

THE CONSTITUTION OF THE
SINGAPORE SQUASH RACKETS ASSOCIATION

1. **NAME**

The Association shall be called “Singapore Squash Rackets Association”; hereafter called “the Association”.

2. **ADDRESS**

The address of the Association shall be 3 STADIUM DRIVE #01-33 SINGAPORE SPORTS HUB Singapore 397630 or at such place to be determined by the Management Committee, hereinafter called the Committee from time to time subject to the approval of the Registrar of Societies.

3. **OBJECTS**

- a. The objectives of the Association are to concern itself with all matters related to the sport of squash in Singapore, including but not limited to the publishing of rules of the sport, organization of championships, leagues and other matches (including exhibition matches) conducted at both national and international levels and determination of the rules/bye-laws for these events. As the governing authority of any matter pertaining to the sport of squash in Singapore, the Association shall preside over any disputes on the sport, including those among its members.
- b. The objectives of the Association shall also be subject to the Constitution of the World Squash Federation.
- c. The Association shall also strive to increase participation and promote community engagement and bonding through the sport of squash, in order to promote health and wellness, inclusiveness and integration, and inspire the Singapore Spirit.

4. **MEMBER**

“Member” shall mean any individual or organization duly accepted to membership of the Association under its Constitution.

5. DUTY OF MEMBERS

All members shall adhere to provisions of this Constitution, and any relevant rules and bye-laws of the Association.

6. MEMBERSHIP APPLICATION AND WITHDRAWAL

- a. Application for any class of membership shall be made in writing to the Secretary of the Association and shall be submitted by him to the Committee for approval.
- b. Any member may withdraw from membership at any time by stating his desire to do so in writing to the Secretary of the Association. No refund of membership or other fees will be made to a withdrawing member.
- c. An application shall qualify for membership of the Association if either of the following two conditions is met:
 - (1) In the case of an Individual, he or she is a Singapore Citizen or Permanent Resident in Singapore.
 - (2) In the case of the organization, it is registered under the Societies Act or incorporated under the Companies Act or otherwise constituted under any written law.
- d. The Committee reserves the right to refuse acceptance of any applicant for membership. Likewise, the Committee reserves the right to terminate the membership of an individual or organization provided it is satisfied that the retention of such member is prejudicial to the interest of the Association.

7. CATEGORIES OF MEMBERSHIP AND FEES FOR MEMBERSHIP

- a. There shall be the following categories of membership, and subscription fees shall be as stated in Clause 7b. Such fees may be amended from time to time in the sole discretion of the Committee. Provided that no amendment to any fee shall be valid unless approved by not less than two-thirds of the votes of members of the Committee present at any meeting called to consider such amendment.
- b. CATEGORIES OF MEMBERS
 - (1) Organization Member - \$150 per annum
 - (2) Ordinary Individual Member - \$25 per annum
 - (3) Life Individual Member - \$150

(4) Honorary Individual Member - No Fee - Appointed by the Committee

c. **SUBSCRIPTION**

Subscription fees shall be payable on the 2nd of January of each year. A new Individual Member who joins at any time later in the year shall be liable in advance for the full amount of the annual subscription. Membership shall not be automatically renewable from year to year and the Committee reserves the right not to renew membership unless subscription fees are paid in time. Members whose subscription is in arrears for one year shall pay the amount owed in full together with the subscription for the current year before this membership is revised.

d. **REINSTATEMENT OF MEMBERSHIP - Penalty Fee**

An ordinary or Organization Member whose annual membership subscription is in arrears for a continuous period of 2 years or more shall pay a penalty fee as detailed below, together with the Annual Subscription for the category of membership applied for, upon submitting the application in order to be considered for membership. The following penalty fees are payable:

Organization Member - \$100
Ordinary Individual Members - \$20

8. **PATRON**

The Association may invite Singapore Citizens of high distinction and status or persons who have a distinguished reputation in the sport of squash to be its Patrons.

9. **COMMITTEE**

a. The Association shall be managed by a Committee, which shall be elected at the Annual General Meeting. The posts to be filled by election are:

- (1) The President
- (2) Two Vice-Presidents
- (3) The Secretary
- (4) The Treasurer
- (5) 4 Members (one of whom shall be a lady)
- (6) Assistant Secretary
- (7) Assistant Treasurer

- b. The incoming Committee shall invite annually two representatives from the pool of organization members of the Association to serve on the Committee. The choice of the organization member representatives would be at the discretion of the Committee.
- c. Seven members shall form a quorum at any meeting of the Committee to be chaired by the President. In his absence either one of the two Vice-Presidents shall act as the Chairman. In their absence and failing agreement as to who shall be the Chairman, the matter shall be put to vote among those present by the Secretary.
- d. The Committee shall be empowered to make such by-laws for the conduct of the affairs of the Association as the Committee may deem necessary, and to employ the funds of the Association in such manner as may be consistent with the objects of the Association.
- e. The term of office of the Committee shall be for a period of two years and members of the Committee shall be eligible for re-election.

The maximum consecutive tenure an individual may serve as President shall be eight years regardless of the number of years as a non-presiding member in the Committee.

The Treasurer may not hold office for more than two terms (4 years).

Candidates for election as members of the Committee shall be nominated by members of the Association. The nomination paper shall be made available to Life, Ordinary Individual and Organisation members 14 days in advance of the Annual General Meeting. Only nominations submitted on the official nomination form shall be accepted. The nominations shall be delivered in writing to the Secretary not later than 7 days before the Annual General Meeting.

- f. The Treasurer is directly responsible for managing the finances of the Association in consultation with the Committee. He shall hold not more than \$300 in his possession as petty cash. Any amount in excess of \$300 shall be deposited in a bank to be named by the Committee and all withdrawals shall be signed by him and countersigned by either the President or the Secretary. He shall submit monthly statements of account at the Committee meetings. He shall also prepare the annual accounts of the Association.
- g. All Committee members must attend at least 50 percent of Committee meetings convened. In the event that a Committee member has failed to attend the required number of meetings then such member shall be required to offer his resignation as a Committee member. The Committee shall also have the power to remove a Committee member before the expiration of his period of office and may appoint another person in his stead. In cases of resignations or removals, the Committee shall have the power to co-opt up to three members of the Association to sit in place of the outgoing Committee members.

- h. Any change of Committee members shall be notified to the Registrar of Societies and the Commissioner of Charities within 2 weeks of the change.
- i. The majority of the 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.)
- j. The Committee member has the duty to declare any business, commercial and / or personal interests that may directly relate to the sport of squash or management of the Association at the earliest possible opportunity to the Committee upon his appointment and subsequently as and when they arise. Without prejudice to the generality of the foregoing, whenever a Committee member has an interest (whether direct or indirect) in a transaction or project or other matter to be discussed at a Committee meeting, the member shall disclose the nature of his interest before the discussion on the matter begins and should offer to withdraw from the meeting and not participate in the discussion or vote on the matter. The Committee shall decide if this should be accepted. These shall be documented.

10. FUNCTIONS AND MEETINGS OF THE COMMITTEE

- a. The Committee shall do all such matters and things as may be necessary to further the objects of the Association.
- b. The Committee shall meet at least once in every six weeks to transact its business.
- c. Notice of every meeting, stating the business to be transacted shall be sent to all members of the Committee not less than 72 hours before the date of the meeting.

11. SUB-COMMITTEE

- a. The Committee shall have the power to appoint sub-committees and to delegate such powers and duties, as the Committee may deem necessary. The Committee reserves the right to dismiss any member of a sub-committee. Every sub-committee shall consist of at least one member of the Committee.
- b. Sub-Committees shall be accountable to, and report to the Committee at such times and in such manner as the Committee may determine.

12. ANNUAL GENERAL MEETING

- a. An Annual General Meeting of the Association shall be held once in every calendar year, no later than six (6) months after the end of the financial year.

Not less than fourteen days' notice of such meeting shall be given, and the notice shall set forth the business to be transacted and be accompanied by a copy of the annual report and statements of accounts and balance sheet duly audited for the year previous to the year in which the meeting is held.

- b. The following business shall be transacted:
- (1) Approval of the minutes of the previous meeting and consideration of any matter arising therefrom.
 - (2) Consideration of the annual report, statement of accounts and balance sheet.
 - (3) Election of the Committee for ensuing year.
 - (4) Appointment of auditors for the ensuing year.
 - (5) Any other business of which seven days' notice in writing shall have been given to the Secretary and which the President considers suitable for discussion at the meeting.

13. EXTRAORDINARY GENERAL MEETING

- a. An Extraordinary General Meeting may be called by the Committee at any time.
- b. An Extraordinary General Meeting shall be called by the Committee upon receipt by the Secretary of the Association of a requisition in writing, signed by not fewer than twenty Members of the Association not being classified under Category (4) of Clause 7b.
- c. Not less than fourteen days' notice shall be given of an Extraordinary General Meeting and the notice shall state the purpose for which the meeting is called.

14. TIME AND PLACE OF GENERAL MEETING

All general meetings shall be held at such time and place, as the Committee shall designate.

15. **QUORUM AND VOTING AT GENERAL MEETING**

- a. At least 25% of the total number of Members (Individual and Organizational Members) entitled to vote or thirty (30) Members (Individual and Organizational Members) entitled to vote, whichever is the lesser, present at a General Meeting shall form a quorum. In the event of there being no quorum at the commencement of a General Meeting, the meeting shall be adjourned for half an hour. Should the number then present be insufficient to form a quorum, the Members then present at the meeting who are entitled to vote shall be considered a quorum but they shall have no power to amend any part of the Constitution. A person is allowed dual representation (i.e. as an individual as well as a representative of an organization affiliated to the SSRA) at a General Meeting.
- b. Every approved member whose subscription has been paid not later than the 31st of March preceding the June Meeting shall be entitled to one vote except those in Category (4) of Clause 7b. Besides, a member club is also entitled to one vote.
- c. In the event of an equality of votes on any question upon which a vote is taken, the Chairman of the meeting shall have a casting vote. The President, or failing him, either Vice-President or failing them a member of the Committee shall be Chairman of all General Meetings.

16. **AMENDMENT TO CONSTITUTION**

No addition, alteration or amendments to this Constitution shall be made except at a General Meeting and with the consent of two-thirds (2/3) of the voting Members present at the General Meeting, and they shall not come into force without the prior sanction of the Registrar of Societies and the Commissioner of Charities.

17. **PUBLIC RELATIONS**

No statements, whether or not intended for publication, shall be made by any member to the news media without prior approval of the President. Provided that the President may delegate the duty of approving such statements to any three other members of the Committee, in addition to or in substitution for himself.

18. **AUDIT**

The accounts of the Association for the 12 month period (1st April to 31st March) shall be audited by a registered accountant. He will be required to audit each year's account and present a report upon them to the Annual

General Meeting. He may be required by the President to audit the Association's accounts for any period within their tenure of office at any date and make a report to the Committee. The External Auditors shall be changed at least once in every (5) years.

19. THE RULES OF THE SPORT

Members shall be bound by the rules of the sport of squash for the time being in force in accordance with the Constitution of the World Squash Federation.

20. COMPETITIONS

- a. The Association shall organize championships, leagues and other matches as deemed appropriate. The rules and regulations of these events shall be determined and enforced by the relevant sub-committees. Organization members staging tournaments to which participants are invited from other clubs/organizations must be sanctioned by the Association. Organization members conducting their own competitions for their members shall stipulate that the competitions are held in accordance with the rules of the Association and such competitions do not require the Association's sanction.
- b. The Association shall have the right to refuse an entry to any competition it organizes or sanctions without assigning any reason whatsoever.

21. NOTICE OF MEETING

Any notice of meeting required or permitted to be given under these Rules shall be sent by post and shall be deemed to have been delivered on the day after it was posted. In computing the length of notice, the day on which the notice is posted and the date on which the meeting is to be held shall be excluded.

22. INTERNATIONAL MATCHES

- a. The Association shall be the only authority to arrange matches between Singapore and representative teams of other countries or national associations. Further, no individual or squash promotional organization either locally or overseas based shall organize any international squash event including exhibition matches and coaching clinics, without the approval or involvement of the Association.

- b. For the purpose of this Constitution, the Association shall have the power to appoint a Selection Sub-Committee, which may, having appointed a captain of any team selected under this Constitution, co-opt him/her into their number.

23. FOREIGN TOURS

- a. Any member or group of members wishing to play in an overseas competition or tournament shall apply in advance to the Association for its consent.
- b. Such application must reach the Association not less than six weeks before the date on which the member or group of members proposed to leave Singapore.
- c. The application must be forwarded to the Association through and have the approval of the appropriate individual or body in the event that the applicant(s) is/are members of a Club which is itself a member of the Association.
- d. The application must state the proposed financial arrangements for the tour, including the proportion of the expenses, if any, being borne by organizations or individuals outside Singapore and the source of the funds in Singapore from which the expenses are to be met.
- e. The application must state the itinerary of the tour, the names of the teams to be met and the name by which the touring team will be known.
- f. The application must state that due consideration has been given to the standard of play required.

24. BREACH OF RULES OF SQUASH

Without prejudice to the generality of Clause 10, the Committee shall appoint a Disciplinary Board which shall have powers and duties as may from time to time be laid down by the Committee, which shall include, but not necessarily be limited to the powers to inquire and investigate any complaint, misconduct or any breach of this Constitution or any other rules, regulations or bye-laws of the Association for the time being in force and impose such penalties or sanctions as may be authorized by the Committee.

25. MATTERS NOT PROVIDED FOR

In all matters not provided for in these Rules, the decision of the Committee shall be final.

26. DISSOLUTION

- a. The Association shall not be dissolved except with the consent of not less than two-thirds of the total number of Members eligible to vote for the time being resident in Singapore expressed (either in person or by proxy) at a General Meeting convened for the purpose.
- b. In the event of the Association being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Association 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.
- c. A Certificate of Dissolution shall be given within seven (7) days of the dissolution to the Registrar of Societies and the Commissioner of Charities.

27. DISPUTES

Any dispute arising amongst Members or between any Member and the Association shall be resolved in accordance with the Framework for Alternative Dispute Resolution for Sports (ADR Sports) or other dispute resolution framework jointly administered for the time being by Sports Singapore, the Singapore Mediation Centre and the Singapore Institute of Arbitrators.

28. ANTI DOPING

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

29. IMMOVABLE PROPERTIES

- a. Any immovable property of the Association shall be vested in three (3) trustees elected by the General Meeting of members and the power of removing and appointing trustees shall be vested in the General Meeting of members.
- b. The trustees of the Association shall not effect any sale or mortgage of property without the prior approval of the General Meeting of members.
- c. 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 notice board in the Association's premises at least two (2) 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 Commissioner of Charities within two (2) weeks of the change.

- d. The address of each immovable property, name of each trustee and any subsequent change must be notified to the Registrar of Societies and Commissioner of Charities within two (2) weeks of the change.

30. **PROHIBITIONS**

- a. 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 Association's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited.
- b. The funds of the Association shall not be used to pay the fines of Members who have been convicted in a court of law.
- c. The Association 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.
- d. The Association shall not attempt to restrict or interfere with trade or make directly or indirectly any recommendation to, any arrangement 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 affect consumer interests.
- e. The Association shall not hold any lottery, whether confined to its Members or not, in the name of the Association or its office-bearers, Committee or members unless with the prior approval of the relevant authorities.
- f. The Association shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.
- g. The Association 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