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**1.** ﻿

**2.**

**3.** 大同市文明行为条例  
 Regulations on Civilized Behavior in Datong City

**4.**

**5.** （2020年6月29日大同市第十五届人民代表大会常务委员会第三十次会议通过 2020年7月31日山西省第十三届人民代表大会常务委员会第十九次会议批准）  
 （Passed at the 30th meeting of the Standing Committee of the 15th People's Congress of Datong City on June 29, 2020, Approved at the 19th meeting of the Standing Committee of the 13th People's Congress of Shanxi Province on July 31, 2020）

**6.**

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**15.**  第一章 总 则   
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**17.** 第一条 为了引导和促进文明行为，提升社会文明水平，传承中华优秀传统美德，践行社会主义核心价值观，根据有关法律、法规的规定，结合本市实际，制定本条例。  
 Article 1 In order to guide and promote civilized behavior, enhance social civilization levels, inherit the excellent traditional virtues of China, and practice the core values of socialism, this regulation is formulated based on relevant laws and regulations and in combination with the actual conditions of this city.

**18.** 第二条 本市行政区域内的文明行为规范、促进工作，适用本条例。  
 Article 2 The norms of civilized behavior and promotion work within the administrative region of this city shall apply to this regulation.

**19.** 第三条 文明行为促进工作应当坚持以人为本、社会共治、奖惩并举、系统推进的原则，弘扬大同市民大气包容、热情豪爽、明礼诚信、和谐友善的优秀品质。  
 Article 3 The promotion of civilized behavior should adhere to the principles of people-oriented, social co-governance, combined rewards and punishments, and systematic advancement, advocating the excellent qualities of Datong citizens, which are broad-mindedness, enthusiasm, courtesy, integrity, harmony, and friendliness.

**20.** 第四条 市、县（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，相关经费列入财政预算。  
 Article 4 The people's governments of the city and counties (districts) should incorporate the promotion of civilized behavior into the national economic and social development plans, and relevant funding should be included in the financial budget.

**21.** 第五条 市、县（区）精神文明建设工作机构负责本行政区域内文明行为促进工作的统筹规划、协调指导、督促检查。  
 Article 5: The work institutions for spiritual civilization construction at the city and county (district) levels are responsible for the overall planning, coordination, guidance, and supervision of civilized behavior promotion within their administrative regions.

**22.** 市、县（区）网信、发展改革、教育、规划和自然资源、住房和城乡建设、生态环境、城市管理、交通运输、市场监管、文化和旅游、卫生健康、农业农村、商务、民政、公安等部门，工会、共青团、妇联等群团组织，按照各自职责做好文明行为促进相关工作。  
 The departments of internet information, development and reform, education, planning and natural resources, housing and urban-rural development, ecological environment, urban management, transportation, market regulation, culture and tourism, health care, agriculture and rural affairs, commerce, civil affairs, public security, and organizations such as trade unions, the Communist Youth League, and the Women's Federation at the city and county (district) levels shall perform relevant work on promoting civilized behavior according to their respective responsibilities.

**23.** 乡（镇）人民政府、街道办事处应当按照职责做好本辖区内文明行为促进的相关工作。  
 The people's governments of towns (townships) and street offices shall perform relevant work on promoting civilized behavior within their jurisdictions according to their responsibilities.

**24.** 居（村）民委员会应当加强文明行为的宣传、教育、引导，协助做好文明行为促进相关工作。  
 Residents' committees (villagers' committees) shall strengthen the promotion, education, and guidance of civilized behavior, and assist in relevant work on promoting civilized behavior.

**25.** 第六条 报刊、广播、电视、网络等媒体应当营造全社会促进文明行为的氛围，加强舆论引导和监督，刊播公益广告，宣传先进典型，依法曝光不文明现象。  
 Article 6: Newspapers, broadcasts, television, and online media shall create an atmosphere in society to promote civilized behavior, strengthen public opinion guidance and supervision, publish public service advertisements, promote advanced models, and expose uncivilized phenomena in accordance with the law.

**26.**

**27.** 第二章 规范和倡导  
 Chapter 2: Norms and Advocacy

**28.**

**29.** 第七条 公民应当维护公共秩序，遵守下列规定：  
 Article 7: Citizens shall maintain public order and comply with the following regulations:

**30.** （一）举止得体，语言文明，不大声喧哗；  
 (1) Behave appropriately, use civilized language, and not make loud noises;

**31.** （二）等候服务时，遵守秩序，依次排队；  
 (2) Follow the order and queue up when waiting for service;

**32.** （三）携犬出户采取安全措施，不危害他人人身安全；  
 (3) Take safety measures when taking dogs outside, and not endanger the personal safety of others;

**33.** （四）开展健身、娱乐、经营等活动时，不干扰周围居民正常生活，产生的噪声值不超过环境噪声排放标准；  
 (4) When engaging in activities such as fitness, entertainment, and business, do not interfere with the normal life of surrounding residents, and the noise level produced shall not exceed the environmental noise emission standards;

**34.** （五）观看文艺演出、体育比赛或参加其他公共活动，注重礼仪，有序进出场地，服从现场管理；  
 (5) When attending cultural performances, sports competitions, or other public activities, pay attention to etiquette, enter and exit the venue in an orderly manner, and comply with on-site management;

**35.** （六）文明旅游，尊重当地风俗习惯，爱护文物古迹和旅游资源；  
 (6) Travel civilly, respect local customs, and protect cultural relics and tourism resources;

**36.** （七）维护网络秩序，不利用网络传播暴力、淫秽、色情信息，编造、传播虚假信息；  
 (7) Maintain online order, not use the internet to spread violence, obscenity, or pornographic information, or fabricate and disseminate false information;

**37.** （八）尊重医护人员，遵守医疗场所秩序；  
 (8) Respect medical staff and comply with the order of medical facilities;

**38.** （九）法律法规的其他有关规定。  
 (9) Other relevant provisions of laws and regulations.

**39.** 第八条 公民应当维护公共卫生，遵守下列规定：  
 Article 8: Citizens shall maintain public health and comply with the following regulations:

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

**41.** （二）在公共场所咳嗽、打喷嚏时遮掩口鼻，患有流行性感冒等传染性呼吸道疾病时佩戴口罩；  
 (2) Cover mouth and nose when coughing or sneezing in public places; wear a mask if suffering from infectious respiratory diseases such as influenza;

**42.** （三）患有传染病时，配合相关检验、隔离治疗等措施，如实提供有关情况；  
 (3) Cooperate with relevant inspection, isolation treatment measures when infected with a communicable disease, and provide information truthfully;

**43.** （四）不非法食用、交易野生动物及其制品；  
 (4) Do not illegally consume or trade in wild animals and their products;

**44.** （五）不在禁止吸烟的场所吸烟、劝烟；  
 (5) Do not smoke or encourage smoking in places where smoking is prohibited;

**45.** （六）法律法规的其他有关规定。  
 (6) Other relevant provisions of laws and regulations.

**46.** 第九条 公民应当维护公共环境，遵守下列规定：  
 Article 9 Citizens should maintain the public environment and adhere to the following provisions:

**47.** （一）不随地丢弃垃圾；   
 (1) Do not litter;

**48.** （二）携犬出户及时清理犬便；  
 (2) Clean up after dogs when taking them out;

**49.** （三）维护公共场所整洁，不违反规定涂写、刻划、张贴、喷涂；  
 (3) Maintain cleanliness in public places; do not write, carve, post, or spray graffiti against regulations;

**50.** （四）爱护公共场所花草树木，不采摘花果、攀折树木、损坏绿地；  
 (4) Protect flowers, plants, and trees in public places; do not pick flowers or fruits, climb trees, or damage green spaces;

**51.** （五）保持公厕卫生，文明如厕；  
 (5) Keep public toilets clean and practice civility when using them;

**52.** （六）法律法规的其他有关规定。  
 (6) Other relevant provisions of laws and regulations.

**53.** 第十条 公民应当维护交通秩序，遵守下列规定：  
 Article 10 Citizens should maintain traffic order and adhere to the following provisions:

**54.** （一）驾驶机动车礼让通过斑马线的行人，不违反规定变道、穿插、超车、使用灯光和鸣笛；  
 (1) Drivers of motor vehicles should yield to pedestrians crossing at zebra crossings and must not change lanes, cut in, overtake, use lights, or honk illegally;

**55.** （二）驾驶非机动车按照交通信号指示通行，不违反规定进入机动车道、人行道行驶；  
 (2) Non-motor vehicle drivers must follow traffic signal indications and not enter motor vehicle lanes or drive on sidewalks against regulations;

**56.** （三）行走时按照交通信号指示通行，不违反规定横穿道路、翻越交通护栏；  
 (3) Pedestrians must follow traffic signal indications and not cross roads illegally or climb over traffic barriers;

**57.** （四）驾驶和乘坐机动车时，不向车外抛撒物品；  
 (4) Drivers and passengers of motor vehicles must not throw objects out of the vehicle;

**58.** （五）按照规定停放共享车辆，不妨碍他人通行；  
 (5) Park shared vehicles according to regulations and do not obstruct others' passage;

**59.** （六）法律法规的其他有关规定。  
 (6) Other relevant provisions of laws and regulations.

**60.** 第十一条 公民应当维护社区秩序，遵守下列规定：  
 Article 11 Citizens should maintain community order and adhere to the following provisions:

**61.** （一）不在楼道等公共空间内堆放杂物；  
 (1) Do not stack clutter in corridors or other public spaces;

**62.** （二）不违反规定饲养家禽、家畜和宠物；  
 (2) Do not violate regulations when raising poultry, livestock, and pets;

**63.** （三）不从建筑物、构筑物内向外抛撒物品；  
 (3) Do not throw items from buildings or structures;

**64.** （四）不违反规定搭建建筑物或者构筑物；  
 (4) Do not build any buildings or structures in violation of regulations;

**65.** （五）不违反规定进行房屋装饰装修；  
 (5) Do not conduct home decoration and renovation in violation of regulations;

**66.** （六）法律法规的其他有关规定。  
 (6) Other relevant provisions of laws and regulations.

**67.** 第十二条 倡导下列文明健康生活方式：  
 Article 12: Advocate the following civilized and healthy lifestyles:

**68.** （一）家庭和睦，勤俭持家，尊长爱幼，邻里融洽；  
 (1) Family harmony, thriftiness in household management, respect for the elderly and love for the young, harmonious neighborly relations;

**69.** （二）文明就餐，使用公筷公勺，分餐进食，适量点餐取餐，不浪费食物，不酗酒闹事；  
 (2) Civilized dining, using public chopsticks and spoons, eating separately, ordering and taking food in moderation, avoiding food waste, and not drinking excessively and causing disturbances;

**70.** （三）低碳生活，节约水、电、气等资源，分类投放生活垃圾；  
 (3) Low-carbon living, saving water, electricity, gas, and other resources, and categorizing waste when disposing of it;

**71.** （四）绿色出行，优先乘坐、使用公共交通工具，不强行占座，主动为老、幼、病、残、孕乘客让座；  
 (4) Green travel, prioritizing public transportation, not occupying seats forcefully, and voluntarily giving up seats to elderly, young, sick, disabled, and pregnant passengers;

**72.** （五）移风易俗，文明节俭操办婚丧喜庆事宜；  
 (5) Changing outdated customs, organizing weddings, funerals, and celebrations in a civilized and frugal manner;

**73.** （六）崇尚科学，抵制愚昧迷信及其他低俗活动；  
 (6) Upholding science, resisting ignorance, superstition, and other vulgar activities;

**74.** （七）法律法规的其他有关规定。  
 (7) Other relevant provisions of laws and regulations.

**75.** 第十三条 倡导助人为乐，鼓励下列行为：  
 Article 13: Advocate helping others and encourage the following behaviors:

**76.** （一）为行动不便利或者有其他特殊困难的人士提供帮助和扶持；  
 (1) Provide assistance and support to those with mobility difficulties or other special challenges;

**77.** （二）采取合法、适当的方式实施见义勇为；  
 (2) Act in a legal and appropriate manner when performing acts of bravery;

**78.** （三）参加救灾、济困等慈善救助活动；  
 (3) Participate in charitable rescue activities such as disaster relief and aiding the needy;

**79.** （四）无偿献血，依法捐献造血干细胞、器官和遗体；  
 (4) Donate blood voluntarily and legally donate hematopoietic stem cells, organs, and bodies;

**80.** （五）参加志愿服务活动。  
 (5) Participate in volunteer service activities.

**81.**

**82.** 第三章 促进和保障  
 Chapter Three: Promotion and Guarantee

**83.**

**84.** 第十四条 市、县（区）精神文明建设工作机构，应当组织制定市民公约、文明行为规范。  
 Article 14: The spiritual civilization construction working bodies at the municipal and county (district) levels shall organize the formulation of a civic convention and norms for civilized behavior.

**85.** 机关、企业事业单位、团体和其他组织等，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，做好本单位的文明行为促进工作。  
 Government agencies, enterprises, public institutions, groups, and other organizations shall incorporate civilized behavior norms into their profession requirements, job training, and assessment content, ensuring the promotion of civilized behavior within their units.

**86.** 第十五条 市、县（区）精神文明建设工作机构应当定期组织开展文明城市、文明村镇、文明单位、文明家庭、文明校园等精神文明建设活动，推动文明行为促进工作。  
 Article 15: The spiritual civilization construction working bodies at the municipal and county (district) levels shall regularly organize activities for the construction of civilized cities, civilized villages and towns, civilized units, civilized families, and civilized campuses, promoting the work of civilized behavior.

**87.** 第十六条 市、县（区）精神文明建设工作机构、人民政府及有关部门应当建立健全表彰奖励制度，对文明创建、文明行为促进工作成效突出的单位和个人进行表彰奖励。  
 Article 16: The spiritual civilization construction working bodies at the municipal and county (district) levels, the people's government, and relevant departments shall establish and improve a recognition and reward system, honoring units and individuals that have made outstanding achievements in the creation of civilization and the promotion of civilized behavior.

**88.** 鼓励机关、企业事业单位、团体和其他组织对单位职工、会员的文明行为进行表彰奖励。  
 Encourage government agencies, enterprises, public institutions, groups, and other organizations to recognize and reward the civilized behavior of their employees and members.

**89.** 第十七条 建立文明行为记录制度。  
 Article 17: Establish a record-keeping system for civilized behavior.

**90.** 市、县（区）人民政府有关部门和社会组织对公民参加慈善公益、志愿服务、文明行为宣传教育等活动予以记录，并作为表彰奖励的依据。  
 Relevant departments of the municipal and county (district) people's government and social organizations shall keep records of citizens participating in charitable public welfare, volunteer services, and education and promotion of civilized behavior, which shall serve as the basis for recognition and rewards.

**91.** 第十八条 建立不文明行为重点治理清单制度。  
 Article 18: Establish a key management list for uncivilized behavior.

**92.** 市、县（区）精神文明建设工作机构应当将不文明行为重点治理清单向社会公开征求意见，并在确定后予以公布。  
 The spiritual civilization construction working bodies at the municipal and county (district) levels shall publicly solicit opinions on the management list for uncivilized behavior from society and announce it after determination.

**93.** 第十九条 市、县（区）精神文明建设工作机构应当建立文明行为促进工作考核评价制度，将文明行为促进工作纳入文明城市、文明村镇、文明单位、文明家庭、文明校园测评体系。  
 Article 19: The spiritual civilization construction working bodies at the municipal and county (district) levels shall establish a system for assessing and evaluating work related to promoting civilized behavior, integrating this work into the evaluation system for civilized cities, civilized villages and towns, civilized units, civilized families, and civilized campuses.

**94.** 第二十条 公安机关应当在依法打击违法犯罪、开展治安防范、处置矛盾纠纷的过程中，加强法治教育和道德教育，维护社会和谐稳定。公安机关交通管理部门应当加强道路交通法律法规和安全知识宣传教育，引导文明出行。  
 Article 20: Public security organs shall strengthen legal education and moral education in the process of lawfully cracking down on illegal crimes, carrying out public security prevention, and resolving conflicts and disputes, maintaining social harmony and stability. The traffic management department of public security organs shall enhance the publicity and education of road traffic laws and safety knowledge, guiding civilized travel.

**95.** 第二十一条 规划和自然资源、住房和城乡建设、城市管理、水务、生态环境、能源、园林、民政、农业农村等部门应当依法制止城乡建设和管理中的不文明行为，及时查处破坏市容环境、违法建设、损坏公共设施、损毁绿地、污染生态环境、影响河道整洁等违法行为。  
 Article 21: Departments such as planning and natural resources, housing and urban-rural development, urban management, water resources, ecological environment, energy, landscaping, civil affairs, and agriculture and rural areas shall lawfully stop uncivilized behavior in urban and rural construction and management, promptly investigate and deal with illegal behaviors that damage the city appearance, illegal construction, damage to public facilities, destruction of green spaces, pollution of ecological environment, and affect the cleanliness of waterways.

**96.** 第二十二条 卫生主管部门和医疗卫生机构应当加强文明行医、文明就医宣传，加强医务人员职业道德建设，优化服务流程，改善医疗服务，加强医患沟通，维护公平有序的就医环境。  
 Article 22: Health authorities and medical institutions shall strengthen the promotion of civilized medical practice and treatment, enhance the professional ethics of medical staff, optimize service processes, improve medical services, strengthen communication between doctors and patients, and maintain a fair and orderly medical environment.

**97.** 第二十三条 商务、文化和旅游、城市管理等部门，应当将文明服务纳入行业服务标准，督促指导有关单位开展具有行业特色的文明行为促进活动。  
 Article 23: Departments such as commerce, culture and tourism, and urban management shall incorporate civilized services into industry service standards and supervise and guide relevant units to carry out industry-specific civilized behavior promotion activities.

**98.** 第二十四条 教育部门和各类教育机构应当将文明行为纳入教育、教学内容和学业质量标准，结合自身特点，开展文明校园创建和文明教育实践活动。   
 Article 24: Education departments and all types of educational institutions shall incorporate civilized behavior into education, teaching content, and academic quality standards, and conduct civilized campus creation and civilized education practice activities in accordance with their characteristics.

**99.** 第二十五条 网信主管部门应当加强网络空间治理，净化网络环境，倡导文明上网，推动网络文明建设。  
 Article 25: The internet information management department shall strengthen the governance of cyberspace, purify the online environment, advocate for civilized internet use, and promote the construction of online civilization.

**100.** 第二十六条 机场、火车站、汽车站等公共服务场所应当规范设置购票区、等候区、母婴室、环保型吸烟室、出入通道，设置醒目导向标志。  
 Article 26: Public service places such as airports, train stations, and bus stations shall standardize the setting of ticket purchase areas, waiting areas, mother-baby rooms, environmentally-friendly smoking rooms, and entry and exit passages, and provide prominent directional signs.

**101.** 第二十七条 单位和个人可以通过电话、信函、电子邮件等方式依法举报、投诉不文明行为和不履行文明行为促进工作职责的单位及其工作人员，对文明行为促进工作提出意见和建议。  
 Article 27: Units and individuals may report and complain about uncivilized behaviors and units and their staff who do not fulfill their responsibilities in promoting civilized behaviors through telephone, letters, emails, etc., and may provide opinions and suggestions on the promotion of civilized behaviors.

**102.**

**103.** 第四章 法律责任  
 Chapter IV Legal Responsibilities

**104.**

**105.** 第二十八条 违反本条例规定，法律、行政法规以及本省人民代表大会及其常务委员会制定的地方性法规已有法律责任规定的，从其规定。  
 Article 28: Where the provisions of this regulation are violated, and where there are legal responsibilities stipulated by laws, administrative regulations, and local regulations formulated by the People's Congress of this province and its Standing Committee, such provisions shall apply.

**106.** 第二十九条 违反本条例规定，因实施不文明行为受到行政处罚的，行为人主动减轻或者消除违法行为后果，或者自愿参加相关社会服务的，可以依法从轻、减轻或者不予行政处罚。法律、法规另有规定的，从其规定。  
 Article 29: Where the provisions of this regulation are violated and the individual is subject to administrative punishment for engaging in uncivilized behavior, if the perpetrator voluntarily mitigates or eliminates the consequences of their illegal behavior or voluntarily participates in related social services, they may be lawfully given a lighter, mitigated, or no administrative punishment. If there are other provisions in laws and regulations, those provisions shall apply.

**107.** 第三十条  国家机关及其工作人员在文明行为促进工作中玩忽职守、滥用职权、徇私舞弊的，依法给予处分；构成犯罪的，依法追究刑事责任。  
 Article 30: If state organs and their staff neglect their duties, abuse their power, or engage in malpractices in the promotion of civilized behavior, they shall be given punishment according to law; if a crime is constituted, criminal responsibility shall be investigated according to law.

**108.**

**109.** 第五章 附 则  
 Chapter V Supplementary Provisions

**110.**

**111.** 第三十一条 本条例自2020年10月1日起施行。  
 Article 31: This regulation shall come into effect on October 1, 2020.

**112.**

**113.**