

CONSTITUTION OF Ngee ANN ALUMNI

1 NAME

This Alumni shall be known as "Ngee Ann Alumni", hereinafter referred to as the "Alumni".

2 PLACE OF BUSINESS

The place of business of the Alumni shall be at "Ngee Ann Polytechnic, Block 75, 535, Clementi Road, Singapore 559489" or any such address as may subsequently be decided upon by the Executive Committee and approved by the Registrar of Societies. The Alumni shall carry out its activities only in places and premises, which have the prior written approval from the relevant authorities.

3 OBJECTS

The objects of the Alumni are:-

- 3.1 To promote the interests and development of the Ngee Ann Polytechnic.
- 3.2 To promote the interests of the members of the Alumni.
- 3.3 To provide opportunities for the members of the Alumni to meet one another, and provide facilities for academic, social, cultural, sports and recreational activities among members.
- 3.4 To facilitate the exchange of information and ideas related to all branches of business, industrial and information technologies through meetings, exhibitions, visits or such other activities as the Alumni may deem incidental or conducive to the promotion or attainment of the objects herein.
- 3.5 To communicate to Members information on all matters affecting Members and to print, publish, issue and circulate such publication or journals in furtherance of any of the objects of the Alumni to the extent permitted by law and subject to approval from relevant authorities.

4 PATRON

- 4.1 The Alumni may invite one or more persons of distinction to be Patrons of the Alumni.

5 DEFINITIONS

In these Articles, and all Regulations made herein unless there be something repugnant in the subject matter or context:

- 5.1 The "Committee" shall mean the members of the General Committee for the time being.
- 5.2 "In writing" shall mean written or printed or partly written or printed.
- 5.3 "Month" shall mean calendar month and for the purposes of subscription shall be the period from the first to the last day of every month.
- 5.4 Words importing the singular number shall include the plural number and vice versa, that is, male gender include the female.
- 5.5 "Articles" shall mean the Articles contained in this Constitution as altered or amended from time to time.
- 5.6 "Rules" shall mean the rules and regulations relating to the Alumni as may from time to time be prescribed by the Committee.
- 5.7 "Society" shall mean the Alumni.

- 5.8 “Members” shall mean Honorary Members, Ordinary Members (Non-Transferable), Ordinary Members (Transferable), Associate Members (Transferable), Corporate Members (Term), Term Members, Overseas Members and Student Members, whose rights, obligations and privileges are governed by this Constitution.
- 5.9 “Voting Members” shall mean Ordinary Members (Non-Transferable) and Ordinary Members (Transferable).
- 5.10 “Corporate Nominees” shall mean persons nominated under Article 6.3(d) by the Corporate Members;
- 5.11 “Manager” shall mean the Clubhouse Manager or the Assistant Clubhouse Manager of the Alumni for the time being or such person as may be appointed by the Committee from time to time to manage the Clubhouse and the Alumni’s facilities;
- 5.12 Headings are for ease of reference only and shall have no legal effect.

6 MEMBERSHIP

- 6.1 There shall be 9 classes of membership
- (a) Honorary Members
 - (b) Ordinary Members (Transferable)
 - (c) Ordinary Members (Non-Transferable)
 - (d) Associate Members (Transferable)
 - (e) Corporate Members (Term)
 - (f) Term Members
 - (g) Overseas Members
 - (h) Student Members
 - (i) Social Members
- 6.2
- (a) With effect from November 2006, all new Ordinary Members who join the alumni under the reduced entrance fee co-ownership scheme shall become and be treated for all purposes under the Constitution as Ordinary Members (Non-Transferable) unless:-
 - (i) they have opted and applied to convert their Ordinary Membership to become Ordinary Members (Transferable) as provided under Article 8.4; and
 - (ii) such application is approved by the Committee under Article 8.4.
 - (b) Except with the approval of the Committee, no person shall be a Member:
 - (i) Who has been expelled from the Alumni; or
 - (ii) Who has ceased to be a Member under any of these Articles, except for cessation by reason of the Member’s previous resignation, transfer of membership or sale of membership to the Alumni; or
 - (iii) Whose election has been declared null and void or whose previous nomination has been withdrawn or has lapsed; or

- (iv) In the case of a Student Member, who is not at least 16 years old, and in the case of all other Members who is not at least 19 years old.
 - (c) The Committee shall have the power to restrict the number of members of any classes and may close the membership of the Alumni whenever the Committee shall deem necessary.
- 6.3
- (a) **Honorary Members**
Honorary Membership may be conferred by the Committee on persons distinguished in public life or by service to the Ngee Ann Polytechnic, Singapore or to its predecessors or to the Alumni. Honorary Members shall not be required to pay any entrance fee or subscription.
 - (b) **Ordinary Members**
All persons who have been awarded a diploma by Ngee Ann Polytechnic, Singapore or its predecessor institutions are eligible to apply as Ordinary Members.
 - (i) All persons referred to under Article 6.3(b) shall also include persons who have been awarded a diploma or a degree (whether full-time or part time study) by Ngee Ann Polytechnic, Singapore or its predecessor institutions.
 - (ii) All Ordinary Members, non-transferable or transferable, shall have the rights to vote and hold office in the Alumni provided that they are 21 years of age and above.
 - (iii) All Ordinary Members (Transferable) shall pay entrance fees, maintain a credit deposit with the Alumni and pay subscription at such rates and terms as the Committee may decide from time to time.
 - (iv) The Committee may in its sole and absolute discretion suspend the operation of Article 6.3(b) for such period or periods as it considers necessary.
 - (v) Notwithstanding the provisions of Article 6.2 (b) (iv), 6.3 (b) (i) to (iii) and subject to the provisions of the Constitution, the Committee may offer special Ordinary Membership to the alma mater under such terms and conditions deemed favourable to the Alumni by the Committee. Such terms and conditions include but are not limited to duration, benefit and fees payable.
 - (c) **Associate Members (Transferable)**
 - (i) Persons who in the opinion of the Committee have recognised academic or professional qualifications which render them suitable to be Associate Members (Transferable);
 - (ii) Persons who in the opinion of the Committee will contribute to and further the objects of the Society and have accordingly applied for or been invited by the Committee to become Associate Members (Transferable).

- (iii) Persons from the teaching and administrative staff of Ngee Ann Polytechnic who would qualify for admission under Articles 6.3(c)(i) & (ii) shall be eligible for membership as Associate Members (Transferable).
 - (iv) Priority in the admission of Associate Members (Transferable) shall be given to the persons who would qualify for admission under Article 6.3(c) (iii) and provided further that the number of Associate Members (Transferable) shall at no time exceed ten per cent (10%) of the current total number of Members (excluding the Term, Overseas and Student Members).
 - (v) Any persons admitted under Article 6.3(c) (iii) shall continue to be Associate Members (Transferable) upon his ceasing to be employed by Ngee Ann Polytechnic.
 - (vi) Associate Members (Transferable) shall pay entrance fees, maintain a credit deposit with the Alumni and pay subscription at such rates and terms as the Committee may decide from time to time.
 - (vii) Associate Members (Transferable) shall have no rights to vote and hold office in the Alumni.
 - (viii) The Committee may in its sole discretion suspend the operation of this Article 6.3(c) for such period or periods as it considers necessary.
- (d) Corporate Members (Term)
- (i) Any corporation (whether or not incorporated in Singapore) having persons who would qualify for admission under Articles 6.3(b) or 6.3(c)(i) & (ii) shall be eligible for membership as a Corporate Member.
 - (ii) Each Corporate Member shall be entitled to nominate up to ten (10) persons in the employ of the Corporate Member to be its Corporate Open Nominees.
 - (iii) The Committee shall have the sole and absolute discretion to determine the maximum number of such Corporate Members and to accept or to reject any nomination without assigning any reason.
 - (v) A person shall cease to be a Corporate Nominee if he ceases to be in the employ of the Corporate Member that has nominated him.
 - (vi) Upon a Corporate Member ceasing to be a Member of the Alumni, all rights and privileges of all its Corporate Nominees shall cease immediately without notice from the Alumni.
 - (vii) Corporate Members (Term) shall pay entrance fees, maintain a credit deposit with the Alumni and pay subscription at such rates and terms as the Committee may decide from time to time.

- (viii) A Corporate Member shall continue to pay for all subscriptions notwithstanding that it has not nominated any Corporate Nominees or that any person nominated as its Corporate Nominee has ceased to be a Corporate Nominee.
 - (ix) Corporate Members shall be responsible and liable for the behaviour and conduct of its Corporate Nominees and shall also be liable for the due payment of all entrance fees, subscriptions, registration fees and other monies due, owing or payable to the Alumni on the accounts of their Corporate Nominees or in respect of their membership.
 - (x) Corporate Members shall have no rights to vote and hold office in the Alumni.
 - (xi) The Committee may in its sole and absolute discretion suspend the operation of Article 6.3(d) for such period or periods as it considers necessary.
- (e) Term Members
- (i) Any person who would qualify for admission under Articles 6.3(b) or 6.3(c) shall be eligible for membership as Term Members. Priority in the admission of Term Members shall be given to the persons who would qualify for admission under Article 6.3(b) or 6.3(c) (iii).
 - (ii) The membership of Term Members shall be renewable on a year-to-year basis upon payment of annual fee. Term Members shall maintain a credit deposit with the Alumni and pay subscription at such rates and terms as the Committee may decide from time to time.
 - (iii) The maximum period of any term membership shall be 3 years.
 - (iv) A Term Member may upon expiry of the 3-year period or at any time during the 3-year period opt to convert to Ordinary or Associate Member (Transferable) by paying:
 - (a) the difference between the amount paid in term membership fees and the rate of entrance fees for Ordinary or Associate Member (Transferable) at the time of conversion; and
 - (b) a one-time conversion fee at such rate as may be determined by the Committee from time to time.
 - (v) Notwithstanding the provisions of Articles 6.3 (e) (i) to (iv) and subject to the provisions of the Constitution:
 - (a) any person proposed by a Member; or
 - (b) any person proposed by the Manager,may apply to be a “short” Term Member for a period not exceeding three (3) months on such terms and conditions as imposed by the Committee in its sole and absolute discretion provided that there shall not at any one time be more than one hundred (100) “short” Term Members. Such “short” Term Members shall pay such

entrance fee and subscription at such rates and terms as the Committee may determine from time to time. The Committee may, in its sole and absolute discretion, delegate the power of admitting Term Members to the Manager.

- (vi) Term Members and “short” Term Members shall have no rights to vote and hold office in the Alumni.
- (vii) The Committee may in its sole and absolute discretion suspend the operation of Article 6.3 (e) for such period or periods as it considers necessary.

(f) Overseas Members

- (i) Any person who would qualify for admission under Articles 6.3(b) or 6.3(c), shall be eligible for membership as Overseas Member.
- (ii) An Overseas Member shall pay a reduced entrance fee at such rates as may be determined by the Committee from time to time; provided that at the time of application he is ordinarily resident overseas.
- (iii) An Overseas Member visiting Singapore shall be eligible to use the facilities of the Alumni upon payment of the prevailing monthly subscription for the duration of his visit.
- (iv) An Overseas Member who returns to Singapore whether for employment or residence or otherwise for a continuous period exceeding one year shall pay an additional entrance fee or convert his membership to Ordinary Member (Transferable) or Associate Member (Transferable) by paying:
 - (a) the difference between the amount paid for Overseas membership fees and the rate of entrance fees for Ordinary or Associate Member (Transferable) at the time of conversion; and
 - (b) a one-time conversion fee at such rate as may be determined by the Committee from time to time.
- (v) Overseas Members shall have no rights to vote and hold office in the Alumni.
- (v) The Committee may in its sole and absolute discretion suspend the operation of Article 6.3 (f) for such period or periods as it considers necessary.

(g) Student Members

- (i) Students of Ngee Ann Polytechnic who have studied at Ngee Ann Polytechnic for more than one (1) year may apply for membership as Student Members.
- (ii) A Student Member shall pay such entrance fee and subscription at such rate as may be determined by the Committee from time to time.
- (iii) A person shall cease to be a Student Member if he ceases to be enrolled as a student of Ngee Ann Polytechnic.
- (iv) If a person who was formerly a Student Member wishes to apply and is accepted as an Ordinary Member (Transferable) after graduating from Ngee Ann Polytechnic,

the amount of entrance fee which he shall pay on becoming an Ordinary Member (Transferable), shall be reduced by such amount as may be determined by the Committee from time to time.

- (v) The reduction in the entrance fee payable under Article 6.3(g) (iv) shall apply only if the person applies to be an Ordinary Member (Transferable) within three (3) years of his graduating from Ngee Ann Polytechnic.
- (vi) Student Members shall have no rights to vote and hold office in the Alumni.
- (vii) The Committee may in its sole and absolute discretion suspend the operation of Article 6.3(g) for such period or periods as it considers necessary.

(h) Social Members

- (i) Subject to the provisions of this Constitution, any person aged 21 years and above, may apply to be a Social Member on such terms as imposed by the Committee in its sole and absolute discretion.
- (ii) Social Members shall only have the right to use such of the Clubhouse's facilities and in such manner as is from time to time prescribed by the Committee, and shall have no other rights.
- (iii) Social Members shall pay such entrance fee on an annual basis and subscription fee on an annual basis as the Committee may from time to time, in its sole and absolute discretion determine.
- (iv) The Committee shall have the sole and absolute discretion to determine the maximum number of such Social Members.
- (v) Social Members may attend General Meetings but shall have no rights to propose any resolutions or to vote and hold office in the Clubhouse General Committee.
- (vi) Any Social Member who meets the criteria set out in Articles 6.3(b) or (c) may apply to convert his membership and to become an Ordinary Member or Associate Member by submitting such application form as is prescribed by the Committee.
- (vii) The conversion fee to be paid by a Social Member when converting to become an Ordinary Member or Associate Member shall be determined by the Committee from time to time in its sole and absolute discretion.
- (viii) The Committee may, in its sole and absolute discretion, approve such application if the Social Member has paid all monies due, owing or payable to the Clubhouse.
- (ix) Upon the approval of the application for conversion, a notice in writing thereof shall be given to him and he shall within fourteen (14) days from the date of such notice, pay to the Treasurer, the amount of the conversion fee payable by him. Upon payment of his conversion fee, but not before, he shall become an Ordinary Member or Associate Member (as the case may be) and he shall be entitled to all

the privileges of an Ordinary Member or Associate Member (as the case may be) as provided in these Articles.

- (x) If the conversion fee is not paid within fourteen (14) days from the date of the notice as aforesaid, the conversion shall be void unless the Member satisfies the Committee that the delay in payment was due to a sufficient cause.
- (xi) Articles 7, 8, 10, 16, 17, 19.9, 25.3, 25.4, 25.5, 25.6 and 25.7 shall not apply to Social Members.

7 ABSENT MEMBERS

7.1 Procedure and Terms for application to be Absent Members.

- (a) A Member who wishes to be placed on the Absent Members' List shall apply in writing to the Honorary Secretary before the Member leaves Singapore and such application must be accompanied by documentary proof of the appropriate period of absence.
- (b) The Committee may, at its sole and absolute discretion, approve such application provided the Member has paid all monies due, owing or payable to the Alumni before such application is submitted.
- (c) On approval the Member shall be required to pay a nominal subscription whilst his name is on the Absent Members' List and this nominal subscription shall be at such rate as may be determined by the Committee from time to time. The spouse and children of the Member shall not be entitled to make use of any of the facilities of the Alumni whilst the Member is placed on the Absent Members' List. The Alumni may charge the Member an administrative fee for being placed on the Absent Members' List, the amount of which shall be determined by the Committee in its sole and absolute discretion.
- (d) An Absent Member returning to Singapore shall notify the Honorary Secretary in writing immediately upon return and the member shall resume payment of subscription at the prevailing monthly rate. The member may be required to submit documentary proof of his date of return to Singapore.
- (e) An Absent Member shall be deemed to have returned to Singapore and shall be liable to resume payment of normal subscriptions upon the expiry of the period of absence for which approval was originally granted unless the member applies in writing to the Honorary Secretary and is granted approval of extension by the Committee.
- (f) An Absent Member shall at all times keep the Alumni informed in writing of changes in the member's correspondence address, failing which all correspondence posted to the member's last known address shall be deemed to be valid and duly delivered.

8 APPLICATION FOR MEMBERSHIP

- 8.1 Applications for membership shall be made on prescribed forms to the Honorary Secretary and shall be proposed and seconded by members who have been Ordinary Members of the Alumni for at least one year except in the conceptual year.
- 8.2 The proposer and seconder shall, if required by the Committee, vouch in writing for the candidate's fitness for membership.
- 8.3 The candidate shall furnish such proof of eligibility for membership as may be required by the Committee at its sole discretion.
- 8.4 Conversion of Membership
- (a) An Ordinary Member (Non-Transferable) may convert his membership to become an Ordinary Member (Transferable) by submitting such application form as may be prescribed by the Committee.
 - (b) The Committee may, at its sole and absolute discretion, approve such application provided that the Ordinary Member (Non-Transferable) has paid all monies due, owing or payable to the Alumni before such application is made.
 - (c) Upon the approval of the application for conversion, a notice in writing thereof shall be given to him and he shall within fourteen (14) days from the date of such notice, pay to the Honorary Treasurer, the amount of the conversion fee payable by him as notified. Upon payment of his conversion fee, but not before, he shall become an Ordinary Member (Transferable) or Associate Member (Transferable) and he shall be entitled to all the privileges of an Ordinary Member (Transferable) or Associate Member (Transferable) as provided in Article 10.
 - (d) If the conversion fee is not paid within fourteen (14) days from the date of the notice as aforesaid, the conversion shall be void unless the Member satisfies the Committee that the delay in payment was due to a sufficient cause.
 - (e) If any Ordinary Member (Non-Transferable) does not apply within the period prescribed in Article 8.4(a), for conversion to Ordinary Member (Transferable) under Article 8.4, his monthly subscription shall cease at the end of the prescribed and prepaid subscription period and his membership shall cease immediately without notice from the Alumni.
- 8.5 Transfer of Membership
- (a) Save as otherwise provided in Article 8.5, no Member may transfer his membership. Subject to the approval of the Committee:-
 - (i) An Ordinary Member (Transferable) may transfer his membership to any person who is, under the Constitution, qualified to be an Ordinary Member (Transferable) of the Alumni.

- (ii) An Associate Member (Transferable) may transfer its membership to any person who is, under the Constitution, qualified to be an Associate Member (Transferable) of the Alumni.
- (b) Any application for a transfer of membership shall be submitted in writing in such form as may be prescribed by the Committee and shall be accompanied by (i) such statutory or other declaration of the proposed transferor and the proposed transferee as may be prescribed by the Committee and (ii) payment of the transfer fee.
- (c) The Committee may, from time to time in its sole and absolute discretion, determine the amount of transfer fee that is to be paid in respect of a transfer. Such transfer fee may be calculated by reference to a percentage of the then prevailing entrance fee for Ordinary Members (Transferable) or Associate Member (Transferable) (as the case may be) or be a fixed amount.
- (d) All applications for transfer of membership shall be subject to the approval of the Committee and such terms and conditions, if any, as may be imposed by the Committee. No transfer shall take effect except upon payment of the prescribed transfer fee.
- (e) Upon the death of an Ordinary Member (Transferable) or Associate Member (Transferable), the Committee may, in its absolute discretion, on payment of an administrative fee as may be determined by the Committee from time to time, transfer the membership of the deceased Member to the person nominated by the deceased Member prior to his death or in the absence of such nomination by the deceased Member, to the person nominated by the personal representatives of the deceased Member. Such nominated person must be a person who, under the Constitution, is qualified to be an Ordinary Member (Transferable) or Associate Member (Transferable) of the Alumni.
- (f) Upon the dissolution or winding up of a Corporate Member (Term), the membership will lapse and be automatically terminated.
- (g) Upon the approval of the Committee and the payment of the prescribed transfer fee and all other amounts due, owing or payable by the transferor to the Alumni, the transferee shall become an Ordinary Member (Transferable) or Associate Member (Transferable) as the case may be.

8.6 Sale of Membership to the Alumni

- (a) An Ordinary Member (Transferable) or Associate Member (Transferable) who has been a Member for not less than three (3) years, may offer to sell his or its membership to the Alumni at any time by giving to the Honorary Secretary notice in writing and completing the form (if any) that may be prescribed by the Committee.
- (b) An Ordinary Member (Transferable) or Associate Member (Transferable) intending to sell his or its membership to the Alumni shall remain liable for all unpaid subscription and all debts due, owing and unpaid to the Alumni up to the time of completion of the sale.

- (c) The price at which the Alumni may decide to buy back the membership shall be determined from time to time by the Committee at its sole and absolute discretion.
- (d) The Alumni may sell the membership, which it has purchased pursuant to Article 8.6 to any person who would qualify to be an Ordinary Member (Transferable) or Associate Member (Transferable) at such sale price as the Committee may, from time to time determine at its sole and absolute discretion.

9 ADMISSION OF MEMBERS

- 9.1 Any omission from or inaccuracy in the particulars relating to or the description of any candidate may render his admission rejected at the discretion of the Committee.
- 9.2 The Committee shall consider the suitability of the candidate as a member having regard to the objects of the Alumni.
- 9.3 Upon the admission of a member, notice in writing thereof shall be given to him and he shall be furnished with a copy of this Constitution and (excepting the case of any Honorary Members) a request to remit to the Honorary Treasurer within fourteen (14) days from the date of such request, the amount of first subscription. Upon payment of his first subscription, but not before, he shall become a member of the Alumni and be bound by this Constitution and be entitled to all the privileges of membership.
- 9.4 If the first subscription is not paid within fourteen (14) days from the date of such request as foresaid, the election of such member shall be void unless he satisfies the Committee that the delay in payment was due to good and sufficient cause.

10 MEMBERSHIP PRIVILEGES

- 10.1 All Ordinary Members shall have the right to:
 - (a) Stand for election (subject to Article 17.3), to nominate or second candidate for election and to vote in the Alumni's election;
 - (b) Vote at General Meetings;
 - (c) Propose or second applications for membership.
 - (d) Participate in all activities organised by the Alumni.
- 10.2 Honorary and Associate members shall be entitled to the benefits and privileges of Ordinary Members with the exception of 10.1(a), and 10.1(b) and 10.1(c) above.
- 10.3 Save as herein provided, all Members and Corporate Nominees shall have the benefits and privileges to use any clubhouse and facilities as may be constructed, developed, acquired or installed by the Alumni in accordance with the rules, by-laws and regulations as the Committee may determine from time to time.
- 10.4 Restrictions on membership privileges
 - (a) Student Members shall not be entitled to enter any part of the Alumni's premises where jackpot machines are located or to participate in tombola sessions or to consume alcohol

while on such premises. Student Members shall not be entitled to introduce or invite guests to the Alumni.

11 RESIGNATION AND RE-ELECTION

Any member may resign by giving to the Honorary Secretary notice in writing to that effect but such member shall pay all debts due to the Alumni including the subscription due for the month in which such notice is given. Having discharged all liabilities to the Alumni and wishing to rejoin, the member may be re-elected and the Committee may in its discretion waive the entrance fee or any part thereof.

12 CESSATION OF MEMBERSHIP

12.1 Any member:-

- (a) Who has resigned or died
- (b) Or who has been adjudged a bankrupt, or has made or entered into a composition or arrangement with creditor;
- (c) Or who becomes an enemy alien;
- (d) Or who has been expelled;
- (e) Or who has been convicted of an offence which in the opinion of the Committee is a serious criminal offence;
- (f) Or who leaves the country to escape criminal proceedings; shall cease to be a member.

12.2 Any member who ceases to be a member pursuant to any of these rules shall forfeit all rights to the Alumni, its property and its funds but shall continue to be liable for any and all of his outstanding debts due or owing to the Alumni.

12.3 A member who has been discharged as a bankrupt may apply to be a member and the Committee shall consider such application pursuant to Article 9.2.

12.4 Notwithstanding any provision contained in Article 12.1(b), any person who has ceased to be a member by reason of any composition or arrangement that he has made or entered into with his creditor may be reinstated as a member by the Committee at its sole and absolute discretion on such terms and conditions as the Committee may decide.

13 EXPULSION, SUSPENSION OR FINE OF MEMBERS

13.1 If any member shall, in the opinion of the Committee, act in any way prejudicial to the interests of the Alumni or its members thereof or shall contravene any Article or Regulation of the Alumni, the Committee shall consider the conduct of such member at a meeting of the Committee.

13.2 If at such meeting it is considered that there is sufficient evidence to justify calling on the member to answer any charge made against him, a notice in writing shall be given to such member calling on him to attend the charges. Such notice shall not be less than seven (7) days.

13.3 At such meeting, the member concerned shall be informed of the charges made against him and shall have the right to be heard in his own defence. If, after hearing such member, two-thirds of the members present at the meeting shall vote for the expulsion of the said member, he shall thereupon cease to be a member of the Alumni.

- 13.4 The Committee may, at the conclusion of such hearing, suspend the member or impose any other lesser penalty. Notice thereof shall thereafter be sent to such member. If such member refuses to attend the meeting in answer to the notice calling upon him to do so, the Committee may nevertheless proceed in his absence.
- 13.5 It shall be in the power of the Committee to exclude such member from the premises of the Alumni until such meeting shall have been held and concluded.
- 13.6 The Committee may delegate to a Sub-Committee such powers and duties under this Article and such Sub-Committee shall present to the Committee its findings after giving the member the opportunity of being heard.

14 APPEAL AGAINST EXPULSION, SUSPENSION OR PENALTY

- 14.1 Any member who has been expelled or received any other penalty shall have the right within twenty-one (21) days of posting of notice of expulsion or such other penalties imposed by the Committee to appeal to the Committee to reconsider its decision and may be permitted to attend a meeting of and make representations to the Committee for this purpose.
- 14.2 The Committee reconsidering its decision may consist such member or members other than those in the Committee that made the original decision.

15 ENTRANCE FEES AND SUBSCRIPTIONS

- 15.1 The entrance fee shall be determined by the committee from time to time at a General Meeting, and shall be payable in such manner as the Committee may determine.
- 15.2 The entrance fee shall be due when an applicant is accepted as a candidate awaiting admission. However, at the time of application for membership a candidate shall deposit with the Alumni a sum equivalent to the entrance fee then payable. The Committee may, however, allow the applicant to pay the entrance fee in instalments upon terms it may from time to time decide.
- 15.3 The subscription shall be determined by the Committee and shall be payable in such manner as the Committee may from time to time decide.
- 15.4 Notwithstanding Article 13 herein if any member shall fail to pay the subscription within one month of such subscription becoming due, notice shall be sent calling the member's attention thereto, and if full payment is not made within fourteen days from the posting of such notice, the Committee shall be informed of such fact, and if no full payment of the amount is made within one month from the posting of such notice, the Committee may delete the member's name from the Register of Members. But if at any time such member gives to the Committee a satisfactory explanation then, at the discretion of the Committee, upon payment of all arrears, the member may be readmitted to membership.
- 15.5 Honorary Members shall not be required to pay any entrance fee or subscription.
- 15.6 Any additional funds required for special purposes may only be raised from members with the consent of the general meeting of the members.

15A Members' Accounts

- (a) The account of each member with the Alumni shall be kept as directed by the Committee.
- (b) Each member shall be required to deposit with the Alumni a sum to be determined by the Committee from time to time as security for the payment of all monies due, owing or payable under the member's account with the Alumni. A member's account will be treated as an individual reserve fund of the member kept with the Alumni and shall not be used as payment for any fee payable by the member, including and not limited to subscriptions, arrears, expenses for use of any clubhouse and facilities as well as food and beverages consumed by the member or his spouse or children or guests and visitors. Each member shall ensure that his account is kept in credit and, for the purpose of construing whether a member's account is in credit, any deposit made by the member and held by the Alumni as security shall not be taken into account.
- (c) Should a member not settle the amounts due and payable by him to the Alumni within three (3) months from the date of the Statement of Account showing such amounts to be due and payable (the "Outstanding Amounts"), the Honorary Treasurer shall give a notice to the defaulting member notifying him that if his Outstanding Amounts is not fully paid within fourteen (14) days from the date of the notice, the Committee may suspend his privileges as a member or delete the member's name from the Register of Members and he shall thereupon cease to be a member but without prejudice to the rights of the Alumni to recover all monies due, owing or payable to the Alumni. If, however, within three (3) months after the defaulting member's name has been deleted from the Register of Members such member shall give to the Committee a satisfactory explanation in writing as to why he did not settle his account, the Committee may in its sole and absolute discretion, allow such member to re-apply for membership and the Committee may waive payment of the entrance fee or any part thereof.
- (d) The Committee shall post the name of the defaulting member on the Alumni's Notice Board if the defaulting member does not settle his Outstanding Amounts within fourteen (14) days from the date of the notice from the Treasurer.
- (e) A defaulting member who has been notified by the Honorary Treasurer that his account is in debit shall not be entitled to vote at any General Meeting so long as the account is in debit.

16 MANAGEMENT OF ALUMNI

- 16.1 The administration of the Alumni shall be entrusted to a General Committee consisting of the following members to be elected at each alternate Annual General Meeting.
- a) The President
 - b) The 1st Vice President
 - c) The 2nd Vice President
 - d) The Honorary Secretary

- e) The Honorary Assistant Secretary
- f) The Honorary Treasurer
- g) The Honorary Assistant Treasurer
- h) 5 Ordinary General Committee Members
- (i) Subject to Article 16.5, the immediate past President.

Every elected member of the Committee shall serve for a term of two (2) years and, subject to Articles 17.6 and 17.9, shall be eligible for re-election.

- 16.2 The General Committee shall accept a Head of Department from Ngee Ann Polytechnic as its Adviser. The Adviser is not a member of the General Committee.
- 16.3 Only Ordinary members who are Singapore citizens, Singapore Permanent Residents and who have completed a full time diploma programme at Ngee Ann shall be eligible for election to the posts of President, Vice- President(s), Honorary Secretary and Honorary Treasurer.
- 16.4 The members of the Committee shall be entitled to be indemnified by the Committee on behalf of the Alumni out of the assets of the Alumni in respect of all costs, expenses, losses and liabilities properly incurred by them in the execution of their authority or in the management of the affairs of the Alumni.
- 16.5 The immediate past President shall hold office in the Committee for one year.

17 ELECTION OF THE COMMITTEE

- 17.1 They shall be proposed and seconded on the prescribed forms and such forms must be signed by the candidate for election as an indication of the candidate's willingness and eligibility to accept office. Nominations must be received by the Honorary Secretary not less than five (5) clear days before the date of the Annual General Meeting and the names of those nominated shall be posted on the Notice Board not less than three (3) clear days before the date of the Annual General Meeting.
- 17.2 Election shall be by ballot when the nominations exceed the required number.
- 17.3 No person shall be eligible for election to the Committee unless the person has been an Ordinary member for at least one (1) year, preceding the election except for the inaugural year.
- 17.4 The Committee shall at its first meeting appoint an Executive Committee consisting of:
 - (a) The President
 - (b) The 1st Vice President
 - (c) The 2nd Vice President
 - (d) The Honorary Secretary
 - (e) The Honorary Treasurer

The Executive Committee shall meet as often as it is necessary and shall assume such powers as may be delegated to it by the General Committee. The Executive Committee shall be delegated the powers to deal with the day-to-day or urgent matters by the General Committee.

- 17.5 The Committee may, subject to Article 17.3, co-opt up to three members in event of any vacancy to sit on the Committee, and such members shall hold office until the Annual General Meeting following their co- option.
- 17.6 No member shall hold the post of Honorary Treasurer for a consecutive term.
- 17.7 If the number of nominations received under Article 17.1 is less than 7, the members present at the Annual General Meeting shall be entitled to propose, second and elect such further members to the Committee provided that the total number to be elected to the Committee shall not exceed 12.
- 17.8 In the event of any casual vacancy arising in respect of any of the offices stated in Article 17.4 herein, the Committee shall at its next meeting or as soon as may be thereafter elect one of the Committee members to fill the vacancy.
- 17.9 No member shall hold the post of President for more than 2 consecutive terms.

18 PROCEDURE AT COMMITTEE MEETINGS

- 18.1 At least half of the members of the Committee shall form a quorum.
- 18.2 At all Committee Meetings, the President shall take the chair or in his absence one of the Vice Presidents in order of seniority. In the absence of the President and both Vice Presidents the Committee shall elect a Chairman of the Meeting. The Chairman of the Meeting shall have a casting vote.
- 18.3 The Committee shall meet at least once in every two (2) months to examine the Accounts and discuss and carry out decisions affecting the affairs of the Alumni. Minutes shall be kept of all the proceedings of the Committee and shall be open to the inspection of any member of the Society on at least one (1) week's written notice to the Honorary Secretary.
- 18.4 The Honorary Secretary shall convene all Committee Meetings and shall give at least ten (10) days' notice before such meetings. The President may call a Committee Meeting at anytime by giving five (5) days' notice.
- 18.5 Any member of the Committee who absent himself from three consecutive meetings of the Committee without a written explanation addressed to the Honorary Secretary, shall automatically cease to be a member of the Committee. If at the third meeting a written explanation for his absence is submitted, the Committee shall consider such explanation and decide by a simple majority vote whether or not the absent member shall remain in the Committee.
- 18.6 The duty of the Committee is to organise and supervise the daily activities of the Alumni. The Committee may not act contrary to the expressed wishes of the General Meeting without prior reference to it and always remains subordinate to the General Meetings.

19 POWERS OF COMMITTEE

- 19.1 The Committee may from time to time raise or borrow, for the purposes of the Alumni, such sums of money as they think proper, and they may raise or secure the payment of such monies in such manner and upon such terms and conditions as they think fit and provided that where any question arises

involving either the raising or borrowing of money or the incurring of any capital expenditure by the Society of more than \$500,000.00 for any one project, then that question and any other question arising out of the same or incidental thereto shall be decided by a majority vote of the members entitled to vote expressed in person at a General Meeting.

- 19.2 The Committee shall have the power to exercise discretion to grant the use of designated areas or exclusive use of any part of the Alumni's premises to any class of member upon such terms and conditions as the Committee may decide.
- 19.3 The Committee may appoint one or more of its members to form Sub- Committees with power to co-opt from the general body of members, and delegate to such Sub-Committees part of their powers and duties. Such Sub-Committees shall report their proceedings to the Committee as required by the Committee and shall conduct their business in accordance with the directions of the Committee.
- 19.4 The Committee shall have power to appoint, control, pay and dismiss employees and servants of the Alumni, and shall also have such administrative powers as may be necessary for properly carrying out the objects of the Alumni in accordance with this Constitution.
- 19.5 The Committee may from time to time make such rules and regulations so as to permit the spouses and children of members to enjoy the use of the premises and facilities of the Alumni or parts thereof and shall be empowered to debit the accounts of such members for such sums as it deems fit and may also require any additional deposits to be furnished by such members. Such spouses and children shall not be considered members of the Alumni for any reason whatsoever.
- 19.6 The Committee may from time to time make such rules and regulations so as to permit other categories of persons to enjoy the use of the premises and facilities of the Alumni or parts thereof at such times and on such terms and conditions as it deems fit.
- 19.7 The Committee shall have full power to make, amend or repeal rules and regulations regulating the affairs of the Alumni. Such rules and regulations so made, added to, altered or repealed shall come into operation immediately or at such time as is fixed by the Committee. The Committee shall further have full power to decide all questions relating to the management of the Alumni and all questions arising out of or not covered by any rule or regulation and such decisions shall be final unless and until altered or reversed by resolution of the members of the Alumni at a General Meeting.
- 19.8 The Committee shall have the power to authorise the expenditure of a sum of not exceeding \$300,000 per month from the Alumni's fund for the Alumni's purposes.
- 19.9 The Sub-Committee under Article 19.3 may include members who are not Committee Members and non-Members of the Alumni provided that the chairperson of each of such Sub-Committee shall be a Committee Member. No Sub-Committee shall have the power to incur any expenses on behalf of the Alumni or give any warranty on behalf of the Alumni except as from time to time authorised in writing by the Committee.

- 20.1 The President shall ensure the general management and well being of the Alumni, and shall in particular:-
- (a) Act as Chairman at all General and Committee Meetings,
 - (b) Be the spokesman for the Alumni,
 - (c) Communicate from time to time with other bodies for the purpose of obtaining and transmitting information on all matters likely to prove beneficial or of interest to members and to the Alumni.
- 20.2 The Vice-President(s), shall assist the President in, and where necessary, the duties as enumerated herein. In the absence of the President, subject to Article 18.2, the Vice-President shall perform such of the duties of the President as may be directed by the Committee.
- 20.3 The President or either of the Vice-President(s) shall in conjunction with the Honorary Treasurer or Honorary Assistant Treasurer sign all cheques of the Alumni as provided in Article 20.7 herein.
- 20.4 The Honorary Secretary shall be responsible for the general administration of the secretariat and shall include:-
- (a) The keeping of all records, except financial, of the Alumni and shall be responsible for their correctness.
 - (b) The summoning of all General Meetings of the Alumni and meetings of the Committee;
 - (c) The maintenance of an up-to-date Register of Members;
 - (d) The conduct of correspondence on behalf of the Alumni;
 - (e) The distribution of information to members of the activities of the Alumni;
 - (f) The keeping of minutes of General Meetings of the Alumni and meetings of the Committee.
- 20.5 The Honorary Assistant Secretary shall assist the Honorary Secretary in and where necessary the duties as enumerated herein. In the absence of the Honorary Secretary, the Honorary Assistant Secretary shall perform such of the duties of the Honorary Secretary as may be directed by the Committee.
- 20.6 The Honorary Treasurer shall be responsible for the proper administration of all funds belonging to or under the control of the Alumni and shall include:-
- (a) The issue of receipts for all funds received by the Alumni;
 - (b) The collection of subscriptions;
 - (c) The keeping of banks accounts;
 - (d) The drawing up and presentation of the Statement of Accounts and Balance Sheet to the Annual General Meeting;
 - (e) Reporting to the Committee on the financial state of the Alumni;
 - (f) The payment of all bills properly incurred on behalf of the Alumni;
 - (g) The signing of cheques in conjunction with either the President or Vice-President.

- (h) The authority to expend up to \$500.00 per month for petty expenses on behalf of the Alumni. He will not keep more than \$500.00 in the form of cash and money in excess of this will be deposited in a bank to be named by the Committee.
 - (i) The sending of notices to members whose subscriptions are in arrears or who are otherwise indebted to the Alumni for any period exceeding 7 days.
- 20.7 The Honorary Assistant Treasurer shall assist the Honorary Treasurer in, and where necessary, the duties as enumerated herein. In the absence of the Honorary Treasurer, the Honorary Assistant Treasurer shall perform such of the duties of the Honorary Treasurer as may be directed by the Committee.
- 20.8 The Ordinary General Committee Members shall assist in the general administration of the Alumni and perform duties assigned by the Committee from time to time.

21 ACQUISITION AND DISPOSAL OF PROPERTY

- 21.1 The Committee shall have the power to:-
- (a) Purchase or acquire such movable or immovable property as are required for the purposes of the Alumni.
 - (b) Invest any funds of the Alumni on any investments authorized by law for the investment of trust funds.
 - (c) Sell, realise, vary or otherwise deal with any movable property or investments of the Alumni.
- 21.2 The Committee shall, with the prior sanction of a General Meeting, have the powers to:
- (a) Sell, assign, transfer, convey, mortgage or otherwise dispose of any immovable property of the Alumni.
 - (b) Raise funds for particular projects of the Alumni by the imposition of levies on members.
- 21.3 The investments and immovable property of the Alumni shall be held by a corporate trustee company as Custodian Trustee. The Custodian Trustee appointed by the General Committee shall act in a 'nominee' capacity and shall in no-way be responsible to the Alumni for the management of such property and shall be indemnified by the Alumni for any liability which may result from holding any property as trustee for the Alumni. The Custodian Trustee shall be entitled to act in all dealings with the property in accordance with the discretion of the Committee as evidence by true copies of resolutions duly passed at meetings of the Committee or General Meeting as the case may be, such true copies to be certified as correct by the President and the Honorary Secretary.
- 21.4 The addresses of immovable properties, names of trustees and any subsequent change must be notified to the Registrar of Societies.
- 21.5 In addition to Articles 21.1 & 21.2, the Committee shall have the power to:
- (a) To borrow moneys and secure the repayment thereof and of any interest in such manner as may agreed upon by the Committee and any lender for the acquisition of any immovable

property, the acquisition, construction and development of any clubhouse and facilities, fixtures and fittings and meeting of all fees, costs and expenses relating thereto.

- (b) To acquire any immovable property for the construction and development of a clubhouse and/or such other facilities for the benefit, use and enjoyment of members on such terms and conditions as the Committee may determine.
- (c) To appoint architects, engineers, quantity surveyors, lawyers, contractors, suppliers and such other persons as the Committee may deem necessary and on such terms and conditions as the Committee may determine relating to the acquisition of any immovable property, fixtures and fittings and/or the construction, development, refurbishing, renovating, Improvements and management of any clubhouse and facilities.
- (d) To make and amend such rules, by-laws and regulations as the Committee may deem necessary for the use and enjoyment of any clubhouse and facilities as may be constructed, developed, acquired or installed by the Alumni, including the imposition of fees and levies at such rates as the Committee may determine from time to time.
- (e) To offer and pay remunerations, commissions, incentives, bonus and such other payments, as the Committee may deem necessary, to persons, corporations, corporate trustee company (whether or not incorporated by the Alumni), engaged or employed on a full-time or part-time basis, to advertise, sell, promote Alumni membership, including all costs that may be incurred for telemarketing, advertisements, mailers, flyers, brochures and any other promotion materials.
- (f) In addition to Article 21.3, the Committee shall have the power to appoint a Custodian Trustee from a locally established corporate trustee company or to set up and incorporate a corporate trustee company as Custodian Trustee for the Alumni.

21.6 In addition to the powers referred to in Article 21.3, the Committee shall have the power:

- (a) To appoint such trustees whether by deed or in any other manner as the Committee may consider necessary to hold any investments or immovable property in trust for the Alumni on such terms and conditions as the Committee may determine.
- (b) To replace or remove any trustee so appointed and to remunerate and indemnify any trustee so appointed on such terms and conditions as the Committee may determine, out of the assets of the Alumni.

22 GENERAL MEETINGS

22.1 The supreme authority of the Alumni is vested in a general meeting of the members presided over by the President.

22.2 The General Meetings of the Alumni to be convened by the Honorary Secretary, shall be of two kinds:-

- (a) The Annual General Meeting
- (b) The Extraordinary General Meeting

- 22.3 An Annual General Meeting shall be held each year in the month of July at such time and place as the Committee shall determine for the following purposes:-
- (a) To receive the Annual Report and pass the Accounts for the preceding financial year.
 - (b) To consider any amendment to the Constitution.
 - (c) Where applicable, to elect members of the Committee comprised in Article 16.1.
 - (d) To appoint Auditors for the ensuing year.
 - (e) To transact any other business in which twenty-one (21) clear days' notice in writing has been given to the Honorary Secretary.
- 22.4 (a) The Honorary Secretary shall give written notice to all members of General Meeting at least fourteen (14) days before the date fixed for such General Meeting.
- (b) Such written notice shall include the agenda of the General Meeting and no other subjects shall be discussed thereat.
- 22.5. At other times, an Extraordinary General Meeting must be called by the President on the request in writing of not less than one-quarter of the total voting membership and may be called at anytime by order of the Committee, The notice in writing shall be given to the Honorary Secretary setting forth the business that is to be transacted. The Extraordinary General Meeting shall be convened within two months from receiving this request to convene the Extraordinary General Meeting.
- 22.6 If the Committee does not within two months after the date of 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 10 days' notice to voting members setting forth the business to be transacted and simultaneously posting the agenda on the Alumni's notice board.
- 22.7 At any General Meeting a motion put to vote of the meeting shall be decided by a show of hands unless a ballot is demanded by the Ordinary Members. There shall be no voting by proxy.
- 22.8 At least one-quarter or fifty (50) whichever is lesser of the total voting members present at a General Meeting shall form a quorum.
- 22.9 In the event of insufficient quorum at any General Meeting, the meeting shall be adjourned for half an hour. No quorum shall be required for such adjourned meeting provided that no amendments to the Constitution shall be passed in such meeting at the absence of a quorum.
- 22.10 At any General Meeting, the Meeting shall not be invalidated if at any stage after the commencement of the meeting, the members present are less than that stated in Article 22.8.
- 22.11 All classes of members shall be entitled to attend any General Meeting of the Alumni.
- 22.12 A declaration by the Chairperson of any Meeting that a resolution has been carried unanimously or by a majority or lost and an entry to that effect in the minutes of that Meeting signed by the Chairperson of that meeting shall be conclusive evidence of the fact.

23 AMENDMENT TO THE CONSTITUTION

- 23.1 Amendment to the Constitution can only be made at a General Meeting.

- 23.2 Proposals to amend the Constitution shall be made in writing to the Honorary Secretary at least twenty-one (21) days before the General Meeting.
- 23.3 The proposed amendment shall be circulated to members at least fourteen (14) days before the General Meeting.
- 23.4 Any motion proposing the repeal or amendment of, or additions to any of the Articles of the Constitution at a General Meeting shall be void unless two-thirds of the total voting members present at the General Meeting were in favour of such motion.
- 23.5 No amendment to the Constitution shall come into force without the approval of the Registrar of Societies.

24 AUDIT AND FINANCIAL YEAR

- 24.1 The financial year of the Alumni shall begin on 1st May to 30th April.
- 24.2 The accounts of the Alumni shall be audited at the close of each financial year by an approved company Auditor or two (2) Honorary Auditors, who shall not be members of the Committee, not less than one month before the Annual General Meeting. Such Honorary Auditors shall hold office for a term of two years only and shall not be re-elected for a consecutive term. The approved company Auditor or Honorary Auditors shall be appointed at the Annual General Meeting.
- 24.3 They:
- (a) Shall be required to audit each year's accounts and present a report upon them to the Annual General Meeting.
 - (b) May be required by the President to audit the Alumni's accounts for any period within their tenure of office at any date and make a report to the Committee.

25 VISITORS AND GUESTS

- 25.1 Residents in Singapore may be admitted into the premises of the Alumni but they shall not be admitted to the privileges of the Alumni nor shall they be admitted into the premises more than six times in a calendar year. These visits are to be confined to not more than once in 14 days.
- 25.2 A Visitors' Book shall be kept, in which shall be entered the names of all visitors and guests, together with the names and signatures of the members nominating them and the dates of their visits. No person shall be visitor or guest till his name has been entered in this book.
- 25.3 The spouses and unmarried children below 18 years of age of members (except Student Members) and Corporate Nominees shall, upon the issuance of an identification card to each of them and on payment of an administrative fee as prescribed by the Committee, be entitled to use those facilities of the Alumni as such members are entitled to use. The use of such facilities shall be subject to the Constitution and such registration and other requirements or any rules or regulations made by the Committee.

- 25.4 Members (other than Student Members) or Corporate Nominees whose spouses and unmarried children have been registered with the Alumni and issued with the relevant identification cards shall, in addition to the monthly subscriptions, pay a monthly fee to the Alumni, the amount of which shall be determined by the Committee from time to time in its sole and absolute discretion.
- 25.5 The Committee shall have the right to exclude any spouse or child of a member or a Corporate Nominee from the Alumni's premises from the use of any facilities of the Alumni indefinitely or for such period as the Committee may determine without assigning any reason whatsoever. In such an event, the spouse or child so excluded shall surrender the identification card to the Alumni. During the period of such exclusion, the member or the Corporate Nominee shall not be required to pay any additional monthly fee in respect of his spouse or child. No spouse or child shall have the right to be heard before the Committee.
- 25.6 The spouse shall, upon showing her identification card, be entitled to sign for all food and beverages purchased in the Alumni's premises. The members and the Corporate Nominees shall be responsible for the debts incurred by their spouses and children.
- 25.7 The conduct of such spouse or child shall be the responsibility of the relevant member or the Corporate Nominee and the Committee shall be entitled to take action under Article 13 against that member or Corporate Nominee for any misbehaviour or violation of any rules or regulations by his spouse or child as if such misbehaviour or violation were committed by that member or Corporate Nominee.
- 25.8 Other Guests
- (a) Guests may be introduced by members and Corporate Nominees (except for Student Members). Guests must sign their attendance upon admission to the Alumni's premises and must at all times be accompanied by such member or Corporate Nominees while on the Alumni premises.
 - (b) Any member or Corporate Nominee introducing a guest shall be fully responsible for the proper conduct of such a guest.
 - (c) The Committee shall have the power to control and restrict the introduction of visitors and guests.

26 GENERAL

- 26.1 No members shall, except for professional services rendered at the request of the Committee, receive any profit, salary or emoluments from the funds or transactions of the Alumni.
- 26.2 All notices posted to the Address given by the member in his application form, or such other address as he shall from time to time indicate to the Honorary General Secretary in writing as his address, shall be deemed to have been duly given in the second day following the day of posting.
- 26.3 No member shall give the address of the Alumni in any advertisements or use the Alumni's address or the premises for personal purposes.

- 26.4 Every member shall faithfully and fully abide by every decision made by the Alumni or the General Committee until such time the decision is amended or revoked.
- 26.5 No press release in the name of the Alumni shall be made without prior sanction of the President or in his absence, the 1st Vice-President, or the 2nd Vice-President in their absence.
- 26.6 All members shall faithfully and fully abide by the Constitution and any decision made by the General Committee.
- 26.7 All complaints shall be made in writing to the Honorary Secretary who shall submit them to the Committee whose decision shall be final. In no instance shall an employee or a servant of the Alumni be reprimanded directly by a member, other than by a member of the Committee or a Sub-Committee.
- 26.8 A member's rights and privileges shall be suspended as long as the member is an employee of the Alumni and the member need not pay any subscription whilst employed by the Alumni.
- 26.9 Notwithstanding the provisions of Article 26.1, the Committee has the power to offer and pay incentives, remuneration or rewards to any member if the Committee in its sole and absolute discretion decides that it is in the interest of the Alumni to offer and pay such incentives, remuneration and rewards in respect of services rendered and/or to be rendered by any member. Such services are not limited to membership promotions.

27 LIABILITY OF ALUMNI

- 27.1 The Alumni shall not be liable in any way whatsoever in respect of the death of or personal injuries to any member or any guest arising in any way out of such membership of the Alumni through the use of enjoyment of the Alumni, its amenities, privileges or facilities or otherwise howsoever arising.
- 27.2 The Alumni shall not be liable in any way whatsoever for the loss of or damage to any articles or property whatsoever brought to the Alumni's premises or the compound by a member or by any guest or entrusted employee or servant of the Alumni.

28 DESTRUCTION & REMOVAL OF ALUMNI'S PROPERTY

- 28.1 No member shall take away or permit to be taken away from the Alumni's premises under any pretence whatever or shall injure or destroy any property of the Society. If a member contravenes this Article the member shall, and if a guest offends against this Article the member who introduce the guest shall, pay the cost of replacement and/or repairs and the Committee reserves the right to of action under Article 13.

29 PROHIBITION

- 29.1 Gambling of any kind, whether for stakes or not, is forbidden on the Alumni's premises. The introduction of materials for gambling or drug taking or persons of bad character or ill-repute into the premises of the Alumni is prohibited.

- 29.2 The Alumni shall not hold any lottery, whether confined to members or not, in the name of the Alumni, or its office-bearers, Committee members, or members unless with the prior approval of the relevant authorities.
- 29.3 No funds or monies belonging to or held in trust for the Alumni shall be used to pay the fines of members who have been convicted in Court.
- 29.4 No member shall borrow in the name of, or pledge the credit of the Alumni.
- 29.5 The Alumni shall not engage in a trade union activity as defined in any written law relating to trade unions for the time being in force in Singapore.
- 29.6 The Alumni 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.
- 29.7 The Alumni shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.
- 29.8 The Alumni shall not raise funds from the public for whatever purposes without the prior approval in writing of the Director, Criminal Investigation Department and other relevant authorities.
- 29.9 No paper, notice or placard, written or printed, shall be exhibited, put in, posted or displayed in or at the Alumni's premises or in any way brought to the notice of members in or at the Alumni's premises without the sanction in writing of the Committee.
- 29.10 Notwithstanding the provisions of Article 29.1 and 29.2, the Alumni may, with the approval of the relevant authorities, install jackpot machines and conduct tombola sessions for the exclusive use, enjoyment and participation of its members (except Student Members) and Corporate Nominees.

30 INTERPRETATION

In the event of any question or matter pertaining to the day-to-day administration of the Alumni which is not expressly provided for in the articles, the Committee shall have power to use its own discretion. The decision of the Committee shall be final unless it is reversed at a General Meeting of members.

31 DISPUTES

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

32 DISSOLUTION

- 32.1 The Alumni shall not be dissolved, except with the consent of not less than three-fifth of the total voting membership of the Alumni for the time being resident in Singapore expressed, either in person or by proxy, at a General Meeting convened for the purpose.

- 32.2 In the event of the Alumni being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Alumni shall be fully discharged and the remaining funds be donated to the Ngee Ann Polytechnic, Singapore.
- 32.3 A Certificate of Dissolution shall be given within seven days of the dissolution duly signed by the President, Honorary Secretary and Honorary Treasurer to the Registrar of Societies.