

Guidance Note on Notification of Public Meeting / Public Procession

Organizers of public meetings/public processions should note the following when giving notification in accordance with Section 8 and Section 13A of the Public Order Ordinance, Cap 245 :

- Notification of the intention to hold a public meeting/public procession shall be given in writing to the Commissioner of Police not less than seven days prior to the intended meeting/procession;
- When notification is not given within the required seven days, the organizer must give a detailed explanation of the reason why, and request the Commissioner of Police to accept a shorter notice;
- The Commissioner of Police may, when he is satisfied that earlier notification could not have been given, accept shorter notice;
- In case where the Commissioner has decided not to accept shorter notification, he shall inform the organizer in writing as soon as practicable of his decision and the reason why shorter notification is not acceptable;
- Notification to hold public meetings/public processions shall be delivered in person by the organiser or by a person on his behalf, to the Duty Officer of a Police Station, a Police Service Centre, a Police Reporting Centre or a Police Post as designated by the Commissioner of Police and as listed in the Police Public Homepage;
- Neighbourhood Police Offices and other police offices that do not normally receive general reports from public are not regarded as a Police Station for the purposes of notification of public meetings/public processions;
- The proforma notification accompanying this notes is designed to assist an organizer in furnishing all the information required as per Section 8(4) and Section 13A(4) of the Public Order Ordinance. The organizer may use any format other than the proforma as long as all the information required is provided;
- Public meetings attended by not more than 50 persons, public meetings conducted in private premises attended by not more than 500 persons or public processions attended by not more than 30 persons do not require notification;
- Organizers are encouraged to include a sketch, map or location plan indicating details of route to be taken, when giving notification;
- The Commissioner of Police may impose conditions upon the conduct of the public meeting/procession in the interests of national security or public safety, public order or the protection of the rights and freedoms of others, and if the Commissioner of Police chooses to do so, such conditions, together with the reason, will be communicated in writing to the organizer;

- A public meeting may proceed as notified unless the organizer receives a written prohibition from the Commissioner of Police. A public procession may proceed as scheduled if the organizer has received a notice in writing of no objection from the Commissioner; or in the event of the absence of such a notice, the procession may be regarded as not being objected and may proceed as planned;
- In case of doubt, you may approach the Duty Officer of your local Police Station, the Police Community Relations Officer or the Police Licensing Office; and
- You may also call the following telephone or visit the government website

<http://www.police.gov.hk>

for further information

General Licensing Section 2860 6551