



CONSTITUTION

As approved by the Registrar of Societies on
20th March, 2014 incorporating the amendments
passed at the SHF Extra Ordinary General Meeting
held on 31st July, 2013.

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**SINGAPORE HOCKEY FEDERATION
CONSTITUTION**

WHEREAS

- (1) The Singapore Hockey Association and the Singapore Women's Hockey Association who have hitherto been responsible for the control and promotion of the game of Hockey in Singapore for men and women respectively have agreed to merge into one organization to be known as the "Singapore Hockey Federation" (hereinafter referred to as the "Federation").
- (2) The Federation is desirous of fulfilling the aim and objects recited in this Constitution for the promotion of Hockey in Singapore.
- (3) The Federation shall from the date or dates, as the case may be, of the passing of the appropriate resolutions of the Singapore Hockey Association and the Singapore Women's Association assume all rights and obligations of the Singapore Hockey Association and the Singapore Women's Hockey Association including control of all money in the accounts of the Singapore Hockey Association and the Singapore Women's Hockey Association which are transferred to it to be utilised for the purposes set out in this Constitution.
- (4) All assets owned by the Singapore Hockey Association and the Singapore Women's Hockey Association shall also from the date or dates, as the case may be, or the appropriate resolutions of the Singapore Hockey Association and the Singapore Women's Hockey Association vest in the Federation.

1. **PLACE OF BUSINESS**

Its place of business shall be at Delta Sports Complex, Alexandra Road, Singapore 158790 or such other address as may subsequently be decided by the Council and approved by the Registrar of Societies. The Federation shall carry out its activities only in place and premises which have the prior approval of the relevant authorities where necessary.

2. **DEFINITIONS**

In this Constitution, unless the context otherwise requires the following words and expressions shall have the following meanings:-

- (1) "Club Members" shall mean Clubs, associations or teams who satisfy the requirements of Article 4 (3) (a) and whose application for Membership has been accepted by the EXCO
- (2) "Corporate Members" shall mean companies, businesses or other duly constituted bodies that satisfy the requirements of Article 4 (4) (a).
- (3) "Council" shall mean the Council duly elected by the general body of the Federation.
- (4) "DISQUALIFIED PERSON" shall mean a person who-
 - (a) is and has been found or declared to be of unsound mind
 - (b) is an undischarged bankrupt
 - (c) has in the immediate preceding 5 years been convicted of an offence by a court of law in Singapore or Malaysia of any offence involving dishonesty or has been convicted of an offence and sentenced to imprisonment for a term of not less than one year.

- (5) "EXCO" shall mean the Executive Committee and shall consist of the President, the Deputy President, the four Vice-Presidents, the General Secretary, the Assistant General Secretary, the Treasurer and the Assistant Treasurer of the Federation.
- (6) "F.I.H" means the International Hockey Federation.
- (7) "Hockey" shall include both field hockey and indoor hockey but shall not include ice-hockey.
- (8) "Life Members" shall mean and consist of individuals who have paid the entrance fee for Life Membership and whose application for Membership has been accepted by the EXCO.
- (9) "Members" shall mean and consist of Club Members, Corporate Members and Life Members.
- (10) The provisions in this Constitution shall be referred to as Articles.

3. **OBJECTS**

The objects of the Federation are:-

- (a) To encourage, promote, develop and control Hockey in Singapore within and in accordance with the rules of the F.I.H. and in accordance with the rules of the game as settled and enforced from time to time by the F.I.H.;
- (b) To participate in or to arrange for international and other matches and to select teams to represent Singapore;
- (c) To ensure uniformity of interpretation and application of the rules of Hockey in Singapore;

- (d) To act as the co-coordinating body in Singapore to promote understanding and mutual help amongst Clubs and teams playing Hockey;
- (e) To raise and expend funds for the promotion, development, management and control of the game of Hockey in Singapore;
- (f) Generally to do anything that may be necessary for the benefit of the game of Hockey in Singapore, including rental purchase of premises for use by the Federation and the payment of remuneration to employees and of expenses incurred by any persons for services on behalf of the Federation.

4. **CATEGORIES OF MEMBERSHIP: QUALIFICATIONS AND ACCEPTANCES: FEES, AND SUBSCRIPTIONS AND LEVIES AND PRIVILEGES**

(1) The Membership of the Federation shall consist of:

- a. Life Members;
- b. Club Members; and
- c. Corporate Members

(2) (a) Any person who is not a disqualified person interested in the game of Hockey may apply for Life Membership of the Federation.

- (b) (i) Applications for Life Membership shall be made in the prescribed form to the General Secretary.
- (ii) The acceptance of any such application shall be at the discretion of the EXCO subject to Article 19 (3). Upon acceptance, notice thereof shall be sent to the Life Member together with a copy of the Constitution of the Federation.

- (c) The entrance fees, life subscription fees and levies for Life Membership shall be such amount as may be determined by the Council from time to time. The entrance fees and levies for retiree Life Members shall be waived and reduced to half respectively.
 - (d) A Life Member shall be entitled to attend General Meetings. A Life Member shall have no right to vote or to hold office in the Federation.
 - (e) A person shall cease to be a Life Member:
 - (i) if, by writing under his hand addressed to the President, he resigns his membership; or
 - (ii) if he becomes subject to any of the disqualifications of a disqualified person; or
 - (iii) if he is expelled from the Federation by the EXCO by virtue of its powers under Article 6(2) (h) and (i).
- (3) (a) Clubs, associations or teams in Singapore, being duly constituted bodies that are registered with the Registry of Societies, and other duly constituted bodies or statutory boards recognised by the Ministry of Education, and who have a membership strength of 30 members and participate in or organise hockey competitions may apply for Membership as Club Members in the prescribed form.
- (b) The acceptance of any such application shall be at the discretion of the EXCO subject to Article 19 (4). Upon acceptance, notice thereof shall be sent to the Club Member together with a copy of the Constitution of the Federation.

- (c) The entrance fees, annual subscriptions and levies for Club Membership shall be such amount as may be determined by the Council from time to time.

- (d)
 - (i) Each Club Member shall be entitled to nominate one (1) or more nominated representatives (not being a disqualified person) who shall be entitled to election to any post in the Council

 - (ii) Each Club Member shall be entitled to only one (1) authorized representative (not being a disqualified person) who shall be entitled to attend and vote at General Meetings.

- (e) A person shall cease to be a nominated representative of a Club Member
 - (i) if, by writing under his hand addressed to the President, he resigns; or

 - (ii) if he becomes subject to any of the disqualifications of a disqualified person; or

 - (iii) if he is expelled from the Federation by the EXCO by virtue of its powers under Article 6(2)(h) and (i)

 - (iv) if the Club Member by writing under the hand of its authorised agent and addressed to the President revokes his nomination; or

 - (v) if the Club Member which nominated him ceases to be a Club Member by virtue of Article 4(3)(f)

- (f) A Club, association or other body (other than a natural person) shall cease to be a Club Member
 - (i) if, by writing under the hand of its authorised agent or nominated representative addressed to the President, it resigns; or
 - (ii) if it no longer satisfies the requirements of Article 4(3)(a); or
 - (iii) if it is expelled from the Federation by the EXCO by virtue of its powers under Article 6(2)(h) and (i); or
 - (iv) if the Club Member by writing under the hand of its authorised agent and addressed to the President revokes his nomination.

- (4) (a) Any company, business or other duly constituted body registered with Accounting and Corporate Regulatory Authority or Registry of Trade Unions or other duly constituted bodies recognized by the People's Association, Singapore Sports Council and the National Council of Social Services or other professional/statutory bodies, may apply for Membership as Corporate Members in the prescribed form

- (b) The acceptance of any such application shall be at the discretion of the EXCO. Upon acceptance, notice thereof shall be sent to the Corporate Member together with a copy of the Constitution of the Federation.

- (c) The entrance fees, annual subscriptions and levies for Corporate Membership shall be such amount as may be determined by the Council from time to time.

- (d) A Corporate Member shall be entitled to attend General Meetings. A Corporate Member shall have no right to vote or to hold office in the Federation.
 - (e) A Corporate Member shall cease to be a Corporate Member:
 - (i) if, by writing addressed to the President, resigns its membership; or
 - (ii) if it no longer satisfies the requirements of Article 4(4)(a).
- (5) The EXCO shall process all membership applications within three (3) months of receipt of such applications, and accept those that meet the established criteria and reject others based on defensible reason(s) that must be documented. Any rejected applicant shall have the right to appeal to Council, within thirty (30) days of the date of the notice of rejection.

5. **COUNCIL OF FEDERATION: POWERS AND DUTIES: MEETINGS OF COUNCILS AND ABSENCES**

- (1) The Federation shall be governed by a Council comprising the following:
- (a) A President;
 - (b) A Deputy President;
 - (c) Four Vice Presidents at least one of whom shall be a woman;
 - (d) A General Secretary;
 - (e) An Assistant General Secretary;
 - (f) A Treasurer;
 - (g) An Assistant Treasurer; and
 - (h) Ten Representatives from the Club Members of whom three shall be women representing Club Members who participate in women's Hockey. They shall be known as ordinary Council Members.

Provided that the posts of General Secretary and Assistant General Secretary shall not be held by Members of the same gender simultaneously during any term of office. This proviso shall mutatis mutandis also apply to the posts of Treasurer and Assistant Treasurer.

And provided that no person holding a salaried position within the Federation shall be nominated or appointed to hold office in Council, nor shall anyone be compensated for their service in Council.

- (2) (a) Nominations in writing for the election of the Office-Bearers of the Council and the Auditor shall be delivered to the General Secretary not less than ten (10) days before the date of the Annual General Meeting.
- (b) The nominations referred to in Article 5(2)(a) of this Article must disclose if the nominee has any commercial interest related to hockey or the Federation, which interest must be made known to the persons attending the Annual General Meeting.
- (c) In the event that there is no nomination for any of the positions, the Club Members present may nominate and vote for eligible person(s) to hold office.
- (d) If there are no nominations for all the positions, the Annual General Meeting shall be postponed for another fourteen (14) working days. The date of this deferred Annual General Meeting shall be communicated to all Club Members by the next working day after the postponement of the Annual General Meeting. This notice shall also inform the Club Members that new nominations can be accepted but such nominations shall reach the General Secretary not later than three (3) working days prior to the rescheduled Annual General Meeting.

(3) Election of Office-Bearers will follow on a simple majority vote by the voting Club Members at the Annual General Meeting. All Office-Bearers are eligible for re-election at the end of any term of office save that:

- (a) They may not hold the same office for more than four (4) consecutive terms and shall become eligible to stand for election after a lapse of at least one (1) term of office, save that no one shall hold office for more than eight (8) terms in aggregate; and
- (b) they are not eligible if they have reached the age of seventy years (70) as at the date of the Annual General Meeting at which they stand for election or if they will reach that age within six (6) months thereafter.

Notwithstanding Article 5(3)(a) above, the persons holding the posts of the Treasurer and Assistant Treasurer, may not be re-elected to the same or related post for more than two (2) consecutive terms. The term of office of the Council is two (2) years.

- (4) (a) (i) A nominated representative of a Club Member shall be eligible to be elected to any post in the Council.
- (ii) A Life Member shall not simultaneously act as a Club Member's or Corporate Member's authorised representative at an Annual General Meeting.
- (b) Office-Bearers of the Council elected at the alternate Annual General Meeting shall hold office until the next election as shall be effected in accordance with this Constitution.
- (c) Notwithstanding the provisions of paragraphs (a) and (b) of this Clause, if a vacancy occurs in respect of any of the posts of President, Deputy President, a Vice President, General Secretary, Assistant General Secretary, Treasurer, Assistant Treasurer or

Council Member between elections, the Council may appoint any suitable person to fill such post PROVIDED that, in the event of any vacancy in the office of President, no person other than the Deputy President shall be eligible to fill the vacancy.

- (d) Any appointment made by the Council, under the provisions of Article 5(4) (c), shall lapse at the date on which the next election is held.
- (5) Any changes in the Council members shall be notified to the Registrar of Societies and the Commissioner of Charities within two (2) weeks of the change.
- (6) The Council shall have the following powers and duties:
 - (a) To review the budget for each Financial Year upon its submission by the EXCO and to approve it with or without amendments.
 - (b) To appoint an Appeals Board to hear and determine;
 - i) appeals from any decision of the EXCO;
 - ii) appeals from any decision of a Disciplinary Sub Committee;
 - iii) any application to commute or review or reconsider an expulsion or suspension of 10 years or more.

Such an Appeals Board which shall not include any member of Council, shall hear any appeal or application in accordance with the procedures set out in the rules governing such appeals and applications.

- (c) On the nomination of the EXCO, the Council may invite persons to be Patrons of the Federation.
- (d) To determine from time to time the entrance fees, annual or life subscription fees and levies that shall be payable by Life Members, Corporate Members and Club Members.

- (e) To determine from time to time, with the approval of the Registrar of Societies, the place of business of the Federation.
- (f) To decide upon any matter which has not been provided for in this Constitution.

Provided that the Council shall not act contrary to the expressed wishes of the General Meeting without prior reference to it and always remain subordinate to the General Meetings.

- (7) (a) (i) The President may, at anytime, convene a Meeting of the Council but not less than once every four months.
- (ii) A Council Meeting shall also be convened by the General Secretary within twenty-eight (28) days of the receipt of a request in writing from six or more members of the Council.
- (iii) At least three (3) days' notice of a Council Meeting shall be given and an Agenda for the Meeting shall accompany every notice. Eight (8) members of the Council shall form a quorum. Each member of the Council shall have one vote each. The Chairman shall have a casting vote, in the event of a tie.
- (b) The Council shall at any Meeting deal with matters in the Agenda and in any available report from the EXCO. All Meetings shall be chaired by the President and in his absence by the Deputy President.

- (c) Any Member of the Council who fails to attend three (3) consecutive Meetings of the Council without leave of absence from the General Secretary or without satisfactory explanation shall cease to be a Council member thereof upon a resolution of the Council to that effect.

(8) Council Members shall disclose and/or declare any potential conflict of commercial interest with regard to any business or transaction of the Federation and any such disclosed or declared conflict of commercial interest shall be reviewed by the remaining Council Members. Such review by the remaining Council Members shall be documented. If a Council Member is found not to have disclosed or declared an instance of conflict of commercial interest, **those decisions** where the Council Member has actively participated in may be voided by the remaining Council Members and he/she may be subjected to disciplinary action.

6. **EXCO: POWERS, DUTIES AND MEETINGS**

(1) The day to day administration of the Federation shall be managed by an EXCO. The EXCO shall comprise the following members:

- (a) The President;
- (b) The Deputy President;
- (c) The Four Vice Presidents at least one of whom shall be a woman;
- (d) The General Secretary;
- (e) The Assistant General Secretary;
- (f) The Treasurer;
- (g) The Assistant Treasurer.

(2) The EXCO shall have the following powers and duties:

- (a) To consider and to accept applications for the Club Membership, Corporate Membership and Life Membership or to refuse any such application without assigning any reason therefor.
- (b) The EXCO shall have the power to appoint such sub committees, and to delegate to such sub committees such of its powers, as the EXCO shall determine. Every subcommittee shall furnish to the EXCO not less than once every two months a written report of its deliberations and decisions or recommendations and activities as appropriate.
- (c) To ratify, vary or rescind, as it deems fit, decisions made by any Sub-Committee.
- (d) To manage and allocate the funds of the Federation for the promotion and development of both men's and women's Hockey.
- (e) To hear all appeals from the Sub-Committees (other than a Disciplinary Sub-Committee) and to make such decisions as it shall deem fit.
- (f)
 - (i) To exercise all the powers given to the EXCO under this Constitution;
 - (ii) To do all acts and things and to take all measures and actions, consistent with the provisions of this Constitution, which the EXCO deems fit for the benefit of the Federation and its Members, provided that EXCO may not act contrary to the expressed wishes of the General Meeting without prior reference to it and always remain Subordinate to the General Meetings;
- (g) To submit to the Council a monthly Report of the deliberations and decisions made by EXCO.

- (h) To maintain and enforce discipline of Life Members, Corporate Members, Club Members, players and officials.
 - (i) To take cognizance of any utterance, conduct or action of any Member of the Federation inclusive of any player or official who brings hockey and/or the Federation into disrepute and cause an inquiry into and adjudication or inquire into, and adjudicate upon such utterance, conduct or action.
 - (j) To impose such penalties as may be necessary for: -
 - i. The breach or infringement of any provisions of this Constitution.
 - ii. The breach or infringement of any of the Rules, Regulations or Bye-laws of the Federation.
 - iii. Any misconduct which brings the game of Hockey or the Federation into disrepute.
- (3) (a) i The EXCO shall hold Meetings for the dispatch of business at such times and places as it may determine.
- li Such Meetings shall also be convened by the General Secretary within fourteen (14) days of the receipt of a written request from the President or from two or more Members of the EXCO.
- (b) The President may, at any time, convene a Meeting of the EXCO, but not less than once every two (2) months.
- (c) At least three (3) days' notice of an EXCO Meeting shall be given and an Agenda for the Meeting shall accompany every notice. Five Members of the EXCO shall form a quorum. Each Member of EXCO shall have one vote. The Chairman shall have a casting vote in the event of a tie.

- (d) The EXCO shall at any Meeting deal with matters in the Agenda and such other matters as are brought up at the Meeting with the approval of the President. All Meetings shall be chaired by the President and his absence by the Deputy President.

7. **SUPREME AUTHORITY. ANNUAL GENERAL MEETING AND EXTRAORDINARY GENERAL MEETING**

- (1) The supreme authority of the Federation is vested in a General Meeting of the Members presided over by the President.
- (2) An Annual General Meeting of the Federation shall be held not later than the 30th day of September. The following shall be the business transacted at the Annual General Meeting:
 - (a) To elect Office-Bearers of the Council for the following term.
 - (b) To appoint a firm of Public Accountants as the Auditor for the following term.
 - (c) To approve the preceding Financial Year's accounts and Annual Report of the Council.
 - (d) To transact any other business which, in accordance with the provisions of this Constitution, may properly be transacted thereat.
- (3) The first Annual General Meeting shall be held within three (3) months from the date on which the Federation is registered with the Registry of Societies and shall be convened by the promoters of the Federation.

(4) The President on the advice of the Council or the EXCO, may at any time order that, an Extraordinary General Meeting be held to deal with any special matter or resolution which the EXCO or Council may desire to place before Members in General Meeting. An Extraordinary General Meeting shall also be convened upon a written requisition made to the General Secretary by two-thirds of the Club Members. Any such requisition shall express the object of the Meeting to be called. Such Meeting shall be convened within twenty-one (21) days of the receipt by the General Secretary of such written requisition.

8. **NOTICE OF RESOLUTIONS AND NOTICE OF GENERAL MEETINGS: CHAIRMAN OF GENERAL MEETINGS, ATTENDANCE, VOTING AND QUORUM**

(1) (a) Fourteen (14) days at least before every General Meeting a notice of such Meeting shall be given specifying the purpose for which such Meeting is called and no business shall be transacted at such Meeting other than that which is included in the Agenda as provided in Article 8(2). The Annual Report and Statement of Accounts shall whenever practicable be sent with such notice convening the Annual General Meeting.

(b) Notices convening a General Meeting shall be sent by the General Secretary to all Office-Bearers and Members of the Federation.

(2) (a) Any Club Member wishing to submit any resolution for consideration at a General Meeting shall give to the General Secretary at least ten (10) days prior written notice. Such notice shall –

(i) State the full names of the proposer and seconder;

(ii) Include the draft resolution and an explanatory statement.

(b) Subject to compliance with Article 8(2) (a), such resolution shall be included in the Agenda.

- (3) At all General Meetings the President shall be the Chairman or, in his absence, the Deputy President.

Provided always that a person seeking re-election at an Annual General Meeting shall not be the Chairman of that Meeting, in which event, the Chairman shall be elected from among the Council Members present and who are not seeking re-election at the said Meeting.

And provided that a newly elected President shall be entitled to immediately assume the Chair of the same Meeting in which he was elected.

- (4) Subject to the provisions of Article 8 (6) of this Rule, only Life Members and the authorised representatives (authorised in writing by the Club Members or Corporate Members) of Club Members or Corporate Members may attend and take part in the discussions. Any person, other than a Life Member or an authorised representative of a Club Member or Corporate Member may, with the approval of the EXCO, attend as observer only, but shall have no right to participate or deliberate in the discussions.
- (5) Subject to the provisions of Article 8 (6) of this Rule, only the authorised representative of a Club Member shall be entitled to vote at General Meetings and shall have one vote each.
- (6) Any Club Member or Corporate Member, whose subscription is in arrears at the date of the Notice convening a General Meeting, shall be ineligible to have its representative attend or vote at the Meeting.
- (7) Every question at any General Meeting shall be decided by a majority of votes given by a closed ballot and, in the case of an equality votes, the Chairman shall have a second or casting vote.

- (8) The quorum at any General Meeting shall be one-third of the Members entitled to vote. If there is no quorum at the commencement of a General Meeting, then the Meeting shall be adjourned for one hour and should the number then present be still insufficient to form a quorum, those present at the adjourned Meeting shall form a quorum, but such Meeting shall have no power to amend the Constitution.

9. **DUTIES OF OFFICE-BEARERS**

- (1) The President shall act as Chairman at all General, Council and EXCO Meetings. He shall also represent the Federation in its dealings with outside persons.
- (2) The Deputy President shall assist the President and shall chair the Meeting in the absence of the President.
- (3) The Four Vice-Presidents shall assist the President and the Deputy President.
- (4) The General Secretary shall keep all records, except financial, of the Federation and shall be responsible for their correctness. He shall cause Minutes to be kept in a Minute Book of all proceedings at all Meetings. Such Minutes shall be signed by Chairman of the Meeting or of the subsequent Meeting, and, when so signed, shall be conclusive evidence of the correctness of all matters stated therein. He shall maintain an up-to-date Register of Members at all times.
- (5) The Assistant General Secretary shall assist the General Secretary and deputise for him in his absence.
- (6) The Treasurer shall keep all funds and collect and disburse all money on behalf of the Federation and shall keep an account of all monetary transactions and shall be responsible for their correctness.
- (7) The Assistant Treasurer shall assist the Treasurer and deputise for him in his absence.

- (8) Ordinary Council Members shall assist in the general administration of the Federation and perform any duties assigned by the Council from time to time.

10. **BANK ACCOUNTS**

All Money received by the Federation shall be deposited with Banks or other Financial Institutions approved by the EXCO. All cheques drawn on any bank account thereon shall be signed jointly by the Treasurer or Assistant Treasurer and the President or the General Secretary.

11. **CONDITIONS OF MEMBERSHIP RELATING TO COMPETITIONS, NON-CLUB MEMBERS, EXPENSES, RULES OF THE GAME, UMPIRING AND COACHING**

- (1) No Club Member or Corporate Member shall, except with the consent of the EXCO, institute or take part in any Hockey challenge cup, League or prize competition not organised by the Federation.
- (2) No match shall be played by any Club Member or Corporate Member against clubs, teams or associations which are not Club Members or Corporate Member of the Federation, except with the written consent of the General Secretary or such other person as the EXCO may designate.
- (3) No Club Member or Corporate Member shall defray the expenses of its players, officials or Members in respect of any match without the written consent of the EXCO. No player, official or authorised representative of a Club Member or Corporate Member shall accept reimbursement of expenses contrary to the provisions of this Article.
- (4) The rules of the game of Hockey shall be the rules from time to time enforced by the F.I.H. and every Member shall be bound to play in accordance with, and shall be bound by those rules.
- (5) Except as permitted by the Umpire's Sub-Committee, no person may umpire any Hockey match (including friendly games) played under the jurisdiction of the

Federation unless the person's name is on Federation's Roll of Umpires, and such person shall then be subject to the jurisdiction of the Federation and shall be bound by this Constitution and shall umpire in accordance with the Rules, Regulations and Bye-Laws of the Federation.

- (6) Except as permitted by the Coaching Sub-committee, no person may coach a team which represents a Club Member or Corporate Member unless the person's name is on the Federation's Roll of Coaches and such person shall then be subject to the jurisdiction of the Federation and shall be bound by this Constitution and all Rules, Regulations and Bye-Laws made pursuant thereto.

12. **REGULATIONS AND BYE-LAWS**

- (1) The EXCO may make any Rules Regulations and Bye-Laws which are not inconsistent with this Constitution, as the EXCO deems necessary.
- (2) Without prejudice to the generality of the powers under Article 12 (1) of this Rule, such Regulations and Bye-Laws may include:
- (a) Matters relating to -
 - (i) The reporting of any breach, infringement or misconduct of any Member, player, official, umpire or coach;
 - (ii) Disciplinary proceedings.
 - (b) The procedures that shall apply and the forms to be used in respect of appeals and applications made to **EXCO under Article 6 (2) (e)** or the Appeals Board under **Article 5(6)(b)**.

13. **AUDIT AND FINANCIAL YEAR**

- (1) A firm of Public Accountants shall be appointed at each Annual General Meeting as External Auditors of the Federation and shall serve for a term of one year and shall be eligible for re-appointment for consecutive terms. The External Auditors will be required to audit the Federation's accounts and internal and financial control systems for any period within their tenure of office at any date and make a report to the Council or EXCO. The External Auditors shall be changed at least once in every (5) years.
- (2) The Financial Year shall be from 1st April to 31st March.
- (3) The EXCO shall ensure that the Federation's accounts are presented at the Annual General Meeting and shall review the effectiveness of the Federation's internal and financial control systems annually.

14. **TRUSTEES**

If the Federation at any time requires any immovable property, such property shall be vested in Trustees subject to a Declaration of Trust. No Trustee shall effect any sale or mortgage of the Federation's property without the prior approval of the General Meeting of Members. A trustee may at any time resign his Trusteeship. If a Trustee dies or become lunatic or of unsound mind or moves permanently or is absent from Singapore for period of one year, he shall be deemed to have resigned his Trusteeship. If a Trustee is guilty of misconduct of such a kind as to render it undesirable that he continues as a Trustee, a General Meeting may remove him from his Trusteeship. Vacancies in the trusteeship may be filled at a General Meeting, but the number shall not be greater than four or less than two. 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 affixing in the premises of the Federation a document containing such proposal at least two weeks before the meeting at which the proposal is to be discussed. The result of such Meeting shall then be notified to the Registrar of Societies and the Commissioner of Charities. The addresses of immovable properties, name of Trustees and any subsequent change must be notified to the Registrar of Societies and the Commissioner of Charities.

15. **PROHIBITIONS**

- (1) Gambling of any kind and the playing of paikow or mahjong, whether for stakes or not, are forbidden on the Federation's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited.
- (2) The funds of the Federation shall not be used to pay the fines of Members who have been convicted in Court.
- (3) 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.
- (4) The Federation shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.
- (5) The Federation shall not attempt to restrict or interfere with trade or make directly or indirectly any recommendation to, any arrangements with its Members which has the purpose or is likely to have the effect of fixing or controlling the price or any discount, allowance or rebate relating to any goods or services which adversely affects consumer interest.
- (6) The Federation shall not hold any lottery, whether confined to its Members or not, in the name of the Federations or its Office-Bearers, Council or EXCO Members, unless with the prior approval of the relevant authorities.
- (7) The Federation shall not raise funds from the public for whatever purposes without the prior approval in writing of the Head, Licensing Division, Singapore Police Force and other relevant authorities.
- (8) The Federation shall not operate a sports club as a Club Member.

16. **INTERPRETATION OF THIS CONSTITUTION. RULES. REGULATIONS AND BYE-LAWS**

The Council shall be the sole authority on the interpretation of this Constitution. The EXCO shall be the sole authority on the interpretation of all Rules, Regulations and Bye-Laws of the Federation. The decision of the Council or the EXCO, as the case may be, made under this Article, shall be final and binding on all parties.

17. **AMENDMENTS TO RULES**

No alterations or addition/deletion to this Constitution shall be made except at a General Meeting and they shall not come into force without the prior sanction of the Registrar of Societies and the Commissioner of Charities.

18. **DISSOLUTION**

(1) The Federation shall not be dissolved except with the consent of not less than two-thirds (2/3rd) of the Club Members of the Federation expressed, either by the authorised representative in person or by proxy, at an Annual General Meeting convened for the purpose.

(2) In the event of the Federation being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Federation shall be fully discharged and the remaining funds shall be distributed to other charities or Institutions of a Public Character (IPCs) approved under the Charities Act.

(3) A Certificate of Dissolution shall be given within Seven (7) days of the dissolution to the Registrar of Societies and the Commissioner of Charities.

19. TRANSITIONAL PROVISIONS

- (1) All tournaments presently sanctioned, organised and being played under the auspices of the Singapore Hockey Association and the Singapore Women's Hockey Association will be adopted by the Federation with such modifications as may be necessary.
- (2) All funds presently in the accounts of the Singapore Hockey Association and the Singapore Women's Hockey Association upon being transferred to the Federation shall be utilised by the Federation in accordance with the objectives stipulated in this constitution PROVIDED that all existing financial commitments made by the Singapore Hockey Association and the Singapore Women's Hockey Association in respect of tournaments, coaching, umpiring, etc. shall be honoured and implemented by the Federation.
- (3) All Life Members of the Singapore Hockey Federation and Life and Independent Members of the Singapore Women's Hockey Association prior to the formation of the Federation shall automatically become Life Members of the Federation upon the date of coming into forces of this Constitution without having to pay the entrance fee for Life Memberships.
- (4) All Club Members of the Singapore Hockey Association and the Singapore Women's Hockey Association prior to the formation of the Federation shall automatically become Club Members of the Federation upon the date of coming into force of this Constitution without having to pay the entrance fee for Club Membership.