Constitution of Singapore Veterinary Association

ARTICLE I

1. Name: The name of the Association shall be "Singapore Veterinary Association", hereinafter referred to as "The Association".

2. Motto: The motto of the Association shall be "Duty and Dedication" (Berkhidmat dan Berbakti).

ARTICLE II

Object

(1) To promote and advance the Veterinary art and the practice of Veterinary and allied Sciences in Singapore.

(2) To support, protect and foster the character, status, interest, honour and dignity of the Veterinary Profession.

(3) To arrange and hold periodical meetings for scientific and social purpose.

(4) To inform and acquaint the public and the Government with matters connected with Veterinary Science and the Veterinary Profession in the country.

(5) To serve as the collective voice and represent the Singapore Veterinary Profession locally, regionally, and internationally.

ARTICLE III

Membership

The Association shall consist of Ordinary, Associate, Student and Honorary Members.

(1) Ordinary Membership shall be open to every person who holds a qualification registrable as a fully qualified veterinarian in Singapore

(2) Honorary Membership may be conferred on persons who are distinguished in public life or who have rendered meritorious service to the Veterinary Profession or to the Association.

(3) Student Membership shall be open to every person who is enrolled in a veterinary degree program that is registrable as a fully qualified veterinarian in Singapore upon graduation

(4) Veterinary Technician/Nurse Membership shall be open to every person who is a veterinary technician, veterinary nurse and/or

veterinary paraprofessional as determined by the Executive Committee or their appointed committee/representatives

Consequential amendments (underlined) to the following:

- Article IV Section (1) - Election of Ordinary, Associate, Student and Veterinary Technician/Nurse Members shall be made by the unanimous decision of the Committee of the Association. The Committee may in their discretion refuse to admit any person to membership without being required to give any reasons for such refusal.

- Article IV Section (2) - Every candidate for admissions as an Ordinary, Associate, Student or Veterinary Technician/Nurse Member shall complete and sign application form as the Committee may from time to time determine and shall pay an entrance fee of $50.00.

- Article V Section (2) - The Annual Subscription for Ordinary and Associate Members shall be $100.00. The Annual Subscription for a Member (a) who is 62 years old and above, and (b) who has been a Member for not less than 20 years, or (c) who is a Student Member, or (d) who is a Veterinary Technician/Nurse Member, shall be 50% of the Ordinary and Associate Members subscription.

- Article VI Section (1) - Associate, Student, Veterinary Technician/Nurse and Honorary Members shall be entitled to all the benefits and privileges of Ordinary Members except that they shall not be eligible to hold office or to vote.

- Article IX Section (3) - The Committee of the Association shall elect Ordinary, Associate, Student and Veterinary Technician/Nurse Members in accordance with Article IV

- Article III (opening sentence of the paragraph) - The Association shall consist of Ordinary, Associate, Student, Honorary and Veterinary Technician/Nurse Members.

ARTICLE IV

Election of Members

(1) Election of Ordinary, Associate and Student Members shall be made by the unanimous decision of the Committee of the Association. The Committee may in their discretion refuse to admit any person to membership without being required to give any reasons for such refusal.

(2) Every candidate for admissions as an Ordinary, Associate or Student Member shall complete and sign application form as the Committee may from time to time determine and shall pay an entrance fee of $50.00.

(3) Upon the election of a member, notice in writing thereof shall be given to him, and he shall be furnished with a copy of this Constitution, and a request to remit the amount of his first subscription to the Honorary Treasurer within fourteen days of such request. Upon the payment of his first subscription, but not before, he shall become a member of the Association, and be bound by this Constitution and Rules, and be entitled to all the benefits and privileges of membership subject to Article VI (1).

(4) Honorary Members shall be elected at a General Meeting on the recommendation of the Committee.

ARTICLE V

Subscriptions

(1) The financial year shall commence on 1st January and close on 31st December. All memberships shall lapse on 31st December regardless of when in the year a member joins or re-joins the Association.

(2) The Annual Subscription for Ordinary and Associate Members shall be $100.00. The Annual Subscription for a Member (a) who is 62 years old and above, or/and (b) who has been a Member for not less than 20 years, or (c) who is a Student Member shall be 50% of the Ordinary and Associate Members subscription.

(3) Honorary Members shall not be required to pay any subscription.

(4) A member who is in arrears of annual subscription shall be removed from the membership list and will not be entitled to membership benefits for that year. Membership benefits will be reinstated once subscription fees are paid forthwith.

(5) Members who are residing overseas for a year or more can write in to the committee and request for absentee membership fee of 50% of the current member's annual fee (ordinary/associate/Senior). He/She is required to inform SVA when they return to Singapore and residing in Singapore for more than 3 months duration at any one time (whereby they will be reverted to full membership fee. Absentee member will still have all rights and privileges as a full paying member.

ARTICLE VI

Privileges of Membership

(1) Associate, Honorary and Student Members shall be entitled to all the benefits and privileges of Ordinary Members except that they shall not be eligible to hold office or to vote.

(2) Any member of the Association who did not renew their membership for the financial year will be removed

(3) Any member of the Association may be deprived of his membership if, following a simple majority decision of any General Meeting of the Association, a resolution is passed that his continued membership of the Association is a discredit and/or not in the interest of the Association.

ARTICLE VII

Management of the Association

(1) The Association shall be managed by an Executive Committee consisting of the President, Immediate Past President, Vice-President, Honorary Secretary, Honorary Treasurer, Honorary Editor and three other Members

(2) All members of the Executive Committee shall be elected at the Annual General Meeting of the Association and shall hold office till the next Annual General Meeting of the Association.

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(3) All office bearers except the Treasurer shall be eligible for re-election.

(4) Place of business of the Association is:

c/o Agri-food and Veterinary Authority
5 Maxwell Rd, #03-00
Tower Block
S'pore 069110.

or such other address as may subsequently be decided upon by the Committee and approved by the Registrar of Societies.

ARTICLE VIII

Powers and Duties of the Officers of the Association

(1) The President

(i) The President shall take the Chair at all General Meetings of the Association and at all meetings of the Committee.

(ii) The President shall have the right to call meetings of the Committee.

(iii) The President shall have a casting vote in addition to his vote as a member.

(2) The Vice-President

(i) All duties, powers and responsibilities of the President shall, in his absence, devolve upon the Vice-President.

(3) The Honorary Secretary

(i) The Honorary Secretary shall be responsible for summoning all General Meetings of the Association and all meetings of the Committee.

(ii) The. Honorary Secretary shall keep minutes of the General Meetings of the Association and of the meetings of the Committee. He shall keep all members informed of all the important activities of the Association.

(iii) The Honorary Secretary shall conduct the correspondence of the Association under the direction of the President and the Committee and shall keep a register of all members of the Association.

(iv) At least one calendar month before the date fixed for the Annual General Meeting of the Association, the Honorary Secretary shall inform all members of the Association in writing of the days fixed for such Annual General Meeting, and draw their attention to Article X, Section (1), Sub-section (iii).

(v) At least two weeks before the date fixed for the Annual General Meeting of the Association, the Honorary Secretary shall send to all members of the Association:

A report of the Committee on the activities of the Association during the year preceding.

(vi) Within one month of the Annual General Meeting the Honorary Secretary shall seek approval from the Registrar of Societies on the amendments to the Constitution. The amended Constitution shall be circulated to Members as soon as approved by the Registrar of Societies.

(4) The Honorary Treasurer

(i) The Honorary Treasurer shall be responsible for the collection and accounting of all the funds of the Association, and shall issue receipts for all payments made to the Association.

(ii) The Honorary Treasurer shall open such banking account as the Committee may direct, and shall deposit therein all monies received by him on behalf of the Association. All cheques issued by the Association shall be signed by the Honorary Treasurer and by the President. The Honorary Treasurer may with the written approval of the President of the Committee keep a sum of money as petty cash not exceeding $250.00.

(iii) At the end of January of each year, the Honorary Treasurer shall give notice to all members whose subscription are in arrears.

(iv) The Honorary Treasurer shall be responsible for the preparation of the audited Statement of Accounts of the Association and at least two weeks before the date fixed for the Annual General Meeting, the Honorary Treasurer shall send this Statement to all members of the Association.

(5) The Honorary Editor

(i) The Honorary Editor shall be responsible for the publication of such journals, periodicals and proceedings of the Scientific Meetings of the Association, as the Committee may from time to time decide.

(ii) The Honorary Editor shall be elected at the Annual General Meeting, and shall assume office on the completion of the current volume and shall hold office for two years.

(iii) The Honorary Editor shall be assisted in his duties by an Editorial Board, which shall be appointed by the Committee.

ARTICLE IX

Powers and Duties of the Committee

(1) The Committee of the Association shall meet at least once in every six months. In the absence of the President and the Vice-President, one of the members of the Committee present may be elected to preside at the Committee Meeting.

(2) Four members of the Committee shall form a quorum.

(3) The Committee of the Association shall elect Ordinary, Associate and Student Members in accordance with Article IV

(4) The Committee shall act on behalf of the Association in all matters whereon this Constitution and Rules do not expressly provide otherwise. Any such action shall be brought before the next Annual General Meeting for ratification.

(5) The Committee shall on any question of major importance decide whether a postal vote shall be taken to assess the opinion of the general body of members.

(6) The Committee may negotiate to acquire land and/or property on behalf of the Association which it may consider useful for the betterment of the financial position and activities of the Association. However, the action of the Committee shall be brought before the Annual General Meeting or at any Extraordinary General Meeting of the Association for ratification and approval.

In a matter of great urgency, the Committee can act on a postal vote provided the approval is obtained from 2/3 of the total membership

(7) The Executive Committee may appoint subsidiary committees or working groups to oversee specific matters pertaining to the Association's activities

ARTICLE X

General Meetings of the Association

(1) The Annual General Meeting

(i) The Annual General Meeting of the Association shall be held within 3 months from the close of its financial year.

(a) To receive from the Committee and to adopt a report of the activities of the Association during the year preceding.

(b) To receive from the Committee and to adopt an audited Statement of Accounts for the year preceding.

(c) To appoint two Honorary Auditors for the coming year.

(d) To decide on any resolution which may be duly submitted to the meeting as provided for under Section 1, Sub-section (iii) of this Article.

(ii) At least one calendar month before the date fixed for the Annual General Meeting of the Association, the Honorary Secretary shall inform all members in writing of the date, the time, and the place fixed for the Meeting, and he shall draw

their attention to Sub-section (iii) of this Article.

(iii) Any member desirous of moving any resolution at the Annual General Meeting shall give notice in writing thereof to the Honorary Secretary not less than fourteen days before the date of such meeting.

(iv) At least seven days before the Annual General Meeting of the Association, the Honorary Secretary shall notify all members of the agenda to be transacted at the Meeting and this shall include any resolution which members have indicated their intention of proposing under the previous Sub-section of this Article.

(2) Extra Ordinary General Meeting

(i) An Extraordinary General Meeting of the Association shall be convened by the Committee at any time for any special reason. Upon receipt of requisition in writing from more than one half of the Ordinary Membership of the Association, stating the purpose for which they require a General Meeting to be convened, the Committee shall convene an Extraordinary General Meeting within twenty-one days.

(ii) A notice summoning an Extraordinary General Meeting shall be sent to all members not less than ten days before the date fixed for such a Meeting and shall state the business of the Meeting.

(iii) No business shall be dealt with by an Extraordinary General Meeting other than that for which it is specifically convened.

(3) Quorum

(i) The quorum at all Annual General Meetings of the Association shall be at least 25% of the total Ordinary Membership of the Association residing in Singapore. or 30 Ordinary Members residing in Singapore, whichever is the lesser.

(ii) In the event of a lack of quorum on the day fixed for the Annual General Meeting, the President shall postpone the Annual General Meeting to the following hour.

At the postponed Annual General Meeting the members present (whatever their numbers) shall constitute a quorum. Those present at an adjourned Annual General Meeting with insufficient quorum shall have no power to alter, amend, or make addition to any of the existing rules.

(iii) (a) In the event of a lack of quorum at an Extraordinary Annual General Meeting called by the Committee, the procedure shall

be as in Article X, Section 3(ii)(b).

(b) In the event of a lack of quorum at an Extraordinary General Meeting, summoned at the request by more than one half of the Ordinary Membership, the President shall declare the Meeting dissolved, and no such Extraordinary General Meeting shall be convened for the same purpose for a period of six months.

(4) Minutes of all General Meetings shall be circularised to all members within one month and shall be taken as adopted if there are no objections from members who attended the meetings within two weeks of the date of the circular. Any amendment to the minutes shall be circularised and considered at the next Annual General Meeting.

ARTICLE XI

Two persons not members of the Committee will be elected as Honorary Auditors (vide Article X I(i)(c)) at each Annual General Meeting and will hold office for one year only and may not be re-elected. They will be required by the President to audit the Association's accounts for any period within their tenure of office at any date and make a report to the Committee.

ARTICLE XII

Prohibitions

(1) Gambling of any kind such as the playing of "Pai Kow" or “Mahjong" whether for stakes or not, are forbidden on the Association's premises. The introduction of materials for gambling or opium smoking 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 who have been convicted in court.

(3) The Association shall not hold any lottery, whether confined to its members or not, in the name of the Association or its office-bearers, Committee or members.

(4) The Association shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.

(5) The Association shall not attempt to restrict or in any other manner interfere with trade or prices or engage in the Trade Union Ordinance (Cap. 154).

ARTICLE XIII

Amendments to the Constitution and Rules

(1) Amendments to Constitution and Rules shall be made only at the Annual General Meeting of the Association.

(2) The proposed amendments to the Constitution and Rules shall be made in writing to the Honorary Secretary at least fourteen days before the date of the Annual General Meeting.

(3) The proposed amendments shall be circulated to all members of the Association at least seven days before the date of the Annual General Meeting.

(4) Any resolution proposing any amendment of the Constitution and Rules of the Association shall be null and void unless it has been passed by a two-third majority of the Ordinary Members attending that Annual General Meeting and voting on that resolution.

(5) No amendments shall take effect until such amendments have been approved by the Registrar of Societies.

ARTICLE XIV

General

(1) No press release and no communications to any public body, Government or otherwise, may be made in the name of the Association or by the Honorary Secretary without the approval of the Committee.

ARTICLE XV

Dissolution

(1) The Association shall not be dissolved, except with the consent of not less than 3/5 of the Ordinary Members of the Association expressed either in person or by proxy at a General Meeting convened for the purpose or by postal vote.

(2) In the event of the Association being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Association shall be fully discharged and the remaining funds will be divided equally amongst the members.

(3) A notice of dissolution will be given, within fourteen days of the date of the dissolution, to the Registrar of Societies.