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**1.** ﻿

**2.**

**3.** 咸宁市文明行为促进条例  
 Regulations on Promoting Civilized Behavior in Xianning City

**4.**

**5.** （2021年12月21日咸宁市第五届人民代表大会常务委员会第三十六次会议通过 2022年3月31日湖北省第十三届人民代表大会常务委员会第三十次会议批准）  
 (Passed by the 36th meeting of the Standing Committee of the 5th People's Congress of Xianning City on December 21, 2021, and approved by the 30th meeting of the Standing Committee of the 13th People's Congress of Hubei Province on March 31, 2022)

**6.**

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**15.** 第一章 总 则  
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**16.**

**17.** 第一条 为了培育和践行社会主义核心价值观，规范和倡导文明行为，提升公民文明素养和社会文明程度，根据有关法律、法规，结合本市实际，制定本条例。  
 Article 1 In order to cultivate and practice the core socialist values, standardize and advocate civilized behavior, and enhance the civic quality and the social civilization level, this regulation is formulated based on relevant laws and regulations and in combination with the actual situation of the city.

**18.** 第二条 本市行政区域内的文明行为促进工作，适用本条例。  
 Article 2 The work of promoting civilized behavior within the administrative region of the city applies to this regulation.

**19.** 本条例所称文明行为，是指遵守宪法和法律、法规规定，弘扬社会主义核心价值观，符合社会主义道德要求，维护公序良俗，推动社会进步的行为。  
 The civilized behavior mentioned in this regulation refers to behaviors that comply with the Constitution and laws, promote socialist core values, meet socialist moral requirements, maintain public order and morality, and promote social progress.

**20.** 第三条 文明行为促进工作应当遵循党委领导、政府实施、社会协同、公众参与的原则，坚持法治与德治相结合，建立共建、共治、共享的长效机制。  
 Article 3 The work of promoting civilized behavior should follow the principles of Party leadership, government implementation, social collaboration, and public participation, adhere to the combination of the rule of law and moral governance, and establish a long-term mechanism of co-construction, co-governance, and sharing.

**21.** 第四条 市、县（市、区）精神文明建设指导机构统筹推进本行政区域内的文明行为促进工作。  
 Article 4: The guiding institutions for spiritual civilization construction at the city and county (districts) level shall coordinate and promote the work of civilized behavior promotion within their administrative regions.

**22.** 市、县（市、区）精神文明建设指导机构的办事机构具体负责本行政区域内文明行为促进工作的规划计划、指导协调、督促检查、考核表彰。  
 The offices of the guiding institutions for spiritual civilization construction at the city and county (districts) level are specifically responsible for planning, guiding coordination, supervising inspections, and assessments and commendations in the work of civilized behavior promotion within their administrative regions.

**23.** 第五条 市、县（市、区）人民政府应当将文明行为促进工作纳入国民经济和社会发展规划，所需经费列入同级财政预算，制定相关政策措施，推动文明行为促进工作与经济社会协调发展。  
 Article 5: The people's governments at the city and county (district) level should incorporate the work of civilized behavior promotion into the national economic and social development plan, include the required funding in the financial budget of the same level, formulate relevant policies and measures, and promote the coordinated development of civilized behavior promotion with economic and social growth.

**24.** 市、县（市、区）人民政府有关部门、人民团体、街道办事处、乡镇人民政府应当按照各自职责做好文明行为促进工作。  
 Relevant departments of the people's government at the city and county (district) level, people's organizations, street offices, and township people's governments should fulfill their responsibilities in promoting civilized behavior.

**25.** 居（村）民委员会应当加强文明行为宣传、教育和引导，协助开展文明行为促进工作。  
 Resident (village) committees should strengthen the promotion, education, and guidance of civilized behavior, and assist in carrying out the work of civilized behavior promotion.

**26.** 第六条 文明行为促进工作是全社会的共同责任，单位和个人应当积极支持和参与文明行为促进工作。  
 Article 6: The work of promoting civilized behavior is a shared responsibility of the whole society, and units and individuals should actively support and participate in the work of civilized behavior promotion.

**27.** 国家公职人员、先进模范人物、社会公众人物、教育工作者等应当在文明行为促进工作中发挥表率作用。  
 National public officials, advanced models, public figures, educators, etc., should play a role of example in the work of promoting civilized behavior.

**28.**

**29.** 第二章 文明行为基本规范  
 Chapter 2: Basic Norms of Civilized Behavior

**30.**

**31.** 第七条 公民应当牢固树立中国特色社会主义共同理想，践行社会主义核心价值观，遵守社会公德，恪守职业道德，弘扬家庭美德，提升个人品德。  
 Article 7: Citizens should firmly establish the common ideals of socialism with Chinese characteristics, practice the core socialist values, observe social ethics, uphold professional ethics, promote family virtues, and enhance personal morality.

**32.** 第八条 公民应当热爱祖国，维护国家安全、荣誉和利益，维护国家统一和民族团结；尊重、爱护和正确使用国旗、国徽，规范奏唱、播放和使用国歌。  
 Article 8: Citizens should love their country, safeguard national security, honor, and interests, maintain national unity and ethnic solidarity; respect, care for, and properly use the national flag and emblem, and perform, play, and use the national anthem in accordance with regulations.

**33.** 第九条 公民应当遵守下列公共秩序行为规范：  
 Article 9: Citizens should observe the following norms of public order:

**34.** （一）举止文明，用语礼貌，着装得体，不在公共场所喧哗、粗言秽语、袒胸赤膊；  
 (1) Behave civilly, use polite language, dress appropriately, and refrain from loud noises, obscene language, or public nudity.

**35.** （二）购买商品、等候服务、使用公共设施自觉排队，不插队;  
 (2) Queue consciously when purchasing goods, waiting for services, or using public facilities, and do not cut in line;

**36.** （三）上下楼梯靠右侧行走，乘坐电梯先出后进，使用自动扶梯依次有序；  
 (3) Walk on the right side when using stairs, exit before entering elevators, and use escalators in an orderly manner;

**37.** （四）观看电影、演出、比赛、展览或者参加群众性活动，服从管理，遵守秩序，保持现场整洁；  
 (4) When watching movies, performances, competitions, exhibitions, or participating in mass activities, comply with management, obey order, and keep the venue clean;

**38.** （五）开展健身、娱乐、集会、庆典、宣传、经营等活动，合理选择场地，控制时间和音量，不干扰他人正常生活；  
 (5) When conducting fitness, entertainment, meetings, celebrations, promotions, or business activities, choose venues reasonably, control time and volume, and not disturb others' normal lives;

**39.** （六）爱护公交站牌、充电桩、路灯、消防栓、宣传栏、健身器材等公共设施；  
 (6) Protect public facilities such as bus stop signs, charging piles, streetlights, fire hydrants, bulletin boards, and fitness equipment;

**40.** （七）遵守英雄烈士纪念设施和爱国主义教育基地的礼仪规范；  
 (7) Observe etiquette norms at memorial facilities for heroes and martyrs and patriotic education bases;

**41.** （八）遇到突发事件，服从现场指挥，配合应急处置，不聚集、围观、起哄；  
 8. In the event of an emergency, obey the on-site command, cooperate with emergency handling, and do not gather, watch, or instigate.

**42.** （九）其他公共秩序行为规范。  
 9. Other norms of public order behavior.

**43.** 第十条 公民应当遵守下列公共环境卫生行为规范:  
 Article 10 Citizens should observe the following norms of public environmental hygiene behavior:

**44.** （一）不随地吐痰、便溺；  
 1. Do not spit or urinate in public places;

**45.** （二）文明如厕，维护公共厕所卫生清洁；  
 2. Use the toilet politely and maintain the cleanliness of public toilets;

**46.** （三）减少垃圾生成，实行分类投放，不随意倾倒、抛撒、堆放垃圾和排放污水；  
 3. Reduce waste generation, implement classified disposal, do not dump, throw, pile up garbage or discharge sewage indiscriminately;

**47.** （四）不露天焚烧垃圾、秸秆、落叶或者其他废弃物；  
 4. Do not burn garbage, straw, fallen leaves, or other waste outdoors;

**48.** （五）不随意抛撒、焚烧丧葬祭奠物品；  
 5. Do not indiscriminately throw or burn funeral offerings;

**49.** （六）不在禁止的区域内露天烧烤、燃放烟花爆竹；  
 6. Do not barbecue or set off fireworks in prohibited areas;

**50.** （七）不违反规定使用不可降解塑料袋等一次性塑料制品；  
 7. Do not use non-biodegradable plastic bags and other disposable plastic products against regulations;

**51.** （八）不在树木、地面、建筑物、构筑物或者其他公共设施上刻画、涂写；  
 8. Do not carve or write on trees, ground, buildings, structures, or other public facilities;

**52.** （九）不随意张挂、张贴、散发、喷涂广告；  
 9. Do not indiscriminately hang, post, distribute, or spray advertisements;

**53.** （十）不采摘花果、攀折树木、损坏绿地；  
 10. Do not pick flowers and fruits, climb trees, or damage green spaces;

**54.** （十一）咳嗽、打喷嚏遮掩口鼻，患有呼吸道传染病或者呼吸道传染病暴发、流行时，采取佩戴口罩等防护措施；  
 11. Cover the mouth and nose when coughing or sneezing, and adopt protective measures such as wearing masks when suffering from respiratory infectious diseases or when such diseases are emerging or epidemic;

**55.** （十二）其他公共环境卫生行为规范。  
 12. Other norms of public environmental hygiene behavior.

**56.** 第十一条 公民应当遵守下列交通安全秩序行为规范：  
 Article 11 Citizens should observe the following norms of traffic safety order:

**57.** （一）行人通过路口或者人行横道时，按照交通信号灯指示通行，没有交通信号灯的，应当在确认安全后通过；  
 1. Pedestrians should follow the traffic signals when passing intersections or crosswalks, and should only cross after confirming safety where there are no traffic lights;

**58.** （二）乘坐公共交通工具先下后上，主动为行动不便的乘客让座，不抢占、霸占座位，不妨碍安全驾驶；  
 2. Passengers should get off public transportation before boarding, actively give seats to passengers with limited mobility, not occupy or monopolize seats, and not hinder safe driving;

**59.** （三）不向车外抛掷物品；  
 3. Do not throw objects out of the vehicle;

**60.** （四）车辆规范停放、停靠，不占用、堵塞通道和专用停车泊位，不妨碍通行和影响市容；  
 4. Vehicles should be parked and stopped in a regulated manner, not occupy or block paths or designated parking spaces, and not hinder passage or affect urban appearance;

**61.** （五）出租汽车驾驶员不非法揽客、无故拒载、途中甩客、故意绕道行驶，未经乘客同意不搭载其他乘客；  
 (5) Taxi drivers shall not illegally solicit passengers, refuse to pick up without reason, drop off passengers midway, intentionally take detours, or carry other passengers without the consent of the passengers;

**62.** （六）驾驶车辆行经路口、人行横道和积水、泥泞、易产生扬尘的路段时减速行驶，遇行人正在通过时停车让行；  
 (6) When driving through intersections, pedestrian crossings, and sections with water accumulation, mud, or likely dust, the vehicle should slow down, and stop to give way when pedestrians are crossing;

**63.** （七）驾驶车辆规范使用灯光和喇叭，不拨打、接听手机，不闯红灯，不超速、逆行，不随意穿插、掉头、倒车；  
 (7) Drivers should use lights and horns according to regulations, not make or receive phone calls, not run red lights, not exceed speed limits or drive against traffic, and not change lanes, turn around, or reverse arbitrarily;

**64.** （八）非机动车应当在非机动车道内行驶，在没有非机动车道的道路上靠车行道右侧行驶，不在机动车之间穿行；  
 (8) Non-motor vehicles should travel in non-motor vehicle lanes; if there is no non-motor vehicle lane, they should keep to the right side of the roadway and not weave between motor vehicles;

**65.** （九）驾驶和乘坐摩托车、电动自行车佩戴安全头盔；  
 (9) Riders and passengers on motorcycles and electric bicycles must wear safety helmets;

**66.** （十）摩托车、电动自行车不加装车篷；  
 (10) Motorcycles and electric bicycles must not be equipped with canopies;

**67.** （十一）不丢弃、侵占、损坏共享车辆；  
 (11) Do not discard, occupy, or damage shared vehicles;

**68.** （十二）其他交通安全秩序行为规范。  
 (12) Other norms of traffic safety behavior.

**69.** 第十二条 公民应当遵守下列社区行为规范：  
 Article 12 Citizens should abide by the following community behavior norms:

**70.** （一）邻里之间团结友爱，和睦共处，互相帮助；  
 (1) Neighbors should be united and friendly, coexist harmoniously, and help each other;

**71.** （二）从事房屋装修或者户外施工活动，避免噪声、粉尘、污水等影响环境和干扰他人正常生活；  
 (2) When conducting home renovations or outdoor construction activities, avoid noise, dust, wastewater, and other impacts on the environment and disruption to others' normal lives;

**72.** （三）不违反规定将住宅、车库改变为棋牌室、餐馆等经营性用房；  
 (3) Do not change residential houses or garages into commercial spaces such as card rooms or restaurants in violation of regulations;

**73.** （四）不擅自改装、连接户外管道或者线路；  
 (4) Do not modify or connect outdoor pipes or wiring without authorization;

**74.** （五）不占用、损坏业主共用部位、共用设施设备；  
 (5) Do not occupy or damage common areas or shared facilities and equipment of homeowners;

**75.** （六）不在建筑物公共门厅、楼梯间、疏散走道、安全出口为电动车充电；  
 (6) Do not charge electric vehicles in public hallways, stairwells, evacuation passages, or safety exits of buildings;

**76.** （七）不违反规定搭建建筑物、构筑物或者其他设施；  
 (7) Do not construct buildings, structures, or other facilities in violation of regulations;

**77.** （八）不乱吊挂、晾晒、堆放物品；  
 (8) Do not hang, dry, or stack items in a disorderly manner;

**78.** （九）不从建筑物中抛掷物品；  
 (9) Do not throw items from buildings;

**79.** （十）不违反规定饲养动物和种植植物；  
 (10) Do not raise animals or plant plants in violation of regulations;

**80.** （十一）其他社区行为规范。  
 (11) Other community behavior norms.

**81.** 第十三条 公民应当遵守下列乡村行为规范：  
 Article 13 Citizens shall comply with the following rural behavioral norms:

**82.** （一）维护村容村貌，保持房前屋后环境整洁；  
 (1) Maintain the appearance of the village and keep the environment tidy in front of and behind houses;

**83.** （二）圈养家畜家禽，保持卫生清洁，不影响周边生活环境；  
 (2) Raise livestock and poultry in enclosures, keep hygiene clean, and not affect the surrounding living environment;

**84.** （三）不占用道路打场晒粮；  
 (3) Do not occupy roads for drying grain;

**85.** （四）妥善处理农用薄膜、化肥和农药包装废弃物等农业固体废物，防止污染环境；  
 (4) Properly handle agricultural solid waste such as agricultural film, chemical fertilizer, and pesticide packaging waste to prevent pollution to the environment;

**86.** （五）保护古民居、古桥、古树名木等人文和自然资源；  
 (5) Protect cultural and natural resources such as ancient residences, ancient bridges, and ancient trees;

**87.** （六）其他乡村行为规范。  
 (6) Other rural behavioral norms.

**88.** 第十四条 公民应当遵守下列家庭行为规范：  
 Article 14 Citizens shall comply with the following family behavioral norms:

**89.** （一）孝老爱亲，履行赡养义务，看望照料老人；   
 (1) Filial piety and love for relatives, fulfill the obligation of support, and visit and care for the elderly;

**90.** （二）夫妻和睦，勤俭节约，培育和传承良好家风；  
 (2) Harmonious marriage, frugality, fostering and passing on good family traditions;

**91.** （三）注重家教，关爱未成年人成长，培养文明行为习惯；  
 (3) Pay attention to family education, care for the growth of minors, and cultivate civilized behavior habits;

**92.** （四）家庭成员互敬互爱，互相扶持，不虐待、遗弃或者实施家庭暴力；  
 (4) Family members respect and love each other, support one another, and do not abuse, abandon, or commit domestic violence;

**93.** （五）其他家庭行为规范。  
 (5) Other family behavioral norms.

**94.** 第十五条 单位和个人应当文明养犬，按照规定定期为犬只免疫接种狂犬病疫苗和向所在地养犬登记机关申请登记；携带犬只出户应当佩戴犬牌并采取系犬绳（链）牵引等安全措施，即时清除犬只粪便。养犬管理的具体办法由市人民政府制定。  
 Article 15 Units and individuals shall keep dogs civilized, regularly vaccinate dogs against rabies according to regulations, and apply to the dog registration authority in their location for registration; when taking dogs out, they should wear a dog tag and take safety measures such as leashing, and immediately clean up dog excrement. The specific measures for dog management shall be formulated by the municipal people's government.

**95.** 第十六条 公民应当文明就医，遵守诊疗制度和医疗卫生服务秩序，尊重医疗卫生人员，配合开展诊疗活动，依法解决医疗纠纷，不威胁、辱骂、伤害医疗卫生人员和在医疗场所聚众滋事。  
 Article 16 Citizens shall seek medical treatment in a civilized manner, comply with diagnosis and treatment systems and medical service order, respect medical personnel, cooperate in diagnosis and treatment activities, resolve medical disputes according to law, and do not threaten, insult, or harm medical personnel or disrupt public order in medical settings.

**96.** 医疗卫生人员应当遵守行业规范，恪守医德，关心爱护和平等对待患者，尊重患者人格尊严和知情同意的权利，保护患者隐私，不过度诊疗和牟取不正当利益。  
 Medical personnel shall comply with professional norms, adhere to medical ethics, care for and treat patients equally, respect patients' dignity and rights to informed consent, protect patients' privacy, avoid excessive treatment and unjust profits.

**97.** 第十七条 公民应当文明上网，理性表达，抵制网络谣言，不编造和传播虚假、暴力、低俗、淫秽等违法信息，不利用网络进行赌博、诈骗，不侵害他人名誉、隐私、知识产权等合法权益。  
 Article 17 Citizens shall use the internet in a civilized manner, express themselves rationally, resist online rumors, and not fabricate or spread false, violent, vulgar, or obscene illegal information, nor use the internet for gambling or fraud, and not infringe upon the legal rights of others, such as reputation, privacy, and intellectual property.

**98.** 网络运营者应当依法办网，强化网络安全主体责任，加强网络管理，净化网络环境，传播健康信息，维护网络安全和秩序。  
 Network operators shall operate the internet lawfully, strengthen the main responsibility for network security, enhance network management, purify the network environment, disseminate healthy information, and maintain network security and order.

**99.** 第十八条 公民应当文明旅游，服从景区管理，尊重当地风俗习惯、文化传统和宗教信仰，爱护文物古迹、风景名胜、旅游设施和生态环境，不违反规定拍照、摄像和从事危及自身、他人安全的活动。  
 Article 18 Citizens shall travel in a civilized manner, comply with scenic area management, respect local customs, cultural traditions, and religious beliefs, care for cultural relics, scenic spots, tourism facilities, and ecological environments, and not engage in activities that violate regulations such as taking photos or videos and activities that endanger their own or others' safety.

**100.** 旅游景区经营者应当完善旅游设施，维护旅游秩序，规范经营服务行为，不从事虚假宣传、强制消费、欺客宰客活动。  
 Tourist area operators shall improve tourism facilities, maintain tourism order, standardize business service behavior, and not engage in false advertising, forced consumption, or deceiving or overcharging customers.

**101.** 第十九条 公民应当文明用餐，践行“光盘行动”，按需适量点餐、取餐，使用公筷公勺或者分餐进食，不酗酒。  
 Article 19: Citizens should dine in a civilized manner, practice the 'Clean Plate Campaign', order and take food as needed, use public chopsticks and spoons or eat separately, and not get drunk.

**102.** 餐饮服务经营者应当开展反食品浪费宣传，在醒目位置张贴或者摆放反食品浪费标识，提供公筷公勺和打包服务，推行分餐制，提醒消费者按需适量点餐、取餐。  
 Restaurants should carry out anti-food waste publicity, prominently display anti-food waste signs, provide public chopsticks and spoons and packaging services, implement separate dining systems, and remind consumers to order and take food as needed.

**103.** 第二十条 公民应当减少吸烟造成的危害，不在禁止吸烟场所吸烟，在非禁止吸烟的场所吸烟时合理避让他人。  
 Article 20: Citizens should reduce the harm caused by smoking, not smoke in no-smoking areas, and reasonably avoid others when smoking in areas where smoking is permitted.

**104.** 禁止吸烟场所的管理者、经营者应当开展吸烟危害健康的宣传，设置醒目的禁止吸烟标识，劝阻、制止吸烟行为。  
 Managers and operators of no-smoking areas should conduct publicity on the health hazards of smoking, set up prominent no-smoking signs, and persuade and stop smoking behaviors.

**105.** 第二十一条 商品经营者和服务提供者应当依法经营、诚实守信、公平竞争、文明服务，不占道经营、出店经营和违反规定摆摊设点，不销售假冒伪劣、侵权商品，不擅自向他人拨打商业电话、发送商业信息。  
 Article 21: Commodity operators and service providers should operate according to the law, be honest and trustworthy, compete fairly, provide civilized services, not engage in sidewalk business, not set up stalls against regulations, not sell counterfeit or inferior goods, and not make unsolicited commercial phone calls or send commercial messages.

**106.**

**107.** 第三章 倡导与鼓励  
 Chapter 3: Advocacy and Encouragement

**108.**

**109.** 第二十二条 倡导下列文明行为：  
 Article 22: The following civilized behaviors should be advocated:

**110.** （一）规范用语，在公共场合使用普通话；  
 (1) Use standard language and speak Mandarin in public places;

**111.** （二）热爱学习，参与全民阅读，建设“书香咸宁”；  
 (2) Love learning, participate in national reading, and build a 'Book Fragrance in Xianning';

**112.** （三）讲究卫生，养成健康生活习惯，预防疾病；  
 (3) Pay attention to hygiene, develop healthy living habits, and prevent diseases;

**113.** （四）反对浪费，节约水、电、油、气等资源；  
 (4) Oppose waste and conserve resources such as water, electricity, oil, and gas;

**114.** （五）低碳生活，推广使用可循环利用物品，拒绝过度包装；  
 (5) Live a low-carbon life, promote the use of recyclable items, and reject excessive packaging;

**115.** （六）绿色出行，优先选择步行、骑自行车或者乘坐公共交通工具；  
 (6) Choose green travel, prioritizing walking, cycling, or using public transportation;

**116.** （七）崇尚科学，情趣健康，抵制愚昧迷信及其他低俗活动；  
 (7) Advocate science, maintain health, and resist ignorance, superstition, and other vulgar activities;

**117.** （八）移风易俗，文明节俭办理婚丧喜庆事宜；  
 (8) Change outdated customs and handle marriage, funeral, and festive matters in a civilized and frugal manner;

**118.** （九）破除陋习，实行节地生态安葬和安全环保祭扫；  
 (9) Eliminate bad habits and implement ecological burials and safe, environmentally friendly memorials;

**119.** （十）其他应当倡导的文明行为。  
 (10) Other civilized behaviors that should be advocated.

**120.** 第二十三条 鼓励单位和个人以提供资金、技术、劳务、智力成果、媒介资源等方式支持文明行为促进工作。  
 Article 23: Encourage organizations and individuals to support the promotion of civilized behavior through methods such as providing funds, technology, labor services, intellectual achievements, and media resources.

**121.** 第二十四条 鼓励单位和个人开展扶老、救孤、助残、优抚、恤病、助学、赈灾等慈善公益活动，依法保障慈善活动当事人的合法权益。  
 Article 24: Encourage organizations and individuals to carry out charitable public welfare activities such as supporting the elderly, rescuing orphans, assisting the disabled, honoring meritorious service, caring for the sick, helping students, and disaster relief, and legally safeguard the lawful rights and interests of the parties involved in charitable activities.

**122.** 第二十五条 鼓励公民见义勇为，依法及时确认见义勇为行为，对见义勇为人员予以表彰奖励和保障。  
 Article 25: Encourage citizens to act bravely and heroically, confirm acts of bravery in a timely manner according to the law, and commend and reward those who act bravely.

**123.** 第二十六条 鼓励公民无偿献血和自愿捐献人体细胞、组织、器官、遗体，尊重捐献者的捐献意愿、捐献行为和人格尊严，捐献者及其配偶等近亲属依法享受优待或者礼遇。  
 Article 26: Encourage citizens to donate blood voluntarily and donate human cells, tissues, organs, and bodies, respect the wishes, actions, and personal dignity of the donors, and the donors and their spouses and close relatives shall enjoy preferential treatment or courtesy according to the law.

**124.** 第二十七条 鼓励单位和个人开展志愿服务活动，发展志愿服务组织，拓宽志愿服务领域，创新志愿服务方式，对志愿服务活动依法予以保障和激励。  
 Article 27: Encourage organizations and individuals to carry out volunteer service activities, develop volunteer service organizations, expand the fields of volunteer service, innovate volunteer service methods, and legally safeguard and incentivize volunteer service activities.

**125.** 第二十八条 鼓励单位和个人为他人提供力所能及的帮助。  
 Article 28: Encourage organizations and individuals to provide assistance within their capabilities to others.

**126.** 鼓励公民为需要救助的人员拨打急救电话，支持具备急救技能的公民对需要急救的人员实施紧急现场救护。  
 Encourage citizens to dial emergency numbers for those needing assistance and support citizens with emergency skills to provide urgent on-site rescue for those in need of emergency care.

**127.** 鼓励单位和个人设立爱心服务点，为需要帮助的人员提供饮水、遮风避雨等便利服务。  
 Encourage organizations and individuals to set up caring service points to provide convenient services such as drinking water and shelter from wind and rain for those in need of help.

**128.** 第二十九条 鼓励公共场所管理者、公共交通工具经营者等利用自身资源刊播公益广告，营造文明向上的社会氛围。  
 Article 29: Encourage managers of public places and operators of public transportation to use their resources to publish public service advertisements, creating a civilized and progressive social atmosphere.

**129.** 第三十条 鼓励单位和个人开展中华优秀传统文化、革命文化、社会主义先进文化传播以及科学、艺术普及活动。  
 Article 30: Encourage organizations and individuals to carry out the dissemination of excellent traditional Chinese culture, revolutionary culture, socialist advanced culture, as well as scientific and artistic popularization activities.

**130.** 第三十一条 鼓励用人单位在招聘录用、职位晋升、待遇激励等方面对道德模范、见义勇为人员、优秀志愿者等先进人物予以优待。  
 Article 31: Encourage employers to give preferential treatment to moral models, heroic individuals, and outstanding volunteers in recruitment, promotion, and incentive aspects.

**131.**

**132.** 第四章 保障与实施  
 Chapter 4: Safeguarding and Implementation

**133.**

**134.** 第三十二条 市、县（市、区）精神文明建设指导机构的办事机构应当会同有关单位建立健全文明行为促进工作考核评价制度，对在文明行为促进工作中做出突出贡献的单位和个人，按照有关规定给予表彰奖励。  
 Article 32: The offices of the guiding institutions for spiritual civilization construction in cities and counties (cities, districts) shall work with relevant units to establish a sound evaluation system for promoting civilized behavior, and commend and reward units and individuals that have made outstanding contributions to promoting civilized behavior in accordance with relevant regulations.

**135.** 第三十三条 市、县（市、区）人民政府及其有关部门应当科学规划、合理布局，建设完善交通出行、环境卫生、文化体育、休闲娱乐、公益宣传等公共服务设施，加强日常检查和维护管理，保障文明行为促进工作的实施。  
 Article 33: The people's governments of cities and counties (cities, districts) and their relevant departments shall scientifically plan and reasonably layout, and build and improve public service facilities such as transportation, environmental sanitation, cultural sports, leisure and entertainment, and public welfare publicity, strengthen daily inspection and maintenance management, and ensure the implementation of civilized behavior promotion work.

**136.** 第三十四条 政务大厅、文体场馆、医院、车站、商场、公园、旅游景区等公共场所应当按照有关规定配备独立母婴室、第三卫生间、无障碍厕所或者厕位等便民设施，统一设施标识，设置醒目的导向标志。  
 Article 34: Public places such as government service halls, cultural and sports venues, hospitals, stations, shopping malls, parks, and tourist attractions shall be equipped with convenient facilities such as independent mother-infant rooms, third restrooms, and barrier-free toilets or stalls according to relevant regulations, with uniform facility signs and prominent directional signs.

**137.** 第三十五条 市、县（市、区）人民政府和精神文明建设指导机构应当组织开展文明城市、文明单位、文明村镇、文明校园、文明家庭等精神文明创建活动，推动文明行为促进工作。  
 Article 35: The people's governments of cities and counties (cities, districts) and the guiding institutions for spiritual civilization construction shall organize and carry out activities to create civilized cities, civilized units, civilized villages and towns, civilized campuses, and civilized families, promoting the promotion of civilized behavior.

**138.** 第三十六条 市、县（市、区）人民政府和精神文明建设指导机构应当整合公共服务资源，建设覆盖城乡的新时代文明实践中心（所、站）等平台，组织开展文明实践活动，培育具有地方特色的文明品牌。  
 Article 36: The people's governments of cities and counties (cities, districts) and the guiding institutions for spiritual civilization construction shall integrate public service resources and build platforms such as new era civilization practice centers (offices, stations) covering urban and rural areas, organize civilized practice activities, and cultivate civilization brands with local characteristics.

**139.** 第三十七条 市、县（市、区）精神文明建设指导机构的办事机构应当制定完善市民公约，并会同同级人民政府有关部门指导、支持、督促有关单位依法制定自律自治文明行为规范，动员公民参与文明行为促进工作。  
 Article 37: The offices of the guiding institutions for spiritual civilization construction in cities and counties (cities, districts) shall formulate and improve the citizen's agreement and work with relevant departments of the local people's government to guide, support, and supervise relevant units to formulate self-discipline and self-governance norms for civilized behavior in accordance with the law, mobilizing citizens to participate in promoting civilized behavior.

**140.** 第三十八条 国家机关、社会团体、企业事业单位和其他组织应当将文明行为规范纳入本单位职业规范要求、岗位培训和考核内容，并在工作场所采取必要措施引导和促进文明行为。  
 Article 38: State organs, social organizations, enterprises, public institutions, and other organizations shall incorporate civilized behavior norms into the occupational standards, job training, and assessment of their units, and take necessary measures in the workplace to guide and promote civilized behavior.

**141.** 第三十九条 学校应当推进文明校园建设，开展文明行为教育和实践活动，树立良好师德师风，提升学生文明素养，营造文明风气。  
 Article 39: Schools shall promote the construction of a civilized campus, carry out education and practical activities for civilized behavior, establish good teacher ethics and style, enhance students' civilized qualities, and create a civilized atmosphere.

**142.** 第四十条 居（村）民委员会应当将文明行为规范纳入居民公约、村规民约，建立完善居（村）民议事制度，开展民间风气评议，弘扬时代新风，遏制不文明行为。  
 Article 40: Residents' committees (village committees) shall incorporate civilized behavior norms into residents' agreements and village regulations, establish and improve residents' discussion systems, conduct evaluations of local customs, promote new trends of the times, and curb uncivilized behavior.

**143.** 第四十一条 服务性行业窗口单位应当制定文明服务规范，创新服务理念，规范服务标准，优化服务环境，提供便捷高效优质服务，发挥文明服务示范作用。  
 Article 41: Service industry window units shall formulate standards for civilized service, innovate service concepts, standardize service criteria, optimize service environments, provide convenient, efficient, and high-quality services, and play a demonstrative role in civilized service.

**144.** 第四十二条 从事邮政、快递、外卖、代驾等业务的企业应当加强从业人员交通安全教育和出行管理，督促其自觉遵守交通秩序。  
 Article 42: Enterprises engaged in postal, express delivery, takeaway, designated driving, and other services shall strengthen traffic safety education and travel management for their employees, urging them to consciously abide by traffic regulations.

**145.** 第四十三条 单位和个人有权劝阻、制止、投诉、举报不文明行为，对文明行为促进工作提出意见和建议。  
 Article 43: Units and individuals have the right to discourage, stop, complain about, and report uncivilized behavior, and propose suggestions and opinions for the promotion of civilized behavior.

**146.** 市、县（市、区）人民政府应当建立健全文明行为促进工作投诉、举报制度。有关单位接到投诉、举报应当及时处理，反馈处理情况，并为投诉人、举报人保密。  
 The people's governments of cities and counties (cities, districts) shall establish a sound complaint and reporting system for the promotion of civilized behavior. Relevant units must handle complaints and reports in a timely manner, provide feedback on the handling situation, and keep the complainants and reporters' information confidential.

**147.** 第四十四条 市、县（市、区）人民政府及其行政执法部门应当建立完善不文明行为查处制度和执法协作联动机制。  
 Article 44: The people's governments of cities and counties (cities, districts) and their administrative law enforcement departments shall establish and improve the system for investigating and dealing with uncivilized behavior and the collaborative law enforcement mechanism.

**148.** 行政执法部门应当加强对不文明行为的日常检查，及时发现、劝阻、制止、查处不文明行为，依法公开有关行政处罚决定或者向违法行为人所在单位、居（村）民委员会通报情况。  
 Administrative law enforcement departments shall enhance daily inspections of uncivilized behavior, promptly discover, discourage, stop, and investigate such behavior, and publicly disclose relevant administrative punishment decisions or inform the unit of violators and the residents' committee.

**149.** 行政执法部门在查处不文明行为时，违法行为人应当如实提供姓名、住址、联系方式等身份信息；违法行为人拒不配合的，行政执法部门可以依法通知公安机关予以协助。  
 When investigating uncivilized behavior, the violators shall truthfully provide their name, address, contact information, and other identity details; if the violators refuse to cooperate, the administrative law enforcement department may notify the public security organs for assistance according to the law.

**150.** 行政执法人员应当严格、规范、公正、文明执法，不拒绝、推诿属于职责范围内的事项。  
 Administrative law enforcement personnel shall strictly, standardly, fairly, and civilly enforce the law and shall not refuse or shirk responsibilities that fall within their scope.

**151.** 第四十五条 履行文明行为促进工作职责的单位可以组建文明劝导队伍，协助开展宣传、引导服务，劝阻、制止不文明行为。  
 Article 45: Units fulfilling the responsibilities for promoting civilized behavior may establish civilized persuasion teams to assist in publicity, guidance services, and to discourage and stop uncivilized behavior.

**152.** 第四十六条 市、县（市、区）精神文明建设指导机构的办事机构应当会同同级人民政府有关部门，建立健全文明行为促进工作记录制度，对受到表彰奖励的文明行为和受到行政处罚的不文明行为进行记录，并依法纳入社会信用信息服务平台。  
 Article 46: The working body of the spiritual civilization construction guidance institutions at the municipal and county (city, district) levels shall work with relevant departments of the people's government to establish and improve a record keeping system for promoting civilized behavior, recording both recognized exemplary civilized behaviors and administratively punished uncivilized behaviors, and legally including them in the social credit information service platform.

**153.** 第四十七条 市、县（市、区）精神文明建设指导机构的办事机构应当通过新闻媒体持续报道文明行为先进事迹和依法公开不文明行为及查处情况。  
 Article 47: The working body of the spiritual civilization construction guidance institutions at the municipal and county (city, district) levels shall continuously publicize the advanced deeds of civilized behavior and make public the uncivilized behaviors and handling situations through news media.

**154.** 新闻媒体应当开展文明行为宣传工作，传播文明理念，刊播公益广告，宣传先进典型，对不文明行为进行舆论监督，营造促进文明行为的良好氛围。  
 News media shall conduct publicity work for civilized behavior, disseminate civilized concepts, publish public service advertisements, promote exemplary models, and conduct public opinion supervision of uncivilized behavior, creating a favorable atmosphere for promoting civilized behavior.

**155.** 第四十八条 有关单位不履行或者不正确履行文明行为促进工作职责的，市、县（市、区）精神文明建设指导机构可以采取约谈、责令改正、通报批评、取消参加精神文明创建相关评选活动资格或者建议监察机关追责问责等方式督促其履行职责。  
 Article 48: If relevant units do not fulfill or incorrectly fulfill their responsibilities in promoting civilized behavior, the spiritual civilization construction guidance institutions at the municipal and county (city, district) levels may take measures such as conversations, orders to rectify, public criticism, canceling qualifications for participation in relevant evaluations for spiritual civilization creation, or suggesting that supervisory organs hold them accountable.

**156.**

**157.** 第五章 法律责任  
 Chapter Five: Legal Responsibilities

**158.**

**159.** 第四十九条 违反本条例，法律、法规有规定的，从其规定。  
 Article 49: If this regulation is violated, and there are provisions in laws and regulations, those provisions shall prevail.

**160.** 第五十条 违反本条例第十一条第六项规定，驾驶车辆行经路口、人行横道和积水、泥泞、易产生扬尘的路段时未减速行驶，或者遇行人正在通过时未停车让行的，由公安机关处警告或者一百元罚款。  
 Article 50: Violating the provisions of Article 11, item 6 of this regulation by failing to reduce speed when driving through intersections, pedestrian crossings, or sections with standing water, mud, or easily raised dust, or failing to stop to yield to pedestrians who are crossing, shall be punished by public security organs with a warning or a fine of one hundred yuan.

**161.** 违反本条例第十一条第九项规定，驾驶摩托车未佩戴安全头盔的，由公安机关处警告或者五十元罚款；驾驶电动自行车未佩戴安全头盔的，由公安机关处警告或者二十元罚款；乘坐摩托车、电动自行车未佩戴安全头盔的，由公安机关处警告或者十元罚款。  
 Violating Article 11, Item 9 of these regulations, riding a motorcycle without wearing a safety helmet shall be warned or fined fifty yuan by the public security organs; riding an electric bicycle without wearing a safety helmet shall be warned or fined twenty yuan by the public security organs; riding a motorcycle or electric bicycle without wearing a safety helmet shall be warned or fined ten yuan by the public security organs.

**162.** 第五十一条 违反本条例第十五条规定，按照下列规定处理：  
 Article 51 Violating the provisions of Article 15 of these regulations shall be handled according to the following provisions:

**163.** （一）未按照规定定期为犬只免疫接种狂犬病疫苗的，由农业农村部门责令限期改正，可以处二百元以上一千元以下罚款；逾期不改正的，处一千元以上五千元以下罚款，由农业农村部门委托动物诊疗机构等代为接种，所需费用由违法行为人承担；  
 (1) Failing to regularly vaccinate dogs against rabies as required shall be ordered by the agricultural and rural departments to rectify within a time limit and may be fined between two hundred yuan and one thousand yuan; if not rectified after the deadline, a fine of between one thousand yuan and five thousand yuan shall be imposed, and the agricultural and rural departments shall entrust animal diagnosis and treatment institutions etc. to carry out the vaccinations, the costs shall be borne by the violator;

**164.** （二）携带犬只出户未采取系犬绳（链）牵引等安全措施的，由公安机关责令改正；拒不改正的，处五百元以上一千元以下罚款；情节恶劣或者造成严重后果的，没收犬只；  
 (2) Taking dogs outside without safety measures such as leashing (chains) shall be ordered by the public security organs to rectify; if refusing to rectify, a fine of between five hundred yuan and one thousand yuan shall be imposed; if the circumstances are severe or cause serious consequences, the dogs shall be confiscated;

**165.** （三）携带犬只出户未即时清除犬只粪便的，由城市管理执法部门或者有行政处罚权的街道办事处、乡镇人民政府责令予以清除，可以并处警告、五十元以上二百元以下罚款。  
 (3) Taking dogs outside without promptly cleaning up the dog's excrement shall be ordered to be cleaned up by the urban management enforcement department or street offices/town governments with administrative penalty powers, and may be punished with a warning and a fine between fifty yuan and two hundred yuan.

**166.** 第五十二条 违反本条例第二十条第一款规定，在禁止吸烟场所吸烟的，由卫生健康部门或者市人民政府确定的其他部门责令改正，可以处五十元罚款；拒不改正的，处五十元以上二百元以下罚款。  
 Article 52 Violating the provisions of Article 20, Paragraph 1 of these regulations, smoking in non-smoking areas shall be ordered by the health departments or other departments designated by the municipal people's government to rectify; a fine of fifty yuan shall be imposed; if refusing to rectify, a fine between fifty yuan and two hundred yuan shall be imposed.

**167.** 违反本条例第二十条第二款规定，禁止吸烟场所的管理者、经营者未设置醒目的禁止吸烟标识，或者未劝阻、制止吸烟行为的，由卫生健康部门或者市人民政府确定的其他部门责令改正；拒不改正的，处五百元以上二千元以下罚款。  
 Violating the provisions of Article 20, Paragraph 2 of these regulations, the managers and operators of non-smoking areas who fail to set up prominent no smoking signs or fail to persuade or stop smoking behavior shall be ordered by the health departments or other departments designated by the municipal people's government to rectify; if refusing to rectify, a fine between five hundred yuan and two thousand yuan shall be imposed.

**168.** 第五十三条 有下列情形之一，构成违反治安管理行为的，由公安机关依法处理；构成犯罪的，依法追究刑事责任：  
 Article 53 If any of the following circumstances occur, constituting a violation of public order management, it shall be dealt with by public security organs according to law; if it constitutes a crime, criminal responsibility shall be pursued according to law:

**169.** （一）违反本条例规定，拒不配合行政执法工作，拒不履行行政处罚决定的；  
 (1) Violating the provisions of these regulations, refusing to cooperate with administrative law enforcement work, and refusing to perform administrative penalty decisions;

**170.** （二）以威胁、侮辱、殴打等方式打击报复劝阻人、制止人、投诉人、举报人或者行政执法人员的；  
 (2) Threatening, insulting, beating, or retaliating against those who advise, stop, complain, report, or administrative law enforcement personnel in any manner;

**171.** （三）公民实施见义勇为、紧急现场救护等救助行为，被救助人及其他人员故意隐瞒真相、捏造事实，企图牟取不正当利益的；   
 (3) Citizens performing acts of justice and urgent on-site rescue, when the rescued persons and others intentionally conceal the truth or fabricate facts to seek improper benefits;

**172.** （四）违反本条例规定，情节严重的其他情形。  
 (4) Other circumstances that violate the provisions of these regulations and are serious.

**173.** 第五十四条 违反本条例规定，实施不文明行为应当受到罚款处罚，违法行为人自愿参加社会服务，经相关行政执法部门同意并完成社会服务的，可以从轻或者减轻处罚。社会服务的具体办法由市人民政府制定。  
 Article 54 Violating the provisions of these regulations and engaging in uncivilized behavior shall be fined; if the violator voluntarily participates in social services, after being approved by the relevant administrative law enforcement departments and completing the social services, the penalty may be mitigated or reduced. The specific measures for social services shall be formulated by the municipal people's government.

**174.** 实施不文明行为屡教不改的，依法从重处罚。  
 Repeatedly engaging in uncivilized behavior despite education shall be punished more severely in accordance with the law.

**175.** 第五十五条 国家机关及公职人员在文明行为促进工作中滥用职权、玩忽职守、徇私舞弊的，由其主管机关或者监察机关对直接负责的主管人员和其他直接责任人员依法给予处分；构成犯罪的，依法追究刑事责任。  
 Article 55 National organs and public officials abusing their power, neglecting their duties, or engaging in corruption in promoting civilized behavior shall be punished according to law by their supervisory organs or supervisory agencies for the responsible officers and other directly responsible personnel; if a crime is constituted, criminal responsibility shall be pursued according to law.

**176.**

**177.** 第六章 附 则  
 Chapter 6 Supplementary Provisions

**178.**

**179.** 第五十六条 本条例自2022年10月1日起施行。  
 Article 56 These regulations shall come into effect on October 1, 2022.

**180.**

**181.**

**182.**