



香港愛滋病顧問局 Hong Kong Advisory Council on AIDS

申請表 – 以觀察者身份出席愛滋病社區論壇會議

(會議日期及時間：2025年4月25日 下午2時30分)

I. 申請者資料

1. 申請者姓名 ☐ 先生 / ☐ 女士

中文 _____ English _____

機構 (如適用) _____

2. 聯絡方法

電話 _____ 傳真 _____

電郵 _____

II. 聲明

本人聲明此申請表上的資料真確無訛，亦完全明白和同意遵守此表格背面的「以觀察者身份出席愛滋病社區論壇會議的安排/守則」。

日期 _____ / _____ /2025

III. 遞交申請表格限期

申請者須填妥此申請表格，並於 **2025年4月7日或之前**，以電郵 (aca@dh.gov.hk) 或傳真 (2337 0897) 方式將表格交回愛滋病社區論壇秘書處。

查詢

如有查詢，請與愛滋病社區論壇秘書處聯絡：

電話：3143 7281
傳真：2337 0897
電郵：aca@dh.gov.hk
網址：https://www.aca.gov.hk

搜集個人資料的目的

申請人在此表格提供個人資料純屬自願，有關資料將作為申請出席愛滋病社區論壇會議之用。

以觀察者身份出席愛滋病社區論壇會議的安排/守則

1. 所有有興趣人士均可申請以觀察者身份出席愛滋病社區論壇會議。在會議召集人的邀請或同意下，觀察者可出席整個或部分會議，並可在召集人的酌情批准下在會議中發言。
2. 在愛滋病社區論壇會議舉行前，秘書處會於愛滋病顧問局網站（請參閱網站內的「愛滋病社區論壇會議議程」）公布會議的日期、時間、地點和議程。有興趣以觀察者身分參與會議的人士須在會議舉行前（最少十四天之前）向愛滋病社區論壇秘書處遞交申請表。
3. 愛滋病社區論壇秘書處會在會議舉行約七天前通知各申請者其申請結果。
4. 若申請人數太多，愛滋病社區論壇秘書處將採取其認為適當及公平的方式，以決定會議觀察者的名單。
5. 會議會以粵語進行。
6. 觀察者需衣著整齊，並在會議開始前十五分鐘到達會場。會議進行期間，觀察者需保持安靜（除非獲得會議召集人批准發言的人士例外）。
7. 觀察者不可在會議期間拍照、錄音或錄影，並須把傳呼機及流動電話轉為靜音模式。

愛滋病社區論壇 職權範圍

- 加強愛滋病顧問局與愛滋病工作的機構及前線工作者的溝通；
- 研究及確實愛滋病社區預防工作的需要；
- 建議促進接納愛滋病病毒感染者/愛滋病患者的策略；
- 提供一個合作平臺，共抗愛滋，並促進與相關界別持份者的對話；
- 透過發展最佳實務與指標，提高愛滋病服務的質素；及
- 提倡及促進有關團體的能力發展。



香港愛滋病顧問局 Hong Kong Advisory Council on AIDS

Application Form - Attending the Meeting of Community Forum on AIDS (CFA) as Observer

(Date and Time of Meeting : 25.4.2025 2:30 pm)

I. Particulars of Applicant

1. *Name of Applicant* ☐ Mr / ☐ Ms

中文 _____ English _____

Agency (if applicable) _____

2. *Contact*

Phone No. _____ Fax No. _____

Email _____

II. Declaration

I declare that all the information given in this application is true and accurate. I also fully understand and agree to follow the “Arrangements/General Rules for Participation in Meeting of Community Forum on AIDS (CFA) as Observer” overleaf.

Date _____ / _____ /2025

III. Deadline for Submission

The completed application form should be submitted to the CFA Secretariat **on or before 7 April 2025** by email (aca@dh.gov.hk) or by fax (2337 0897).

Enquiries

For enquiries, please contact CFA Secretariat :

Tel No. : 3143 7281

Fax No. : 2337 0897

Email : aca@dh.gov.hk

Website : <https://www.aca.gov.hk>

Purpose of Collection of Personal Data

The personal data provided in this form will be used for applications for attending the CFA Meeting. The provision of personal data in this form is entirely voluntary.

Arrangements / General Rules for Participation in Meeting of Community Forum on AIDS (CFA) as Observer

1. CFA Meeting is open to all people who are interested to take part as observer. Upon the invitation by or agreement of the Convener, observers may attend the whole or certain sessions of the meeting and speak in the meeting at the discretion of the Convener.
2. The CFA Secretariat will announce the CFA Meeting date, time, venue and agenda on the website of Hong Kong Advisory Council on AIDS (please refer to the “CFA Meeting Agenda” therein) prior to each CFA Meeting. People interested in attending the Meeting as observer should submit the application to the CFA Secretariat at least 14 days before the Meeting.
3. The CFA Secretariat will notify applicants of the application results around 7 days before the Meeting.
4. In case of over subscription of observers, the CFA Secretariat will work out the list of observers by adopting a fair procedure deemed appropriate.
5. The Meeting will be conducted in Cantonese.
6. Observers should dress properly and arrive 15 minutes before the Meeting starts. During the Meeting, observers should keep quiet (unless at the discretion of the Convener to speak).
7. No photo-taking, audio or video recording is allowed in the Meeting. Observers should switch their pagers and mobile phones to Silent Mode during the Meeting.

Community Forum on AIDS

Terms of Reference

- Enhance communication between ACA and frontline HIV/AIDS service delivery organizations and workers;
- Examine needs and identify gaps in the community;
- Recommend measures conducive to promoting acceptance of people living with HIV/AIDS;
- Provide a platform for collaboration in combating HIV/AIDS epidemic and facilitate dialogue with other stakeholders in related fields;
- Enhance the quality of HIV/AIDS service through development of best practices and indicators; and
- Advocate and facilitate capacity building with other relevant parties.