



# 新加坡武术龙狮总会

## SINGAPORE WUSHU DRAGON & LION DANCE FEDERATION

50 Serangoon Ave 2 #04-01 Braddell Heights Community Club Singapore 556129

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## CONSTITUTION

(25 September 2011 Amended)

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### CHAPTER I . NAME

1. This Federation shall be called the %Singapore Wushu Dragon & Lion Dance Federation+(hereinafter referred to as %the Federation+).

### CHAPTER II . PLACE OF BUSINESS

2. The place of business shall be at 50 Serangoon Ave 2 #04-01, Singapore 556129, or any other place which the Management Committee deems suitable and subject to the approval of the Registrar of Societies.

### CHAPTER III . OBJECTIVES

3. The Federation shall be the highest authority for the promotion of Wushu sports in Singapore. %Wushu+ or %Wushu Sports+ shall mean wushu, lion dance, dragon dance, qigong and such other disciplines as may be included by the Federation from time to time. The objectives of the Federation shall be:-
  - a. to unify various Wushu organizations of different schools;
  - b. to promote wushu, lion dance, dragon dance and qigong;
  - c. to promote physical fitness and patriotism among Singaporeans; and
  - d. to develop the martial spirit.

### CHAPTER IV . MEMBERSHIP

#### 4. Ordinary Member

- a. Any Wushu, or dragon & lion dance organization registered in the Republic, or any registered association running Wushu activities, and/or any club, organization, or entity which is registered under the Singapore Registry of Societies, or which are entities within the Singapore Government or a Statutory Board, willing to abide by the Constitution and bye-laws of the Federation (as may be amended or implemented from time to time) and its resolutions, shall be eligible to apply to the Federation to be considered for admission as an %Ordinary Member+.
- b. Application for membership shall be made by way of an application form. The applicant shall only be admitted to the Federation as an Ordinary Member after the review and approval by the Management Committee. Ordinary Members shall be entitled to vote and shall have the right to be elected to the Management Committee.
- c. In addition, an Ordinary Member must fulfill the following criteria of membership: -
  - (i) a minimum membership base of 30 valid paying members; and
  - (ii) be directly related to promoting the sports, Wushu or dragon & lion dance through youth development programmes and participation in competitions and/or other related programmes.
- d. All nominees must be Singaporean and 21 years old and above.

## **5. Associate Member**

- a. Any institution or organisation registered under the Accounting and Corporate Regulatory Authority of Singapore, showing such purpose and/or objectives of promoting the sports of Wushu, dragon & lion dance and being willing to observe and abide by the Constitution and bye-laws of the Federation (as may be amended or implemented from time to time) and its resolutions, shall be eligible to apply to the Federation to be considered for admission as an Associate Member+.
- b. An Associate Member shall enjoy membership privileges such as may be offered by the Federation and may attend all General Meetings of Ordinary Members, but shall have no voting rights at such meetings, except as hereunder provided in Article 9(c).
- c. All nominees must be Singaporean and 21 years old and above.

## **6. Honorary Patron**

- a. An individual who is willing to abide by the Constitution and bye-laws of the Federation and is approved by the Management Committee, shall be eligible to become an Honorary Patron and shall enjoy all the privileges of the Federation, including the appointment to the Management Committee except that he shall have no voting rights.
- b. An individual shall serve as Honorary Patron for a tenure of two (2) years whereupon he may be invited by the Management Committee to serve another tenure or such number of tenures as the Management Committee shall decide.

## **CHAPTER V . FINANCIAL YEAR / SUBSCRIPTION FEES**

7. a. The financial year shall be from 1<sup>st</sup> April to 31<sup>st</sup> March.
- b. The entrance fees and subscription fees of Ordinary Members and Associate Members shall be determined by the General Meeting of Ordinary Members from time to time.
- c. Members shall pay their subscription fees before the end of the Financial Year, failing which their memberships shall be terminated immediately.
- d. Any additional fund required for special purposes may only be raised from members with the consent of the General Meeting of Ordinary Members.

## **CHAPTER VI . MANAGEMENT COMMITTEE / EXECUTIVE COMMITTEE**

8. a. The Management Committee shall consist of up to 40 members including the following office-bearers:
  - 1 President;
  - 3 Vice-Presidents;
  - 1 Chairman;
  - 3 Vice-Chairmen;
  - 1 Honorary Secretary General;
  - 2 Honorary Assistant Secretary Generals;
  - 1 Honorary Treasurer;
  - 1 Honorary Assistant Treasurer;
  - 1 Chairman, Liaison Sub-Committee;
  - 1 Chairman, Publications Sub-Committee;
  - 1 Chairman, Data Resource Sub-Committee;
  - 1 Chairman, Wushu Sub-Committee;
  - 1 Chairman, Lion Dance Sub-Committee;
  - 1 Chairman, Dragon Dance Sub-Committee;

- 1 Chairman, Qigong Sub-Committee;
- 1 Chairman, JudgesqSub-Committee;
- 1 Chairman, Competition Sub-Committee;
- 1 Chairman, Foreign Affairs Sub-Committee; and
- 17 Committee Members.

b. The Executive Committee shall consist of all the office-bearers of the Management Committee listed under Article 8(a) above, but shall exclude the 17 Committee Members.

c. The majority of the Management Committee should ideally be Singaporeans and preferably, the 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.

## **9. Election or Appointment of Management Committee**

The Management Committee Members shall be elected or appointed in the following manner:

a. The General Meeting of Ordinary Members shall invite government leaders and prominent persons interested in Wushu, dragon or lion dance activities to stand for election as President or as Vice-President of the Federation, subject to a maximum of three (3) positions of Vice-President that may be filled in any one term of office.

b. Each Ordinary Member shall through its authorised representative be entitled to one (1) vote. The General Meeting shall elect twenty (20) Management Committee Members from the candidates of the various Ordinary Members by way of a secret ballot. In the event of a tie, the Chairman of the meeting shall have a casting vote. All nominations of candidates for election to the Management Committee shall close seven (7) days prior to the General Meeting of Ordinary Members.

c. The Associate Members shall elect six (6) representatives from amongst themselves to the Management Committee and who shall be entitled to vote at Management Committee Meetings.

d. All nominees shall declare to the Honorary Secretary General in their nomination forms of their personal, business and/or commercial interests and/or involvement that relates directly to Wushu, or dragon & lion dance Sports and/or the Federation and/or the management of the Federation, such information to be made known to voters before the election. This shall be recorded at the 1<sup>st</sup> Management Committee Meeting and subsequent meetings as and when such a situation arises.

e. Where a Management Committee Member fails to make an express declaration as shall be required under Article 9(d), the Management Committee reserves the right and discretion to commence disciplinary proceedings.

f. The President shall, in consultation with the Advisor, appoint up to ten (10) Committee Members, all of whom shall be affirmed by the Management Committee unanimously at the 1<sup>st</sup> Management Committee Meeting.

g. Within two (2) weeks from the date of the General Meeting of Ordinary Members, the elected and appointed Management Committee Members shall meet to elect by and from among themselves the office-bearers of the Committee.

## **10. Tenure of Office**

- a. An individual may be elected to serve as President of the Management Committee for a tenure of two (2) years, subject to a maximum accumulative tenure of four (4) tenures, regardless of the number of years served as a non-presiding member of the Management Committee.
- b. The President / Management Committee member shall serve a maximum of eight (8) consecutive years. Further re-election to the position of President / Management Committee member can only be considered after a lapse of at least two (2) years.
- c. The Treasurer (or equivalent) shall serve a maximum of four (4) consecutive years. Further re-election to the position of Treasurer can be considered after a lapse of at least one (1) year.
- d. Any changes in the Management Committee members shall be notified to the Registrar of Societies and the Commissioner of Charities within two (2) weeks of the change.

## **11. Federation Representative**

- a. The Management Committee may co-opt members who have reached the maximum accumulative tenure (expressed under Article 10(a), (b) and (c) above) as a ~~%~~Federation Representative+ for the purposes of representation of the Federation in a regional or international federation or such organization that the Management Committee deems fit.
- b. The Federation Representative shall serve for a tenure of two (2) years and the Management Committee may at its discretion and upon consideration of the Federation Representative's performance and contribution to the Federation, extend his tenure or for such period as it may determine.
- c. The Federation Representative shall have no voting rights at Management Committee Meetings and Executive Committee Meetings.

## **CHAPTER VII . DUTIES OF MANAGEMENT COMMITTEE**

- 12.** During the recess of the General Meeting of the Ordinary Members, the Management Committee shall be the highest authority for the Federation and its duties shall be as follows:
  - a. to execute all matters decided upon at the General Meeting of Ordinary Members;
  - b. to plan, resolve and execute matters as may be required from time to time;
  - c. to approve applications for membership;
  - d. to raise funds for the Federation;
  - e. to appoint an athlete selection committee comprising of voluntary and salaried Federation officials whom the Management Committee assesses to be proficient and competent to make decisions relating to athlete selection;
  - f. to appoint various Sub-Committees;
  - g. to form an independent appeals committee responsible for deliberating fair queries, appeals and protests lodged by athletes, such committee shall comprise of individuals not involved in the athlete selection committee; and
  - h. to approve budgets for the Management Committee and the various Sub-Committees.

## **13. President**

- a. The President shall supervise and promote the affairs of the Federation.

- b. The President shall represent the Federation in dealings with the other organizations.

#### **14. Vice-President**

- a. The Vice-President shall assist the President in discharging the latter's duties.
- b. One of the Vice-President shall deputize for the President in the latter's absence.

#### **15. Chairman**

- a. The Chairman shall chair the Management Committee Meetings, Executive Committee Meetings and the General Meetings of Ordinary Members.
- b. The Chairman shall deputise for the President in the latter's absence and Vice-Presidents.

#### **16. Vice-Chairman**

- a. The 1<sup>st</sup> Vice-Chairman shall deputise for the Chairman in the absence of the latter.
- b. The 2<sup>nd</sup> Vice-Chairman shall deputise for the Chairman in the absence of the Chairman and 1<sup>st</sup> Vice-Chairman.
- c. The 3<sup>rd</sup> Vice-Chairman shall deputise for the Chairman in the absence of the Chairman, 1<sup>st</sup> and 2<sup>nd</sup> Vice-Chairman.

#### **17. Secretary General**

The duties of the Secretary General shall be as follows:

- a. To arrange and to attend all meetings of the Federation;
- b. To be responsible for and cause to be kept, full and proper minutes of meetings and proceedings of all General Meetings of Ordinary Members, Extraordinary General Meetings of Ordinary Members, Management Committee Meetings and Executive Committee Meetings;
- c. To keep in custody all official records and documents and the register of members;
- d. To prepare the annual report for submission at the General Meeting of Ordinary Members;
- e. To supervise all activities of the Federation; and
- f. To attend to all correspondence and to sign all documents on behalf of the Federation.

#### **18. Assistant Secretary General**

The Assistant Secretary General shall assist the Honorary Secretary General in all relevant matters and shall deputise for the Honorary Secretary General in the latter's absence.

#### **19. Treasurer**

The duties of the Treasurer shall be as follows:

- a. To keep proper books of accounts of the Federation;
- b. To collect and to make payments as directed by the Management Committee;
- c. To submit monthly a statement of accounts together with the balance sheet to the Management Committee;
- d. To submit annual statement of account at the General Meeting of Ordinary Members;

- e. To deposit in the bank designated by the Federation any collection of money exceeding Singapore dollars five hundred only (S\$500);
- f. To approve expenditure of up to \$3,000.00, acting together with the Chairman or Secretary General, provided that, any expenditure exceeding this amount must have the prior approval of the Management Committee. A minimum of 3 written quotations shall be requested for goods and services above \$3000.00.  
Tender to purchase goods and services exceeding \$50,000.00 shall be in the form of publication notices in newspapers.
- g. To ensure that funds of the Federation shall not be loaned out for whatever purposes. All cheques shall be jointly signed by the Honorary Treasurer and either the Chairman or the Honorary Secretary General, and affixed with the Federation's official seal before they become valid.

**20. Assistant Treasurer**

The Assistant treasurer shall assist the Honorary Treasurer in handling the financial matters of the Federation and shall deputise for the Honorary Treasurer in latter's absence.

**21. Chairman, Liaison Sub-Committee**

The Chairman, Liaison Sub-Committee shall take charge of all matter concerning liaison with the members of the Federation.

**22. Chairman, Publications Sub-Committee**

The Chairman, Publications Sub-Committee shall be responsible for the production of Bulletin and Souvenir Magazine of the Federation.

**23. Chairman, Data Resource Sub-Committee**

The Chairman, Data Resource Sub-Committee shall collect data and information on Wushu as directed by the Management Committee.

**24. Chairman, Wushu Sub-Committee**

The Chairman, Wushu Sub-Committee shall plan and promote wushu activities and organize relevant wushu classes.

**25. Chairman, Lion Dance Sub-Committee**

The Chairman, Lion Dance Sub-Committee shall plan and promote lion dance activities.

**26. Chairman, Dragon Dance Sub-Committee**

The Chairman, Dragon Dance Sub-Committee shall plan and promote dragon dance activities.

**27. Chairman, Qigong Sub-Committee**

The Chairman, Qigong Sub-Committee shall plan and promote Qigong and identify exponents in these fields of activities.

**28. Chairman, Judges' Sub-Committee**

The Chairman, Judges' Sub-Committee shall study judging rules, train judges, and deal with the work of judging in all competitions organized by the Federation.

**29. Chairman, Competition Sub-Committee**

The Chairman, Competition Sub-Committee shall plan, schedule and deal with all aspects of Wushu Sports competitions organized by the Federation.

**30. Chairman, Foreign Affairs Sub-Committee**

The Chairman, Foreign Affairs Sub-Committee shall liaise with regional and/or international Wushu organizations.

**31. Chairman of Any Additional Sub-Committee**

The Chairman's duties shall be decided by the Management Committee.

**32. Committee Members**

The Committee Members shall assist the Management Committee in planning and promoting various activities of the Federation.

**33. Auditors**

- a. Two (2) Ordinary Members who shall not be in the Management Committee shall be elected as Honorary Auditors at the General Meeting of the Ordinary Members. Their tenure of office shall be two (2) years and shall not be eligible for re-election to the same office and shall have no voting rights;
- b. The Honorary Auditors shall audit the monthly accounts and shall be responsible for the certification of the statement of accounts;
- c. The Honorary Auditors shall be required to audit annual accounts and shall present them to the Annual General Meeting;
- d. The Honorary Auditors may be required by the Chairman to audit the Federation's accounts for any period within their tenure of office at any date and make a report to the Management Committee; and
- e. The External Auditors shall be changed at least once in every (5) years. The term of external auditors is 5 years.

**34. Reserve Committee Members**

Priority shall be given to a reserve member who has the highest number of votes, should there be a vacancy in the Management Committee.

- 35.** Any Committee Member who has absented himself for three (3) consecutive meetings without written permission and/or valid reason(s) shall cease to be a member of the Management Committee.

**CHAPTER VIII . MEETINGS**

- 36.** a. The General Meeting of Ordinary Members shall be the supreme authority of the Federation;
- b. The General Meeting of Ordinary Members shall be held annually and within three (3) months after the end of each Financial Year; such meeting to be convened by the Honorary Secretary General upon the instruction of the President;
- c. The General Meeting of Ordinary Members shall adopt the annual report and statement of accounts;
- d. The General Meeting of Ordinary Members shall elect the Management Committee for the term once in two (2) years;

- e. The General Meeting of Ordinary Members shall finalise the annual plans and/or amendment(s) to the Constitution and bye-laws of the Federation, such as may be amended from time to time subject to Article 53; and
  - f. Two (2) weeks notice shall be given to all Ordinary Members prior to the General meeting. The quorum of the meeting shall be one-third of the total number of Ordinary Members.
- 37.** Should a quorum not be obtained at a General Meeting of Ordinary Members, the meeting shall be adjourned to the same day of the following week. If a quorum is still not obtained for the meeting so adjourned and reconvened, a quorum shall assume to have been formed with whatever number of members present. But such meeting shall have no power to make any amendment to the existing Constitution and bye-laws of the Federation.
- 38.** Any Ordinary Member may send two (2) delegates to attend the General Meeting of Ordinary Members, provided that an Ordinary Member shall have only one (1) vote at such meetings.
- 39. Extraordinary General Meeting**
- a. The Extraordinary General Meeting of Ordinary Members shall be convened by the Honorary Secretary General upon the requisition of more than half of the members entitled to vote or by the decision of the Management Committee.
  - b. Such meetings shall be held within seven (7) days of the date of the requisition. Any matter brought up at such meeting shall not be in contravention of the procedure stipulated in the Constitution and bye-laws of the Federation. The matter(s) for discussion at the meeting shall be stated in the notice.
- 40.** a. The Management Committee shall hold a bi-monthly Management Committee Meeting with each Committee Member entitled to one (1) vote except that the Chairman of the meeting shall have the casting vote when there is an equal division of votes cast. Notice of the meeting shall be served by the Honorary Secretary General at least one (1) week in advance. In the absence of the Chairman and all the Vice-Chairmen, a temporary Chairman shall be elected from amongst the Committee Members present. The quorum for a Management Committee Meeting shall be fifty percent (50%) of Management Committee Members. An emergency Management Committee Meeting may be convened if deemed necessary.
- b. The Executive Committee shall hold an Executive Committee Meeting at least once a month with each Executive Committee Member entitled to one (1) vote except that the Chairman of the meeting shall have the casting vote where there is an equal division of votes cast. Notice of the meeting shall be served by the Honorary Secretary General at least one (1) week in advance. The quorum for an Executive Committee Meeting shall be fifty percent (50%) of Executive Committee Members. An emergency Executive Committee Meeting may be convened if deemed necessary.
- 41.** Resolution shall be passed by a simple majority.

## CHAPTER IX . HONORARY PRESIDENT, ADVISOR, HONORARY ADVISOR AND TECHNICAL ADVISOR

- 42.** Government leaders, community leaders and elders in the Wushu, or dragon & lion dance community may be invited to serve as Honorary President, Honorary Advisors and Technical Advisors by the Management Committee. The Chief Executive Director of the Peoples Association shall be the Advisor to the Federation.



## CHAPTER X . BOARD OF TRUSTEES

- 43.** a. (i) Any immovable property of the Federation shall be placed under the care of the Board of Trustees whose members shall, before being appointed trustees, execute a document of trusteeship.
- (ii) The Board of Trustees shall be composed of five (5) members (each referred to as ~~the~~ trustee+).
- (iii) A Trustee may resign at any time.
- (iv) A Trustee who is deceased, mentally unsound, or has been abroad for over a year, shall be considered as having resigned from the Committee.
- (v) The Management Committee may deprive a Trustee of his official capacity if his conduct is found improper, and appoint a replacement.
- (vi) The notice for calling a Management Committee Meeting to dismiss a Trustee and to appoint a substitute shall be displayed on the notice board at the Federation Office two (2) weeks prior to the meeting.
- b. The Board of Trustees is authorized to purchase, sell, lease, mortgage, develop exclusively or jointly with other developers, or to take any other action it deems fit for the Federation's moveable and immovable properties, whether wholly or partially, provided such decisions have been taken at the General Meeting of Ordinary Members or at an Extraordinary General Meeting of Ordinary Members.
- c. The addresses of properties, names of the Trustees and any subsequent changes shall be notified to the Registrar of Societies and the Commissioner of Charities within 2 weeks of the change.

## CHAPTER XI . RULES GOVERNING ACTIVITIES OF MEMBERS

- 44.** Any Ordinary Member and Associate Member shall not, without the prior permission of the Federation, engage in any activity in the name of the Federation.
- 45.** No Wushu, or dragon & lion dance organization, whether or not it is an Ordinary Member or Associate Member, shall take part in any Wushu or dragon & lion dance performance or competition abroad as a ~~the~~ Representative of Singapore+ without the permission of the Federation.
- 46.** In the event that a member of an Ordinary Member has been dismissed by the Ordinary Member, the Federation shall be informed of the matter. The Federation shall then inform all Ordinary Members of the matter, advising them not to accept such a person as a member.
- 47.** The Management Committee reserves the right to take whatever appropriate action it deems fit, including dismissal or suspension of membership, against any Ordinary Member, Associate Member or Management Committee Member if proven to have acted against the Constitution and bye-laws of the Federation or done anything detrimental to the reputation of the Federation. The member may appeal to the General Meeting of Ordinary Members against the decision of the Management Committee. The decision of the General Meeting of Ordinary Members shall be final and binding.

## CHAPTER XII - PROHIBITION

48. Gambling in any form, such as the playing of dominoes or mahjong, whether or not it is for stakes, is prohibited in the premises of the Federation. Also the introduction of any gambling implements, opium-smoking utensils, or bad characters into the premises of the Federation is prohibited.
49. The funds of the Federation shall not be used to pay the fines of members who have been convicted in court.
50. The Federation shall not attempt to restrict or in any other manner interfere with trade or prices or engage in any trade union activity as defined in any written law relating to trade union for the time being in force in Singapore.
51. The Federation shall not conduct any lottery in the name of the Federation, Management Committee, an Ordinary Member, an Associate Member and/or Staff of the Federation whether or not it is confined to members of the Federation.
52. The Federation shall not involve itself in any political activity, or allow its funds or premises to be used for any political purpose.
53. The Federation shall not raise funds from the public for whatever purposes without prior approval in writing of the Head, Licensing Division, Singapore Police Force and other relevant authorities.
54. 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.

### CHAPTER XIII . AMENDMENTS

55. No amendment shall be made to the Constitution and bye-laws of the Federation unless passed by a General Meeting of Ordinary Members, nor shall any amendments come into force without the prior approval of the Registrar of Societies and the Commissioner of Charities.

### CHAPTER XIV . MATTERS NOT PROVIDED FOR

56. The Management Committee is vested with the power to decide on any matter not provided for in the Constitution and bye-laws of the Federation.

### CHAPTER XV . DISSOLUTION

57. Any Extraordinary General Meeting of Ordinary members shall be called if a resolution for the dissolution of the Federation is to be introduced. The resolution shall not be passed without the consent of three-fifths of the total membership eligible to vote and for the time being resident in Singapore.
58. In the event of the Federation being dissolved in accordance with Article 57, all debts and liabilities legally incurred on behalf of the Federation shall be fully discharged. The remaining funds shall be distributed to other charities or Institutions of a Public Character (IPCs) approved under the Charities Act.
59. The Registrar of Societies and the Commissioner of Charities shall be notified in writing within seven (7) days after the dissolution.

### CHAPTER XVI . DISPUTES

- 60.** In the event of any dispute arising amongst members, they shall attempt to resolve the matter at an Extraordinary General Meeting in accordance with this Constitution. Should the members fail to resolve the matter, they may bring the matter to a court of law for settlement.