



新加坡海南会馆

SINGAPORE HAINAN HWEE KUAN

章程

RULES



雄伟突出,稳健成长与充满组织动力的象征, 构成团结及维护优良传统的形象。

---- 五指山是海南省的象征, 五个接连的山, 显示会馆成员心连心的协作精神。

---- 东方色彩的传统建筑, 不只是本会馆的特色, 也象征维护良好的传统价值与原则。

---- 山与建筑的结合, 意味着会馆有一个稳固的基础, 并能在这基础上稳健成长。

---- 山峰的最高点, 象征海南会馆是团结所有海南人的一个最高组织, 层层叠起的山峰, 则表示无止境的进步。

---- 金黄色的程现, 象征组织的动力, 升华与永恒。

海南会馆简史

新加坡海南会馆(原名琼州会馆)成立迄今，已有一个半世纪了。

回顾过去，我们的父辈，历经千辛万苦从海南岛远渡重洋南下，聚集在小坡一带，彼此互相扶持，刻苦耐劳，团结一致过日子。

1854年，他们成立了海南会馆，1857年，在马拉合街拥有自己的会所，并以这个地方作为南来同乡联络乡情及供奉天后圣母，水尾圣娘及照顾一百零八兄弟诸神明的场所。

1878年，购置了美芝路47号为馆址，一直沿用至今。

1957年，会所不敷应用，当时的会馆主席符致逢倡议重建，经过多年的努力筹款，终于在1962年建立起这座在当时美芝路可说是最高的7层楼建筑物。并于1963年4月7日举行开幕典礼。

一座巍峨壮观的古色古香式建筑物，从此耸立在美芝路兵营的正对面，这座地标性的建筑物，命名为琼州大厦。

大厦内设有琼州天后宫，供奉妈祖，让善男信女膜拜。海南会馆则使用地面层为办公室，其余各层，则出租给商家作为办公室，所得资金供天后宫与会馆发展之用。

时至今日，海南会馆还拥有一座9层楼的工业大厦（位于罗弄安巴士）及一座3层楼，位于沈氏通道，出租给人当旅店用途的建筑物。

现今的海南会馆，可说是本地一间非常活跃的社团，除了定期主办的文史班外（已有20年历史），尚有合唱团，民歌班，海南歌谣及舞蹈班，不定时举办的讲座等等。

近两年来，本馆也先后成立了“法律诊所”及中医义诊所，为海南乡亲及贫困的各界人士服务。

最值得一提的是，自1968年成立至今的海南会馆乒乓队，多次荣获新马海南会馆主办的海南联杯（旧称琼联杯）男女组别冠亚军的荣衔。另，海南会馆还有一支享誉海内外的口琴队，多次获得亚太区口琴比赛的冠军。

在2008年10月份，海南会馆成功主办了第11届世界海南乡团联谊大会暨第2届海南传统文化节，有超过20个地区的2500名，来自世界各地的海南乡亲出席了这次的盛会。最值得我们引以为豪的是，早在1989年10月，第一届世界海南乡团联谊大会也是由我海南会馆发起及主办的。

除了主办各种有益身心的活动外，我们也设有奖贷学金，帮助学业成绩优良及贫困的乡亲子弟，助他们完成大学学业。

（海南会馆原名琼州会馆，1994年9月16日正式改称新加坡海南会馆）

新加坡海南会馆章程

名称

第一条

本馆定名为《新加坡海南会馆》（以下简称“本馆”）

馆址

第二条

本馆馆址设在新加坡美芝律 47 号，邮区 189683

宗旨

第三条

本馆宗旨：为海南社群及整个新加坡社会实现下列目标

- (1) 联络感情，互助合作；
- (2) 代表海南社群，争取共同利益与权利；
- (3) 谋求海南社群福利，发扬海南传统文化；
- (4) 培养公民意识和国家观念；
- (5) 促进教育，社会及社群服务活动；
- (6) 促进贸易，工商业与技术发展。

馆员

第四条

本馆馆员分成下列四种：

(1) 普通馆员

- (甲) 任何十八岁以上海南人，且必须为新加坡公民。
- (乙) 任何十八岁以上的海南人妻室，且必须为新加坡公民。

(丙) 任何在新加坡注册的海南乡团，此乡团可委任一位新加坡公民为其代表。

(2) 准馆员

(甲) 任何十八岁以上海南人，虽非新加坡公民，但必须居住新加坡。

(乙) 任何海南妇女的十八岁以上配偶及子女。

(3) 乡团 / 商号馆员

(甲) 任何主要由海南人出资经营的商号或公司。

(乙) 每商号馆员可委派一位代表出席馆员大会，但每位代表只能投一票。

(4) 永久馆员

任何普通馆员，准馆员或乡团 / 商号馆员，于缴交理事会随时规定的费用，即分别成为普通永久馆员，准永久馆员及乡团 / 商号永久馆员。

永久馆员的申请，须由理事会通过，理事会的决定，为最后决定。申请表格须连同理事会所规定的馆员费，送交本馆秘书处。

所有馆员入馆申请，须经理事会批准，方为有效。理事会的决定，是最后决定。

第五条

(1) 所有普通馆员，普通永久馆员乡团馆员，得享受下列权利：

(甲) 在馆员大会中有投票权。

(乙) 有权参加理事会选举，但在馆员大会召开前，入馆至少须满半年。

(2) 所有普通馆员，普通永久馆员和他们的子女，均可享受本馆奖学金及贷学金，但必须依照有关此奖项，贷学金章程申请。

(3) 倘馆员拖欠本馆馆费，他的上述权利即被撤消。

(4) 准馆员无投票权，也不能担任理事。

馆员大会

第六条

(1) 所有馆员均有权出席馆员大会。

(2) 馆员大会职权如下：

- (甲) 批准及接受理事会报告;
 - (乙) 批准及接受常年账目报告;
 - (丙) 选举理事会理事;
 - (丁) 委任审计师;
 - (戊) 必要时, 修改章程;
 - (己) 讨论并通过馆员于大会召开前十四天提出给理事会的任何提案。
- (3) 本馆常年馆员大会定期每年三月间召开。理事会认为必要时, 也可召开特别馆员大会。
- (4) (甲) 所有馆员大会, 须在大会召开前至少三个星期, 以书面通知馆员有关大会地点, 日期与时间及讨论事项。有关通知, 按馆员最新通讯地址寄出后, 即视为有关馆员已接到通知论。
- (乙) 馆员如有任何提案, 须于馆员大会召开前至少 14 天, 以书面向理事会提出。
- (5) (甲) 馆员大会决定人数为四分之一有权投票的馆员或 200 位馆员, 视何者为低。
- (乙) 馆员大会如不足法定人数, 得延会一小时后, 在同一日, 同一地点召开。出席馆员, 如仍不足法定人数, 则出席的馆员, 不论人数多少, 均为法定人数, 但会议无权修改章程。
- (6) 特别馆员大会, 如有四分一或 200 位馆员, 视何者为低, 要求时, 也得召开。

选举与任期

第七条

理事会任期为两年。理事会所有理事连选得连任, 财政部不在此例。

第八条

- (1) 理事会理事及两位内部查账, 由馆员提名的候选人中选出。候选人由现有馆员提名及附议。每位馆员, 只能提名一位候选人。提名表格须向本馆所索取。每份提名表格, 填妥及经候选人同意后, 须于常年馆员大会召开前不少过十四天, 送交本馆秘书处。
- (2) 如候选人数超过理事会职位, 选举筹备委员会得准备一份候选人名单寄交馆员, 在常年馆员大会召开前一个星期寄交馆员, 以便投票选举。馆员于投票日, 必须

亲身出席，将选举票投入密封的投票箱内。馆员必须先证明身份，然后方领取附有号码的选票。

- (3) 密封的投票箱，于常年馆员大会中开启及由选举筹备委员会指定的监票人及计票人计算。获得最多选票的候选人，即当选为理事会理事。如有两位候选人所得票数相等，则由馆员大会主席抽签决定何者当选。

第九条

- (1) 理事会理事，得以秘密投票选出会长，三位副会长及十个部的主任及副主任。
- (2) 会长及第一，第二，第三副会长不得选任同样职位超过两届。义务财政 / 副财政及内部查账不得连任。

第十条

- (1) 如理事会任何理事辞职，或任何理事职位因故悬空，得由在上届常年馆员大会选举中，获票最多的后补理事递补。
- (2) 理事会有权推选不超过十位推举理事参加理事会。推举理事职权与正式理事职权相等。

第十一条

本馆受薪雇员，不得当选为理事。

第十二条

- (1) 本馆馆务，由理事会处理。
- (2) 理事会选出理事如下：

会长

三位副会长

总务部正主任

总务部副主任

义务财政

副义务财政

文教部正主任

文教部副主任

福利部正主任

福利部副主任

康乐部正主任

康乐部副主任

交际部正主任

交际部副主任

妇女部正主任

妇女部副主任

组织部正主任

组织部副主任

青年部正主任

青年部副主任

经济事务部正主任

经济事务部副主任

9 位普通理事

(3) 理事会发定人数不得少过理事总人数的一半。

第十三条

理事会设执行委员会，由会长，三位副会长，义务财政，总务部正主任，文教部正主任，福利部正主任，康乐部正主任，交际部正主任，妇女部正主任，组织部正主任，青年部正主任及经济事务部正主任组织。执委的发定人数为 7 位。理事会会议出席人数必须等于总理事人数的一半，会议方为有效。

产业信托人

第十四条

(1) 产业信托人，由理事会委任，人数不超过四位或少过两位。

(2) 产业信托人的职权如下：

(甲) 保管本馆一切不动产及其契据。未经馆员大会通过，产业信托人不得变卖，转让或典押本馆任何不动产。

(乙) 本馆如购置不动产，该产业须交由信托人管理，但信托人须签订受托书。信托人可随时辞职。如有逝世，或患神经病，或精神失常，或长期离开新加坡一年以上者，则被视为辞职论。信托人如行为失检，不适合继续任信托人，则理事会可能取消其职位，另委新信托人填补空缺。取消信托人或委任新信托人承继其缺的提议，须于理事会开会议讨论前至少两周，张贴在本馆内，俾众周知。委任信托人，必须呈报社团注册官批准。

各委员会职权

第十五条

理事会负责本馆馆务，其职权如下：

- (1) 执行馆员大会决议；
- (2) 督促执行委员会执行馆务；
- (3) 支配本馆财务及批准开支预算；
- (4) 规划执行馆务的方针；
- (5) 处理纪律特别委员会所提出的任何问题；
- (6) 通过新会员并决定各种馆员费（入会费，会费，永久馆员费），各项馆员费，必须合理且符合本馆为整个海南社会谋利益的宗旨。
- (7) 以会馆名义，开银行及金融户口；
- (8) 聘请员工，
- (9) 委任选举筹备委员会，筹备来届理事会选举事宜。

第十六条

执行委员会职权如下：

- (1) 履行理事会通过的决议；
- (2) 督促一般行政工作；
- (3) 督促各部活动；
- (4) 讨论工作方针及其他问题，然后提交理事会决定。

第十七条

- (1) 会长有权处理一切事务。但会长只有权批准预算中未规定的，每月每一事项不超过五千元开支。

(2) 会长缺席时，由个别副会长主持馆员大会，理事会会议及执委会会议。

第十八条

理事会理事及内部查账职权如下：

- (1) 所有馆员大会，执委会及理事会会议，会长为当然主席。会长将代表会馆与外间联络。
- (2) 副会长得协助会长执行职权。
- (3) 总务部主任负责本馆一般行政工作。除各种固定开支外，总务部主任有权批准每月不超过一千元之任何开支。
- (4) 财政部负责保管一切款项，收支及准备现金预算，向理事会会议提呈每两个月一次的账目及常年账目报告。
- (5) 文教部负责主办一切文教活动及处理本馆附设的奖学金及贷学金事宜。
- (6) 福利部负责促进馆员福利。
- (7) 康乐部负责举办与音乐，戏剧与文艺等有关活动。
- (8) 交际部负责一切联络及公关事务。
- (9) 妇女部负责举办与妇女儿童有关的活动与节目。
- (10) 组织部负责征求新馆员，联络馆员及一切有关组织事宜。
- (11) 青年部负责推动及组织青年活动，包括体育训练，武术等。
- (12) 经济事务部负责整理，分发工商与贸易资料，援助与支持工商与贸易活动。
- (13) 各部副主任得协助主任推动部活动及主任不在时，执行部主任职权。
- (14) 普通理事协助本馆一般行政工作，并由理事会随时分派工作。
- (15) 常年馆员大会将选出并非理事的有投票权馆员，担任内部查账。会长随时有权指示他们查核会馆账目并向理事会报告。

中止及开除馆籍

第十九条

馆员在下列情况下将丧失馆籍：

- (1) (甲) 不付还馆费超过六个月，或在本馆通知一个月内，仍拖欠馆费者；
(乙) 至少以一个月书面通知退会者；

- (丙) 结束或解散新加坡会务或业务的乡团 / 商号馆员，其代表的馆员馆籍无效，其代表所任本馆各项职位取消；
- (2) (甲) 理事会召开会议，出席的四分之三理事认为有下列行为的馆员：
- (i) 任何危害本馆声誉行为；
 - (ii) 利用本馆名义，进行骗诈；
 - (iii) 破坏本馆财物；
 - (iv) 在本馆内殴打或恫言殴打其他馆员；
 - (v) 进行任何非法或不道德活动。
- (乙) 理事会纪律特别委员会调查后，认定有关馆员犯有上述行为，管委会有权开除该馆员管籍，只要在理事会召开听证会议前 14 天，以书面通知该馆员，让该馆员有机会出席听证会议答辩。除非遭馆员大会否决，否则理事会的决定，是最后决定。
- (3) 任何被开除馆籍馆员，于不少过两年后，如要求恢复馆籍，可由理事会全权定夺。理事会的决定，是最后决定。

奖励

第二十条

凡理事会会议认为对本馆有劳绩或慷慨捐助本馆的馆员，由理事会给予奖励。奖励形式，由理事会决定。

第二十一条

理事会有权邀请适当人士，出任本馆荣誉顾问，名誉顾问，荣誉永久会长，名誉永久会长，名誉委员或名誉永久馆员。理事会有权邀请上一届会长及副会长为当届理事会顾问。

禁例

第二十二条

- (1) 禁止在馆内进行任何不管有无赌注的赌博活动；将赌博器物带入馆内或在馆内吸毒及把行为不端者带入本馆，均在严禁之例。
- (2) 本馆公款，不得用以缴付任何馆员受法庭判处的罚款。
- (3) 本馆不得干预商业或物价或从事任何职工会活动。

- (4) 本馆不得开设彩票。
- (5) 本馆不得为馆员或利用本馆或本馆职员，理事会或执委会或馆员名义举办彩票，除非事先获得有关当局批准。
- (6) 事先未得罪犯调查局主任及其他有关当局书面许可，本馆不得向公众筹募任何基金。

解散

第二十三条

- (1) 本馆如欲解散，须召开馆员大会，由馆员亲身出席，或委托代表出席，由全体有投票权馆员四分之三表决赞同，方可解散。
- (2) 本馆如依照上述（1）项规定解散时，本馆须全部付清一切债务，余款则捐助琼州乐善居之家或捐助其他慈善机关。
- (3) 本馆须于解散前 7 天内，向社团注册官呈报。

第二十四条

以上章程条文，除非通过馆员大会，否则不得修改。这些条文，须先经过社团注册官批准，方能生效。

新加坡海南会馆

SINGAPORE HAINAN HWEE KUAN

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新加坡海南會館
SINGAPORE HAINAN HWEE KUAN

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章程
RULES

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RULES OF THE SINGAPORE HAINAN HWEI KUAN

NAME

RULE 1

This Association shall be known as the Singapore Hainan Hwei Kuan (hereinafter referred as the "Association")

PLACE OF BUSINESS

RULE 2

The place of business of the Association shall be at 47 Beach Road Singapore 189683.

OBJECTS

RULE 3

The Association is established for the purpose of carrying out the following objects among the Hainanese community and the general community at large:-

- (a) To foster friendship and interaction
- (b) To represent the Hainanese community in matters affecting their common interests and rights
- (c) To work towards the welfare of the Hainanese community and to promote the knowledge of its culture
- (d) To inculcate a sense of civic consciousness and to foster national identity among its community
- (e) To promote educational, social and community service activities
- (f) To facilitate the development of trade, commerce, industry and technology.

MEMBERSHIP

RULE 4

Membership in the Association shall be divided into the following categories:-

- (1) **Ordinary Member**
 - (a) Any member of the Hainanese community above 18 years of age and who is a Singapore Citizen.
 - (b) The wife of any member of the Hainanese community who is a Singapore Citizen and above 18 years of age.
 - (c) Any Hainanese Society registered in Singapore, to be represented by its President or a nominee who is a Singapore Citizen.
- (2) **Associate Member**
 - (a) Any member of the Hainanese community above 18 years of age residing in Singapore who is not a Singapore Citizen.
 - (b) The spouse and children above 18 years of age of a female member of the Hainanese community.
- (3) **Affiliate Member**
 - (a) Any commercial firm or corporate body in which the majority shares is owned by Hainanese.
 - (b) Each Affiliate Member shall appoint a representative to the General Meetings and shall have only one vote.
- (4) **Life Member**

- (a) Any ordinary, associate or affiliate member may, upon payment of a fee prescribed by the Management Committee from time to time, become an Ordinary Life, Associate Life, and Affiliate Life member respectively.
Every application for membership shall be subject to the approval of the Management Committee whose decision shall be final. The prescribed fee for membership must be enclosed with each application.

RULE 5

- (1) All Ordinary, Ordinary Life, Affiliate Members shall enjoy the following rights and privileges:-
(a) To vote at General Meetings
(b) To stand for election as Management Committee Members provided they have been members of good standing for at least six months before the General Meeting.
- (2) All Ordinary and Ordinary Life Members and their children shall be eligible for scholarship and study loan offered by the Association subject to the rules and conditions relating to such scholarship and study loan.
- (3) The above rights and privileges shall be revoked if the member's subscription with the Association is in arrears.
- (4) Associate Members shall not be given the rights to vote and cannot hold office.

GENERAL MEETINGS

RULE 6

- (1) All members of the Association shall be entitled to attend General Meetings.
- (2) The nature of business to be transacted at the Annual General Meeting is as follows:-
(a) To approve and adopt reports from the Management Committee;
(b) To approve and adopt audited financial statement;
(c) To elect Management Committee when due;
(d) To appoint external auditor;
(e) To amend the Rules of the Association, when necessary;
(f) To consider, approve and adopt any proposed resolution of which fourteen days' notification has been given to the Management Committee.
- (3) The Annual General Meeting of the Association shall be convened in March each year. The Management Committee may convene an Extraordinary General Meeting as and when necessary.
- (4)
(a) All General Meetings shall be convened by notice in writing given to members at least three weeks before the meeting specifying the place, date and time of the meeting and the nature of the business to be transacted. Notice is deemed to have been given if it is mailed to the address last known on the register of members;
(b) Any resolution proposed by a member must be made in writing and forwarded to the Management Committee at least 14 days before the General Meeting;
- (5)
(a) The quorum for a General Meeting shall be one-quarter of the total voting membership or 200 persons whichever is the lesser;
(b) In the event that there is no quorum at the commencement of a General Meeting, the meeting shall be adjourned to one hour later on the same day and at the same place and should the number then present be insufficient to form a quorum, and those members present shall constitute the quorum, but they shall not have the power to alter or amend the existing rules of the Association.
- (6) An extraordinary General Meeting must be convened at the request of either one-quarter of the total membership or 200 members whichever is the lesser.

ELECTION AND TERM OF OFFICE

RULE 7

The term of office of the Management Committee shall be two years. All members of the Management Committee is eligible to be nominated for re-election to the same post except the members of the Treasury Committee.

RULE 8

- (1) The members of the Management Committee and the two internal Auditors shall be elected from among the candidates nominated by the members. The candidates for election shall be proposed and seconded by existing members. A member shall not nominate more than one candidate. Every nomination must be made on the prescribed form obtainable from the Association. Every nomination form duly completed and consented to by the candidate must be received by the Association not less than fourteen days before the Annual General Meeting.
- (2) If more candidates than the number of Management Committee posts are nominated, the Preparatory Election Committee shall prepare a list of candidates and send it to members at least one week before the Annual General Meeting for the purpose of election. Voting for the election shall be by secret ballot and such ballots are to be deposited personally by members into sealed ballot boxes at the Annual General Meeting. Member shall be required to provide proof of identification before serialized ballot papers are issued.
- (3) The sealed ballot boxes shall be opened at the Annual General Meeting and the votes counted by scrutineers nominated by the Preparatory Election Committee. The candidates with the highest number of votes shall be elected. In the event of two candidates obtaining equal number of votes, the Chairman of the General Meeting shall draw lots to decide which candidate is to be deemed elected.

RULE 9

- (1) The elected Management Committee Members shall elect amongst themselves by secret ballots the President, the three vice-Presidents and the heads and deputy heads of the ten committees.
- (2) The post of President and the posts of respective Vice-Presidents shall not be held by the same person for more than two consecutive terms. The Honorary Treasurer / Deputy Honorary Treasurer and the Internal Auditors shall not be immediately re-elected to the same or related positions.

RULE 10

- (1) When a member of the Management Committee resigns from office or a casual vacancy arises for any other reason, the vacancy shall be filled by the candidate on the list of reserve members who has polled the highest number of votes at the last Annual General Meeting.
- (2) The Management Committee shall have the power to co-opt not more than 10 members to its committee and such co-opted members shall have all the powers of the elected members.

RULE 11

Employees of the Association shall not be elected as Management Committee members.

COMMIITTEE AND OFFICE BEARERS

RULE 12

- (1) The affairs of the Association shall be administered by the Management Committee.
- (2) The Management Committee shall consist of:
 - A President
 - Three Vice-Presidents
 - A General Affairs Officer
 - A Deputy General Affairs Officer
 - An Honorary Treasurer
 - A Deputy Honorary Treasurer
 - A Cultural & Educational Officer
 - A Deputy Cultural & Educational Officer
 - A Welfare Officer
 - A Deputy Welfare Officer
 - A Recreation Officer
 - A Deputy Recreation Officer
 - A Public Relation Officer
 - A Deputy Public Relation Officer
 - A Women's Activities Officer
 - A Deputy Women's Activities Officer
 - An Organization Officer
 - A Deputy Organization Officer
 - A Youth Activities Officer
 - A Deputy Youth Activities Officer
 - An Economic Affairs Officer
 - A Deputy Economic Affairs Officer
 - 9 Ordinary Management Committee Members
- (3) The quorum for Management Committee Meeting shall not be less than 50% of the Management Committee Members.

RULE 13

The Management Committee shall form an Executive Committee comprising the President, the three Vice-Presidents, the Honorary Treasurer, the General Affairs Officer, the Cultural and Educational Officer, the Welfare Officer, the Recreation Officer, the Public Relations Officer, the Women Activities Officer, the Organization Officer the Youth Activities Officer and the Economic Affairs Officer. The quorum for Executive Committee Meeting shall be 7 members. Half of the Management Committee Members must be present for the proceedings of the Management Committee Meetings to be valid.

TRUSTEES

RULE 14

- (1) The number of Trustees who shall be appointed by the Management Committee shall not be greater than 4 or less than 2.
- (2) The duties of the Trustees are as follows:-
 - (a) To manage all the Association's immovable properties and shall keep their title deeds. The Trustees shall not sell, transfer mortgage or dispose the immovable properties without the approval of a General Meeting of members.
 - (b) If the Association shall at any time acquire any immovable property, such property shall be vested in the Trustee subject to a declaration of trust. A Trustee may at any time resign his appointment. If a Trustee dies or is made a bankrupt or becomes a lunatic or is of unsound mind or moves permanently out of or is absent from Singapore for a period exceeding one year, he shall be deemed to have resigned his appointment. If a Trustee is guilty of misconduct of such a kind as to render him unsuitable to continue to hold the appointment as

Trustee, the Management Committee may remove such Trustee and appoint another to fill such vacancy arising. Notice of any proposal to remove a Trustee or to appoint new Trustee to fill a vacancy must be given by affixing in the Association's premises a document containing such proposal at least two weeks before the Management Committee meeting at which the proposal is to be discussed. The appointment of all Trustees shall be notified to the Registrar of Societies.

DUTIES AND RESPONSIBILITIES OF MANAGEMENT COMMITTEE

RULE 15

The Management Committee shall administer the affairs of the Association. Its duties and powers shall include the following:-

- (1) To carry out resolutions passed by the General Meeting;
- (2) To direct the Executive Committee in the execution of the affairs of the Association;
- (3) To exercise control of the financial administration of the Association and approve budgets for expenditure;
- (4) To formulate policy under which the work and affairs of the Association shall be carried out;
- (5) To deal with any matter brought to its attention by the ad-hoc Disciplinary Committee;
- (6) To approve membership and decide on fees (entrance, subscription, life membership) from time to time; such fees should be affordable and consistent with the Association's aim to represent the whole Hainanese Community;
- (7) To open accounts with banks and finance companies in the name of the Association;
- (8) To employ staff;
- (9) To appoint Preparatory Election Committee to conduct election when due.

RULE 16

The Executive Committee shall have the powers to deal with the following matters:-

- (1) To implement resolutions passed by the Management Committee;
- (2) To oversee the general administration;
- (3) To supervise the activities of the various committees;
- (4) To deliberate on policy or other issues before the same are submitted to the Management Committee.

RULE 17

- (1) The President shall have the authority to deal with all matters except that he shall only have the power to authorize the expenditure of any sum of money not exceeding \$5,000.00 per month in respect of any one matter not provided for in the budget.
- (2) The President and, in his absence, the respective Vice-Presidents shall preside at all General Management and Executive Committee Meetings.

RULE 18

The duties of the office-bearer Management Committee and the Internal Auditors shall be as follows:-

- (1) The President shall act as Chairman in all General, Executive and Management Committee Meetings. He shall represent the Association in its dealings with outside persons.
- (2) The Vice-President shall assist the President and one of them shall be appointed to deputize for the latter in his absence.
- (3) The General Affairs Officer shall be responsible for the general administration of the Association. Apart from various fixed expenditures, the head of the committee shall have the power to authorize the expenditure of any sum of money not exceeding \$1,000.00 per month.

- (4) The Honorary Treasurer shall be in charge of all monies, receipts and disbursements and shall be responsible for preparing the cash budgets, bi-monthly and annual statements of accounts for management committee meetings.
- (5) The Cultural & Educational Officer shall conduct all cultural and education activities and shall deal with all matters relating to scholarship and study loans.
- (6) The Welfare Officer shall be responsible for the promotion of the welfare of members of the Association.
- (7) The Recreation Officer shall organize programmes relating to music, drama, amusement and related activities.
- (8) The Public Relation Officer shall deal with all liaisons and public relation matters.
- (9) The Women's Activities Committee shall be responsible for activities and programmes of particular interest to women and children.
- (10) The Organizing Committee shall be responsible for the recruitment of and liaison among members and related organization matters.
- (11) The Youth Committee shall be responsible for the promotion and organization of youth activities, including martial art and other physical training programmes.
- (12) The Economic Affairs Committee shall be responsible for collating and disseminating information and providing assistance and support for the promotion of industrial, trade and commercial activities.
- (13) The deputy Officers shall assist their respective officers and deputise for them in their absence.
- (14) The Ordinary Committee Members shall assist in the general administration of the Association and perform duties assigned by the Management Committee from time to time.
- (15) Two voting members not being members of the Management Committee shall be elected as Internal Auditors at alternate Annual General Meeting. They may be required by the President to audit the Association's account at any time and make a report to the Management Committee.

CESSATION OF MEMBERSHIP AND EXPULSION

RULE 19

- (1) A member shall cease to be a member of the Association in any of the following events:-
 - (a) Upon his failure to pay the subscriptions for a period exceeding 6 months or failure to pay arrears within 1 month of the Association's notice of demand;
 - (b) Upon his written notice of resignation of membership giving at least one month's notice;
 - (c) Upon the member (registered society, commercial firm or corporate body) ceasing to carry on business in Singapore or its dissolution.
- (2)
 - (a) A member is liable to be expelled from the Association if in the opinion of three-quarters of the members of the Management Committee present and voting at a meeting specially convened for the purpose he is found guilty of:-
 - i) any misconduct that is prejudicial to the interest and good name of the Association;
 - ii) carrying out fraud or deception in the name of the Association;
 - iii) damaging the properties of the Association;
 - iv) assaulting or threatening to assault any member or staff of the Association;
 - v) carrying out any illegal or immoral acts.
 - (b) The Management Committee shall not expel a member as aforesaid unless it has ascertained the facts through investigation by an ad-hoc Disciplinary Committee. Provided that 14 days' notice in writing of such hearing shall have been given to the member in question who shall have the opportunity of attending the hearing at which he shall answer any charge specified in such notice. The decision of the Management Committee shall be final, unless reversed at a General Meeting of Members.
- (3) An expelled member may be reinstated only upon application made after a period of not less than 2 years of the expulsion to the Management Committee whose decision shall be final.

AWARDS AND HONOURS

RULE 20

Any member who, in the opinion of the Management Committee, has rendered meritorious service or donated generously to the Association shall be presented with an award the nature of which shall be decided by the Management Committee.

RULE 21

The Management Committee may invite suitable persons to be Distinguished Honorary Advisers, Honorary Advisers, Distinguished Honorary Life President, Honorary Life President, Honorary Committee members or Honorary life member of the Association. The Management Committee may invite the Immediate Past President and Vice-President to be its adviser for the duration of its term of office.

PROHIBITIONS

RULE 22

- (1) Gambling of any kind whether for stakes or not is forbidden on the Association's premises. The introduction of materials for gambling or drug taking, and of bad characters into the premises is prohibited.
- (2) The funds of the Association shall not be used to pay the fines of members convicted in Court.
- (3) The Association shall not interfere with trade or price or engage in any trade union activities.
- (4) The Association shall not take part in any political activity nor allow its funds or premises to be used.
- (5) The Association shall not hold any lottery, whether confined to its office-bearers, Management or Executive Committee or members unless with the prior approval of the relevant authorities.
- (6) The Association 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.

DISSOLUTION

RULE 23

- (1) The Association shall not be dissolved except with the consent of not less than three-quarters of the voting members of the Association expressed either in person or by proxy at a General Meeting convened for that purpose.
- (2) In the event the Association is dissolved as provided for above, all debts and liabilities of the Association shall be fully discharged and the remaining funds handed over to the Kheng Chiu Loke Tin Kee Home or other charitable organizations.
- (3) A certificate of Dissolution shall be given within Seven days of the dissolution to the Registrar of Societies.

AMENDMENTS

RULE 24

No alteration or amendment to these rules shall have effect except at a General Meeting and they shall not come into force without the prior sanction of the Registrar of Societies.

新加坡海南會館

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