

CONSTITUTION

(Approved and passed on 19 October 2019)

1 NAME AND DEFINITIONS

The name of the Federation shall be **Singapore Muaythai Federation**, herein referred to as “The Federation”. The Federation shall be the national body for both amateur and professional MuayThai in Singapore. The Federation shall form amicable partnerships and/or relationships with the Singapore National Olympic Council (“SNOC”), SportSG, International Federation of Muaythai Amateur and the World Muaythai Council and such other bodies as the Executive Committee may deem necessary in the interests and objects of the Federation .

Where the context permits or requires, words importing the masculine gender shall include the feminine, and words in the singular shall include the plural and vice-versa. In these Rules and any bye-laws and/or regulations made hereunder, the following words or letters shall have the meanings as attributed to them herein below.

- a) The “Constitution” means this constitution of the Federation for the time being in force;
- b) “Commissioner of Charities” means the Commissioner of Charities as defined under the Charities Act [Cap. 37] as may be amended from time to time;
- c) “General Meetings” means an Annual General Meeting or an Extraordinary General Meeting, as the case may be;
- d) “Member” means an Affiliate Member, Associate Member and Honorary Member, as the case may be;
- e) “Registrar of Societies” means the Registrar of Societies as defined under the Societies Act [Cap. 311] as may be amended from time to time;
- f) “Sub-Committee” means such temporary or permanent committee that the Executive Committee may appoint or form for such purpose as it deems fit from time to time.

2 PLACE OF BUSINESS

The business address of the Federation shall be 5001 BEACH ROAD #04-07 GOLDEN MILE COMPLEX Singapore 199588 or such place as the Executive Committee may decide and which is approved by the Members and Registrar of

Societies.

3 OBJECTS

The objects of the Federation shall be:-

- (a) To uphold, as the Singapore national sports association for MuayThai, the laws, regulations, bye-laws and any other policies of the Singapore National Olympic Council and MuayThai as adopted by the World MuayThai Council/International Federation of MuayThai Amateur as may be varied from time to time;
- (b) To increase participation in and promote community engagement and bonding through Muaythai in order to promote health and wellness, inclusiveness and integration and inspire the Singapore spirit;
- (c) To administer, advance, promote, organize and control all aspects of MuayThai in the Republic of Singapore;
- (d) To arrange and organize tournaments, training both locally and on an international level;
- (e) To select athletes and/or officials to represent the Republic of Singapore and/or the Federation in Muaythai competitions or meetings;
- (f) To regulate, sanction, train and control the conduct of athletes, instructors, masters, clubs, gyms and schools in the Republic of Singapore;
- (g) To take all steps it may deem necessary in order to prevent the infringement of its Constitution as well as of the regulations, bye-laws and any other policies of the Federation, SNOC and World MuayThai Council and International Federation of MuayThai Amateur;
- (h) To obtain funds by way of patronage, contributions, donations, subscriptions, grants or through any lawful means that may be required for furthering the objectives and interests of the Federation; and
- (i) To prohibit and to make sure there is no area of political, religious or racial discrimination among its members.

4 MISSION

To promote and develop MuayThai as a leading local and international sport by generating awareness and encouraging participation, inculcating the virtues of respect, confidence, self-discipline and perseverance, inherent in the art.

5 **[Removed]**

6 **VALUES**

Integrity, transparency, teamwork and professionalism

7 **PROPERTY**

7.1 Subject to Rule 7.2, the Federation shall have power to own property of all kinds.

7.2 If the Federation at any time acquire any immovable property, such property shall be vested in trustees subject to a declaration of trust. The Trustees shall be responsible for protecting, preserving and safeguarding such immovable properties of the Federation, if any, and ensuring that they are properly accounted for and shall not dispose of any or any part of the immovable properties of the Federation without the prior approval of the members at a General Meeting. The address of each immovable property, name of each Trustee and any subsequent changes must be notified to the Registrar of Societies and Commissioner of Charities.

7.3 The Trustees of the Federation shall:-

- (a) not be more than 4 and not less than 2 in number;
- (b) be elected by a general meeting of members;
- (c) not effect any sale or mortgage of property without the prior approval of the General Meeting of members.

7.4 The office of a Trustee shall be vacated :-

- (a) if the Trustee dies or becomes of unsound mind;
- (b) if he is absent or will be absent from from Singapore for a period of more than one year;
- (c) if he is guilty of misconduct of such a kind as to render it undesirable that he continues as a Trustee. Such conduct is to be evaluated by the Executive Committee and should a Trustee be removed pursuant to this section, the Executive Committee is to publish the reason(s) for such removal in writing on the Federation's website;
- (d) if he submits written notice of resignation from his trusteeship.

7.5 Notice of any proposal to remove a Trustee from his trusteeship or to appoint a new Trustee to fill a vacancy must be given by posting it on the Federation's website at least two weeks before the General Meeting at which the proposal is to be discussed. The result of such General Meeting shall then be notified to the Registrar of Societies and the Commissioner of Charities.

8 PATRONS

8.1 Prominent persons who have made a contribution to MuayThai may be invited by the Executive Committee to become Patrons of the Federation and it may designate one such person to be a Patron-in-Chief. The Patron-in-Chief does not have the right to vote and to hold office.

8.2 Upon acceptance of the Federation's invitation, a Patron shall donate a sum of not less than Singapore Dollars Ten Thousand to the Federation or such other sum as the Executive Committee deems to be fit and just.

9 HONORARY MEMBERS

Any person who has served continuously for a period of not less than five years on the Executive Committee and/or who has rendered outstanding service to the Federation, or has excelled in MuayThai, may, on the recommendation of the Executive Committee, be appointed an Honorary Member of the Federation. Honorary Members not have a right to vote or hold office.

10 MEMBERSHIP

10.1 Membership of the Federation shall consist of Affiliate Members, Associate Members and Honorary Members. Persons who are below 18 years of age shall not be accepted as members without the written consent of their parent or guardian.

10.2 Only representatives of members who are 21 years of age and above shall have the right to vote and to hold office.

10.3 AEntities which are registered with the Singapore Registry of Societies, or which are entities within the Singapore government or statutory boards or such other associations, clubs, societies or entities which are constituted under applicable laws, may apply to join the Federation as "Affiliate Members" provided the nature of the applicant's existence is not deemed to be incongruous to the interests of the Federation. Individuals who do not fall under the category of

Affiliate Members or Associate Members may also apply to join the Federation as “Individual Members” subject to the approval of the Executive Committee.

- 10.4 Affiliate members must be directly related to promoting, practicing or advancing MuayThai or such other individual or entity as the Executive Committee deems congruous to the interests of the Federation.
- 10.5 Affiliate members shall be represented by one individual.
- 10.6 FederationAffiliate members enjoy full membership privileges which are determined by the Executive Committee from time to time and published on the Federation’s website.
- 10.7 Associate members shall include natural persons, student bodies, including Muaythai clubs in Singapore schools and persons or corporations or entities which are supporters and well-wishers of the Federation. Each Associate member shall be represented by him/herself or in the case of natural persons or one individual in the case of student bodies or corporations or entities.
- 10.8 Membership shall be by application in writing to the General Secretary with an undertaking to accede to and abide by this Constitution which shall be binding upon them. The applicant shall be required to give such details in writing as the Federation shall stipulate.
- 10.9 Any club, association, organization or entity applying to become an Affiliate member must produce proof of registration with the Registrar of Societies or such other regulatory, statutory or authoritative body under relevant applicable laws. Federation.
- 10.10A copy of the Constitution shall be furnished to every approved member by the General Secretary.
- 10.11The Executive committee shall have power to accept or reject any application for membership of the Federation without assigning any reason therefor. Any rejected applicant shall have the rights to appeal in accordance with the process and procedure of appeal as may be set out in the standard operating procedures (“SOP”) of the Federation or determined by the Executive committee from time to time.

11 MEMBERSHIP FEES AND ANNUAL SUBSCRIPTIONS

- 11.1 Applications for memberships shall be accompanied by payment of a one-time membership fee as follows:-
 - (a) Affiliate membership fee: S\$800.00
 - (b) Associate membership fee: S\$500.00
 - (c) Individual membership fee: S\$150.00.

The rates of membership fees may be varied by the Executive Committee from time to time. The one-time membership fee will be refundable should the application be unsuccessful.

11.2 Members are to pay annual subscriptions by the 1st day of March every year. The subscription fee of each member shall be as follows:

- (a) Affiliate subscription fee: S\$300.00 per annum
- (b) Associate subscription fee: S\$170.00 per annum
- (c) Individual subscription fee: S\$50.00 per annum

The rates of subscription fees may be varied by the Executive Committee from time to time.

11.3 If an Affiliate member falls into arrears with his subscription or other dues, the Treasurer shall inform the said Affiliate member expeditiously. If the said Affiliate member fails to make payment of such arrears within 3 weeks of their becoming due, the President may order that he be denied the privileges of membership until he settles his account. If he falls into arrears for more than 3 months, he will automatically cease to be a member and the Executive Committee may take legal action against him provided that they are satisfied that he has received due notice of his debts. An Affiliate member suspended or removed pursuant to this section must discharge all outstanding liabilities causing its suspension or removal before applying for reinstatement and must be prepared if called upon to send delegates to state the reason why the Affiliate member should be reinstated.

12 ACTIVITIES OF MEMBERS

No member or athletes of members shall take part or compete in any competition, tournament or game not organized or sanctioned by the Federation without the prior written approval of the Federation. No member shall teach, train, or purport to teach or train Muaythai without holding valid trainer certification issued by the Federation.

13 ATHLETES

13.1 Athletes of Affiliate Members shall be obliged to represent the Federation in any tournament, match or competition when called upon to do so.

13.2 Any athlete selected to represent the Federation shall not compete for any club or organization on the date of the event for which he has been selected or a period prior to such event as the Federation or its duly appointed Committee dealing with such matters may decide. Any athlete wishing to represent the Federation shall execute an Athlete's Agreement in the form which is determined by the Federation from time to time.

13.3 The Federation shall recognize the right of all its athletes to participate in clean sport and is committed to ensuring that the sport is doping-free. All affiliates, members, athletes, participants, staff and other individuals who are subject to the jurisdiction of the Federation are bound by and agree to abide by all World Anti-Doping Code compliant anti-doping rules applicable to the sport.

13.4 The Federation may take disciplinary actions including suspension of any athlete for misconduct and for any breach of the constitution. Such suspended athlete shall not compete in any match with or against an athlete representing an Affiliate Member.

14 **[Removed]**

14.1 Federation Federation

15 **BREACH**

Any member or a member of an Affiliate member who commits a breach of these rules, or who encourages or instigates any member to commit a breach of these rules, may be subject to disciplinary proceedings.

EXECUTIVE COMMITTEE

16 **COMPOSITION AND REMUNERATION**

16.1 Management of the Federation Federation shall be vested in the Executive committee which shall consist of the following:-

- (a) President;
- (b) Vice-President (Legal, Compliance and Disciplinary);
- (c) Vice-President (Finance and Partnerships);
- (d) Vice-President (Training, Selections and Competitions);
- (e) General Secretary;
- (f) Honorary Treasurer;
- (g) eight (8) Committee members.

16.2 The President, Vice- Presidents, the General Secretary and the Honorary Treasurer shall be Singapore Citizens. At least six of the eight (8) Committee members shall be either Permanent Residents of Singapore or Singapore citizens.

16.3 If at any time any position within the Executive Committee is vacant, the Executive Committee may appoint further individual(s) to satisfy the requirements of section 16.1 herein. Members of the Executive Committee so appointed shall be deemed to have been elected at the Annual General Meeting and shall hold office for the duration of the term of the member of the Executive Committee that is being replaced or which is vacant.

16.4 The Executive Committee may co-opt any ex-Executive Committee member for the purpose of representing the Federation in any regional or international federation or equivalent entities.

16.5 members of the Executive Committee shall not hold any salaried position

within the Federation and shall receive no compensation for his/her services rendered in his or her capacity as a member of the Executive Committee.

16.6 Any changes in the Executive Committee members shall be notified to the Registrar of Societies and the Commissioner of Charities within two (2) weeks of such change.

16.7 Preferably, the Executive Committee member should not be an immediate family member related by blood or marriage to any other Committee member. (In any event, not more than half of the Committee shall be family members related by blood or marriage.)

An individual may not be elected to serve as a member of the Executive Committee if he / she falls under any of the disqualifications set out at Section 27 of the Charities Act.

17 APPOINTMENT/ELECTION OF MEMBERS OF THE EXECUTIVE COMMITTEE

17.1 All elected members of the Executive Committee shall hold office for two years.

An individual may be elected to serve as President subject to a maximum period of eight (8) consecutive years, regardless of the number of years served as a non-presiding member of the Executive Committee.

17.2 No individual may be elected to serve as the Honorary Treasurer for more than 4 consecutive years. All other members of the Executive Committee may serve in office for up to a maximum of eight (8) consecutive years.

17.3 Save as otherwise provided for in this Constitution, elections or appointments for the positions of the President, Vice Presidents, General Secretary, Honorary Treasurer and 8 Committee members shall be passed by way of resolution at a General Meeting after the completion of the term of each respective Executive Committee member.

17.4 All nominations are to reach the General Secretary no later than 14 days before the date of the applicable General Meeting . All nominations must be proposed by a voting member and seconded by another voting member and shall include a declaration by the nominee of any personal or business interest that may be of concern to the Federation or its members. Any late or anonymous nominations shall be considered invalid.

17.5 After the closing date and for the purpose of paragraph 17.4, in the event that there is only 1 nomination for each of the respective positions of the Executive Committee, such nominees will be declared and deemed to be elected at the Annual General Meeting. In the event that no candidates are nominated for any position on the Executive Committee, the prevailing Executive Committee shall appoint further members to satisfy the requirements as to section 16.1 herein.

17.6 If there is en bloc resignation of all the members of the Executive Committee, the Patrons and Trustees shall be in charge in the interim (with guidance from appointed legal advisors of the Federation. An urgent Extraordinary Meeting shall be convened within fourteen (14) days of the said en bloc resignation and notice is deemed to have been given upon the said en bloc resignation of the members of the Executive Committee.

18 **POWER OF THE EXECUTIVE COMMITTEE**

18.1 The Executive Committee shall have the power to act in all respects for and in the name of the Federation including the following powers :-

- a. to carry out the objects of the Federation;
- b. to appoint sub-committees to assist the Executive Committee in carrying out the objects of the Federation;
- c. to receive and approve reports from sub-committees;
- d. to consider applications for membership;
- e. to approve expenditure;

- f. to decide on appeals against any decisions of any Sub-Committee set up to deal with disciplinary matters;
- g. to enact bye-laws that do not contradict the letter or spirit of the rules in this Constitution. Such bye-laws, and any amendments thereto made by the Executive Committee, shall come into effect upon publication in the Federation's website; and
- h. to do all other acts as are consistent with the objects and interests of the Federation.

18.2 Without prejudice to the generality of section 45 herein, the Executive Committee shall have power to:

- a. Warn, reprimand, fine, put on probation, suspend for a stated period of time or expel any member infringing the Constitution or any bye-laws or rules applicable to him at such time or who is guilty of misbehavior or unfair practices including but not limited to the following:-
 - i. A member that is found, whether on its own, through an authorised representative or through any other member, or any Executive Committee member to have acted in the following manner
 - 1) infringed the Constitution, the Federation's rules, regulations, bye-laws or rules for competitions that it may implement from time to time;
 - 2) failed or neglected to suppress open betting at any meeting under its control; and/or
 - 3) misbehaved or dealt in unfair practices of any kind;
 - 4) have been constantly inactive in the activities of the Federation and "Inactive" is defined as "non-activities, either in its participation (of athletes) in Federation organized meets, tournaments or competitions or games the promotion of Muaythai activities or the organization of Muaythai activities";
- b. Consider and decide on appeals for reinstatement under its laws, rules and bye- laws, any member or athlete who has rendered himself ineligible to compete under those laws, rules and bye-laws; and
- c. Enforce the applicable laws, rules and regulations on doping as implemented by the Federation from time to time.

19 **EXECUTIVE COMMITTEE MEETINGS**

19.1 The Executive Committee shall meet as often as it may decide but not less than once a month.

19.2 The Executive Committee may meet together for the despatch of business,

adjourn, and otherwise regulate its meetings, as it thinks fit.

- 19.3 Any Executive Committee member may, at any time, summon a meeting of the Executive Committee.
- 19.4 The President, or in his absence, any of the Vice-Presidents, shall chair at meetings of the Executive Committee or failing all of them, the Executive Committee members present shall choose one of their numbers to be Chairman of that meeting of the Executive Committee.
- 19.5 Decisions of the Executive Committee shall be adopted by a simple majority of the votes of members of the Executive Committee present and voting. In the event of an equality of votes, the Chairman of the Meeting shall have a casting vote.
- 19.6 Each member of the Executive Committee shall have one (1) vote at Executive Committee Meetings.
- 19.7 An Executive Committee member may participate at an Executive Committee meeting by conference telephone or by means of similar communication equipment whereby all persons participating in the meeting are able to hear or otherwise communicate with each other. Such Executive Committee member shall be deemed to be present at, and count in the quorum for, the meeting. Such a meeting of the Executive Committee shall be deemed to take place where the largest group of Executive Committee members present for purposes of the meeting is assembled or, if there is no such group, where the President is present.
- 19.8 A resolution in writing signed by all Executive Committee members shall be as effective as a resolution passed at a Executive Committee meeting duly convened and held and may consist of several documents in the like form each signed by one or more of the Executive Committee members. The expressions "in writing" and "signed" include approval by telex, telefax, cable, telegram or any form of electronic communication by any such Executive Committee member.
- 19.9 Minutes shall be kept of all the Executive Committee proceedings by the General Secretary and shall be open to the inspection of any member and member of the Executive Committee on at least one (1) week's written notice to the General Secretary.
- 19.10 At least six (6) calendar days' written notice of a Executive Committee Meeting shall be given provided that the President may direct that an emergency meeting be called at shorter notice.

20 EXECUTIVE COMMITTEE DISCIPLINE

Any member of the Executive Committee (1) absenting himself from three consecutive committee meetings, without giving good and sufficient reason which is satisfactory to the Executive Committee in writing; or (2) inadequately discharged his/her duties as an Executive Committee Member; or (3) acted injuriously against the character and/or interests of the Federation; or (4) behaved in a fashion that the Executive Committee considers to be incommensurate with the interests and/or image of the Federation shall cease to be a member of the Executive Committee unless the Executive Committee decides otherwise.

21 **Removed**

22 **QUORUM AT EXECUTIVE COMMITTEE MEETINGS**

At least half of members of the Executive Committee with voting rights shall be present to form a quorum. Provided always that two of those present are amongst these 6 office bearers :

- a. The President
- b. The Vice Presidents
- c. The General Secretary; and
The Honorary Treasurer

The Executive Committee shall not be precluded from holding a meeting or acting on a matter merely by reason of any vacancy in its membership.

22.1 **[Removed]**

[Removed]

23 DUTIES OF OFFICE-BEARERS

The duties of the office-bearers shall be as follows:-

23.1 The President shall be the Executive Head of the Federation and shall preside at all General and Executive committee meetings and shall represent the Federation in all matters.

23.2 The Vice President shall deputise for the President when the President is absent and shall take on such responsibilities as directed by the President from time to time.

23.3 The Vice-President shall take on such responsibilities as may be designated by the President from time to time.

23.4 The Vice President shall:-

- a. Fulfill the President's duties in his/her absence;
- b. Coordinate all club activities and events;
- c. Work with the President to develop new programs and events; and

- d. Perform other such duties as the membership or Constitution may specify.

23.5 The General Secretary shall :-

- a. Arrange all meetings of the Executive Committee;
- b. Record the minutes of such meetings;
- c. Maintain and keep up to date all records and registers of the Federation;
- d. Keep in proper custody all papers and documents pertaining to the Federation;
- e. Carry out the business of the Federation; and
- f. Attend to or deputise an executive staff of the Federation to attend to all correspondence on behalf of the Federation.

23.6 The Honorary Treasurer shall :-

- a. Be responsible for all funds of the Federation;
- b. Keep an account of all monetary transactions and shall be responsible for their correctness;
- c. Report on the financial position of the Federation at every Committee Meeting and render a Statement of Account and Balance Sheet at the Annual General Meeting;
- d. The Honorary Treasurer shall cause to be deposited in a regular business bank or trust company a sum not exceeding \$1,000.00 and the balance of the funds of the organization shall be deposited in a savings bank except that the Executive committee may cause such funds to be invested in such investments as shall be legal for a non-profit corporation in this state;

- e. The Honorary Treasurer must be one of the officers who shall sign cheques or drafts of the organization. No special fund may be set aside that shall make it unnecessary for the honorary Treasurer to sign the cheques issued upon it;
- f. Prepare the Annual Report for submission to the Annual General Meeting; and
- g. The Honorary Treasurer shall exercise all duties incident to the office of Honorary Treasurer.

24 **SIGNATORIES**

The President, the Vice President and the General Secretary may act in the name of the Federation and any two of them may sign documents on behalf of the Federation except that the Honorary Treasurer shall be one of the two signatories in respect of all Accounts and all financial documents.

25 **COMMITTEES**

25.1 Without prejudice to the generality of section 45 herein, the Executive Committee may constitute Sub-Committees consisting of such member or members of their body or to co-opt from the general body of members, and if necessary, professional persons or persons with special expertise and delegate to such Sub-Committees part of their powers and duties as they think fit, and any Sub-Committee so formed shall, in the exercise of the powers so delegated:

- a. Conform with any regulations that may be imposed on them by the Executive Committee;
- b. In relation to the meetings and proceedings of any such Sub-Committee, be governed by the provisions of this Constitution or any byelaws regulating the meetings and proceedings of the Executive Committee, so far as the same are applicable and are not superseded by any regulations made by the Executive Committee hereunder; and
- c. Report their proceedings and decisions to the Executive Committee.

25.2 The term of all subcommittees shall be coterminous with that of the Executive Committee.

25.3 The Executive Committee shall at its first Executive Committee meeting, or at the earliest opportunity thereafter, appoint the following Sub-Committees to assist it in its work:-

- a. Finance and Corporate Services Sub-Committee
- b. Technical/Competitions/Exhibition Sub-Committee

- c. Development and Selection Sub-Committee
- d. Marketing and Events Sub-Committee

Only members of the Executive Committee shall be appointed to be the chairman of each of the above-named Sub-Committees. The secretary of each Sub-Committee shall be appointed by that Sub-Committee. In addition, each chairman may co-opt members to their respective Sub-Committee.

25.4 Membership of Sub-Committees and all such Committees as the Executive Committee may sanction, need not be confined to members of the Executive Committee.

25.5 The Executive Committee shall have power to remove a member, including a co-opted member from a Committee or Sub-Committee without giving reasons.

25.6 Three members, one of whom must be a member of the Executive Committee, shall constitute a quorum at all Sub-Committee Meetings.

25.7 In the case of the Standing Sub-Committee two members shall constitute a quorum. A Standing sub-committee will be a committee formed under any of the departments should the need requires and the manpower is available to aid in the administration of that particular department.

26 SCOPE OF DUTIES OF SUB-COMMITTEES

26.1 The duties of Sub-Committee shall be as follows and as designated by the Executive Committee from time to time:-

(a) **Finance and Corporate Services Sub-Committee :**

The Sub-Committee shall be responsible for all financial matters, all matters relating to the use, upkeep and maintenance of all the Federation premises and such other matters as may be directed by the Executive Committee.

(b) **Technical/Competition/Exhibition Sub-Committee :**

This Sub-Committee shall be responsible for :-

Organising and managing all competitions and tournaments including the appointment of officials, umpires, judges and referees and any other such matters as may be directed by the Executive Committee.

(c) **Development & Selection Sub-Committee :**

The Sub-Committee shall be responsible for:-

- i) the coaching, training and selection of athletes to represent the Federation in competitions and tournaments in Singapore and

abroad;

- ii) the development of all programmes and activities which promote MuayThai and improve the quality and standards of MuayThai in Singapore; and
- iii) all matters relating to MuayThai coaches and training and development of officials.

(d) **Discipline Sub-Committee:**

A Disciplinary Committee shall be constituted as and when necessary by the Executive Committee and its composition and terms of reference shall be decided by the Executive committee.

The Disciplinary Sub-Committee shall, pursuant to a hearing convened pursuant to section 46.5, decide whether the Respondent and/or such person who is the subject of the complaint, involved has infringed or broken any provision of the rules, regulations, bye-laws, code of conduct, or any other related rules and regulation of the Federation, or has acted in a manner prejudicial to the interests or the good name of the Federation. The Disciplinary Sub Committee shall have the power to recommend:-

- i) Expel such Respondent, or any such person who is the subject of the complaint, from the membership of the Federation, if any, if such Respondent, or any such person who is the subject of the complaint, has, in its opinion, acted or conducted in such manner rendering such member unfit for membership in the Federation, if any;
- ii) Suspend all or any of the privileges of such Respondent, or any such person who is the subject of the complaint, for any period not more than two years from the date of such decision;
- iii) Impose on such Respondent, or any such person who is the subject of the complaint, a penalty not exceeding S\$3,000.00;
- iv) Censure the Respondent, or any such person who is the subject of the complaint;
- v) Give written and/or oral warnings to such Respondent, or any such person who is the subject of the complaint, in respect of his/her conduct or action in the complaint;
- vi) Require the Respondent, or any such person who is the subject of the complaint, to give such undertaking as the Disciplinary Sub-Committee thinks fit to abstain in future from the conduct complained of;
- vii) Dismiss the complaint made against such Respondent, or any such person who is the subject of the complaint, on such terms as it deems fit; and/or
- viii) Make any other order as it deems just and equitable to do so in the circumstances.

(e) **Independent Appeals Committee (“IAC”)**

The Executive committee shall form an Independent Appeals Committee to deliberate queries and appeals lodged by athletes. The IAC shall comprise of individuals not involved in the original athletes selection Committee.

- (f) An Audit Committee shall be formed to ensure cost effectiveness, independence and objectivity of the appointed external auditors. Additionally the Audit Committee will review the effectiveness of the Federation's internal and financial control systems annually.

26.2 The President, the Vice President and the Secretary General shall have the right to attend all Sub-Committee meetings. Notice of all meetings together with all supporting papers shall be sent to the Federation at least 3 days before any meeting of the sub-Committee.

27 AUDITOR

27.1 An external Auditor who shall not be a member of the Executive Committee, shall be appointed at each annual General Meeting. He will be required to audit the annual accounts and present his report to the Annual General Meeting. The President may ask the Auditor to audit the Federation's accounts for any other period and make a report to the Executive Committee.

27.2 The general body through an Annual General Meeting or Extraordinary General Meeting shall appoint an external audit firm to carry out an annual audit of its accounts as well as internal control systems.

27.3 The External Auditors shall be changed at least once in every (5) years.

28 ANNUAL GENERAL MEETING

The Annual General Meeting of the Federation shall be held not later than September in each year for the following purposes:

- a. to receive, and if approved, pass the Annual Report and the Balance Sheet and Statement of Accounts from the Executive Committee for the preceding financial year;
- b. to elect members of the Executive Committee whenever due;
- c. to elect an auditor; and
- d. to transact any other business of which at least 7 days' notice in writing shall have been given to the General Secretary by any member.

29 NOTICE OF MEETINGS, QUORUM AND VOTING

29.1 At least 14 days' notice in writing specifying the place, date and time of a General Meeting shall be sent to members residing in Singapore and who are entitled to attend and/or vote at such a General Meeting, specifying the

business, place, day and hour of the meeting, but the accidental omission to give such notice to any member shall not invalidate any such Meeting or its proceedings, including any resolution passed at such meeting as long as a quorum is formed for purposes of such a Meeting.Federation

29.2 Any member wishing to propose any resolution or resolutions must forward such resolution or resolutions to the Secretary General at least 7 days before the date fixed for the General Meeting.

29.3 At least 25% of the total voting membership or thirty (30) voting members, whichever is the lesser, present at a General Meeting (whether an Annual General Meeting or Extraordinary General Meeting) shall form a quorum and the Meeting shall not be invalidated thereafter at any stage.

A requisitioned Extraordinary General Meeting that fails to obtain a quorum shall stand cancelled.

29.4 All classes of members shall be entitled to attend any General Meeting of the Federation.

29.5 The President, if present, shall preside as the Chairman at all General Meetings but if at any meeting, he shall not be present within half an hour of the time appointed for such meeting, a Vice President shall chair failing which the Members present and who are entitled to vote, shall elect a voting Member present to preside.

29.6 Persons entitled to attend and vote at General Meetings shall be one (1) authorised representative from each Affiliate member (3 votes) or Associate member (2 votes) and Individual Member (1 vote) except that any Member that has not paid its subscription fees ipso facto forfeits its right to vote, which shall be automatically and immediately restored upon payment of the outstanding subscription fees.

29.7 The authorised representative from a member is the person whose name has been submitted to the General Secretary in writing at least five (5) calendar days prior to the date of the General Meeting.

29.8 There shall be no voting by proxy.

29.9 Subject to herein, voting shall be by a show of hands. A declaration by the Chairman of any General Meeting that a resolution has been carried unanimously or by a majority or lost and an entry to that effect in the minutes of the General Meeting shall be conclusive evidence of the fact.

29.10 Election for the positions of the Executive Committee shall be by secret ballot..

29.11 The outgoing President will be Chairman of the election process unless he is seeking re- election, in which event, the next most senior outgoing key appointment holder, which is not seeking re-election will take the chair in the following order: Vice Presidents, General Secretary and Honorary Treasurer. In the event that all the aforesaid members are seeking re-election, the outgoing President will be the Chairman of the election process.

Federation

30 **[Removed]**

Federation

31 **EXTRAORDINARY GENERAL MEETING**

31.1 Save for the Annual General Meeting, all General Meetings shall be Extraordinary General Meetings. An Extraordinary General Meeting may be convened by the Executive Committee or on receipt of a written requisition by at least one third of the total number of members of the Federation. The requisition shall set out particulars of the resolution(s) required to be considered at that Extraordinary General Meeting and be signed by the persons requisitioning the meeting.

31.2 Upon receipt of a requisition, the Executive Committee shall call for an Extraordinary General Meeting to be held within 21 days from the date of receipt of such requisition.

31.3 If the Executive Committee does not within two (2) months after the date of the receipt of the written request proceed to convene an Extraordinary General Meeting, the members who requested for the Extraordinary General Meeting shall convene the Extraordinary General Meeting by giving ten (10) days' notice to voting members setting forth the business to be transacted and simultaneously posting the agenda on the Federation's notice board.

31.4 Each Affiliate, Associate and Individual member shall have the following number of votes at each meeting where it/he/she is present:-

- a. Affiliate member: 3 votes
- b. Associate member: 2 votes
- c. Individual member: 1 vote

[Removed]

32 **CONFLICT OF INTEREST**

32.1 Whenever a member of the Executive Committee is in any way, directly or indirectly, has an interest in a transaction or project or other matter to be discussed at a meeting, the member shall disclose the nature of his interest before the discussion on the matter begins.

32.2 The member concerned should offer to withdraw from the meeting and not participate in the discussion or vote on the matter. The Executive Committee shall decide if this should be accepted.

33 **[Removed]**

34 **FINANCIAL YEAR**

The financial year of the Federation be from 1 April to 31st March of each calendar year.

35 **PRESS RELEASES**

Only the President or the Vice President or the General Secretary or other person authorized by the President or Vice President, shall be entitled to make press releases.

36 **EMPLOYEES OF THE ASSOCIATION**

- a. The Federation may at its discretion employ employees to support the administration, finance and operation of the Federation.
- b. No members of the Executive Committee are allowed to be an employee of the Federation.
- c. If any Executive Committee members wish to be an employee of the federation, the said members shall relinquish his position as a Committee Member.

37 **SELECTION AND COMPENSATION**

Once the need for a contracted official has been justified and approved by the Executive Committee, the position will be opened to all qualified applicants. The selection of the final candidate must be approved by a majority vote of the Executive Committee. The Executive Committee will determine the rate of compensation for the employee in accordance with applicable laws.

38 **DUTIES OF ASSOCIATION EMPLOYEES**

The duties of all employees will be to support and promote the efficient operation of the Federation and as set out in their respective employment contract(s).

39 **TERMINATION**

The term of employment will continue as long as the needs are justified and the employee is satisfactorily accomplishing those needs.

40 **PROHIBITION**

- 40.1 The funds of the Federation shall not be used to pay the fines of any member who has been convicted in court of law.
- 40.2 The Federation shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.
- 40.3 Gambling of any kind, excluding the promotion or conduct of a private lottery which has been permitted under the Private Lotteries Act Cap 250, is forbidden on the Federation's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited
- 40.4 The Federation shall not engage in any trade union activity as defined in any written law relating to trade unions for the time being in force in Singapore
- 40.5 The Federation shall not hold any lottery, whether confined to its members or not, in the name of the Federation or its office-bearers, Committee or members unless with the prior approval of the relevant authorities
- 40.6 The Federation shall not raise funds from the public for whatever purposes without the prior approval in writing of the Assistant Director Operations, Licensing Division, Singapore Police Force and other relevant authorities.
- 40.7 The Federation shall not operate as a sports club affiliated to the Federation.

44 **ALTERATIONS (AMENDMENTS TO CONSTITUTION)**

No alterations, amendments or additions to these Rules shall be made except at a general meeting by a resolution which shall be carried by a majority of at least two thirds of the votes properly recorded at the meeting. Such alterations, amendments or additions shall only take effect after approval from the Registrar of Societies and the Commissioner of Charities has been received.

45 **RESIDUAL POWERS OF THE EXECUTIVE COMMITTEE**

The Executive Committee shall have full power to decide any question relating to the management of the Federation and all questions arising out of or not covered by any rule, bye-law, regulation or this Constitution, and such decision shall be final and binding. It may exercise all such powers as are not, by any applicable law in Singapore or by this Constitution, required to be exercised by the members.

46 **MEDIATION AND DISCIPLINE**

- 46.1 This Constitution shall be governed by and construed in accordance with the

laws of Singapore.

- 46.2 All complaints shall be made in writing (written or printed or by electronic means) to the General Secretary who, if unable to deal with them, shall submit to the Executive Committee whose decision shall be final.
- 46.3 Upon receipt of a complaint made by or against a member, a Executive Committee or Sub-Committee member, employee of the Federation, an athlete, a coach, or an official (hereinafter known as the “Respondent”), the Executive Committee may refer the complaint to a Discipline Sub-Committee on such terms as it deems fit.
- 46.4 There shall be at least three (3) members appointed by the Executive Committee to sit as members of the Disciplinary Sub-Committee, at all times. At all times for the purpose of hearing conducted by the Disciplinary Sub-Committee, there must be at least three (3) members of the Discipline Sub-Committee conducting the said hearing.
- 46.5 Upon receipt of a complaint referred by the Executive Committee, the Chairperson of the Discipline Sub-Committee (or in the Chairperson’s absence, the Deputy Chairperson) may, in the Chairperson’s discretion, appoint a member from the general body, or any other mediator it deems in its sole discretion as appropriate, to act as a mediator who shall attempt to mediate between the parties involved in order to resolve the disputes or differences that have given rise to the complaint. The appointed mediator shall have the power to require the parties involved (including any employees of the Federation) to attend before the mediator for the mediation process. For the avoidance of doubt, this shall not amount to any obligation on the part of any party involved, to attempt mediation or to agree to mediation as a means of resolving their disputes or differences. The appointed mediator shall report the outcome of the mediation to the Chairperson of the Disciplinary Sub-Committee, who shall in turn inform the Executive Committee of the same if the said mediation is successful or proceed to convene a hearing of the complaint in accordance with this section.
- 46.6 In the event that the mediation pursuant to rule 46.5 fails for any reason whatsoever, or in the event that the Chairperson (or the Deputy Chairperson, as the case may be) of the Disciplinary Sub-Committee, in the Chairperson’s discretion, deems that the mediation shall not be appropriate for the resolution of the disputes or differences that have arisen in the complaint, the Discipline Sub-Committee shall convene a hearing to consider and decide on the complaint. The Discipline Sub-Committee shall give all parties involved a minimum of 14 days’ written notice to attend the hearing. In this notice to the member who is the subject of the complaint, sufficient particulars of the complaint shall be provided to the member who shall be given sufficient opportunity to reply to the issues in the complaint in writing prior to the said hearing. If any member or party refuses or fails to attend the hearing, the Discipline Sub-Committee shall nevertheless proceed in his absence. For the avoidance of doubt, the Discipline Sub-Committee shall have the power to determine the manner of conduct of the hearing including but not limited to the power to postpone or adjourn the hearing if it deems fit to do so.
- 46.7 The Discipline Sub-Committee may recommend to the Executive Committee to suspend all or any of the privileges of the Respondent, or any such person who is the subject of the complaint, for such period as it deems fit or until the hearing has been held and duly decided, whichever is earlier.

- 46.8 The Executive Committee shall have the power to publish the outcome of the hearing to members in any media of communications, inter alia, the website of the Federation and such publication are recognized to be true to the best knowledge and belief of the Executive Committee and in the interests of the members and public.
- 46.9 The Executive Committee shall have the power to review and alter any recommendation of the Disciplinary Sub-Committee as mentioned in section 26.1(d). For the purpose of such review, the Executive Committee shall have the power to review all documents of the proceedings and may in its discretion require such evidence as it deems fit. Upon completion of such review, the Executive Committee shall inform the Disciplinary Sub-Committee of its decision and shall proceed to notify the parties involved of the decision in writing accordingly.
- 46.10 Notwithstanding anything in herein, the Executive Committee shall have the power to hear and decide on any complaint without referring the complaint to the Disciplinary Sub-Committee. In this regard, the Executive Committee may exercise all or any of the powers of the Disciplinary Sub-Committee as stated in section 26.1(d) without prejudice to the generality of its powers in section 45.
- 46.11 Any other disputes, controversies and conflicts between the parties to this Constitution or its performance (including the validity of this Constitution and whether there is any breach by any parties under this Constitution) shall be finally resolved by arbitration in Singapore in accordance with the Singapore International Arbitration Centre (“**SIAC**”) Rules for the time being in force, which rules are deemed to be incorporated by reference into this Article. The arbitral tribunal shall consist of one (1) arbitrator to be appointed by the parties by mutual consent and failing such mutual consent, by the Chairman of the SIAC and all communications during the arbitration proceedings shall be in the English language. The costs of arbitration shall be borne solely by the party against whom the award and decision of the arbitrator has been given. The award and decision taken by the arbitrator shall be final and binding on the parties and the parties hereby exclude any right of application or appeal to any court in connection with any question of law arising in the course of arbitration or in respect of any award made. Judgment upon the arbitration award may be rendered in any court of competent jurisdiction within or outside Singapore or application may be made to such court for a judicial acceptance of the award or an order of enforcement, as the case may be.

47 VISITORS AND GUESTS

Visitors and guests may be admitted into the premises of the Society but they shall not be admitted into the privileges of the Society. All visitors and guests shall abide by the Society’s rules and regulations

48 DISSOLUTION

- 48.1 The Federation shall not be dissolved except with the consent of not less than three-fifths of those entitled for the time being to vote at general meetings.

48.2 In the event that the Federation ceases to be a registered charity under the Charities Act, all debts, liabilities legally incurred on behalf of the Federation shall be fully discharged, and the remaining funds will be donated to charitable organization(s) in Singapore which is (are) registered under the Charities Act as the members of the society may determine at the General Meeting, unless otherwise allowed by the Commissioner of Charities..

48.3 A Certificate of Dissolution shall be given to the Registrar of Societies and the Commissioner of Charities within seven days of the dissolution.