

香港康樂管理協會
Hong Kong Recreation
Management Association網址 website:
<http://www.hkrma.com.hk>

Editorial Board 會訊編輯小組

主編：李世琛博士 Dr. Sam Li

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News from the Association 最新消息

New Life (Full) Member 新永久基本會員:

吳偉恆 會所及公關經理 康業服務有限公司



本會會訊已由2015年5月起全面轉為電子會訊，並將以電郵形式傳送予所有會員，如各會員想更新你的電郵地址以接收本會會訊，請將閣下的最新電郵、會員姓名或編號電郵至 admin@hkrma.com.hk 確認更新。各會員現在亦可透過本會網頁：<http://www.hkrma.com.hk> 瀏覽本會過往及最新的會訊。

香港康樂管理協會新郵箱地址：香港郵政總局郵政信箱9044號
PO Box 9044, General Post Office, Hong Kong



香港康樂管理協會 (Hong Kong Recreation Management Association) 的 facebook 已經成立，請各會員多多支持，日後所有本會新辦活動及課程均會在本會網頁：<http://www.hkrma.com.hk/> 及 facebook 內公佈，敬請留意。

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Hong Kong Recreation Management Association

香港康樂管理協會

2016 - 17 Organisation and Office Bearers 二〇一六至一七年度組織及職員表

Patron 贊助人	霍震霆 GBS, 太平紳士 <i>The Honourable Timothy Fok Tsun Ting, GBS, JP</i>
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President 會長	容德根博士 <i>Dr. Dicken Yung</i>
Hon. Legal Adviser 名譽法律顧問	王寶榮大律師 <i>Mr. Wong Po Wing, Barrister</i>

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Member 委員	陳敏璇女士 <i>Ms Joyce Chan</i> 鄺文龍先生 <i>Mr. Arthur Kwong Man Lung</i> 林綯琛博士 <i>Dr. Michael Lam Huen Sum</i> 劉永松教授 <i>Prof. Patrick Lau Wing Chung</i> 梁景法先生 <i>Mr. Kelvin Leung King Fat</i> 李世琛博士 <i>Dr. Sam Li Sai Sum</i> 黃嘉儀博士 <i>Dr. Allison Wong Ka Yee</i> 楊社光先生 <i>Mr. Donny Yeung Sheh Kwong</i>

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Marketing 市場推廣小組	鄺文龍先生 <i>Mr. Arthur Kwong Man Lung</i> 黃啟雄先生 <i>Mr. Patrick Wong Kai Hung</i>
Membership 會員小組	黃嘉儀博士 <i>Dr. Allison Wong Ka Yee</i> 游家騰先生 <i>Mr. Yau Ka Tang</i>
Newsletter 會訊編輯小組	李世琛博士 <i>Dr. Sam Li Sai Sum</i>
Social and Recreation 社交及康樂小組	梁景法先生 <i>Mr. Kelvin Leung King Fat</i>
Finance	黃令陶先生 <i>Mr. Lester Huang Ling To</i> 林思源先生 <i>Mr. Lam Sze Yuen</i>



Hong Kong Recreation Management Association

香港康樂管理協會

2016 Annual Dinner

Acknowledgement

Sponsorship in Cash

ME Fitness Ltd.		\$20,000
Life Fitness Asia Pacific Ltd.	力健亞太有限公司	\$15,000
New Genius Ltd.	新富利有限公司	\$15,000
Parks Supplies Co. Ltd.	栢溢名基康體設備有限公司	\$15,000
Play Concept Ltd.	建樂康體設備有限公司	\$15,000

Sponsorship in Kind

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Kar Wo Fertilizer and seed Company	嘉禾田料種子公司
ME Fitness Ltd.	
Milton Technologies Ltd.	萬通應用科技有限公司
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- ❖ Providing Professional Customer Service



2016年香港管理協會 週年大會 剪影

接待



週年大會和住宅會所管理大獎得獎者分享會



週年聚餐



致送紀念品予評審委員及贊助機構



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長者健體不簡單 (下) - Benefits of Exercises

Exercise can play an important role in helping manage the elder's living condition and disease, so that they can still live a more healthy and happy life. Regular physical activity in older adults can reduce risk of disease and result in impressive improvements in physical fitness. This applies to all older adults, whether fit or frail and their improvements show to the same degree as younger adults. The benefits of exercises include:

A Improve daily function:

- Walking without using a walker
- No longer needs help getting dressed
- Starts doing the funny exercise, such as social dance

B Enhance fitness level:

- Improve efficiency of the cardiovascular system
- Improve muscular appearance, endurance and strength
- Increase energy and vitality
- Improve flexibility
- Maintain a healthy mental outlook



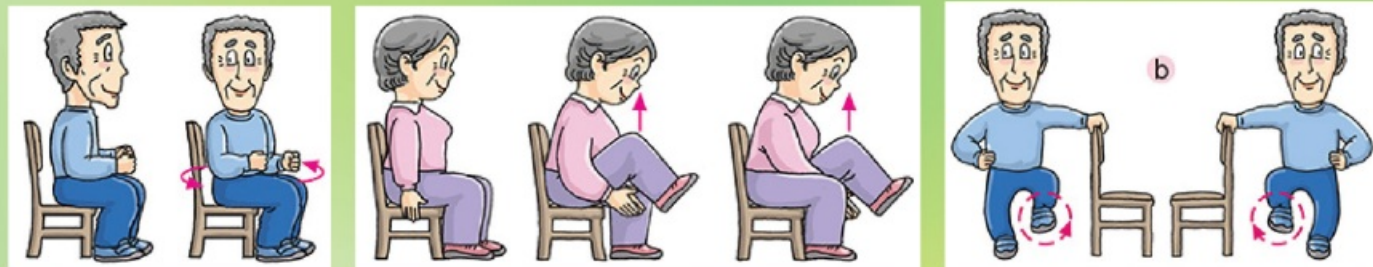
C Reduce the risk of:

- | | |
|------------------|----------------------|
| • Blood pressure | • Depression |
| • Stroke | • Cholesterol levels |
| • Heart disease | • Falling |
| • Obesity | • Stress & anxiety |
| • Colon cancer | |



Types of exercises for the older adults

A Chair exercise



B Standing exercise

- | | |
|------------------------|-----------------------------------|
| • Ankle and calf raise | • Knee lifts |
| • Body bend | • Marching |
| • Arm circling | • Leg lunges (side) |
| • Leg kicks | • Ladder climb (imaginary ladder) |

C Dance activity (Aerobic dance & Social dance)



D Stretching exercise

- Upper body: neck, shoulder, chest back, upper back, biceps & triceps
- Core body: abdominals, lower back,
- Lower body: thigh, calf, ankle

E Walking exercise



F Ball games (Golf, lawn bowl, gateball, table tennis)



G Aquatics exercise (Swimming & water aerobic)



H Tai Chi exercise & Yoga



I Weight and resistant training



The components of fitness training from different exercises:

Components of Fitness	Light stress	Light to Moderate	Moderate stress	Heavy stress
Cardiovascular exercise	Water aerobics	Stepping	Swimming	Step aerobics
Muscle performance	Rubber bands	Chair aerobics	Free weights	Weight machines
Dynamic balance	Tai Chi	Yoga	Exercise balls	Dancing
Flexibility	Stretching	Water aerobic	Yoga	Parachute activities

Reference

Christian, T. (2003). Developing a Fitness Program for the Frail and Well Elderly. U.S.: American Association for Active Lifestyles and Fitness.
 Diane, P. (1990). Elder Fit. U.S. AAHPERD.
 Roberta, E.R. & C. Jessie J. (2001). Senior Fitness Test Manual. U.S.: Human Kinetics Books.
 Serving the elderly: Skills for practice, Paul K. H. Kim (1991)
 A Basic Guide to Working with Elders, Michael J. Salamon, Ph.D. (1986)
 Developing Effective Training Skills, Tony Pont (1996)
www.arthritis.com



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金獎 Gold Award

銀獎 Silver Award

銅獎 Bronze Award

優異獎 Award of Merit

2015 Residential Clubhouse Management Award (Report)

Paul Cheung

The Hong Kong Recreation Management Association (HKRMA) has held the Residential Clubhouse Management Award (RCMA) since 2011 with the support of the Hong Kong Association of Property Management Companies (HKAPMC). This event was held for three consecutive years when it was first started in 2011. After the competition was completed in 2013, we received feedback from some participants that organising this event once a year would not allow them sufficient time to make improvements or upgrade their facilities for participating in the coming event as the gap in between the two events within one year was too narrow. The Executive Committee of HKRMA after receiving the feedback had reviewed the frequency of organising such event, it was decided to hold this competition once every two years so as to allow more time for the participating companies to make the necessary preparations. We therefore ceased staging this competition last year (2014). We continue staging the event this year. For launching this event, a brochure was sent to the potential participants and a soft copy was uploaded on HKRMA website on 3 September 2015.

The rules and regulations of the competition were explained in detail at a briefing session held on 24 October 2015 (Saturday) at the Chinese YMCA of Hong Kong, Kowloon Centre, 3/F, Multi-purpose Room. Mr. Johnny Woo, Chairman of HKRMA gave an introduction on the purposes of staging this event. Followed by Mr. Paul Cheung, Vice-Chairman of the Association to elucidate the details on the requirements of the competition including the nine criteria for assessing the written submissions and the prizes presented to the winners under two Categories (Category I with the number of households at 1,000 units or below, and Category II with the number of households over 1,000 units). Dr. Johnnie Chan, Chairman of Education and Training Committee of HKAPMC concluded the briefing session by encouraging the property management companies to join the competition to showcase their achievements. All participants were required to send in their applications to The Secretariat of RCMA 2015 of the HKRMA, P.O. Box 9044, Hong Kong on or before 30 November 2015.

The Secretariat received a total of 29 applications (11 for Category I, and 18 for Category II). In view of large number of applications received, the Reviewing Committee (RC) of

RCMA 2015 finished reviewing all the written submissions in two days (12 December 2015 & 16 January 2016). It was noted that the standard of the written submissions was very high and the competition among the participants was keen. RC eventually made a decision to select six clubhouses under each category to proceed to the second stage. The second stage included visiting the selected clubhouses by RC to inspect the facilities provided, and verify the documents as stated in the written submissions. The clubhouses selected and the dates of site visit are as follows:

20 February 2016 (Saturday)

	Clubhouse		Location
1	Club Leighton	禮頓會	Causeway Bay
2	127 Repulse Bay	淺水灣道127號	Repluse Bay
3	Club Bel-Air	貝沙灣會所	Pok Fu Lam
4	Yoho Midtown	Yoho Midtown 會所	Yuen Long
5	Valais Clubhouse	天巒會所	Sheung Shui
6	Club Metro	都會駅會所	Tseung Kwan O

5 March 2016 (Saturday)

	Clubhouse		Location
1	jag Clubhouse	曼克頓山會所	Mei Foo
2	Wonderland Villas - The Club	華景山莊	Lai King
3	One SilverSea	一號銀海	Tai Kok Tsui
4	Club Vendome	瓏璽會所	Tai Kok Tsui
5	Harbourfront Landmark Clubhouse	海名軒會所	Hung Hom
6	Club Latitude	譽·港灣會所	San Po Kong

After RC visiting all the above 12 clubhouses, four clubhouses under each Category were selected to proceed to the final stage, i.e. to give a presentation in front of the Panel of Judges on 9 April 2016 at the Royal Hong Kong Yacht Club for a final decision on the awards. After the finalists had given their presentation, the Panel decided the award results as follows:

THE AWARD RESULTS 比賽結果

Category I (Number of Residential Unit is equal 1,000 or less)

類別一 (住宅單位數目為1,000 伙或以下)

Gold Award 金 獎	Club Leighton 禮頓會	Supreme Management Services Limited 超卓管理服務有限公司
Silver Award 銀 獎	One SilverSea 一號銀海會所	Sino Estates Management Limited 信和物業管理有限公司
Bronze Award 銅 獎	Club Vendome 瓏璽會所	Royal Elite Service Company Limited 帝譽服務有限公司
Award of Merit 優異獎	Valais Clubhouse 天巒會所	Maison Platinum Service Company Limited 天瑞禮賓服務有限公司



Category II (Number of Residential Unit is above 1,000)

類別二 (住宅單位數目為1,000 伙以上)

Gold Award 金 獎	jag Clubhouse 曼克頓山會所	Royal Elite Service Company Limited 帝譽服務有限公司
Silver Award 銀 獎	Club Metro, Metro Town 都會駁會所	MTR Corporation Limited 香港鐵路有限公司
Bronze Award 銅 獎	Club Bel-Air 貝沙灣會所	Island South Property Management Limited 南盈物業管理有限公司
Award of Merit 優異獎	Club Latitude 譽·港灣會所	Hong Yip Service Company Ltd. 康業服務有限公司



The Gold Award winners of RCMA 2015 have been invited to give a presentation during the HKRMA Annual Dinner to be held on 23 April 2016 (Saturday) at the Disneyland Cinderella Ballroom to share their achievements. Prizes will be presented to all awardees at the Prize Presentation Ceremony held during this occasion. We consider that the staging of this competition helps promoting the property management companies' awareness of raising the standard on managing clubhouses to meet the expectations of residents. We hope that this competition also provides a platform for the participating companies to network with each other and share their experiences to excel their standard of service.

康體活動的危機處理

康體活動主要是為大家帶來一定的快樂，若活動過程中遇到任何的危機，主辦單位必須得如何小心處理，否則分分鐘由快樂轉為不幸，甚至關乎參加者的安全。首先不應在發生危機時才開始行動，而是應該根據危機管理步驟去應對，包括：

1. 辨識活動本身的弱點
2. 避免弱點變為危機
3. 一旦危機發生，立即採取行動
4. 處理危機時留意溝通、不時調整策略
5. 危機過後要檢討及尋求避免再發生

作為管理者，總不能將所有的危機列出及定下處理的方法，尤其對一些並非恆常舉辦的活動，若只是偶爾才舉辦的活動，可以用下列的公式去決定其危機指數的高低：

危機指數	=	可能性	X	嚴重性
		頻繁的 5		災難的 4
		很可能的 4		嚴重的 3
		間中 3		批評的 2
		極小的 2		輕微的 1
		不可能的 1		

危機指數最高為 **20分**，若假設的危機指數超過 **10分**，便需要預先制定一套危機處理程序。



要避免危機出現，可在籌辦活動前先考慮下列九大因素：

1 活動設計

- 必須按學員的年齡、性別、體能、體質、技術、經驗來設計適合學員的活動
- 按不同的場地、設施、工具、器材、天氣等環境外在因素，作出不同程度的修改

2 瞭解學員的個別情況

- 在開班前，必須瞭解每一位學員填報個人的身高、體重及健康情況，如使用體能活動適應能力問卷與你 **PAR-Q & YOU**
- 若發現學員健康或體質上有些問題，應該要求學員提供其家庭醫生的信件，證明他可以參加運動及有關的訓練

3 定期維修保養運動設施及器材

- 在開班或每次活動前應小心檢查場地、設施及器材（包括學員自備器材）。若果發現有安全問題，必須先行將有危險的問題解決

4 制定安全措施及規則

- 必須制定一些在活動時的安全措施及規則，並且要在開始教授前向學員解釋清楚，最好要學員明白安全措施及規則是保障他們的安全

5 預先確認風險並作出相應措施

- 主辦單位**必須親自嘗試及經歷**有關的活動
- 確認危險所在，設法將危險或有關禍害除去，轉移或作適當的管理

6 意書 / 免責書

- 同意書及免責書是指一些給學員或其家長的通知或聲明書，或要求學員或其家長提交的聲明書，聲明或同意免去團體及其他一切有關人士或單位的民事責任，包括免去因違約、蓄意侵權或/及疏忽侵權等行為所引致的損失

7 保存記錄及報告

- 一切記錄，包括教導的資料及計劃、設施及器材的維修保養記錄、學員的背景資料、免責書等必須小心整理及妥善保存，以便於發生事故後作為抗辯的理據
- 若不幸真的有事發生，在場的負責人一定要儘快親自書寫事發的經過，並詳細記錄每一個細節

8 保持良好的體質，經常增值

- 教練及帶領活動者必須保持良好健康與體力以應付活動中體能的要求
- 教練及帶領活動者亦應經常更新自己的知識以自我增值。例如救傷或拯溺等。教練可增強自己對風險管理方面的認知，亦具信心去處理突發事故

9 購買責任保險

- 購買保險是接受風險但將責任轉移的一種方法。
- 主辦單位應瞭解自己所教導活動的風險程度而購買適當的意外責任保險
- 投保者亦必須注意要按保單中的規定，在意外發生後指定時間內通知保險公司，以免因錯過知會日期導致保險公司免去賠償責任

大型運動會之危機處理

2015世界大學生運動會 與 2016巴西奧運會

2015 광주
하계유니버시아드
통역비서



2015世界大學生運動會 - 中東呼吸綜合症

去年在韓國的光州舉行的世界大學生運動會，因為中東呼吸綜合症(MERS)的不斷蔓延，即使世界大學生運動會本來是一次讓光州登上世界大賽舞臺的機會，但是中東呼吸綜合症的侵襲卻讓賽事票房亮起了紅燈。MERS擴散的同時，人們對MERS的恐懼也在與日俱增，對於即將舉辦的比賽來說，這自然成為了最不利的因素。

在比賽前的數週，韓國中東呼吸綜合症(MERS)確診患者急增，而韓國的MERS病例數僅少於沙特，列世界第二。韓國

NewDaily表示，因為MERS，光州大運會開幕前一個月就處在“超緊急狀態”。報導稱，最初賽事組委會預計的參賽人數為12000人左右，但在一個月前的估計，組委會表示參賽人數可能只有不到9000人了。而到最後，約有8000多名運動員參加，而比賽亦於7月14日順利閉幕。

主辦單位對是次的危機進行不少的應對措施，由宣傳、入境、住宿、練習、比賽以至觀光及離境等都有嚴格指引，務求令所有參與的人都感到安全，至於個別參賽國家及單位亦採取相應措施，例如香港，負責統籌的協會很早時期已向各參賽的學生運動員、教練及其他工作人員講解及給予指引，而所有願意出席的代表團成員都要簽下協議書才可成行，在出發之前亦有一系列專為預防MERS的指引，所有團員都必須跟從的。



2016巴西奧運會 -寨卡病毒

逾百專家促巴西奧運延期或易地舉行

http://www.bbc.com/zhongwen/trad/world/2016/05/160527_zika_virus_scientist_letter

一百多名世界知名的科學家聯名要求，由於寨卡病毒危機，即將在巴西舉行的2016奧運會應該延期或者改到其他地方。在致世界衛生組織的一封信中，這群科學家們說，由於寨卡病毒肆虐，所以讓裡約奧運按期舉行是「不道德」的。科學家們呼籲世衛組織緊急修改有關寨卡病毒的指引，寨卡病毒被認為與嚴重的嬰幼兒畸形有關。國際奧委會在本月初表示，不認為需要因為寨卡病毒而推遲或者改變本屆奧運的舉行地點。

由伊蚊傳播的寨卡病毒大約在一年前開始爆發疫情，現在已經蔓延到60多個國家和地區，並且範圍還在繼續擴大當中。寨卡病毒的感染症狀相對溫和，但是科學家們在公開信中說，寨卡病毒導致胎兒出生後出現「小頭症」等畸形症狀，並且可能會令感染的承認出現罕見但有時會致命的神經病變。簽署公開信的科學家共有125位，其中包括了在牛津大學、哈佛大學、耶魯大學等知名學術機構任職的科學家、醫生。他們在公開信中支出，巴西撲滅伊蚊的計劃失敗還有該國的醫療系統「能力被削弱」，奧運會應該因為公共衛生的理由而推遲或者易地舉行。科學家們指出，將會有五十萬來自世界各地的遊客到巴西觀賽是「沒必要的風險」，而觀賽的遊客有可能感染寨卡病毒，然後帶回家或者其他地方，從而造成疫情。公開信指出，最大的風險是，如果參加奧運的落後國家運動員感染寨卡病毒，就會幫助擴散寨卡病毒。裡約奧運定於今年8月5日至21日之間舉行，把宣佈寨卡病毒是「全球公共衛生危機」的世界衛生組織則尚未對聯名公開信作出評論。



韓國的光州舉行的世界大學生運動會總算順利完成，但巴西奧運會還有兩個多月才舉行，是次危機可算是世界體壇近年來最嚴重的一次，國際奧委會的處理手法亦有可能日後被其他大型體育活動作為借鏡。但若然處理得不當，苦了的最終必定是參加者，試問有多少運動員及教練願意放棄參與奧運的機會？若然大會或主辦單位將所有風險的責任轉移到參加者身上，肯定對他們是不公平的，亦未能客觀地去評估實際的風險，最後可能導致十分嚴重的後果。作為康體業界人士，大家不仿緊密追蹤餘下的發展及奧委會的處理方法。

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