

CONSTITUTION OF

RBKD – The Official Fan Club of Rui En

NAME

1.1 This Society shall be known as the “RBKD – The Official Fan Club of Rui En” and as “瑞恩瑞不可当粉丝后援会” in Chinese, hereinafter referred to as the “Society”.

PLACE OF BUSINESS

2.1 Its place of business shall be at “93 Cashew Road #13-03, Cashew Heights Condominium S679664” or such other address as may subsequently be decided upon by the Committee and approved by the Registrar of Societies. The Society shall carry out its activities only in place(s) and premise(s) which have the prior written approval from the relevant authorities, where necessary.

OBJECTS

3.1 Its objects are:

- a) In support of the personality, Rui En, a Singaporean Celebrity. This includes any decision(s) and/or action(s) that may aid the personality in her career and/or may create possibly greater awareness and/or generate deeper understanding of the personality.
- b) In defence of the personality, Rui En, a Singaporean Celebrity. This includes any decision(s) and/or action(s) that may protect the personality from possible harm, defamation and/or negative implication(s).

- c) To shower care, concern and love to the personality, Rui En, a local Celebrity. This includes any decision(s) and/or action(s) that may affect the morale and/or state of emotion(s) of the personality positively.
- d) To bond and unite supporter(s) of the personality, Rui En, a local Celebrity. This includes any decision(s), action(s) and/or activities that can allow interaction and/or better understanding between the supporter(s).
- e) In the good name of the Society and/or of the personality, Rui En, a local Celebrity. This includes any decision(s), action(s) and/or activities that may result in positive implication(s) on the Society and/or the involved personality.

MEMBERSHIP QUALIFICATION AND RIGHTS

4.1 Membership is open to all supporter(s) of local Celebrity, Rui En, regardless of Nationality or Gender. The minimum academic qualification would be PSLE (Primary School Leaving Examination) or its equivalent. Persons who are below 18 years of age shall be accepted as members with the consent of their parent or guardian.

4.2 Membership is categorised as follow:

- a) Honorary Membership
- b) Senior Priority Membership
- c) Priority Membership
- d) Ordinary Membership

Applicant(s) must meet the requirements necessary for the chosen membership category before they could be considered for membership.

4.3 The entry requirements for the above membership categories are elaborated as follow:

a) Honorary Membership

Honorary Membership Scheme is designed to ensure continuity and consistency in the Society's operations under the guidance and advice of the Honorary Members. The scheme is also to ensure that the society remains rooted to the founding objects of the society.

To apply as a Honorary Member under the Society's Honorary Membership Scheme, applicant needs to fulfil all requirements in clause 4.1.

Secondly, the applicant is only eligible if he/she has been the President of the Society for at least three (3) years.

Thirdly, the applicant is to have one (1) bridging credit and a valid active forum account for at least one (1) year.

Lastly, the applicant is to accumulate three (3) valid IPCs (Involvement and Participation Credit).

Upon fulfilling the above mentioned requirements, the applicant may submit his/her application for the Society's Honorary Membership through the official application form.

b) Senior Priority Membership

Senior Priority Membership Scheme is by Committee's invitation only.

To apply as a Senior Priority Member under the Society's Senior Priority Membership Scheme, he/she needs to fulfil all requirements in clause 4.1.

Secondly, he/she is to have one (1) bridging credit and a valid active forum account for at least one (1) year.

Thirdly, he/she is to accumulate five (5) valid IPCs (Involvement and Participation Credit).

Lastly, he/she needs to be a Priority Member for at least two (2) preceding years.

c) Priority Membership

To apply as a Priority Member under the Society's Priority Membership Scheme, applicant needs to fulfil all requirements in clause 4.1.

Secondly, the applicant is to have one (1) bridging credit and a valid active forum account for at least one (1) year.

Thirdly, applicant is to accumulate five (5) valid IPCs (Involvement and Participation Credit).

Lastly, applicant needs to be a member for at least one (1) preceding year.

Upon fulfilling the above mentioned requirements, applicant may submit his/her application through the Society's Priority Membership through the official application form.

d) Ordinary Membership

To apply as an Ordinary Member under the Society's Ordinary Membership Scheme, applicant needs to fulfil all requirements in clause 4.1.

Secondly, the applicant is to have one (1) bridging credit and a valid active forum account for at least one (1) year.

Upon fulfilling the above mentioned requirements, applicant may submit his/her application through the Society's Ordinary Membership through the official application form.

4.4 For a list of recognised IPC (Involvement and Participation Credit) Activities, please refer to the updated chart on the Society's website.

4.5 For details to organising and participation of IPC (Involvement and Participation Credit) Activities, please refer to the “IPC guidelines” on the Society’s website.

4.6 Membership term shall begin from 1st June of the year and ends on 31st May of the following year.

4.7 All membership(s) are non-transferrable.

4.8 Only Honourary Member(s), Senior Priority Member(s) and Priority Member(s), restricted to the following parameters, shall be allowed to vote:

- a) Honourary Member(s) and Senior Priority Member(s) who are Singapore Residents shall have the right to vote with one (1) vote-count each.

In the event of their absence, Honourary Member(s) and Senior Priority Member(s) shall only be represented by proxy(s) with the consent of ten (10) members or 30% of voting members whichever is lesser.

- b) Priority Member(s), who have been a Priority Member for at least twelve (12) consecutive months prior to the General Meeting of members, shall have the right to vote with one (1) vote-count.

Priority Member(s) shall not be represented by proxy(s) in the event of their absence.

4.9 Only Honourary Member(s), Senior Priority Member(s) and/or Priority Member(s) who fulfil(s) one of the following requirements shall have the right to hold office in the Society:

- a) Above 18 years of age and have been a Honourary Member, Senior Priority Member and/or Priority Member for at least twenty-four (24) consecutive months prior to the General Meeting of members.
- b) Between 16 and 18 years of age and have been a Priority Member for at least thirty-six (36) consecutive months prior to the General Meeting of members. .

4.10 Member(s) shall not claim to be representing the Society without the written consent of the society's President.

4.11 Member(s) shall not engage in any activity that is against the objects of the Society.

4.12 Member(s) shall not engage in any activity that may be defamatory, intrusive, provocative and/or has negative implication(s) to the Society, her member(s) and/or the involved personality (Rui En).

4.13 Member(s) shall not claim ownership and/or use the properties of the Society without the President's consent.

4.14 Member(s) shall conduct themselves well at all times.

4.15 Member(s) shall not impede cohesion among the members.

4.16 Member(s) shall be mindful of the implication(s) of their word(s) and/or action(s) at all times.

4.17 Member(s) found to be against the object(s) and/or in breach of any clauses in the Constitution shall have his/her membership reviewed and revoked by the Committee.

APPLICATION FOR MEMBERSHIP

5.1 A person wishing to join the Society should submit his/her particulars to the Secretary on a prescribed form on the Society's website, according to the membership type he/she is applying to.

5.2 The Committee will decide on the application for membership. The Committee may also, at their discretion, review and reject any membership applicant(s) found to be against the object(s) and/or in breach of any clause(s) in the Constitution.

5.3 Member(s) of the Society shall ensure the authenticity and validity of his/her particulars during the term of membership; the Committee may terminate his/her membership with immediate notice if member(s) are found to have provided unauthentic and/or invalid particulars.

ENTRANCE FEES, SUBSCRIPTIONS AND OTHER DUES

6.1 There shall be no entrance fee payable for all members.

6.2 There shall be no subscriptions payable by members. The funds of the Society shall be derived from free-will offerings.

6.3 There shall only be fund-raising conducted based on the needs and/or objects of the Society as advised by the Committee and with the consent of the general meeting of members.

6.4 In the event of an unplanned need of fund as applicable towards the needs and/or objects of the Society, the Committee may at its discretion, conduct non-publicised fund-raising from selected member(s) of the Society.

6.5 The income and property of the Society whensoever derived shall be applied towards the promotion of the objects of the Society as set forth in this Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend or bonus or otherwise howsoever by way of profit to the persons who at any time are or have been members of the Society or to any of them or to any person claiming through any of them.

SUPREME AUTHORITY AND GENERAL MEETINGS

7.1 The supreme authority of the Society is vested in the General Meeting of members.

7.2 An Annual General Meeting shall be held within 3 months from the close of its financial year.

7.3 At other times, an Extraordinary General Meeting must be called by the President on the request in writing of not less than 25% of the total voting membership or thirty (30) voting members, whichever is the lesser, and may be called at anytime by order of the Committee. The notice in writing shall be given to the Secretary setting forth the business that is to be transacted. The Extraordinary General Meeting shall be convened within two (2) months from receiving this request to convene the Extraordinary General Meeting.

7.4 If the Committee does not within two (2) months after the date of the receipt of the written request proceed to convene an Extraordinary General Meeting, the members who requested for the Extraordinary General Meeting shall convene the Extraordinary General Meeting by giving ten (10) days' notice to voting members setting forth the business to be transacted and simultaneously posting the agenda on the Society's notice board.

7.5 At least two (2) weeks' notice shall be given of an Annual General Meeting and of an Extraordinary General Meeting. Notice of meeting stating the date, time and place of meeting shall be sent by the Secretary to all voting members. The particulars of the agenda shall be circulated four (4) days in advance of the meeting.

7.6 Unless otherwise stated in this Constitution, voting by proxy shall not be allowed at all General Meetings.

7.7 The following points will be considered at the Annual General Meeting:

- a) The previous financial year's accounts and annual report of the Committee.
- b) Where applicable, the election of office-bearers and Honorary Auditors for the following term.

Any member who wishes to place an item on the agenda of a General Meeting may do so provided he/she gives notice to the Secretary two (2) weeks before the meeting is due to be held.

7.8 At least 25% of the total voting membership or thirty (30) voting members, whichever is the lesser, present at a General Meeting shall form a quorum. Proxies shall not be constituted as part of the quorum unless otherwise stated in the Constitution.

7.9 In the event of there being no quorum at the commencement of a General Meeting, the meeting shall be adjourned for half an hour and should the number then present be insufficient to form a quorum, those present shall be considered a quorum, but they shall have no power to amend any part of the existing Constitution and/or elect office-bearers and Honorary Auditors.

MANAGEMENT AND COMMITTEE

8.1 The administration of the Society shall be entrusted to a Committee consisting of the following to be elected at each Annual General Meeting:

A President

A Secretary

A Second Secretary

A Treasurer

7 Ordinary Committee Members

Majority of the Committee Members shall be Singapore Citizens. In addition, the President, Secretary, Treasurer and their deputies shall be Singapore Citizens or Singapore Permanent Residents. Foreign Diplomats shall not serve as Committee Members.

8.2 Name(s) for the above offices may be proposed at the Annual General Meeting. The Committee shall be voted into office by the voting members at the Annual General Meeting.

8.3 Ordinary Committee Members shall only be elected if they possess the specific skills necessary for the portfolios. They may be elected to one or more of the listed portfolio(s). Where necessary, the Committee may propose the revision of the portfolio(s), subject to the approval of the General Meeting of Members.

8.4 Member(s) who hold membership and/or office in other Societies and/or Fan Club(s) shall not be considered for office unless the Committee is convinced that there is no conflict of interest between the Societies and/or Fan Club(s).

In the event that it is only realised after the election that the committee member(s) is holding membership and/or office in other Societies and/or Fan Club(s), he/she would be subjected to investigation as spelled out in 8.7 and/or 8.8 as an integrity issue.

8.5 All office-bearers may be re-appointed to the same or related post for a consecutive term of office. The term of office of the Committee is one year, concurrent to the Membership Term.

8.6 In the event that the Committee Member is found to be incapable of fulfilling the duties assigned and/or is suspected of integrity issues, the Committee may suspend the Committee Member from all duties until a decision is arrived following an investigation no longer than six (6) weeks after the first warning.

8.7 In the event that members doubt the integrity and/or capability of the committee member, they may, in writing of not less than ten (10) voting members, request the Committee to withdraw the Committee Member's appointment.

The Committee will then conduct an investigation and a decision is to be announced in the Society's forum in no more than six (6) weeks from acknowledging the recipient of the request.

The Committee Member may be suspended of his/her duties, during the course of investigation, at the discretion of the Committee.

8.8 Committee Members who are suspended or whose title has been withdrawn may, within one month of the notification of suspension or withdrawal, appeal to the General Meeting of members. The decision of the General Meeting of members shall be final.

8.9 Any change(s) in the Committee shall be notified to the Registrar of Societies within two (2) weeks of the change.

8.10 The duty of the Committee is to organise and supervise the daily activities of the Society and achieve the objects of the Society. The Committee may not act contrary to their assigned duties and shall always remain subordinate to the General Meeting of Members.

8.11 The involved personality, Rui En, may nominate a representative as the Advisor to the President and his/her Committee in the Society. In the absence of a nomination by the involved personality (Rui En), her managing company shall be automatically nominated to the advisory position, with the manager of the involved personality (Rui En) assuming the role of Advisor on behalf of the managing company.

The Advisor shall safeguard the interest of the involved personality (Rui En) and shall not be deemed as part of the Committee. He/She shall not be seen as a voting member or an office-bearer of the Society.

8.12 The Advisor shall act on behalf of the involved personality (Rui En) and her managing company in communicating with the Committee, this includes updating the Committee of the latest information and/or update(s) concerning the involved personality (Rui En).

The President shall notify the Advisor on Society matters periodically. The Committee is to seek prior approval from the Advisor on all matter(s) in the Society that involves associating to and/or the use of name of the involved personality (Rui En).

DUTIES OF OFFICE-BEARERS

9.1 The President shall chair all General and Committee meetings. He/She shall also represent the Society in its dealings with outside persons.

In the event of his/her absence, the President may appoint for a key office-bearer to deputise for him/her.

9.2 The Secretary shall keep all records, except financial, of the Society and shall be responsible for their correctness. He/she will keep minutes of all General and Committee meetings. He/She shall maintain an up-to-date Register of Members at all times. He/She shall administrate all membership application following the instruction(s) of the President.

The Secretary shall make sure that all confidential reports as per instructed by the President shall only remain in the knowledge of the persons indicated in the reports. He/She shall ensure that the President's consent is given before any persons, other than the persons indicated in the reports, can have access to the reports.

9.3 The Second Secretary shall complement and assist the Secretary in his/her duties and responsibilities.

9.4 The Treasurer shall keep all funds and collect all moneys on behalf of the Society and shall keep an account of all monetary transactions and shall be responsible for their correctness.

He/She is only allowed to disburse moneys on behalf of the Society with the approval of the President. All moneys will be deposited in a bank, in a joint-account between the Treasurer and the President, to be named by the Committee.

There shall not be more than \$700 in the joint bank account named by the Committee. Unless otherwise approved in written form by the President, the excess of which would be deposited in another bank to be named by the Committee.

9.5 All Ordinary Committee Member(s) shall fulfil the task(s) and requirement(s) as spelled out in their elected portfolio(s). The President may task the Ordinary Committee Member(s) to assist in other duties to ensure the smooth running of the Society.

AUDIT AND FINANCIAL YEAR

10.1 Two (2) voting members, above the age of twenty-one (21), not being members of the Committee, shall be elected as Honorary Auditors at each Annual General Meeting and will hold office for a term of one year. The accounts of the Society shall be audited by a firm of Certified Public Accountants if the gross income or expenditure of the Society exceeds \$500,000 in that financial year, in accordance with Section 4 of the Societies Regulations.

10.2 They:

- a) Will be required to audit each year's accounts and present a report upon them to the Annual General Meeting.
- b) May be required by the President to audit the Society's accounts for any period within their tenure of office at any date and make a report to the Committee.

10.3 The financial year shall be from 1st June to 31st May of the following year.

TRUSTEES

11.1 If the Society at any time acquires any immovable property, such property shall be vested in trustees subject to a declaration of trust.

11.2 The trustees of the Society shall:

- a) Not be more than four (4) and not less than two (2) in number.
- b) Be appointed by General Meeting of members.
- c) Not affect any sale or mortgage of property without the prior approval of the Committee.

11.3 The office of the trustee shall be vacated:

- a) If the trustee dies or becomes a lunatic or of unsound mind.
- b) If he is absent from the Republic of Singapore for a period of more than one (1) year.

- c) If he is guilty of misconduct of such a kind as to render it undesirable that he continues as a trustee.
- d) If he submits notice of resignation from his trusteeship.

11.4 Notice of any proposal to remove a trustee from his/her trusteeship or to appoint a new trustee to fill a vacancy must be given by posting it on the Society's forum at least two (2) weeks before the General Meeting at which the proposal is to be discussed. The result of such General Meeting shall then be notified to the Registrar of Societies.

11.5 The address of each immovable property, name of each trustee and any subsequent change must be notified to the Registrar of Societies.

VISITORS AND GUESTS

12.1 Visitors and guests may be admitted into the premises of the Society but they shall not be admitted into the privileges of the Society. All visitors and guests shall abide by the Society's rules and regulations.

PROHIBITIONS

13.1 Gambling of any kind, excluding the promotion or conduct of a private lottery which has been permitted under the Private Lotteries Act Cap 250, is forbidden on the Society's premises. The introduction of material(s) for gambling or drug taking and of bad character(s) into the premises is prohibited.

13.2 The funds of the Society shall not be used to pay the fines of members who have been convicted in court of law.

13.3 The Society 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.

13.4 The Society shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.

13.5 The Society shall not hold any lottery, whether confined to its members or not, in the name of the Society or its office-bearers, Committee or members unless with the prior approval of the relevant authorities.

13.6 The Society shall not raise funds from the public for whatever purpose(s) without the prior approval in writing of the Assistant Director Operations, Licensing Division, Singapore Police Force and other relevant authorities.

AMENDMENTS TO CONSTITUTION

14.1 The Society shall not amend its Constitution without the prior approval in writing of the Registrar of Societies. No alteration or addition/deletion to this Constitution shall be passed except at a General Meeting and with the consent of two-thirds($\frac{2}{3}$) of the voting members present at the General Meeting.

INTERPRETATION

15.1 In the event of any question or matter pertaining to day-to-day administration which is not expressly provided for in this Constitution, the Committee shall have power to use their own discretion. The decision of the Committee shall be final unless it is reversed by the General Meeting of members.

DISPUTES

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

DISSOLUTION

17.1 The Society shall not be dissolved, except with the consent of not less than three-fifths ($\frac{3}{5}$) of the total voting membership of the Society for the time being resident in Singapore expressed, either in person or by proxy, at a General Meeting convened for the purpose.

17.2 In the event of the Society being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Society shall be fully discharged, and the remaining funds will be donated to an approved charity or charities in Singapore.

17.3 A Certificate of Dissolution shall be given within seven (7) days of the dissolution to the Registrar of Societies.

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