THE CONSTITUTION OF TAMILS REPRESENTATIVE COUNCIL (WEF 1 MAY 2022)

Clause No.	Clause
1	**NAME**
1.1	The name of the Representative Council shall be "TAMILS REPRESENTATIVE COUNCIL, SINGAPORE" (hereinafter referred to in these Rules as the Council).
2	**REGISTERED OFFICE/PLACE OF BUSINESS**
2.1	The Registered Office/Place of Business of the Council shall be at 546A, Serangoon Road, Singapore 218168 or such other address as may subsequently be decided upon by the Management Committee and approved by the Registrar of Societies. The Council shall carry out its activities only in places and premises which have the prior written approval from the relevant authorities, where necessary.
3	**VISION**
3.1	Seeking to Develop and Serve a forward thinking and vibrant Tamil Community in Singapore
4	**OBJECTIVES**
4.1	The aims and objectives of this Council shall be:-

4.1.1	To promote and safeguard the interest of the Tamil community in the Republic of Singapore.
4.1.2	To foster unity, equality, and fraternity amongst the Tamil community in the Republic of Singapore.
4.1.3	To encourage co-operative and thrift movements amongst the Tamil community in the Republic of Singapore.
4.1.4	To promote and safeguard the language, culture (including sports) and education of Tamils.
4.1.5	To strengthen the social, educational, and economic status of the Tamils.
4.1.6	To establish a headquarters and centre for the Tamil community in the Republic of Singapore.
4.1.7	To actively promote, encourage and coach the youth in the Tamil community to succeed as leaders.
4.1.8	To cultivate, promote and foster the exchange of ideas and understanding between the Tamils and other communities.
4.1.9	To do any or all such other things as are incidental to and/ or conducive to the attainment of the aforesaid vision and objectives.
5	**MEMBERSHIP MATTERS**

5.1	The categories of membership shall be as follows: -
5.1.1	Institutional Affiliate
5.1.2	Individual
5.2	The categories of individual membership shall be as follows: -
5.2.1	Life
5.2.2	Ordinary
5.2.3	Youth
5.2.4	Associate
5.2.5	Honorary

5.3	Any Singapore registered corporate or non-corporate Tamil organisation (including association, society and club), having compatible objectives with that of this Council is eligible for institutional affiliate membership and subject to periodic review.
5.3.1	Such membership once approved, is subject to review by the Management Committee each year to ensure that the organisation's objectives continue to be compatible with that of TRC. And if found to be otherwise, the Management Committee may consider removing the organisation as an institutional member.
5.4	Any person, who is a Singapore Citizen or Singapore Permanent Resident, above 21 years of age and is of Indian or Ceylonese origin, is eligible for individual membership as a life or ordinary member.
5.5.	Any person, who is a Singapore Citizen or Singapore Permanent Resident and is either of Indian or Ceylonese origin, and is between the ages of 16 to 35 may apply as youth member of individual membership.
5.5.1	Youth members shall be eligible to attend and participate in the General Meetings but shall not be entitled to vote or hold any elected post.
5.5.2	Youth members (who satisfy the age requirement under Clause 5.4) shall be allowed to convert their membership to that of life or ordinary membership and thereafter be able to have all rights similar to that membership respectively.
5.6	Any person not coming within the ambit of Rule 5.4 and 5.5 above is eligible to become an Associate Member. An Associate Member shall not be entitled to hold any elected post nor have the right to vote at any meeting.
5.7	Any person who has rendered distinguished service to the Tamils Representative Council in particular or to the Tamil Community within the Republic of Singapore in general, may be invited by the Management Committee to become an Honorary Member. An Honorary Member shall be eligible to attend the General Meetings but shall have no right to vote or hold office.

5.8	Application for the appropriate Membership should be made on the prescribed forms as determined by the Management Committee and accompanied by the appropriate Subscriptions.
5.9	All applications for membership shall be considered and decided upon by the Management Committee.
5.9.1	All applications for Youth membership shall be considered and processed by the Youth Wing Executive Committee in the first instance and shall then be submitted (with its recommendations) to the Management Committee for its decision.
5.10	The Management Committee may reject any application without assigning any reason therefore and its decision shall be final.
5.11	Each Institutional Affiliate Member shall pay an annual subscription as may be determined by the Management Committee and as stated in the TRC By-Laws. Subscriptions are due on the 1st date of each calendar year and shall be payable latest by 31st March of the current year.
5.11.1	The Institutional Affiliate Member shall submit the names of its Management/Executive Committee members to the General Secretary by 31st January of each year or within one (1) month of any changes to the list.
5.12	Individual Ordinary Member shall pay an annual subscription as may be determined by the Management Committee and as stated in the TRC By-Laws. Subscriptions are due on the 1st date of each calendar year and shall be payable latest by 31st March of the current year.
5.13	Individual Youth Member shall pay an annual subscription as may be determined by the Management Committee and as stated in the TRC By-Laws. Subscriptions are due on the 1st date of each calendar year and shall be payable latest by 31st March of the current year.

5.14	Individual Life Members shall pay a one-time amount as may be determined by the Management Committee and as stated in the TRC By-Laws and it shall be paid at the time of submission of the membership application.
5.15	Individual Associate Members shall pay a one-time amount as may be determined by the Management Committee and as stated in the TRC By-Laws and it shall be paid at the time of submission of the membership application.
5.16	It shall be the responsibility of the members to pay their subscriptions without demand and within the respective stipulated timelines.
5.17	If by the end of the stipulated timeline a member has not paid the subscriptions for the current year, his membership may be cancelled by the Management Committee at its absolute discretion. This shall include the Institutional Affiliate Membership.
5.17.1	Upon payment of all outstanding arrears, the Membership may be reinstated at the sole discretion of the Management Committee. This shall include the Institutional Affiliate Membership.
5.18	No voting member shall participate or vote at any TRC meeting or AGM or EOGM unless the member has paid all his/their subscriptions for the current year without any arrears and upon his membership having been reinstated. This shall include the Institutional Affiliate Membership.
5.18.1	Any member or Institutional Affiliate Member whose membership has been reinstated in relation to Rule 5.18, the right to attend and participate in the AGM or EOGM for the current year shall be withdrawn.
6	**TRC YOUTH WING**
6.1	The Management Committee shall have the powers to set up a TRC Youth Wing and allow for the Youth Wing to have its separate sub-rules (Youth Wing By-Laws) for the efficient control and management of the Youth Wing.

6.2	The TRC Youth Wing By-Laws and any subsequent amendments shall be approved by the Management Committee
7	**ANNUAL GENERAL MEETING**
7.1	The supreme authority of the Council shall be vested in the Annual General Meeting which shall be held not later than September on a date to be decided by the Management Committee.
7.1.1	The General Secretary shall issue Notices convening Annual General Meeting to all members at least 21 calendar days before the date (s) of the Annual General Meeting setting out the date, time, venue and the agenda of the Annual General Meeting.
7.1.2	The quorum for all Annual General Meetings shall be 25% or 50 (fifty) eligible voting members, whichever is lesser as at the Membership cut-off date for the year as decided by the Management Committee.
7.1.3	If at the end of 30 minutes after the announced time a quorum is not present, the voting members present shall constitute the quorum and shall carry on the business of the General Meeting but shall not alter, amend or make additions to this Constitution
7.2	Each Institutional Affiliate Member, which is not in arrears of its subscriptions (subject to satisfying Clauses 5.18 and 5.18.1), shall be entitled to be represented at the Annual General Meeting by 2 members from amongst its Management Council/Executive Committee only. No other member can attend the Annual General Meeting or Extraordinary General Meeting on behalf of the Institutional Member.
7.3	Names and designations of the 2 officials who are to represent the Institutional Affiliate Member shall be forwarded to the General Secretary not later than 14 calendar days before the date of the Annual General Meeting.

7.4	Each Individual Ordinary Member shall be regarded as a Representative and shall so attend and vote at a General Meeting. Each Individual Ordinary Member shall have 1 vote.
7.4.1	Each Individual Life Member shall be regarded as a Representative and shall so attend and vote at a General Meeting. Each Individual Life Member shall have 1 vote.
7.4.2	Each Institutional Affiliate Member shall be regarded as 2 Representatives and shall so attend and vote at a General Meeting. Each Institutional Affiliate Member shall have a maximum of 2 votes on the basis of 1 vote per official attending and voting. A representative of an Institutional Affiliate Member shall have only one vote irrespective of the fact that such a person is Life Member and/or Ordinary Member.
7.5	A member shall have only one vote at General Meetings or Management Council Meetings or other committee Meetings if the member is a Life member and / or Ordinary Member.
7.5.1	Individual Members who have been a recent member for at least 6 months before a General Meeting are eligible to attend and participate at the General Meeting. This shall apply to the recent Institutional Affiliate members too.
7.6	It shall be the business of the Annual General Meeting: -
7.6.1	To receive and adopt the report of the Management Council.
7.6.2	To receive and adopt the Audited Statement of Accounts.
7.6.3	To elect the Management Committee

7.6.4	To deal with any other matter which the Management Committee may place on the agenda.
7.6.5	To deal with motions submitted by members, written notice whereof has been given to the General Secretary not less than 7 calendar days before the Annual General Meeting.
7.7	The decision of any General Meeting shall be binding on all members of the Council.
8	**EXTRAORDINARY GENERAL MEETING**
8.1	An Extraordinary General Meeting may be called by the Management Committee at any time.
8.2	An Extraordinary General Meeting shall also be called by the Management Committee within one month of receipt of a written requisition stating the purpose of the meeting signed by two-thirds of the total membership of the Council eligible to vote as at 31st March of the current year of the Extra Ordinary General Meeting and not in arrears of subscriptions.
8.3	Institutional and Individual members shall be represented at Extraordinary General Meetings in the same context as stated in Clauses 7.2, 7.3, 7.4, 7.5 and their respective sub-clauses.
8.4	Extraordinary General Meetings shall transact only the specified business on the agenda, notice of which shall be circulated to all members not less than 7 calendar days before the meeting.
8.4.1	The quorum for Extraordinary General Meetings shall be 25% or 50 (Fifty) eligible voting members, whichever is lesser as at the Notice date of the meeting.

8.4.2	If at the end of 30 minutes after the announced time a quorum is not present the voting members present shall constitute the quorum and shall carry on the business for which the Extraordinary General Meeting was convened but shall not alter, amend, or make additions to these Constitution.
8.5	The decision of any Extraordinary General Meeting shall be binding on all members of the Council.
9	**VOTING**
9.1	Voting at the Annual General Meetings or Extraordinary General Meetings shall be by show of hands except for the following which shall be by secret ballot:-
9.1.1	Election of Management Committee;
9.1.2	Appeal by an expelled member.
9.2	In the event of any equal division of the votes recorded the Chairman of the Meeting shall have the casting vote.
10	**MANAGEMENT COMMITTEE**
10.1	The Management of the Council shall be vested in a Management Committee of 18 elected Councillors who shall be elected triennially (once in three years) as follows: -
	a) 10 Councillors with the highest votes nominated from amongst the Individual Life and Ordinary members (of which three shall be below the age of 45) and;

	b) 7 Councillors with the highest votes nominated from amongst Institutional Affiliate Members (of which two shall be below the age of 45).
	c) 1 Councillor who shall be the serving Chairperson of the TRC Youth Wing
10.1.1	Each Institutional Affiliate member (who is eligible to attend and vote at the AGM), shall nominate only 1 member from amongst its current Management Committee/Executive Committee to stand for election at any General Meeting. The nominee of the Institutional member must also be an individual member of the TRC.
10.1.2	In the event of any vacancy (at the end of the nomination period), in either Clause 10.1 (a) or (b), the Management Committee shall be allowed to co-opt either an Individual or Institutional Affiliate member at its subsequent Management Committee meeting(s) and in accordance with the provisions made in this Constitution.
10.2	The following Office bearers of the Management Committee shall be chosen from amongst the 18 elected Councillors in the very first Management Committee Meeting to be held within 14 days after the AGM election: -
	One President
	One Deputy President
	Two Vice Presidents
	One General Secretary
	Two Deputy General Secretaries
	One Treasurer
	One Assistant Treasurer

	Nine (9) Councillors
	And the Immediate Past President
10.3	The immediate Past President of the Council shall automatically be a member of the Management Committee for 1 term after his/her term of office and he shall have all the powers, duties and authority of a Management Committee member.
10.4	All elected members of the Management Committee shall hold office for a three-year term and shall be eligible for re-election except the posts of Treasurer and Assistant Treasurer which shall not be held by the same person for more than 2 consecutive terms (6 years).
10.5	The posts of President, Deputy President, Vice Presidents, General Secretary and Deputy General Secretaries shall not be held by the same persons for more than 3 consecutive terms (9 years).
11	**FUNCTIONS AND POWERS OF THE MANAGEMENT COUNCIL**
11.1	The Management Committee shall have general and financial control of the business of the Council and shall carry out the policy as determined by the Annual General Meeting. It shall in all things act for and in the name of the Council and all acts' orders under the powers delegated to the Management Committee shall have the like force and effect as the acts and order of the Council at the Annual General Meeting. The Management Committee shall have to make regulations to meet the special circumstances of any case subject to be reported to the next Annual General Meeting.
11.2	It shall see that this Constitution is properly observed and shall decide upon any point on which this Constitution is silent. Such decisions after being notified to all members shall be binding on all members unless revoked at the next Annual General Meeting.

11.3	The Management Committee shall be empowered, after due process, to remove any office-bearer, Management Committee member or to expel a member who in its opinion has been guilty of conduct prejudicial to the interests of the Council.
11.4	The Management Committee shall have the power to set up Sub-Committees for special purposes.
11.5	The Management Committee shall have the power to do all such things as are necessary for properly carrying out and fulfilling the objectives of the Council.
11.6	The decision of the Management Committee shall be binding on all members of the Council.
11.7	Any vacancy in the Management Committee shall be filled by a person who shall be co-opted by Management Committee. Any changes in the Management Committee shall be notified to the Registrar of Societies within two weeks of the change.
11.8	The Management Committee shall meet at least once every three months or as often as required by the General Secretary or the President acting in consultation with one other. The quorum at all Management Committee meetings shall be more than half of the elected members.
11.8.1	The notice convening a meeting of the Management Committee shall be sent to all members of the Management Committee by the General Secretary at least 7 calendar days before the meeting.
11.8.2	The Management Committee may also meet on any urgent or special matters as may be necessary and as required by the General Secretary or the President acting in consultation with one an another. Notice of such meeting(s) shall be sent to all members of the Management Committee by the General Secretary at least 1 clear day before the meeting.

11.9	The Management Committee shall have the powers to elect prominent Singapore Citizens or Singapore Permanent Residents as Patrons. Patrons shall be eligible to attend all meetings of the Management Committee and General Meetings but shall not have the right to vote or stand for election.
11.10	The Management Committee shall have powers to invite any person as an advisor. Advisors shall be eligible to attend all meetings of the Management Committee and General Meetings but shall not have the right to vote.
11.11	Any member of the Management Committee who absents himself without satisfactory excuse from three consecutive duly summoned meetings of the Management Committee shall be deemed to have vacated his seat.
11.12	To approve expenditure of not more than Dollars One Hundred Thousand ($100,000/-) on any one item of expenditure as listed. (To be interpreted as individual item/expense and not the event/programme in total).
11.13	Honoraria may be paid to the General Secretary and Treasurer of the Council with the approval of and subject to regulations drawn out by the Management Council
12	**EXECUTIVE COMMITTEE**
12.1	The Management Committee shall approve the formation of an Executive Committee to carry out the daily administrative and financial functions.
12.3	The following members of the Management Committee shall be members of the Executive Committee and shall be appointed by the Management Committee.
	President
	Deputy President

	Two Vice Presidents
	General Secretary
	Two Deputy General Secretaries
	Treasurer
	Assistant Treasurer
12.4	The President may invite any Council member to attend the Executive Committee meeting.
12.5	The President may invite any person to the Executive Committee meeting to provide expert advice or guidance. Such invited persons shall not have any voting rights, or any other privileges accorded to the Executive Committee members.
13	**Terms of Reference of the Executive Committee**
13.1	Propose overall strategic directions to the Management Committee and approve policies and detailed strategies for the Council. Such policies and strategies shall be ratified by the Management Committee.
13.2	Review and monitor the financial performance and progress of TRC.
13.3	Oversee the business and affairs of the Council and monitor the performance of the Management Committee against pre-agreed targets.
13.4	Assume full responsibility for the corporate governance framework of the Council and have oversight in the proper conduct of the Council's business.

13.5	To approve expenditure of not more than Dollars Ten Thousand ($10,000/-) on any one item of expenditure. Such approvals to be submitted for endorsement at the next Management Committee meeting.
13.6	**Functions and Powers of the Executive Committee**
13.6.1	A simple majority of vote shall decide all matters. Each member shall be have one vote on all matters before the Committee. In the event of any equal division of votes recorded, the Chairman of the meeting shall have the casting vote.
13.6.2	The President shall convene the meeting as and when necessary. However the Executive Committee shall meet no less than 6 times in a calendar year. No meetings of the Executive Committee shall be convened without the approval of the President.
13.6.3	The President or Deputy President shall chair all meetings. In the event both are not available, the General Secretary or Treasurer may chair the meeting.
13.6.4	The quorum for all Executive Committee meetings shall be 5.
13.6.5	The General Secretary shall keep records of the minutes of all meetings. The Chairperson must approve all minutes. Matters necessary for the endorsement of the Management Committee shall then be submitted to the Management Committee accordingly.
14	**DUTIES AND RESPONSIBILITIES OF OFFICERS**

14.1	President
14.1.1	The President shall be the chairperson at Management Committee Meetings, Executive Committee Meetings, Annual General Meetings and at Extraordinary General Meetings.
14.1.2	The President shall be one of the signatories to cheques issued by the Council or any other approved payment modes.
14.1.3	The President shall be one of the signatories to all contractual documents that binds the Council with third parties.
14.1.4	The President shall address the Annual General Meeting and such address shall first be approved by the Management Committee.
14.1.5	The President shall authorise expenditure to a maximum of $3000/- of any urgent nature which shall subsequently be submitted for approval at the next Management Committee meeting. Any such expenditure shall first be approved by both the General Secretary and Treasurer.
14.2	Deputy President
14.2.1	The Deputy President shall act as President of the Management Committee in the absence of the President.
14.2.2	The Deputy President shall assist the President in overseeing and management of the Administration and Finance matters of the Council at all times.
14.3	Vice President

14.3.1	The Vice President shall assist the President in the management of the sub-committees and projects at all times.
14.4	General Secretary
14.4.1	The General Secretary shall be the Chief Executive Officer of the Council; and
14.4.1.1	shall be responsible for the proper administration and maintenance of the records of the Council;
14.4.1.2	execute such other functions as the Management Committee shall from time to time direct.
14.4.1.3	deal with all general matters and keep the membership informed of the Council's activities and decisions;
14.4.1.4	prepare and present to the Annual General Meeting an annual report of the work and activities of the Council;
14.4.1.5	keep such records as required by law to be kept by the Council;
14.4.1.6	prepare the agenda and maintain the minutes of the Management Committee, Affiliates Members Meetings, Annual and Extraordinary General Meetings.
14.4.1.7	employ with the approval of the Management Committee such staff whether temporary or permanent as he may require to assist him in discharge of the aforesaid duties;

14.4.1.8	authorise all items of sundry expenditure provided that no one item of an expenditure so authorised shall exceed the sum of $1,000/-,
14.4.1.9	The General Secretary shall be one of the signatories to cheques issued by the Council or any other approved payment modes.
14.4.1.10	The General Secretary shall be one of the signatories to all contractual documents that binds the Council with third parties.
14.5	Deputy General Secretaries
14.5.1	The Deputy General Secretaries shall carry out and discharge under the direction of the General Secretary or in the absence of the General Secretary, such duties connected with the business of the Council as may from time to time be assigned to them individually or collectively by the Management Committee.
14.6	Treasurer
14.6.1	The Treasurer shall: -
14.6.1.1	receive all monies due to the Council and deposit them in a bank or banks as directed by the Management Committee or invest them in such investments as directed by the Management Committee.
14.6.1.2	ensure that the petty cash in hand shall never exceed $1000 and that any cash in excess of this amount shall be banked at the first opportunity the bank is open for business;

14.6.1.3	keep all accounts and pay all expenses of the Council as are authorized by the Annual General Meeting, the Management Committee, or the General Secretary.
14.6.1.4	present a financial statement at every Management Committee and Executive Committee meetings.
14.6.1.5	prepare annually a detailed statement of income and expenditure and a balance sheet in accordance with the requirement of the Registrar of Societies with shall be presented to the Annual General Meeting;
14.6.1.6	submit all accounts to the External Auditor for annual audit;
14.6.1.7	keep a general register showing the names and relevant particulars of all members of the Council as required by the Management Committee.
14.6.1.8	ensure that all subscriptions due to the Council are promptly collected; and
14.6.1.9	The Treasurer shall be one of the signatories to cheques issued by the Council or any other approved payment modes.
14.7	Assistant Treasurer
14.7.1	The Assistant Treasurer shall carry out and discharge under the direction of the General Treasurer or in the absence of the General Treasurer under the direction of the General Secretary such duties in regard to the business of the Council as may be assigned from time to time.

14.7.2	The Assistant Treasurer shall be one of the alternate signatories to cheques issued by the Council or any other approved payment modes.
14.8	**Internal Auditors**
14.8.1	Two Internal Auditors shall be appointed by the Management Committee up to a period of three years. No member of the Management Committee shall be an Internal Auditor.
14.8.2	The Internal Auditors shall at the beginning of each month thoroughly examine all the accounts kept by the Treasurer, check all receipts and payments and certify accordingly. The Internal Auditors shall have access to all books, accounts, vouchers and other documents of the Council which they may require.
14.9	**External Auditor**
14.9.1	The Management Committee shall after due process appoint a qualified accountant to be the External Auditor of the Council at its first meeting.
14.9.2	The appointment of the External Auditor shall be for a period of 3 years and can be renewed thereafter, subject to the next Management Committee's decision.
14.9.3	The External Auditor shall prepare a report on the financial position of the Council and the manner in which the accounts have been kept having regard to the provisions of the Societies Act or any other law affecting the accounts of the Council. This report shall be submitted to the Management Committee which shall publish it on its website and make available to all its members (upon request) together with the Annual Report.
14.9.4	The External Auditor may be called upon by the Management Committee to conduct a thorough examination of the accounts at any time during the course of its term in addition to the annual audit of accounts.

14.9.5	The Management Committee shall be empowered to pay such expenses as may be incurred in employing the services of a qualified accountant to the External Auditor.
14.10	**Maintaining of Accounts with Banks**
14.10.1	The Management Committee shall be authorised to open and maintain bank accounts in the name of 'Tamils Representative Council', as may be necessary to operate and manage the affairs of the Council.
14.10.2	Signatories to any type of bank accounts and cheques of the Council shall be as follows:
	Group A: Treasurer and either the President or General Secretary
	Group B: Assistant Treasurer and either the President or General Secretary
15	**TRC AFFILIATES MEMBERS' MEETING**
15.1	The TRC Affiliates Meeting shall consist of the TRC Management Committee and 1 Representative each from the Institutional Affiliate Organisation.
15.2	The objective of the TRC Affiliates Meeting is to provide a platform for Affiliates to suggest policy guidelines for the Council to consider and adopt where possible and where it conforms with the Mission, Vision, Values and Objectives of the Council.
15.3	The Management Committee may hold a TRC Affiliates Meeting twice in a calendar year or as and when required.

15.4	The General Secretary shall call for a TRC Affiliates Meeting by giving 14 calendar days' notice of the date, time, mode, venue and agenda of the meeting.
15.5	The President of the Tamils Representative Council shall Chair the meeting.
15.6	Every Institutional Member, which is not in arrears of its subscriptions, shall be entitled to be represented by its President/Chairperson or Vice President/Vice Chairperson or the General Secretary to attend and participate in the TRC Affiliates Meeting.
15.7	The TRC Affiliates Meeting cannot pass any resolutions that will bind the Council.
15.8	The TRC Affiliates Meeting cannot appoint any office bearer or staff on behalf of the Council.
15.9	The TRC Affiliates Meeting cannot incur any liability or expenditure on behalf of the Council.
16	**SPECIAL FUNDS**
16.1	The Management Committee shall set up Special Funds as may be necessary in respect to its sub-committees and all monies in the respective Funds shall be used only in accordance of the Constitution.
17	**TRUSTEES**
17.1	The Council shall have a Board of Trustees comprising a minimum of three (3) trustees and a maximum of five (5) trustees (including elected and co-opted Trustees).

17.2	Minimum of 3 Trustees to be elected at the Annual General Meeting and shall serve a term of three (3) years and may be re-elected for a maximum of two (2) further continuous terms at subsequent Annual General Meetings.
17.3	The Elected Trustees shall have the power to co-opt a maximum of two (2) other Trustees (Co-opted Trustees). Co-opted Trustees shall serve a term of two (2) years.
17.4	The Elected Trustees shall be eligible for election only if they have been Life or Ordinary members of the Council and in good standing for at least one (1) year prior to the date of election.
17.5	The Board of Trustees shall elect a Chairperson from amongst its Elected Trustees during the tenure of three (3) years and as long as he continues to be a member of the Board.
17.6	The quorum for all meetings of the Board of Trustees shall not be less than half (1/2) of the Board of Trustees.
17.7	Vacancies in the Board of Trustees at any time shall not invalidate any decision taken by the Board of Trustees as long as there are a minimum of three (3) members.
17.8	In the event of any vacancy amongst the Elected Trustees, the Annual General Meeting may elect a replacement at the next meeting.
17.9	In the event of any vacancy amongst the Co-opted Trustees, the Elected Trustees may co-opt a replacement at any time.
17.10	A member of the Board of Trustees shall cease to hold office if:

17.10.1	he resigns his office by giving written notice to the General Secretary of the Council;
17.10.2	he is deemed to lack capacity within the meaning of the Mental Capacity Act or becomes a mentally disordered person or a patient within the meaning of the Mental Health (Care and Treatment) Act;
17.10.2	he is declared a bankrupt.
17.11	If in the opinion of the Board of Trustees, a Trustee is guilty of misconduct or such kind as to render it undesirable that he continues as a Trustee, the Board of Directors shall:
17.11.1	by two-third (2/3) majority vote write to the General Secretary of the Council to call for a Annual General Meeting to remove the concerned person as an Elected Trustee.
17.11.2	by two-third (2/3) majority vote remove the concerned person as a co-opted Trustee.
17.12	The decision of the Annual General Meeting in respect of an Elected Trustee and the decision of the Board of Trustees in respect of a Co-opted Trustee shall be final.
17.13	All immovable properties of the Council shall be vested in the three Elected Trustees. The Treasurer shall furnish full details of the immovable properties of the Council and premises occupied by the Council whenever requested by the Board of Trustees.
17.14	The Board of Trustees shall not sell, withdraw or transfer any of the invested capital of the Council without the consent and authority of the Management Committee. Such consent and authority must be certified in writing on behalf of the Management Committee by the General Secretary, who shall affix to it the Council seal.

17.15	The Trustees shall attend the Annual General Meeting. They shall also attend the Management Committee Meetings when invited by the General Secretary.
17.16	They shall hold all deeds and documents of title of the Council, and they may take such measures for the safe custody and preservation thereof, at the expenses of the Council, as they shall think fit. They shall be responsible for the safe custody of all such deeds, documents and securities as are placed in their hand or under their control, shall produce them for inspection when required by a resolution of the Management Committee or Annual General Meeting and shall produce them when required either by the Internal Auditors or External Auditor.
17.17	A Trustee shall not invest any part of the funds of the Council upon the security of his own property or otherwise than in accordance with law.
18	**RESIGNATION**
18.1	Any member who is not in arrears of subscriptions may resign from the Council by giving three months' notice in writing to the General Secretary.
19	**EXPULSION OF MEMBERS (Institutional or Individual)**
19.1	Any Individual Member, whose conduct is in the considered opinion of the Management Committee prejudicial or contrary to the interest of the Council, shall be requested to resign or be asked to exculpate himself in writing. If the exculpatory statement, considered in the sole discretion of the Management Committee exercised in good faith, is unsatisfactory, the member shall be expelled by resolution if moved. Any member so expelled shall have the right to appeal to the next Annual General Meeting, whose decision shall be final.
19.2	Any Institutional Affiliate Member whose conduct is in the considered opinion of the Management Council prejudicial or contrary to the interest of the Council, shall be removed as an institutional member or be asked to exculpate themself in writing. If the exculpatory statement, considered in the sole discretion of the Management Council

	exercised in good faith, is unsatisfactory, the member shall be removed as an institutional member by resolution if moved. Any Institutional Affiliate Member so removed shall have the right to appeal to the next Annual General Meeting, whose decision shall be final.
20	**REMOVAL of MEMBER FROM THE Management Committee**
20.1	Any Management Committee member whose expressed or implied conduct is in the considered opinion of the Management Committee, prejudicial, disruptive or contrary to the interest of the Council (including failing to undertake his/her duties diligently), shall be requested to resign as a Management Committee member or if the member refuses to do so asked to exculpate himself in writing. If the exculpatory statement, considered in the sole discretion of the Management Committee exercised in good faith, is unsatisfactory, the member shall be removed as a Management Committee member by resolution. Any member so removed shall have the right to appeal to the next Annual General Meeting whose decision shall be final.
21	**STANDING ORDERS AND NOMINATIONS AT THE ANNUAL GENERAL MEETINGS**
21.1	The Management Committee shall have the power to adopt Standing Orders for the conduct of any AGM, election to the Management Committee and voting at the AGM. Such Standing Orders shall be distributed to all members at least 14 calendar days before the Annual General Meeting.
21.2	The Management Committee shall have the power to adopt Standing Orders for conduct of all Management Committee meetings, Executive Committee meetings, Sub-Committee meetings and TRC Affiliate Members' meetings.
21.3	The General Secretary shall prepare a Nomination paper giving a full list of nominations to be made and the date and time of the Annual General Meeting and shall send to each Institutional, Life and Individual Member 14 calendar days before the date of each Annual General Meeting when elections to the Management Committee shall take place.

21.4	The date of closing nominations shall be 7 clear days prior to the date of the Annual General Meeting when elections will take place. Members wishing to make nominations shall return the nomination papers duly filled to the General Secretary not later than the date appointed as above. The General Secretary shall not accept any nominations from members which are received after the closing date of the nomination.
21.5	The nomination paper shall be signed by the member nominated to office indicating his assent to accept the office to which he is nominated by the proposer and seconder.
21.6	In the event of nominations exceeding the required number under Clause 10.1 (a) and Clause 10.1 (b) respectively, election shall be by ballot. In the event of insufficient nominations being received in either or both categories, the Management Committee shall be authorised to identify and co-opt such members of the Council as are necessary to complete the required number at its next meeting.
21.7	In the event a nominee is absent at the Annual General Meeting, the members present shall by a show of hands accept or reject the nomination.
22	**TRC BY-LAWS**
22.1	This Constitution allows for a set of By-Laws to be formulated and passed by the Management Committee for the purposes of efficient management of the following:
22.1.1	Membership Matters (including fees and application process)
22.1.2	Conduct of Meetings
22.1.3	Financial Management and Control

22.1.4	Modes of Communication
22.1.5	Management of Youth Wing matters
22.1.6	Administrative Management and Control
22.1.7	Any other matters pertaining to the efficient management of the Council
22.2	The By-Laws may be reviewed by the Management Committee at any point in time. Any amendments to the By-Laws shall be only passed if at least two-thirds (2/3) of the full complement of the Management Committee approves such amendments.
23	**PROHIBITIONS**
23.1	Gambling of any kind whether for stakes or not, is forbidden on the council's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited.
23.2	The funds of the Council shall not be used to pay the fines of members who have been convicted in Court.
23.3	The Council shall not engage in any trade union activity as defined in any written law relating to trade unions for the time being in force in Singapore.

23.4	The Council shall not attempt to restrict or interfere with trade or make directly or indirectly any recommendations 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 service which adversely affect consumer interests.
23.6	The Council shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.
23.7	The Council shall not hold any lottery, whether confined to its members or not, in the name of the Council or its office-bearers, Committee or members unless with the prior approval of the relevant authorities.
23.8	The Council shall not raise funds from the public for whatsoever purposes without the prior approval in writing of the Head, Licensing Division, Singapore Police Force and other relevant authorities.
24	**AMENDMENTS TO CONSTITUTION**
24.1	No alterations or additions to these Rules shall be made except at a general meeting, and the consent of a simple majority of the voting members present at the general meeting and they shall not come into force without the prior sanctions of the Registrar of Societies.
25	**INTERPRETATION**
25.1	In the event of any question or matter arising out of any point which is not expressly provided for in this Constitution, the Management Committee shall have the power to use its own discretion. The decision of the Management Committee shall be final unless it is reversed at a General Meeting of members.
26	**DISPUTES**

26.1	In the event of any dispute arising amongst members, they shall attempt to resolve the matter through mediation first and if it fails, at an Extraordinary General Meeting in accordance with the Constitution and whose decision shall be final.
27	**DISSOLUTION**
27.1	Unless three-fifth (3/5) of the total voting membership of the Council agree, their consent expressed either in person or by proxy at a general meeting convened for the purpose; the Council shall not be dissolved.
27.2	In the event of the Council being dissolved, all debts and liabilities legally incurred by the Council shall be fully discharged and the remaining assets shall be transferred to a charitable organisation or institution in Singapore.
27.3	A certificate of Dissolution shall be given to the Registrar of Societies within 7 days of the dissolution.

1 MAY 2022