or its equivalent in Hong Kong or Macao currency, by his Club in lieu of all
- 會員投票通過之事務上施行投票權；而義務則包括經常出席、準時繳付費用、參與獅子會活動、及以行動或表現維護獅子會在社會上之良好聲譽。所有現役會員均須繳付其屬會徵收之各項費用，包括本區及國際獅子會之收費。本會員類別將包含於計算屬會代表公式內。
- (b) **留籍會員：**乃一個因已移居外地、健康或其他合法原因而不能經常出席獅子會會議，但冀望保留會籍而獲得其屬會董事局授予此會籍的會員。此類會籍由其屬會董事局每六個月檢討一次。留籍會員並無資格擔任職務，在本區或國際會議或年會中亦無投票權，但須繳付其屬會所徵收之各項費用，包括本區及國際獅子會之收費。本會員類別將包含於計算屬會代表公式內。
- (c) **名譽會員：**乃一個非獅子會會員，但因曾為社會或獅子會作出卓越之服務，而獲得獅子會授予此項特殊榮譽之人士。其屬會須代其繳付入會費及本區與國際獅子會之收費。名譽會員可出席會議，但不能享有現役會員之權利。本會員類別將包含於計算屬會代表公式內。
- (d) **優惠會員：**乃一個曾經在位十五年或以上的獅子會會員，因疾病、體弱、年邁或其他經其屬會董事局決定之合法原因，必須放棄其現役會籍者。優惠會員須繳付其屬會所徵收之各項費用，包括本區及國際獅子會之收費。他擁有投票權及享有獅子會會員之全部權利，但不能擔任其屬會、本區或國際獅子會職務。本會員類別將包含於計算屬會代表公式內。
- (e) **終生會員：**任何一個已維持二十年或以上現役會員會籍而曾對其屬會、社會或國際獅子會作出卓越服務之會員；或一個已維持十五年或以上現役會員會籍而年齡不少於七十歲者；或一個病重垂危之會員，在(i)得到其屬會推薦；(ii)由其屬會向國際獅子會繳付六百五十美元，或同樣數額之港幣或澳門幣，以代替將來一切國際獅子會收費後；可獲授終生會員會籍。本條款並無阻止任何獅子會向終生會員收取該會認為合理費用之意。終生會員在履行一切義務之前提下，可享有現役會員之一切權利。所有國際獅子會會長在卸任後將自動成為其本

future dues to Lions Clubs International. Nothing herein shall prevent a Club from charging a Life Member such dues as it shall deem proper. A Life Member shall have all privileges of Active membership so long as he fulfills all obligations thereof. All International Presidents, upon retiring from office, shall automatically become Life Members of their respective Lions Clubs, without cost to such Clubs. A Life Member who desires to relocate and receives an invitation to join another Lions Club shall automatically become a Life Member of the latter. Former Lioness members, who are now Active members of their Lions clubs or who become Active members of a Lions club on or before June 30, 2007, may apply all of their prior Lioness service toward Life membership eligibility. Lioness members who become Active members of a Lions Club after June 30, 2007, will not be eligible for Lioness service credit for the purposes of Life membership eligibility. This membership category shall be included in the club delegate formula calculation.

- (f) **Associate Member:** A member who holds his primary membership in another Lions Club but maintains a residence or is employed in the conferring club's community. This status may be conferred by the invitation of the Board of Directors and shall be reviewed annually by said Board. The conferring club shall not report an Associate Member on its Membership and Activities Report. An Associate Member may be eligible to vote on club matters at meetings where he is present in person, but may not represent the club, which has conferred Associate Member status, as a delegate at District or International conventions. He shall not be eligible to hold Club, District or International office, nor District or International committee assignment through the conferring club. International and District dues shall not be assessed on the club conferring Associate Member status but shall be assessed by the club in which he maintains Active Membership; PROVIDED, however, the local club may assess an Associate such dues it deems appropriate. This membership category shall not be included in the club delegate formula calculation.
- (g) **Affiliate Member:** A quality individual of the community who currently is not able to fully participate as an Active Member of the club but desires to support the club and its community service initiatives and be affiliated with the club. This status may be conferred by the invitation of the club's Board of Directors. An Affiliate Member may be eligible to vote on club matters at meetings where he is present in person, but may not represent the club as a delegate at District or International conventions. He shall not be eligible to hold Club, District or International office, nor District or International committee assignment. An Affiliate Member shall be required to pay District, International and such dues as the local club may charge. This membership category shall be included in the club delegate formula calculation.

人屬會之終生會員，其屬會不須為其繳付任何費用。任何終生會員如欲轉會並被邀加入另一獅子會時，即自動成為後者之終生會員。前女獅會員現今為現役會員者，或於 2007 年 6 月 30 日當天或之前加入獅子會為現役會員者，則其前女獅會員之服務年資可計入終生會員申請的年資。但於 2007 年 6 月 30 日之後加入獅子會之前女獅會員則不符合此規定。本會員類別將包含於計算屬會代表公式內。

- (f) **聯系會員：**乃一個原屬某一獅子會（以下簡稱「原屬會」）的基本會員，但因定居或受僱於另一獅子會之社區，獲後者（以下簡稱「聯屬會」）董事局之邀請，成為該會之聯系會員。聯系會員之會籍須每年檢討；且不列於聯屬會之「會籍及活動報告」中。聯系會員有資格在其聯屬會會議中，就聯屬會之會務，參加表決，惟必須親自出席會議投票方可；但聯系會員不可在區年會或國際年會中，代表其聯屬會出席。聯系會員不可經由其聯屬會，擔任該會、本區或國際獅子會之職務、或本區或國際獅子會轄下委員會指派之工作。聯系會員須繳付給國際獅子會及本區之費用，但不在其聯屬會內計算，而是劃入其原屬會內計算；惟該聯屬會若認為適當，可酌情向其徵收費用。本會員類別將不會包含於計算屬會代表公式內。
- (g) **附屬會員：**任何具有良好品格之社會人士，本身不克以現役會員身份全力參與獅子會，但仍冀望支持獅子會及其社會服務並與其保持緊密聯繫者，可經由其屬會董事局之邀請成為附屬會員。附屬會員於親身出席會議時可在屬會之事務上投票，但不能於區年會或國際年會中代表其屬會。附屬會員於其屬會、本區或國際獅子會中，並無資格擔任職務，亦不能在本區或國際委員會中擔任工作。附屬會員須繳付區會、國際獅子會及其屬會所徵收之各項費用。本會員類別將包含於計算屬會代表公式內。

ARTICLE XI 第十一條

Accounting and Financial Obligations 會計及財務責任

- (a) The Fiscal Year of the District shall be from July 1 of one year to June 30 of the following year.
- (b) The District Governor and his/her Cabinet shall not incur obligations in any Fiscal Year which will effect an unbalanced budget or deficit in said Fiscal Year.
- (c) The District Governor's Cabinet shall provide for an annual or more frequent audit or review of the books and accounts of the Cabinet Treasurer.
- (d) Within sixty (60) days after the close of a Fiscal Year, the District Cabinet Treasurer in office during that Fiscal Year shall provide one copy of a categorized statement of the receipts and disbursements of the District for said Fiscal Year to each of the International Office and the Club secretaries in the District, and an audited financial condition of the District shall be sent to Lions Clubs International and each Club in the District not later than six (6) months after the close of the fiscal year by the District Governor then in office.
- (e) No officer shall receive any compensation for any service rendered to this District in his/her official capacity with the exception of the Cabinet Secretary and Cabinet Treasurer whose compensation, if any, shall be fixed by the District Cabinet.
- (a) 本區之財政年度是由每年七月一日起至翌年六月三十日止。
- (b) 總監及其區務委員會在任何年度中，均不得發生債務以影響該年度的預算令致不平衡或有赤字。
- (c) 區務委員會須每年一次或多次，安排稽核或審查區司庫之賬冊。
- (d) 會計年度終止後六十（60）天內，該會計年度的區司庫須將本區之年度帳目分明之收支表，交國際辦公室及本區內各獅子會秘書。總監並須將核算後之賬目，於其任期內之財政年度終結後的六個月內，呈報國際獅子會及送交本區所有獅子會。
- (e) 除區秘書、區司庫以外，任何區職員為區提供其職務範圍內之服務，不得支取任何報酬。區秘書、區司庫若有任何支薪，應由區務委員會會議決定。

ARTICLE XII 第十二條

Rules of Procedure 議事規則

Except as otherwise specifically provided in this Constitution and By-Laws, or in the rules of procedure adopted for a meeting, all questions of order and procedure adopted for a meeting, all questions of order and procedure in any District meeting or convention, any meeting of the District Cabinet, Region, Zone or member club or of any group or committee of any one of them shall be determined by ROBERT'S RULES OF ORDER, NEWLY REVISED.

除在本區〈憲章及附則規程〉中另有規定，或在任何會議中特別選用、與本區〈憲章及附則規程〉不相抵觸之程序規則中另有規定外，所有區年會，或其他區會議，或區務會議，或分區會議，或分域會議，或各獅子會會議，或其下各小組或委員會會議之程序，均以最新修訂之《羅拔氏會議程序規則》為準。

ARTICLE XIII 第十三條

Effective Date of Constitution and By-Laws and Amendment(s) thereto

本憲章及附則規程之生效日及修訂

Section 1 Amendment

This Constitution and the By-Laws may be amended only at a District Convention of the District by resolution reported by the Convention Committee on Constitution and By-Laws and passed by the affirmative vote of two-thirds (2/3) of the votes cast.

Section 2 Notice

Any Club may propose one or more amendment(s) to the Convention Committee on Constitution and By-Laws, but no such

第一段 修訂

本〈憲章及附則規程〉，必須經由本區年會憲章及附則規程委員會建議，在本區的區年會時，以三分二以上之贊成票決議通過，方能修訂。

第二段 通告

本區任何獅子會均可向區年會憲章及附則規程委員會，提出修訂本〈憲章及附則規程〉的建議；惟上述建

amendment shall be so reported or voted upon unless the same shall have been furnished in writing by the proposing Club to the Convention Committee on Constitution and By- Laws not less than sixty (60) days prior to the date of the District Convention. The said Committee shall study such amendments and may improve the wording thereof with the consent of the proposing Club. If and when the proposed amendments are found in order, the said Committee shall circulate them together with their findings to all the Clubs in the District at least thirty (30) days prior to the date of the District Convention with notice that the amendments will be voted upon at the District Convention.

Section 3 Effective Date of the Constitution and By-Laws and any Amendment thereto

This Constitution and the By-Laws made thereunder shall come into force from 1st July following the District Convention at which the same are adopted.

Section 4 Automatic Update

Any amendments to the International Constitution and By-Laws at any International Convention of Lions Clubs International that would have an effect on this District Constitution and By-Laws shall automatically be updated in this District Constitution and By-Laws immediately after the International Convention at which such amendment is passed.

議必須在區年會舉行日最少六十天前，由建議的獅子會以書面方式遞交區年會憲章及附則規程委員會。區年會憲章及附則規程委員會須將所提出之修訂建議加以研究，並可在提議者同意下將其文字增修刪改。一經審訂，區年會憲章及附則規程委員會須將修訂草案，連同該委員會研究結果，於區年會舉行日最少三十天前，通告本區所有獅子會，並告知該項修訂草案將於區年會中提出表決。

第三段 憲章及附則規程及其修訂之生效日

本〈憲章及附則規程〉經區年會通過後，即於該區年會閉幕後之七月一日開始生效施行。

第四段 自動更新

國際獅子會之〈憲章及附則規程〉如經國際獅子會年會通過，作出任何修訂，影響到本區〈憲章及附則規程〉者，則該項修訂於上述國際年會閉幕後，立即自動更新本區之〈憲章及附則規程〉。

ARTICLE XIV 第十四條

Gender 性別

In this Constitution and the By-Laws made thereunder, unless the context otherwise requires, words importing the masculine gender include the feminine and neuter genders, and words in the singular include the plural, and vice versa.

在本〈憲章及附則規程〉中，除另有規定外，男性稱謂包括女性及中性，單數包括眾數，反之亦然。

As amended 1 July 2020

此修訂版本生效日期：2020年7月1日