

# **BY-LAWS OF THE SPORT FOR ALL CONFEDERATION OF HONG KONG, CHINA LIMITED (By-laws made pursuant to Article 10 of the Articles of Association)**

## **BY-LAWS TO ARTICLES 10**

### **Procedure for nomination and Election of Members of Directors**

1. President and three Directors as ex-officio Directors shall be nominated at the annual general meetings (AGMs) once every four years by the Sports Federation & Olympic Committee of Hong Kong, China.
2. The remaining three Directors of the Confederation shall be elected by the Voting Members at the AGMs once every four years.

### **3. Nomination Procedures in relation to the election of Directors**

- (1) The Confederation shall call for nominations from Voting Members 14 days before the election is due to take place. Any one of the Voting Members shall be entitled to nominate one candidate to stand for the election of the office of Directors. However, any such nomination should be made in writing by the Voting Member of which the nominated person is a member. Members other than Voting Members are not entitled to make nominations.
- (2) Each nomination shall be supported by the candidate's written consent and a personal information sheet of not more than two A4-size sheets, giving the candidate's name (in both Chinese and English), photograph(s), age, post(s) held in Voting Members, nomination information and a personal statement. All nominations must reach the Secretariat 10 days before the AGM or other general meeting is due to take place and shall be circulated by the Board of Directors via the Secretariat to Voting Members at least 7 (seven) days before the AGM or other general meeting at which the election is to take place.

### **4. Election of Directors**

The Directors of the Confederation shall comprise of (a)The President;(b)Two Vice-Presidents;(c)Honorary Secretary General;(d)Honorary Treasurer; and(e)Two Honorary Deputy Secretaries General. The newly elected Directors shall agree amongst themselves the posts at the first Directors' meeting of their tenure.

### **5. Voting Rights**

(1) Only the Voting Members shall be entitled to vote in elections. Every Voting Member presents by its duly authorized representative has one vote.

(2) Each Voting Member shall at least 7 (seven) days before the date of the AGM or other general meeting notify the Confederation in writing of the name of its authorized representative designated to vote. Each Voting Member shall, in addition, notify the Confederation of an alternate designated to attend and vote in case of sickness or unavoidable absence of its designated representative.

## 6. Voting Procedures

(1) Election of Directors shall be conducted during the general meetings by poll. Before an election, voters (duly authorized representative) are required to present their Hong Kong Identity Cards or passports at the registration counters for registration and appropriate identification and will be given a voting form.

Should a voter need to leave the voting hall before the conclusion of election, his/her voting form will be placed in a sealed envelope and will be returned to him/her upon his return.

(2) Each voting form will list out the names of the candidates and the number of vacancies. Voters may indicate support for candidates by putting a tick in a box next to their names. Voters may indicate support for one to three candidates, the total number of which must not exceed three, failing which the voting form will be rendered invalid and void.

(3) To be elected, the candidate must receive a simple majority of votes.

Some examples are given below to illustrate the calculation of the simple majority:

Example 1: If 70 votes have been cast, the number of votes required for a majority is 36.

Example 2: If 69 votes have been cast, the number of votes required for a majority is 35.

Example 3: If 34 votes have been cast, the number of votes required for a majority is 18.

(4) Only valid votes cast shall count towards the calculation of the majority. Non-votes (voting forms not placed into the ballot box) and spoiled votes shall not count towards the calculation of the majority. Blank votes are considered as valid votes.

(5) If the number of candidates who receive a simple majority of votes exceeds three in the same round of voting, the three candidates who obtain more votes shall be declared elected.

(6) Voting will take place in successive rounds guided by the following principles:

(a) In the event that the number of nominations exceeds the number of vacancies by more than one [i.e. no. of nominations  $>$  no. of vacancies  $(n) + 1$ ], if there are vacancies after the first round, the voting members shall vote again for the remaining candidates, but the candidate(s) with the fewest number of votes shall drop out of the running, such that the number of remaining candidates does not exceed the number of vacancies plus one  $(n+1)$ . If two or more candidates are tied for the lowest number of votes, a run-off election is held between them, with the candidate(s) gaining the most votes going onto the next round. (b) In the event that the number of nominations for a post does not exceed the number of vacancies by more than one [i.e. no. of nominations  $\leq n+1$ ] and in any round other than the first round as mentioned in (a) above: (i) If one or more candidates are elected but there are vacancies left, the voting members shall vote again for the remaining candidates; or (ii) If no candidate receives a simple majority of votes, one extra round of voting with the same number of candidates will be conducted. If no candidate receives a simple majority of votes at the extra round, the post will remain vacant until the next AGM or other general meeting for election.

**7. Eligibility of Candidates**

- (1) Candidates are required to be 18 years old or above at the time of election.
- (2) Candidates must be a member of the Voting Members with whom he/she is nominated.
- (3) Candidates must be having prior experience of previously serving as a Committee Member / Director / Officer of his/her Association for a term of at least 5 years before being eligible to offer himself/herself for election.

**8. Casual Vacancy**

The Board of Directors may appoint any individual as Director to fill any casual vacancy (as the case may be), but the Director(s) so appointed must retire from office at the next annual general meeting following the appointment, at which an election for that office shall take place. A Director thus elected shall hold office until the AGMs at which that office would next come up for election, and if eligible, may stand for re-election. If the Confederation has dispensed with the holding of AGMs or is not required to hold AGMs, the Directors must retire from office before the end of nine months after the end of the Confederation’s accounting reference period by reference to which the financial year in which an election of Directors shall take place.

**9. Key Dates**

<b>Date</b>	<b>Details</b>
At least 21 days before the election	Issuance of notice of general meeting
At least 14 days before the election	Announcement of election procedures and call for nominations
At least 10 days before the election	Deadline for submission of nomination of candidates for election
At least 7 days before the election	Circulation of candidates’ lists and their personal information sheets to Voting Members
Date of the election	Election at general meeting