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**1.** ﻿

**2.** 滁州市文明行为促进条例  
 Regulations on Promoting Civilized Behavior in Chuzhou City

**3.**

**4.** （2019年10月31日滁州市第六届人民代表大会常务委员会第十四次会议通过 2019年12月21日安徽省第十三届人民代表大会常务委员会第十四次会议批准）  
 (Approved at the 14th Meeting of the Standing Committee of the 6th People's Congress of Chuzhou City on October 31, 2019, and ratified by the 14th Meeting of the Standing Committee of the 13th People's Congress of Anhui Province on December 21, 2019)

**5.**

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**15.** 第一章 总 则  
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**17.** 第一条 为了培育和践行社会主义核心价值观，引导和促进文明行为，提高公民文明素质，提升社会文明程度，根据有关法律、行政法规，结合本市实际，制定本条例。  
 Article 1 In order to cultivate and practice the core socialist values, guide and promote civilized behavior, improve citizens' civilized quality, and enhance the level of social civilization, these regulations are formulated in accordance with relevant laws and administrative regulations, combined with the actual conditions of the city.

**18.** 第二条 本条例适用于本市行政区域内的文明行为促进工作。  
 Article 2 These regulations apply to the promotion of civilized behavior within the administrative area of the city.

**19.** 本条例所称的文明行为，是指遵守宪法和法律、法规规定，符合新时代公民道德要求，体现社会主义核心价值观，维护公序良俗，引领社会风尚，推动社会文明进步的行为。  
 Civilized behavior referred to in these regulations means actions that comply with the Constitution and laws, meet the moral requirements of citizens in the new era, reflect the core socialist values, maintain public order and good customs, lead social trends, and promote the progress of social civilization.

**20.** 第三条 文明行为促进工作坚持党委领导、政府实施、各方协同、统筹推进、全民参与、以人为本、奖惩结合的原则，形成文明行为促进工作长效机制。  
 Article 3 The work of promoting civilized behavior adheres to the principles of Party leadership, government implementation, collaborative efforts from all parties, comprehensive advancement, participation by all citizens, a people-centered approach, and a combination of rewards and penalties, forming a long-term mechanism for promoting civilized behavior.

**21.** 第四条 市、县级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，所需工作经费列入财政预算。  
 Article 4: The municipal and county-level people's governments shall incorporate the work of promoting civilized behavior into the national economic and social development planning, and budget the required work expenses in the financial budget.

**22.** 市、县级人民政府有关部门应当按照各自职责做好文明行为促进工作。  
 The relevant departments of the municipal and county-level people's governments shall perform the work of promoting civilized behavior according to their respective responsibilities.

**23.** 第五条 市、县级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规划实施、指导协调、检查考核、评估通报。  
 Article 5: The institutions responsible for spiritual civilization construction at the municipal and county levels shall be in charge of the planning, implementation, guidance, coordination, inspection, assessment, and reporting of work promoting civilized behavior within their administrative areas.

**24.** 第六条 乡镇人民政府、街道办事处按照各自职责做好本辖区内文明行为促进的有关工作。  
 Article 6: The township people's governments and street offices shall perform the relevant work of promoting civilized behavior within their jurisdictions according to their respective responsibilities.

**25.** 村（居）民委员会等基层群众性自治组织应当加强文明行为宣传和引导，协助开展文明行为促进工作。  
 Village (community) committees and other grassroots mass autonomous organizations shall strengthen the publicity and guidance of civilized behavior and assist in the work of promoting civilized behavior.

**26.** 第七条 国家机关、企业事业单位、社会团体以及其他组织和公民，应当积极参与文明行为促进工作，自觉抵制不文明行为。  
 Article 7: State organs, enterprises and public institutions, social organizations, and other organizations and citizens shall actively participate in the work of promoting civilized behavior and consciously resist uncivilized behavior.

**27.**

**28.** 第二章 倡导鼓励的文明行为  
 Chapter 2: Advocated and Encouraged Civilized Behavior

**29.**

**30.** 第八条 公民应当具有符合社会主义核心价值观要求的基本行为规范和文明素养。倡导下列文明行为：  
 Article 8: Citizens shall have basic behavior norms and civilized qualities that meet the requirements of the core socialist values. The following civilized behaviors are advocated:

**31.** （一）遵守公共秩序和公共礼仪，言行举止文明，爱护公共财物；   
 (1) Abide by public order and public etiquette, behave civilly, and protect public property;

**32.** （二）保护生态环境，绿色低碳生活，节约公共资源，维护公共卫生，分类投放垃圾；  
 (2) Protect the ecological environment, live in a green and low-carbon manner, conserve public resources, maintain public health, and sort trash accordingly;

**33.** （三）文明出行，安全礼让，有序停放交通工具；  
 (3) Travel in a civilized manner, prioritize safety and courtesy, and park vehicles in an orderly manner;

**34.** （四）文明旅游，尊重风俗习惯、文化传统和宗教信仰，爱护旅游资源和设施；  
 (4) Tour in a civilized manner, respect local customs, cultural traditions, and religious beliefs, and protect tourism resources and facilities;

**35.** （五）文明经商，诚信经营，保障消费者合法权益；  
 (5) Conduct business in a civilized manner, operate with integrity, and safeguard the legal rights and interests of consumers;

**36.** （六）文明上网，拒绝网络暴力，不散布虚假和有害信息，不窥探、传播他人隐私，自觉维护网络秩序；  
 (6) Use the internet in a civilized manner, reject online violence, avoid spreading false and harmful information, do not pry into or disseminate others' privacy, and consciously maintain internet order;

**37.** （七）文明就餐，点餐适量，拒绝浪费；  
 (7) Dine in a civilized manner, order an appropriate amount of food, and refuse to waste;

**38.** （八）尊崇英雄烈士，拥军优属，拥政爱民，尊敬道德模范；  
 (8) Respect heroes and martyrs, support the military and their families, embrace the government and love the people, and respect moral models;

**39.** （九）尊师重教，立德树人，净化校园及周边环境，培育健康向上的校园文化；  
 (9) Respect teachers and value education, cultivate virtue and nurture talent, purify the campus and surrounding environment, and foster a healthy and upward campus culture;

**40.** （十）文明就医、尊重医务人员，救死扶伤、关爱患者，依法处理医疗纠纷，维护医疗机构正常秩序；  
 (10) Seek medical treatment in a civilized manner, respect medical staff, save lives and alleviate suffering, show care for patients, handle medical disputes according to law, and maintain the normal order of medical institutions;

**41.** （十一）家庭和睦，互敬互爱，尊老爱幼，勤俭持家，培养和传承良好家风；  
 (11) A harmonious family, mutual respect and love, respect for the elderly and care for the young, frugal household management, cultivating and passing on good family traditions;

**42.** （十二）邻里友爱，守望相助，不干扰他人正常生活，文明处理矛盾纠纷；   
 (12) Friendly neighbors, mutual help, not interfering with others' normal lives, and handling conflicts and disputes in a civilized manner;

**43.** （十三）移风易俗，破除陋习，文明节庆，文明祭扫，婚丧嫁娶不大操大办；  
 (13) Changing customs and practices, abolishing undesirable habits, civilized celebrations, civilized tomb-sweeping, and not extravagantly handling weddings and funerals;

**44.** （十四）其他应当倡导的文明行为。  
 (14) Other civilized behaviors that should be advocated.

**45.** 第九条 公民可以根据自己的实际情况和专业特长，参与文明行为促进工作，引领社会风尚。鼓励下列文明行为：  
 Article 9 Citizens can participate in the work of promoting civilized behavior according to their own actual situation and professional expertise, leading social customs. The following civilized behaviors are encouraged:

**46.** （一）采取适当的、与自身能力相适应的方式实施见义勇为，有关单位和个人对实施见义勇为的人员及时予以援助；  
 (1) Taking appropriate actions compatible with one's own abilities to act courageously in the face of injustice, with relevant entities and individuals promptly assisting those who act courageously;

**47.** （二）无偿献血和捐献造血干细胞、人体器官（组织）、遗体，尊重和保护捐献人的捐献意愿、捐献行为和人格尊严；  
 (2) Voluntarily donating blood and donating hematopoietic stem cells, human organs (tissues), and corpses, respecting and protecting the donation intentions, donation actions, and personal dignity of donors;

**48.** （三）参加扶老、救孤、济困、助学、助幼、助残、助医、赈灾、捐赠等慈善公益活动；  
 (3) Participating in charitable activities such as assisting the elderly, caring for orphans, helping the needy, supporting education, aiding the young, assisting the disabled, helping with medical care, disaster relief, and donations;

**49.** （四）依法建立志愿服务队伍，拓宽志愿服务领域，创新志愿服务方式，推动全社会参与志愿服务活动；  
 (4) Establishing volunteer service teams in accordance with the law, broadening volunteer service areas, innovating volunteer service methods, and promoting full societal involvement in volunteer activities;

**50.** （五）为需要帮助的人无偿提供力所能及的帮助；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；   
 (5) Providing free help within one's capability to those in need; citizens with first aid skills shall provide emergency on-site rescue to those requiring immediate help;

**51.** （六）依法开展文明行为宣传和不文明行为劝导等活动；  
 (6) Conducting activities such as promoting civilized behavior and advising against uncivilized behavior in accordance with the law;

**52.** （七）其他应当鼓励的文明行为。  
 (7) Other civilized behaviors that should be encouraged.

**53.**

**54.** 第三章 重点治理的不文明行为  
 Chapter 3 Key Governance of Uncivilized Behaviors

**55.**

**56.** 第十条 重点治理下列不文明行为:  
 Article 10 Key governance of the following uncivilized behaviors:

**57.** （一）在公共场所乱扔垃圾、随地吐痰、便溺；  
 (1) Littering in public places, spitting, and urinating anywhere;

**58.** （二）在室内公共场所和其他有禁烟标志的场所吸烟；  
 (2) Smoking in indoor public places and other places marked with no smoking signs;

**59.** （三）违规摆摊设点、占道经营、出店经营，随意露天烧烤、排放油烟、倾倒污水，随意张贴、喷涂、散发广告；  
 (3) Setting up unauthorized stalls, occupying roads for business, outdoor barbecues at will, discharging oily smoke, dumping wastewater, and posting, spraying, or distributing advertisements at will;

**60.** （四）携犬出户未束犬链（绳）牵引，携犬乘坐公共交通工具、进入室内公共场所和设有禁入标志的室外公共场所，未及时清除犬便，饲养犬只干扰他人正常生活；  
 (4) Taking dogs out without a leash, bringing dogs on public transport, entering indoor public places and outdoor public places marked with no-entry signs, failing to promptly clean up dog waste, and keeping dogs that disturb others' normal lives;

**61.** （五）在小区公共区域私搭乱建、堆放杂物、乱停车辆、饲养宠物和家禽，圈占公共绿地、毁绿种菜，高空抛物；  
 (5) Private construction in public areas of the community, piling up clutter, parking vehicles randomly, raising pets and poultry, occupying public green spaces, destroying greenery to grow vegetables, and throwing objects from high places;

**62.** （六）违规私拉乱接电线，在建筑物内的共用走道、楼梯间、消防通道、安全出口处等公共区域停放电动车或者为电动车充电；  
 (6) Illegally connecting wires, parking electric vehicles or charging them in public areas such as shared corridors, stairwells, fire exits, and safety exits inside buildings;

**63.** （七）驾驶机动车违规使用通讯工具、鸣喇叭、使用远光灯、穿插变道、不避让行人或者随意停车，驾乘人员车窗抛物；  
 (7) Driving a motor vehicle while violating traffic rules by using communication devices, honking, using high beams, changing lanes unsafely, not yielding to pedestrians, or randomly stopping, and throwing objects out of the vehicle windows by passengers;

**64.** （八）驾驶非机动车闯红灯、不在规定车道行驶、使用通讯工具，违规逆向行驶、加装遮阳蓬（伞）；  
 (8) Riding a non-motor vehicle through a red light, not using designated lanes, using communication devices, violating traffic by going against the flow, and adding sunshades (umbrellas);

**65.** （九）行人乱穿马路、闯红灯、跨越交通隔离栏（带）；   
 (9) Pedestrians crossing the road incorrectly, running red lights, or climbing over traffic isolation barriers;

**66.** （十）违规占用公共停车位，在公共停车位私装地锁、堆放物品；  
 (10) Illegally occupying public parking spaces, installing ground locks in public parking spaces, or piling up items;

**67.** （十一）进行营销宣传、娱乐、婚丧等活动产生的噪音污染，干扰他人正常工作、学习和生活；  
 (11) Noise pollution from marketing activities, entertainment, weddings, or funerals that disturb others' normal work, study, and life;

**68.** （十二）违规燃放烟花爆竹；  
 (12) Illegally setting off fireworks;

**69.** （十三）其他应当重点治理的不文明行为。  
 (13) Other uncivilized behaviors that should be重点治理。

**70.** 第十一条 市、县级人民政府对重点治理的不文明行为应当制定综合治理方案，建立综合治理机制和查处协调联动机制，组织开展联合执法、重点监管等工作。  
 Article 11: The municipal and county-level people's governments shall formulate comprehensive治理方案 for重点治理的 uncivilized behaviors, establish comprehensive治理机制 and coordinated enforcement mechanisms, and organize joint law enforcement and key supervision activities.

**71.** 第十二条 在查处属于重点治理的不文明行为时，行政执法人员可以依法采用拍照、录像、调取视频监控、笔录等方式取证。  
 Article 12: When dealing with uncivilized behaviors that fall under重点治理, administrative law enforcement personnel may legally collect evidence through methods such as photography, videography, retrieving video surveillance, and taking notes.

**72.**

**73.** 第四章 保障与促进  
 Chapter 4: Protection and Promotion

**74.**

**75.** 第十三条 市、县级人民政府应当组织开展文明城市、文明村镇（社区）、文明单位、文明家庭、文明校园等创建活动，建立健全文明行为表彰奖励制度。  
 Article 13: The municipal and county-level people's governments shall organize the creation of文明城市, civilized villages and towns (communities), civilized units, civilized families, and civilized campuses, and establish a sound system for recognizing and rewarding文明行为.

**76.** 第十四条 市、县级人民政府应当加强对过街设施、停车场所、农（集）贸市场、公共厕所、垃圾分类、户外宣传栏、盲道、坡道、电梯等与文明行为促进工作有关的基础设施规划、建设和管理，为文明行为促进工作提供保障。  
 Article 14: The municipal and county-level people's governments shall strengthen the planning, construction, and management of infrastructure related to promoting文明行为, such as overpass facilities, parking areas, agricultural (market) trade markets, public toilets, garbage classification, outdoor publicity columns, blind pathways, ramps, and elevators, to provide protection for文明行为 promotion.

**77.** 第十五条 市、县级精神文明建设工作机构应当组织开展社会主义核心价值观教育和公民道德教育，引导公民参与新时代文明实践活动，培养公民文明素养；将文明行为促进工作纳入城市文明指数测评体系和文明单位评选内容，定期对工作落实情况进行检查、考评；组织开展道德模范、身边好人、优秀志愿者等先进人物推选活动，建立健全先进人物礼遇和困难帮扶制度。  
 Article 15: The municipal and county-level精神文明建设工作机构 shall organize the开展社会主义核心价值观教育 and citizens' moral education, guide citizens to participate in新时代文明实践 activities, and cultivate citizens'文明素养; include the promotion of文明行为 in the urban文明 index evaluation system and the evaluation content of文明单位, regularly check and evaluate the implementation of this work; organize the selection of moral models, good people around us, and excellent volunteers, and establish and improve the system for honoring advanced individuals and assisting those in difficulty.

**78.** 第十六条 互联网信息管理部门应当完善网络信息监管机制，引导文明上网，净化网络空间，推动网络文明建设。  
 Article 16: The internet information management department shall improve the network information监管机制, guide文明上网, purify the online space, and promote网络文明建设.

**79.** 第十七条 公安机关交通管理部门应当科学设置交通信号，完善道路监控系统建设，加强交通管理和文明出行宣传，及时记录、制止交通出行不文明行为，依法查处交通违法行为。  
 Article 17: The traffic management department of the public security authority shall scientifically set traffic signals, improve the construction of road monitoring systems, strengthen traffic management and宣传文明出行, timely record and stop uncivilized behaviors in traffic, and legally deal with traffic violations.

**80.** 第十八条 城市管理行政执法部门应当完善市容环境管理网络，加强监管、依法查处城市管理中的不文明行为。  
 Article 18: The urban management administrative law enforcement department shall improve the市容环境管理 network, strengthen supervision, and lawfully deal with uncivilized behaviors in urban management.

**81.** 第十九条 教育行政主管部门和教育机构应当推进文明校园建设，开展文明礼仪、文明行为规范教育，促进学生、儿童养成文明行为习惯；加强师德师风建设，组织和引导教师严格遵守职业道德规范，为人师表。  
 Article 19: The education administrative authorities and educational institutions shall promote the construction of a civilized campus, carry out education on civilized etiquette and behavioral norms, and encourage students and children to develop civilized behavior habits; strengthen the construction of teacher ethics, organize and guide teachers to strictly adhere to professional ethical norms and serve as role models.

**82.** 第二十条 国家机关、企业事业单位和其他组织应当落实文明行为促进工作目标责任，对所属工作人员加强文明行为教育，提升文明素养；对其工作场所、营业场所或者服务区域范围内的不文明行为予以劝阻、制止，属于违法行为的，应当及时报告有关部门，并协助取证。  
 Article 20: State organs, enterprises, public institutions, and other organizations shall implement responsibility for promoting civilized behavior and strengthen education on civilized conduct for their staff to enhance their civilized qualities; they should discourage and stop uncivilized behaviors within their workplaces, business premises, or service areas. If such behaviors constitute violations of the law, they shall promptly report to the relevant departments and assist in evidence collection.

**83.** 第二十一条 窗口服务行业、单位应当制定优质服务标准和文明行为规范引导措施，加强本行业、本单位文明行为引导工作，树立窗口文明形象。  
 Article 21: Service window industries and units shall establish service quality standards and guiding measures for civilized behavior, strengthen the guidance of civilized behavior in their sectors and units, and establish a civilized image at the service windows.

**84.** 第二十二条 村（居）民委员会、业主委员会、行业协会等在依法组织制定的村规民约、居民公约、业主规约、行业协会章程中，应当对文明行为有关内容进行约定，督促成员共同遵守。  
 Article 22: Village (community) committees, owners' committees, industry associations, etc., shall make agreements on civilized behavior in the village regulations, residential agreements, owners' regulations, and industry association charters legally organized, urging members to comply together.

**85.** 第二十三条 物业服务企业应当及时劝阻、制止物业管理区域内的不文明行为，劝阻、制止无效的，及时向有关行政主管部门报告。  
 Article 23: Property service enterprises shall promptly discourage and stop uncivilized behavior in property management areas, and if such discouragement and cessation are ineffective, report it to the relevant administrative authorities in a timely manner.

**86.** 第二十四条 报刊、广播、电视、网络等公共媒体应当积极传播文明理念、宣传文明行为，营造全社会鼓励和促进文明行为的氛围。  
 Article 24: Public media such as newspapers, radio, television, and the internet shall actively disseminate civilized concepts, promote civilized behaviors, and create an atmosphere in society that encourages and promotes civilized conduct.

**87.** 第二十五条 任何单位和个人有权对不文明行为进行劝阻、举报，对不履行文明行为促进工作职责的情况予以投诉，对文明行为促进工作提出意见和建议。  
 Article 25: Any unit or individual has the right to discourage and report uncivilized behavior, complain about neglecting responsibilities in promoting civilized behavior, and provide opinions and suggestions on promoting civilized conduct.

**88.** 市、县级人民政府以及有关部门应当设立投诉举报平台，受理投诉举报，及时查处并反馈结果；查证属实的，可以按照规定给予举报投诉人适当奖励。  
 City and county-level people's governments and relevant departments shall establish complaint and reporting platforms, accept complaints and reports, and promptly investigate and feedback results; if verified as true, rewards may be given to the complainants in accordance with regulations.

**89.** 第二十六条 鼓励用人单位在同等条件下优先招录、聘用道德模范、身边好人、优秀志愿者等先进人物。  
 Article 26: Employers are encouraged to give priority to recruiting and hiring moral models, good people around us, outstanding volunteers, and other advanced figures under equal conditions.

**90.** 第二十七条 有关部门和单位应当建立文明行为记录、评价和时间储蓄制度，完善服务保障和激励机制，对参加慈善公益、志愿服务活动成绩突出的个人、组织，应当按照国家和省有关规定予以表彰和奖励。  
 Article 27: Relevant departments and units shall establish a system for recording, evaluating, and saving time for civilized behavior, improve service guarantees and incentive mechanisms, and recognize and reward individuals and organizations with outstanding achievements in charitable public welfare and volunteer service activities in accordance with national and provincial regulations.

**91.**

**92.** 第五章 法律责任  
 Chapter 5: Legal Responsibilities

**93.**

**94.** 第二十八条 违反本条例第十条第二项规定，在室内公共场所和其他有禁烟标志的场所吸烟的，由卫生健康行政主管部门责令改正，拒不改正的，处五十元以上二百元以下罚款。  
 Article 28: Those who violate the provisions of Article 10, item 2 of this regulation by smoking in indoor public places and other places with no smoking signs shall be ordered by the health administrative authority to correct it. If they refuse to correct it, they shall be fined between fifty and two hundred yuan.

**95.** 第二十九条 违反本条例第十条第四项规定，携犬出户未束犬链（绳）牵引的，携犬乘坐公共交通工具、进入室内公共场所和设有禁入标志的室外公共场所的，由城市管理行政执法部门责令改正，拒不改正的，处五十元以上一百元以下罚款；未及时清理犬便、影响环境卫生的，由城市管理行政执法部门处五十元以上二百元以下罚款；饲养犬只干扰他人正常生活的，由公安机关予以警告，警告后不改正的，或者放任犬只恐吓他人的，处二百元以上五百元以下罚款。  
 Article 29: Those who violate the provisions of Article 10, item 4 of this regulation by taking dogs out without a leash, taking dogs on public transportation, entering indoor public places, and outdoor public places with entry prohibition signs shall be ordered by the urban management administrative law enforcement department to correct it. If they refuse to correct it, they shall be fined between fifty and one hundred yuan; those who fail to clean up dog feces in a timely manner and affect environmental sanitation shall be fined between fifty and two hundred yuan by the urban management administrative law enforcement department; for dogs disturbing others' normal life, the public security organ shall issue warnings, and those who do not correct their behavior after the warning, or allow their dogs to intimidate others, shall be fined between two hundred and five hundred yuan.

**96.** 第三十条 违反本条例第十条第十二项规定燃放烟花爆竹的，由公安机关依法予以处罚。  
 Article 30: Those who violate the provisions of Article 10, item 12 of this regulation by setting off firecrackers shall be punished by the public security organ in accordance with the law.

**97.** 第三十一条 有关主管部门及其工作人员违反本条例规定，在文明行为促进工作中滥用职权、徇私舞弊、玩忽职守、弄虚作假的，由有关机关按照管理权限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。  
 Article 31: Relevant supervisory departments and their staff who violate the provisions of this regulation and abuse their authority, engage in self-serving misconduct, neglect their duties, or falsify in the promotion of civilized behavior shall be punished according to management authority against the directly responsible supervisors and other directly responsible personnel.

**98.**  第三十二条 违反本条例规定，法律、法规已有处罚规定的，从其规定；构成犯罪的，依法追究刑事责任。  
 Article 32: Those who violate the provisions of this regulation and where there are already punishments stipulated in laws and regulations shall follow those provisions; if a crime is constituted, criminal responsibility shall be pursued according to the law.

**99.**

**100.** 第六章 附 则  
 Chapter 6: Supplementary Provisions

**101.**

**102.** 第三十三条 本条例自2020年2月1日起施行。  
 Article 33 These regulations shall come into effect on February 1, 2020.

**103.**

**104.**

**105.**