

THE COMPANIES ACT (CHAPTER 50)  
A COMPANY LIMITED BY GUARANTEE  
CONSTITUTION OF SINGAPORE NATIONAL PARALYMPIC COUNCIL LTD.

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1. The name of the Company is Singapore National Paralympic Council Ltd.
2. The registered office of the Company is situated in the Republic of Singapore.
3. The liability of the members is limited.
4. Each member of the Company undertakes to contribute to the assets of the Company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member, for payment of the debts and liabilities of the Company contracted before he or she ceases to be a member, and the costs, charges, and expenses of winding up and for the adjustment of the rights of the contributors among themselves, such amount as may be required not exceeding five (5) Singapore dollars.

*INTERPRETATION*

5.—(1) In the interpretation of this Constitution and all by-laws thereunder, unless the context otherwise requires:

- (a) "SNPC" shall mean the Singapore National Paralympic Council Ltd;
- (b) "Member" shall mean any association, club, institution or other body affiliated to the Singapore National Paralympic Council Ltd under this Constitution;
- (c) "Founding Member" shall mean the Singapore Disability Sports Council;
- (d) "Association" shall mean any national sports association, club, institution or other body controlling any branch of para sport in Singapore;
- (e) "The Board" shall mean the Board for the time being appointed under this Constitution;

- (f) “IPC” shall mean the International Paralympic Committee;
- (g) “IF” or international federation refers to any independent sport federation recognised by the IPC as the sole worldwide representative of the specific sport for para athletes and being granted the status of Paralympic sport by the IPC Governing Board;
- (h) “IOSD” or international organisations of sports for the disabled refers to independent organisations recognised by the IPC as the sole representative of a specific impairment group.
- (i) “Officials” with reference to the Board shall mean and include the President, Vice Presidents, Honorary Treasurer and Assistant Honorary Treasurer;
- (j) “Paralympic Games” shall mean the Games of the IPC as defined in the IPC Handbook;
- (k) “The Secretary-General” shall mean the Secretary-General or the Assistant Secretary-General for the time being of the SNPC.

5.–(2) In this document, the masculine gender used in relation to any natural person shall, unless there is a specific provision to the contrary, be understood to be including the feminine gender.

*SINGAPORE NATIONAL PARALYMPIC COUNCIL LTD. (SNPC)*

6.–(1) OBJECTS OF SNPC

6.–(1.1) The objects of the SNPC shall be:

- (a) To advance para sport, where para sport promotes health of participants through physical skill and exertion;
- (b) To negotiate with similar bodies in other territories in all matters appertaining to the general interest of para sport and in particular in the organisation of inter-territorial meetings, but so as not to limit in any way the activities of existing Associations;

- (c) To plan, select, train and administer any Singapore Association, team or organisation whether representing Singapore or as part of a joint team of organisation with any territory or territories, and for that purpose to be affiliated to the IPC and any other organisation of a like nature;
- (d) To develop, manage and protect the Paralympic Movement in Singapore;
- (e) To ensure the observance of the IPC Handbook in Singapore;
- (f) To encourage the development of high performance para sport as well as sport for all;
- (g) To organise and encourage educational and cultural activities and exchanges that contribute to the development and promotion of the Paralympic Movement, enhance awareness of disability and drive social inclusion;
- (h) To raise, manage and administer funds for the furtherance of the above objects;
- (i) To be completely independent and autonomous and to resist all political, religious or commercial pressure;
- (j) To fight against the use of substances and procedures prohibited by the IPC or the IFs and, in this regard, to ensure the observance of the World Anti-Doping Code which provisions shall apply, mutatis mutandis, to all persons and competitions under the jurisdiction of SNPC;
- (k) To commit itself to taking action against any form of discrimination, segregation and violence in para sport;
- (l) To unify all segments within the fraternity and be willing to work with each of these segments for the common good of para sport in Singapore; and
- (m) To co-operate with government or non-government bodies in order to fulfil its objectives.

## 6.-(2) POWERS OF SNPC

### 6.-(2.1) The SNPC:

- (a) shall have the exclusive authority for the representation and participation of Singapore at the Paralympic Games and at the regional, continental or world multi-para sports competitions;
- (b) shall constitute, organise and lead its delegation at the Paralympic Games and at the regional, continental or world multi-para sports competitions and be responsible for the behaviour of the members of its delegations while they are at the Paralympic Games and the aforesaid competitions;
- (c) shall decide upon the qualification and the entry of athletes proposed by Members;
- (d) may formulate proposals to the IPC concerning its Handbook and the Paralympic Movement in general, including the organising and holding of Paralympic Games; and
- (e) may participate, at the request of the IPC, in the activities of the IPC Councils, Standing Committees and Commissions.

## 6.-(3) CONSTITUTION

6.-(3.1) The SNPC shall consist of Associations who are members of the SNPC as well as any member so appointed by the SNPC.

### *MEMBERSHIP*

7.-(1) At the time of incorporation of the SNPC, the Singapore Disability Sports Council (SDSC) was the single Founding Member. As more eligible Associations join, the number of Members will increase. There shall be no limit to the number of Members.

## 7.-(2) QUALIFICATIONS FOR MEMBERSHIP

7.-(2.1) Membership shall be open to any Association which:

(a) is affiliated to and in good standing with an IF or IOSD governing sports on the Paralympic Programme; or

(b) has official control in Singapore of:

(b)(i) a sport on the Paralympic Programme;

(b)(ii) an IPC-governed sport;

(b)(iii) a sport recognised by the relevant regional or continental para sports federation or body in South East Asia or Asia; or

(b)(iii) any other para sport recognised by the Board.

### 7.-(3) ORDINARY AND ASSOCIATE MEMBERSHIPS

7.-(3.1) A member which:

(a) is affiliated to and in good standing with an IF or IOSD governing sports on the Paralympic Programme,

(b) has control in Singapore of a sport on the Paralympic Programme and

(c) has a plan or scheme to:

(i) develop para sports training;

(ii) establish links with other similar para sports associations outside Singapore;

(iii) participate in and associate with regional/international para sports championships, shall be an Ordinary Member and shall have full voting rights.

7.-(3.2) All other members who are not Ordinary Members shall be Associate Members but they shall have no voting rights.

#### 7.-(4) APPLICATION FOR MEMBERSHIP

7.-(4.1) An application for membership to the SNPC shall be made in writing and signed by the Secretary or another responsible official of the applicant entity, and forwarded to the Secretary-General.

(a) Membership shall be for one (1) year ending on the 31st day of March and all applications for renewal of membership shall be made between the 1st and the 31st day of March before the close of the financial year.

(b) The application for membership shall be accompanied by the annual subscription and a plan showing the annual programme of activities of the applicant.

(c) Application for membership or renewal of membership shall constitute an agreement by the applicant body and by every constituent official and affiliate or member thereof to be subject to and bound by this Constitution and any By-Laws made thereunder, including the compliance with the World Anti-Doping Code.

#### 7.-(5) ACCEPTANCE OF MEMBERSHIP

7.-(5.1) Application for membership shall be reviewed by the Board, which may, in its absolute discretion, unconditionally or conditionally accept or reject, without providing reasons, any applications for membership. The Board may not exercise its power to accept applications such that more than one Association comes into control of any one branch of a sport.

#### 7.-(6) OBLIGATION OF MEMBER

7.-(6.1) A Member shall take all necessary and proper steps to obtain the consent of all its constituent officials and affiliates or members to being bound by this Constitution and any By-Laws made thereunder.

#### 7.-(7) NOTICE OF AFFILIATION

7.-(7.1) Notice shall be given to the Member of its appointment and it shall be furnished with a copy of this Constitution and any By-Laws made thereunder.

7.-(7.2) Each Member shall be informed of its membership type i.e., whether it is an Ordinary or an Associate Member.

#### 7.-(8) SUBSCRIPTION

7.-(8.1) A Member shall pay an annual subscription of twenty-five (25) Singapore dollars and such other contribution as the Board may from time to time determine. In determining such contribution, the Board shall have power to decide on the manner in which and/or the amount which each Member shall be called upon to contribute.

7.-(8.2) The Board may suspend members who have membership renewal fee arrears of one (1) month or more. Suspended members shall not be entitled to any of the rights and privileges of membership including voting rights at General Meetings.

7.-(8.3) The Board shall terminate members who have membership renewal fee arrears of more than one (1) year. Terminated members may only apply to be reinstated as a member after a lapse of one (1) year.

#### 7.-(9) EFFECT OF CEASING TO BE A MEMBER

7.-(9.1) Any Association shall upon ceasing to be a Member forfeit all rights, privileges and claims upon the SNPC, its property and funds.

### *SNPC MANAGEMENT*

#### 8.-(1) THE BOARD

8.-(1.1) The SNPC shall be managed by a Board consisting of:

- (a) A President, one Vice-President, Honorary Treasurer, and Assistant Honorary Treasurer and two Board members who need not necessarily be members or representatives of any Member but must be nominated and seconded for election by Ordinary Members;
- (b) An additional Vice-President who shall be appointed by the Founding Member and shall have the same voting rights and obligations as other elected Board Members;

- (c) The Secretary-General and the Assistant Secretary-General as Ex-officio members;
- (d) Up to three (3) persons representing any of the Associations that are Ordinary Members of the SNPC, who shall have the same voting rights and obligations as other elected Board Members, provided that such Ordinary Member shall have no more than one representative elected under this article and subject to the following:

Such persons:

- (i) must be elected at the SNPC Annual General Meeting, and not hold this position for more than 10 consecutive years;
  - (ii) shall hold office only until the next Annual General Meeting of the SNPC from the date of their election and shall, subject to article 8.-(1.1)(d)(i), be eligible for re-election; and
  - (iii) must be concurrently the Chairman or President, Vice Chairman or Vice-President, Secretary or Treasurer of any Association that is a Member of the SNPC;
- (e) Any elected IPC Governing Board member, who is a citizen of Singapore and is in Singapore;
  - (f) Not more than five (5) persons co-opted by the Board, if the Board deems fit in order to better achieve the objectives of the SNPC. The Chairperson of the Singapore Para Athletes Commission shall be a co-opted member. Such co-opted members shall have no voting rights and shall hold office until the next general meeting of the SNPC.

8.-(1.2) More than half of the Board shall be comprised of Singapore citizens.

8.-(1.3) Board Members shall:

- (a) be at least twenty-one (21) years of age;
- (b) not be undischarged bankrupts or have criminal convictions; and,
- (c) not be serving a suspension or ban from IPC or other regulatory authority.

8.-(1.4) Any Board Member may be removed, before the expiration of his period of office, by ordinary resolution passed or a simple majority vote of no confidence at a general meeting of the SNPC.

8.-(1.5) The office of a Board Member shall be vacated on any one of the following events, namely: -

(a) if he is, or upon occurrence of an event would be, prohibited or disqualified from being a Director of a private limited company by reason of any order made under the Companies Act or any applicable laws or by any competent authority;

(b) if (where applicable) he no longer satisfies the requirement under article 8.-(1.1);

(c) if he resigns by writing under his hand or if he shall in writing offer to resign and the Board shall resolve to accept such offer;

(d) if he shall become bankrupt or have a bankruptcy order made against him or if he suspends payments or makes any arrangement or composition with his creditors generally;

(e) if he should be found lunatic or becomes of unsound mind during his term of office.

8.-(1.6) Directors of the SNPC for the purposes of the Companies Act shall be decided amongst the Board Members.

8.-(1.7) Any change of Directors shall be notified to the Accounting and Corporate Regulatory Authority and the Commissioner of Charities within two (2) weeks of the change.

8.-(1.8) During the 2021 Annual General Meeting, a pro tem Board shall be elected by the sole member, SDSC, to hold office as directors till the 2022 Annual General Meeting. The pro tem Board shall consist of a President, 2 Vice Presidents, a Honorary Treasurer, an Assistant Honorary Treasurer and up to 3 other directors. As this one-year term is a transitional provision, this term will not count for purposes of determining the 2 consecutive terms in article 8-(2.1)

## 8.-(1.9) ELECTION PROCEDURES OF BOARD MEMBERS AND OFFICE BEARERS

### 8.-(1.9.1) NOMINATION PROCESS

- (a) All candidates for elected positions shall be nominated by one Ordinary Member in good standing and seconded by another Ordinary Member in good standing.
- (b) Nominations shall be submitted in writing in the prescribed form to the Secretary-General not less than fourteen (14) days before the Annual General Meeting.
- (c) Each nomination shall include the written consent of the nominee.
- (d) The Board shall circulate the list of valid nominees to Members at least seven (7) days prior to the AGM.

### 8.-(1.9.2) UNCONTESTED ELECTIONS

Where the number of nominees for any position does not exceed the number of vacancies:

- (a) such nominees shall be deemed elected unopposed;
- (b) no ballot shall be required;
- (c) the Chairman of the AGM (or in the case where article 9-(4.3) applies, the chairman for the conduct of the elections) shall declare them duly elected.

### 8.-(1.9.3) VOTING METHOD

- (a) Elections shall be conducted by secret ballot unless conducted electronically.
- (b) Each Ordinary Member shall be entitled to one (1) vote per vacancy.
- (c) The candidate receiving the highest number of votes for that vacancy shall be declared elected.

### 8.-(1.9.4) TIE-VOTES

In the event of a tie-vote:

- (a) a second ballot shall immediately be conducted between the tied candidates only;
- (b) if the second ballot results in a further tie, the Chairman of the General Meeting (or in the case where article 9-(4.3) applies, the chairman for the conduct of the elections) shall exercise a casting vote;

(c) the result of the casting vote shall be final.

8.—(2) PRESIDENT, VICE-PRESIDENTS, HONORARY TREASURER AND ASSISTANT HONORARY TREASURER

8.—(2.1) The President, one Vice President, Honorary Treasurer and Assistant Honorary Treasurer shall be elected at an Annual General Meeting and shall hold the office for a term of 4 consecutive years. An additional Vice-President shall be appointed by the Founding Member at the same Annual General Meeting and shall hold office for a term of 4 consecutive years. Both elected and appointed Officials shall not be allowed to hold office for more than 2 consecutive terms – except for the Treasurer who is not allowed to hold his office beyond 1 term.

8.—(2.2) The President and Vice Presidents shall be Singapore citizens. All other Board members shall be Singapore Citizens or Permanent Residents.

8.—(2.3) In the absence of the President, or while he is unable to act, the Vice-President designated by the Board shall have the powers of the President and shall act in his place.

8.—(2.4) In the event of the death, vacation of office or removal of the President, the Vice-Presidents, the Honorary Treasurer, the Assistant Honorary Treasurer, the Secretary-General or the Assistant Secretary-General, the person who is most senior in aforesaid offices shall be appointed by the Board at its next meeting to be the Acting President and the person so appointed shall hold office as Acting President for the remainder of that term of the President whose place he takes.

8.—(2.5) An individual may only be considered for re-appointment as a Treasurer after a lapse of at least two (2) years.

8.—(3) SECRETARY-GENERAL

8.—(3.1) The Secretary-General and the Assistant Secretary-General shall be full-time paid officials of the SNPC, holding office for the period(s) and on the terms and conditions to be determined by the Board. They shall (and their parents, spouses, siblings and children shall), while holding office, not have any active connections to (be they interests in securities or repayments, or otherwise) or hold office in any of the

Members, save with the consent of the Board and relevant Member. They shall work at the direction of the Board.

8.-(3.2) The Assistant Secretary-General shall exercise all the powers and perform all the duties of the Secretary-General at all times that the Secretary-General is not able to do so, or at the directions of the Secretary-General or the President.

#### 8.-(4) NOTICE OF MEETINGS

8.-(4.1) At least seven (7) days' notice in writing shall be given to all members of all Board meetings, unless otherwise directed by the President.

#### 8.-(5) ABSENCE FROM MEETINGS

8.-(5.1) Any Board Member absenting himself from three (3) consecutive meetings without explanation satisfactory to the Board shall automatically cease to be a member thereof.

#### 8.-(6) QUORUM AND VOTING

8.-(6.1) At least half of the elected Board Members must be present to form a quorum and for the meeting proceedings to be valid. This will include Board Members who participate in the meeting via electronic means, including but not limited to telephone or video conferencing.

8.-(6.2) All decisions of the Board shall be made by a majority vote of those members present and entitled to vote at the meeting. In the event of a tie, the Chairman of the meeting shall have a casting vote.

8.-(6.3) All Board Members, except Ex-officio members and co-opted members, are entitled to vote.

#### 8.-(7) CONFLICT OF INTEREST

8.-(7.1) Whenever a Board Member is in any way, directly or indirectly, interested in a transaction or project or other matter to be discussed at a meeting, the member shall disclose the nature of his interest before the discussion on the matter begins. The member concerned shall then offer to withdraw and leave

the meeting and not participate in the discussion or vote on the matter. The Board shall decide if this should be accepted.

8.—(7.2) Any individual who is directly or indirectly interested in a business transaction or proposed financial transaction with SNPC, its Members or athletes, shall be disqualified from serving as a Board Member.

#### 8.—(8) POWERS OF THE BOARD

8.—(8.1) The Board, subject to the provisions of this Constitution, shall have the power to:

- (a) Carry out the objects of the SNPC;
- (b) Fill any vacancy in the office of Auditor;
- (c) Invite the President of the Republic of Singapore to be the Patron in-chief;
- (d) Appoint and remove patrons;
- (e) Appoint and empower Sub-Committees as from time to time considered advisable;
- (f) Enlist and employ the service of any person or persons for the purpose of assisting in any business of the SNPC which may, by this Constitution, be conducted by the Board;
- (g) Apply or expend the funds of the SNPC in such manner as it deems expedient;
- (h) Expel or remove any Member subject to an appeal to the SNPC as hereinafter provided or take such disciplinary action as may be deemed necessary;
- (i) Appoint, remove, dismiss and at its discretion remunerate such employees as it deems expedient;
- (j) Co-opt up to any five (5) persons to sit on in the Board;
- (k) Enter into contracts for the purposes of and incidental to the carrying out of the objects of the SNPC;
- (l) Frame By-Laws, regulations and/or standing orders not inconsistent with this Constitution; and

(m) Act in any manner deemed expedient should the occasion arise for which provision is not made in the Constitution or By-Laws made thereunder.

8.-(8.2) A resolution in writing signed by not less than three-quarters of the Directors of the Company and the President or Vice President, shall be as effective as a resolution passed at a meeting of the Directors duly convened and held, and may consist of several documents in the like form, each signed by one or more of the Directors.

### *GENERAL MEETINGS*

#### 9.-(1) ATTENDANCE AT GENERAL MEETINGS

9.-(1.1) Persons entitled to attend General Meetings shall be:

- (a) The Board;
- (b) Up to three delegates authorised by each Member; and
- (c) Any elected IPC Governing Board member, who is a citizen of Singapore and is in Singapore.

#### 9.-(2) NOTICE OF GENERAL MEETING

9.-(2.1) Twenty-one (21) days' prior notice in writing of any General Meeting and the nature of the business to be transacted thereat shall be given. Such notice shall be given to the Board and to the Honorary Secretary of each Member and may be published in one (1) or more newspapers at the discretion of the Board.

#### 9.-(3) QUORUM AT A GENERAL MEETING

9.-(3.1) The quorum at a General Meeting shall be a simple majority of the Ordinary Members.

9.-(3.2) If such a quorum is not present at the General Meeting, the meeting shall be adjourned to the next hour of the same day, at the same place and at such adjourned meeting those present shall constitute a quorum, but they shall have no power to amend or make addition to the existing Constitution.

#### 9.-(4) CONDUCT OF GENERAL MEETINGS

9.-(4.1) The Chairman at all General Meetings shall be the President. Should the President be absent, the chairman shall be a Vice-President, and should the Vice-President be absent, a Board Member elected by a simple majority at the Meeting.

9.-(4.2) General Meetings (i.e. AGM and EGM) may be conducted, wholly or partly, by electronic means. Members must at least be allowed to contemporaneously observe the proceedings of such meetings by audio and video means (e.g. “live” webcast) and to cast their vote electronically where required. Details on the arrangements for meetings to be conducted by electronic means shall be provided to members in the notice of the meeting.

9.-(4.3) Where the Chairman of the Annual General Meeting is a candidate in any election to be conducted at that meeting, or is otherwise in a position of conflict of interest, he shall not preside over any part of that election. The Members present and entitled to vote shall by simple majority vote appoint an independent chairman for the conduct of that election, who shall possess all the powers of the Chairman for that purpose.

#### 9.-(5) VOTING AT GENERAL MEETINGS

9.-(5.1) Each Ordinary Member who is in good standing with no outstanding dues is entitled to have one (1) authorised delegate to speak and vote on its behalf at such meetings.

9.-(5.2) Each person entitled to attend and vote shall be entitled only to one (1) vote.

9.-(5.3) Unless specifically provided otherwise in this Constitution, all resolutions at a General Meeting shall be passed on a majority vote of Ordinary Members present and voting.

9.-(5.4) The names of the authorised delegates who will be speaking and voting at the General Meeting shall be notified to the Secretary General at least three (3) days before the date specified for the General Meeting.

9.-(5.5) Any delegate authorised with the entitlement to vote shall hold such right until a substitute is lodged with the Secretary-General in writing by the Member. The substitute must be lodged at least three (3) days before the meeting.

9.-(5.6) Electronic voting is allowed for general meetings conducted by electronic means. Electronic voting can be by a physical or digital show of hands or by an online poll.

9.-(5.7) Where elections are conducted at the Annual General Meeting, the Chairman of the Annual General Meeting (or in the case where article 9-(4.3) applies, the chairman for the conduct of the elections) shall declare the election results, which shall be final unless a recount is immediately requested by at least two Ordinary Members and approved by simple majority of Members present and entitled to vote at the Annual General Meeting.

#### 9.-(6) DATE AND AGENDA OF ANNUAL GENERAL MEETING

9.-(6.1) The Annual General Meeting of the SNPC shall be held by 30 September of each calendar year or as soon thereafter as practicable upon a date and at a time to be fixed by the Board for the following purposes:

- (a) To receive the Board's Report, Balance Sheet and Statement of Accounts for the preceding financial year;
- (b) To elect Board Members as are required under the provisions of this Constitution;
- (c) To appoint one or more Auditor(s) for the ensuing year;
- (d) To decide on any resolution of which notice has been given as hereinafter provided; and
- (e) To transact any other business arising in accordance with the objects and Constitution of the SNPC.

9.-(6.2) If there are any unavoidable reasons for delay in holding the AGM by 30 September, the Members shall be notified of the reason by 30 August of that year through email.

#### 9.-(7) NOTICE OF RESOLUTION

9.-(7.1) Any person desirous of moving any resolution at the Annual General Meeting shall give notice thereof in writing to the Secretary-General at least two (2) weeks before the date of the Annual General

Meeting.

#### 9.-(8) EXTRAORDINARY GENERAL MEETING

9.-(8.1) The Board may at any time for any special purpose call an Extraordinary General Meeting or shall do so forthwith upon the signed requisition of at least one-third of the Ordinary Members entitled to attend and vote at such meeting when called. Such requisition shall state the business that is to be transacted at the requested EGM and the time, date and location of such EGM (which for the avoidance of doubt may be conducted electronically, and for which the "location" of the meeting may be a virtual location). No Extraordinary General Meeting shall be convened for that same purpose within the following six (6) months thereafter.

### *BREACHES OF CONSTITUTION*

#### 10.-(1) GENERAL POWERS OF BOARD

10.-(1.1) When any breach of this Constitution or any by-laws or directions made thereunder has been discovered, the Board shall have power to enquire into any breach itself or appoint a Sub-Committee for that purpose.

10.-(1.2) Upon any such enquiry, the Board may direct the offending Member or person to be cautioned, expelled from the SNPC or dealt with in any manner thought fit by the Board.

#### 10.-(2) APPEALS

10.-(2.1) Any Member or person against whom a decision has been made under article 10.-(1) may submit a written appeal from such decision to the SNPC, to be received by the Secretary-General within fourteen (14) days of the date of the decision. The basis of the appeal shall be fully outlined in the submission.

10.-(2.2) On receipt of a notice of appeal by the Secretary-General, the decisions and consequences of the decision(s) appealed against shall be suspended pending the result of the appeal.

10.-(2.3) The Board shall appoint an Appeals Committee of up to five (5) members to hear and review all questions arising regarding the decision under article 10.-(1) within fourteen (14) days after the receipt of the appeal in article 10.-(2.1).

10. (2.4) Within twenty-one (21) days thereafter of its appointment, the Appeals Committee must appoint a date for the hearing of the matter.

10.-(2.5) The decision of the Appeals Committee shall be final and binding on all parties.

10.-(3) IPC HANDBOOK

10.-(3.1) In case of doubt concerning the interpretation of this Constitution, or omission or discrepancies between it and the provisions of the “IPC Handbook”, the latter shall prevail.

#### *ACCOUNTS*

11.-(1) The financial year shall end on the 31st day of March in each year to which the accounts shall be balanced and presented at the AGM.

11.-(2) Cheques and other electronic withdrawals from the bank will be signed by the Treasurer or Assistant Treasurer and at least one other person as delegated by the Board (e.g. either the President or Vice President).

#### *AUDIT*

12.-(1) A firm of Public Accountants and Chartered Accountants shall be appointed as auditors at each AGM for the next financial year and shall be eligible for reappointment.

12.-(2) The auditor shall be changed at least once every five (5) years, whether to another auditor from the same auditing firm or company or to another auditor from a different auditing firm or company.

12.-(3) The auditors may be required by the President to audit SNPC’s accounts for any period within their tenure of office at any date and make a report to the Board.

12.-(4) The auditors will be required to audit each financial year’s accounts and present a report upon them to the AGM.

#### *PROPERTY*

13.-(1) The Paralympic flag, Paralympic symbol, Paralympic Motto and the terms “Paralympic” and “Paralympian” are the exclusive property of the IPC and may not be used in the Republic of Singapore unless prior approval is obtained from the IPC and SNPC.

*SAFE SPORT*

14.–(1) The SNPC shall be committed to ensuring the safety and wellbeing of para athletes and para sport practitioners in Singapore and shall take all necessary measures to protect them from all forms of harassment and abuse.

*AMENDMENT OF CONSTITUTION*

15.–(1) Any alteration to this Constitution shall only be made:

- (a) with the prior approval of the IPC;
- (b) with the prior approval of the Commission of Charities or its sector administrator; and
- (c) at a General Meeting with at least two-thirds of the members present and voting in favour of the proposed alteration.

*DISSOLUTION AND CESSATION OF CHARITY STATUS*

16.–(1) The SNPC shall be dissolved by an Extraordinary General Meeting called for this purpose with at least two-thirds of the Ordinary Members of the SNPC expressed to be present, either in person or by proxy, at a General Meeting convened for the purpose voting in favour of the Resolution for dissolution.

16.–(2) In the event that the SNPC being dissolved as provided above or ceases to be a registered charity under the Charities Act, all debts, liabilities legally incurred on behalf of the SNPC shall be fully discharged, and the remaining funds will be donated to charitable organization(s), or Institutions(s) of a Public Character, when the SNPC is an Institution of a Public Character, as the case may be, with similar objectives in Singapore which is (are) registered under the Charities Act, as the members of the SNPC may determine at the General Meeting, unless otherwise allowed by the Commissioner of Charities.

16.–(3) Notice of the winding up of the Company shall be given to the Accounting and Corporate Regulatory Authority and the Commissioner of Charities within 7 days of the passing of the resolution to wind up the Company.