

# **CONSTITUTION OF ASIAN PENCAK SILAT FEDERATION**

## **NAME**

1.1 This Society shall be known as the “Asian Pencak Silat Federation”, hereinafter referred to as the “Federation” and abbreviated as “APSIF”.

## **PLACE OF BUSINESS**

2.1 Its place of business shall be at “No.7, Bedok North Street 2, #02-01, Singapore 469646” or such other address as may subsequently be decided upon by the Executive Board and approved by the Registrar of Societies. The Federation shall carry out its activities only in places and premises which have the prior written approval from the relevant authorities, where necessary.

## **OBJECTS**

3.1 The Federation shall:

- a) Be the sole organisation overall in-charge of Pencak Silat in Asia;
- b) Be the representative authority with all other Pencak Silat bodies or authorities responsible for Olympic, Asian, Continental, International and World Championships;
- c) Co-ordinate the activities of Asian countries in the field of Pencak Silat at the regional and international levels;
- d) Promote the practice of the sport, encourage the construction of physical facilities and improve the standard of performance in the spirit of fair play within their respective jurisdiction; and
- e) Encourage the holding of Asian Championships, Games and competitions under their respective jurisdictions.

## **MEMBERSHIP QUALIFICATIONS**

4.1 A Member of the Federation must fulfill the following requirements:

- a) It shall include within its organisation, representatives of the National Pencak Silat Associations;

b) It must include in its own membership its representatives on the General Assembly of the Asian Pencak Silat Federation; and

c) It shall be the official body for all matters relating to the Pencak Silat Championships in its own country. All arrangements concerning the country's participation in the Pencak Silat Championships and all communication on such matters shall be addressed to it. It must be completely independent and autonomous and in a position to resist all political, religious or commercial pressure.

4.2 A Member that does not adhere to the fundamental principles and general objects of the Federation, as laid down in Article 3, shall forfeit its recognition by the Federation and its right to send participants to any of the Pencak Silat Championships inclusive of Asian Games, Asian Zonal Games, Asian Indoor Games, Asian Beach Games, Asian University Games and Asian Martial Arts Games, if applicable, provided that the motion for forfeiture of recognition is passed by a two-thirds majority of the members present and voting at a meeting of the General Assembly. For failure to conform to the fundamental principles, objects and rules, the penalty may be a warning, censure, fine or suspension for a definite period, as decided upon by the General Assembly by a two-thirds majority of the Members present and voting at a meeting of the General Assembly.

### **MEMBERSHIP RIGHTS**

5.1 Membership with voting rights are only open to the Pencak Silat Federations of Asia affiliated to the Federation.

5.2 Each Member of the Federation is entitled and encouraged to nominate not more than two (2) representatives to attend the General Assembly meeting. The nominated representatives for the General Assembly should be nationals of their respective countries and members in their Pencak Silat Federation.

5.3 Only the Zonal President of the Pencak Silat Federation shall have one vote irrespective of the number of representatives present at any General Assembly meeting.

5.4 The representative/s may be chosen by the Members of the Federation in such a manner and for such a specified or unspecified period as they may each decide and shall serve until their successor/s is/are duly nominated in replacement.

### **APPLICATION FOR MEMBERSHIP**

6.1 The Pencak Silat Federations of Asia who are founder Members of the Federation would automatically be considered as Members of the Federation. Apart

from the founder Members, other Pencak Silat Federations of Asia may apply for membership. Such applications will be considered by the General Assembly and will only be accepted after two-thirds of the Members present vote in favour of the applicant in each case. No Pencak Silat Federation of Asia shall be debarred from membership for any reason which is contrary to the fundamental principles.

### **JURISDICTION OF FEDERATION**

7.1 The jurisdiction of the Federation will be Asia and will be the territories controlled by the Pencak Silat Federations affiliated to it. For administration purposes, Asia is divided into five zones at present:

- a. Central Asia;
- b. East Asia;
- c. South Asia;
- d. South East Asia; and
- e. West Asia.

7.2 The distribution of the Pencak Silat Federations in each zone is attached as Annexure II to this Constitution. The distribution of the Pencak Silat Federations in each zone will be the sole authority of the Federation's Executive Board.

### **MANAGEMENT COMMITTEE AND GENERAL ASSEMBLY**

8.1 The powers of the Federation are exercised by its organs, namely the Executive Board and the General Assembly.

8.2 The Executive Board comprises the following office-bearers who are elected every four years at the General Assembly:

- A Life President (Singapore)
- Five (5) Deputy Presidents (1 from each Asia Zone)
- A Secretary General (Singapore)
- Five (5) Assistant Secretary Generals (1 from each Asia Zone)
- A Treasurer (Singapore)
- An Assistant Treasurer
- Ten (10) Committee Members

8.3 Only the Zonal President of the Pencak Silat Federations of Asia affiliated to the Federation shall have the right to one vote each regardless of the number of representatives present at the meetings.

8.4 The following may attend the meetings of the General Assembly:

a. With Vote:

- i. The Pencak Silat Federations of Asia accredited as Members of the Federation. Each Pencak Silat Federation may be represented by not more than two (2) delegates, but each Pencak Silat Federation has only one vote. The delegates attending the General Assembly or any other meetings of the Federation shall be nationals of that country.

b. Without Vote:

- i. PERSILAT (an international Pencak Silat organisation based in Jakarta, Indonesia) Members - Life President, Secretary General and Administrative Officer.

8.5 Proxies are not allowed. Multiple voting, meaning one zonal voting in more than one capacity, is not allowed. Maximum vote allowed for each Pencak Silat Federation will not exceed one.

8.6 The supreme authority of the Federation is vested in the General Assembly of members. The General Assembly of the Federation shall be held within three (3) months from the close of its financial year. Prior to the General Assembly, a sixty (60) days' written notice together with agenda for the meeting shall be circulated by the Life President or Secretary General to all Members. The agenda for the General Assembly will include amongst other things, in the following sequence:

- a. Roll Call;
- b. Welcome Address by Life President of Federation;
- c. Report by the Secretary General;
- d. Report by the Deputy Presidents (Zonal Presidents);
- e. Report by the Chairmen/women of Standing Committees;
- f. Report by the Asian Pencak Silat Championship Organising Committees;

- g. Approval of Audited Statement of Accounts;
- h. Report on Operational Section;
- i. Election of the Federation's Executive Board every four (4) years;
- j. Election of the Host City of any Asian Pencak Silat Championship, if necessary;
- k. Next meeting date and venue.

8.7 A General Assembly for elections to the Executive Board shall be called within twelve (12) months after the conclusion of the Asian Pencak Silat Championship.

8.8 At least twenty-five (25) voting members present at a General Meeting shall form a quorum.

8.9 In the event there being no quorum at the commencement of a General Assembly, 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.

8.10 Extraordinary General Assembly may be called at any time by the Life President at his discretion and also may be called at the written request of not less than one-third (1/3) of the total number of voting Members, not later than sixty (60) days after receiving the request for an Extraordinary General Assembly. The Life President will circulate in writing to the Members the place, date and agenda of the Extraordinary Assembly, within thirty (30) days before the Extraordinary Assembly.

8.11 If the Executive Board does not within sixty (60) days after the date of receipt of the written request proceed to convene an Extraordinary Assembly, the Members who requested for the Extraordinary Assembly shall convene the Extraordinary Assembly by giving ten (10) days' notice to voting Members setting forth the business to be transacted and simultaneously posting the agenda on the Federation's notice board.

8.12 The Life President or in his absence, one of the Deputy Presidents will take the Chair at a meeting of the General Assembly. If neither the Life President nor the Deputy Presidents are willing to take the Chair, the meeting shall elect one of the Members of the Executive Board present to act as Chairman of the meeting.

8.13 The Chairman of the meeting, for reasons to be recorded in writing, may permit the inclusion of a new item in the agenda without notice. No decision on such an item will, however, be valid unless passed by a two-thirds majority of Members present and voting.

8.14 A secret ballot will be applied for the election of the Executive Board and the Host City of the Asian Pencak Silat Championship and a simple majority of votes will decide the result.

8.15 A secret ballot may be taken if the Chairman of the meeting so decides or if not less than fifteen (15) of the Members present makes a demand. Except as otherwise provided in this Article, a simple majority of votes will decide all matters. If votes are equal, the Chairman of the meeting may exercise his casting vote.

8.16 If the number of candidates proposed and seconded does not exceed the number of vacancies to be filled, the Chairman shall declare such candidates to be elected. If the number of candidates exceeds the number of such vacancies, a vote shall be taken by secret ballot.

8.17 If an election for a single appointment is contested, a secret ballot shall be taken in which each Pencak Silat Federation Member shall be entitled to cast only one vote in the General Assembly and the candidate receiving the highest number of votes shall be declared elected.

8.18 No candidate shall be considered elected to any office unless he polls a majority of the votes cast. A fresh ballot shall be taken until a majority is achieved.

8.19 In case of a tie, another ballot will be held until the tie is broken.

8.20 The tally of votes shall be the responsibility of scrutinisers appointed by the Life President.

8.21 No election shall be held during the Asian Pencak Silat Competition.

8.22 All matters of procedures at meetings of the General Assembly, not provided for in this Article, shall be decided by the Chairman of the meeting unless there is an appeal in the General Assembly.

8.23 Members can duly propose other items in addition to the agenda circulated by the Life President or Secretary General sixty (60) days before the General Assembly. All the agenda proposed by Members shall be dealt with at the General Assembly. The Life President or Secretary General shall circulate the additional agenda items to all Members not later than thirty (30) days before the General Assembly.

## **RESPONSIBILITIES AND AUTHORITY**

9.1 The defined role and duties of the General Assembly, the Executive Board and office-bearers are as follows:

9.1.1 General Assembly

The General Assembly is the final authority on all matters concerning the Federation. In particular, it has the power to enforce the fundamental principles, objects, rules, regulations and bye-laws of the Federation. The General Assembly is responsible for the following, on which their decision is final:

- a. Singapore as a permanent HQ of the Federation.
- b. Election of Executive Board Members;
- c. Adoption of audited statements of accounts and the financial estimates for the ensuing years;
- d. Selection of the host country for allotment of the Asian Pencak Silat Championship;
- e. Admission of new Members to the Federation;
- f. Expulsion of Members on disciplinary grounds;
- g. Recommendation of the Executive Board for approval or rejection or amendment;
- h. The appointment of a firm of Public Accountants and Chartered Accountants as Auditors.

#### 9.1.2 Executive Board

- a. The Executive Board is a body constituted for the effective control and setting of policy of the administration and the business of the Federation. The Executive Board shall meet at least once a year for discharging their duties. The decisions taken by the Executive Board will be forwarded to the General Assembly for information or ratification.
- b. The Executive Board shall supervise the Asian Pencak Silat Championship and hold meetings with the Asian Pencak Silat Championship Organising Committee of each one in the hosting countries preferably if needed.
- c. The Executive Board shall decide on all Asian Pencak Silat Championship Marketing, sales of TV and Broadcasting rights and other commercial issues.
- d. The Executive Board shall nominate representatives of the Federation on the continental and international bodies.

#### 9.1.3 Life President of the Federation

The Life President is a permanent position. He is solely responsible for the management and all activities of the Federation. He is the official spokesman and represents the Federation at Law Courts as plaintiff or defendant. The Life President may take any action or decision on behalf of the Federation when circumstances prevent decisions from being taken by the General Assembly or the Executive Board. If the Life President is unable to fulfill the duties of his office, one of the Deputy Presidents appointed by the Executive Board will replace him until the Life President has recovered his ability or, if he is in a condition of permanent disability, until a new Life President is elected at the next General Assembly. His main duties are to:

- a. Preside over the Executive Board and the General Assembly meetings;
- b. Represent the Federation at continental and international sports or Pencak Silat meetings for Asia or name a representative on his behalf, if this is permitted;
- c. Delegate all or part of his powers to that effect to the Deputy Presidents or Secretary General as considered necessary;
- d. Establish minutes of all meetings and other proceedings. He can delegate this power to Secretary-General;
- e. Ensure and supervise all the work of all the Committees formed by the General Assembly of the Federation;
- f. Supervise the preparation of the financial, administrative and other reports and submit to the Executive Board for consideration and present them before the General Assembly;
- g. Sanction expenditure prescribed by the financial regulations approved by the Executive Board;
- h. Co-ordinate between the programmes of Pencak Silat Federations in Asia, as well as outside Asia;
- i. Establish permanent or other standing or ad hoc commissions and working groups whenever it appears necessary, also establish their terms of reference;
- j. Convene the meeting of all Standing Committees, ad hoc Pencak Silat Federations of Asia commissions and working groups and preside the meeting during his attendance;



- k. Generally do all such other things as may be required for the fulfilment of the objects of the Federation and the directives of the Executive Board.

#### 9.1.4 Secretary General

The Secretary General is non-elected by the General Assembly and is permanent. His functions, designated by the General Assembly, or the Life President, as the case may be, are as follows:

- a. He is the Secretary General of the Federation, Executive Board and General Assembly and is an ex-officio member of all committees formed by the General Assembly and keeps a record of the proceedings of the Executive Board and General Assembly meetings;
- b. He shall be the Chairperson during the General Assembly Election. Only after the Election will he then hand over the task of the Chairperson to the newly Elected Life President;
- c. Under the authority of the Life President, he ensures the functioning of all the Committees formed by the General Assembly through their respective Chairmen;
- d. He prepares the annual administrative report and forwards it to the Life President;
- e. Under the authority of the Life President, he supervises, co-ordinates and follows up tasks and duties of the Secretariat of the Federation;
- f. As directed by the Life President, he sends invitations for the Executive Board, General Assembly and other meetings of the Federation as well as sign the minutes of the said meetings.

#### 9.1.5 Deputy Presidents

The duties of the Deputy Presidents are as follows:

- a. The Deputy Presidents shall discharge duties and functions as assigned to them by the Life President, the Executive Board or the General Assembly;
- b. All the activities of the zone are under the supervision of the Deputy Presidents, especially those which are organised by Asian Pencak Silat Federations and which are recognised by the Federation;

- c. They shall hold meetings with the National Pencak Silat Federations in their respective zones at the time of the General Assemblies or during the zone's Pencak Silat Championships to strengthen relations; and
- d. They shall each be the Chairman of the Sub-Committees approved by the Executive Board.

#### 9.1.6 Assistant Secretary Generals

The Assistant Secretary Generals are elected by the General Assembly. Their functions, designated by the General Assembly, or the Life President, or the Secretary General as the case may be, are as follows:

- a. They shall assist the movement and the duties of the Secretary General of the Federation, Executive Board and General Assembly and assist to keep a record of the proceedings of the Executive Board and General Assembly meetings;
- b. They shall assist the Chairperson during the General Assembly Election.
- c. They shall assist in the preparation of the annual administrative report and forward it to the Life President;
- d. As directed by the Secretary General, they shall send invitations for the Executive Board, General Assembly and other meetings of the Federation as well as sign the minutes of the said meetings.

#### 9.1.7 Treasurer

The Treasurer shall:

- a. Maintain all financial records of the Federation;
- b. Receive all monies due and provide receipts for all monies taken into the Federation;
- c. Make payments from Federation funds as agreed upon by the Executive Board;
- d. Be responsible for the completion and filing of any tax related forms;
- e. Provide all records for inspection upon notice by the Life President or any one of the Deputy Presidents;
- f. Properly report the balance, financial standing, or any other financial matter to the Executive Board when requested or prompted; and

- g. Collect all membership dues, track, and report membership.

#### 9.1.8 Assistant Treasurer

In the event of an extended absence of the Treasurer, the Assistant Treasurer assumes all responsibilities of the Treasurer unless the Assembly approves other arrangements.

#### 9.1.9 Committee Members

The Committee Member shall assist in the general administration of the Federation and perform duties assigned by the Executive Board from time to time.

#### 9.1.10 General Manager

The General Manager is appointed by the Life President and is not in the Executive Board. His duties are as follows:

- a. He shall be responsible for running the day-to-day administration and financial affairs of the Federation HQ; under the direct supervision of the Life President;
- b. He shall ensure that the accounts of the Federation are kept in an appropriate manner and audited by an internationally certified auditor every year, and submit to the Executive Board the financial estimation for the next year;
- c. He shall execute initiatives recommended by the Federation and assist the Executive Board in performing their duties;
- d. He shall assume any responsibility related to the Federation decided by the Life President, the Executive Board or the General Assembly;
- e. He is not allowed to sign agreements/contracts on behalf of the Federation, unless otherwise authorized by the Life President ;
- f. He shall be an ex-officio member of all committees formed by the General Assembly;

### **QUALIFICATIONS OF EXECUTIVE BOARD MEMBERS**

10.1 The candidates who can stand or be appointed for any of the following offices must satisfy the following conditions:

#### 10.1.1 Life President

- a. He must have the approval of his National Pencak Silat Federation;
- b. He must be or have been the Life President of his Pencak Silat Federation;
- c. He must speak the official language of the Federation.

#### 10.1.2 Secretary General

- a. He must have spent at least a total of eight years in his Pencak Silat Federation as a Member recognised by the Federation;
- b. He must have the approval of his Pencak Silat Federation;
- c. He must speak the official language of the Federation.

#### 10.1.3 Deputy Presidents

- a. He must have the approval of his Pencak Silat Federation;
- b. He must be or have been a member of a policy-making body of a national and a regional Pencak Silat Federation;
- c. He must speak the official language of the Federation.

#### 10.1.4 Assistant Secretary General

- a. He must have spent at least a total of eight years in his Pencak Silat Federation as a Member recognised by the Federation;
- b. He must have the approval of his Pencak Silat Federation;
- c. He must speak the official language of the Federation.

#### 10.1.5 Treasurer

- a. He must have basic knowledge on accounting;
- b. He must have basic knowledge on business management;
- c. He needs to know the organisational structure of the Federation;
- d. He does not need to know about the sport; knowing about the sport is an advantage.

#### 10.1.6 Assistant Treasurer

- a. He must have basic knowledge on accounting;
- b. He must have basic knowledge on business management;
- c. He needs to know the organisational structure of the organisation;
- d. He does not need to know about the sport; knowing about the sport is an advantage.

#### 10.1.7 Committee Members

Assist in the general administration of the Federation and perform duties assigned by the Committee from time and time.

#### 10.1.8 Sub-Committee Chairmen

- a. The Deputy Presidents shall be the Sub-committee Chairmen;
- b. They must have the approval of their Pencak Silat Federation;
- c. They must have experience and knowledge of the Pencak Silat movement in Asian and International levels;
- d. They must speak the official language of the Federation.

### **DUTIES AND FUNCTIONS OF THE COMMITTEES**

#### 11.1 Athletes Committee

The Athletes Committee shall consist of one Chairman and a minimum of five Members. The Chairman, nominated by his Pencak Silat Federation, will be elected by the General Assembly, while the Members preferably representing the 5 zones of the Federation will be selected by the Executive Board from the candidates who have been nominated by their respective Pencak Silat Federations. The Chairman and Members will hold office for a term of four years and meetings of the Athletes Committee will be held as decided by the Chairman with the prior approval of the Life President. The Chairman will be a Member of the Executive Board. This Committee will be responsible for:

- a. Furthering the interests of the athletes in Asia, to upgrade their performance standards and to create competition opportunities for them;
- b. Strengthening the relations between athletes and the Federation and to make proposals for their betterment;

- c. Attending the Chef-de-Mission meetings during the Competitions, on a daily basis and report its findings to the Life President and Working Committee.

## 11.2 Finance Committee

The Finance Committee shall consist of one Chairman and a minimum of five Members. The Chairman, nominated by his Pencak Silat Federation, will be elected by the General Assembly, while the Members preferably representing the 5 zones of the Federation will be selected by the Executive Board from the Candidates who have been nominated by their respective Pencak Silat Federations. The Chairman and Members will hold office for a term of four years and the meetings of the Finance Committee will be held as decided by the Chairman with the prior approval of the Life President. The Chairman will be a Member of the Executive Board. This Committee will be responsible for:

- a. Preparing the financial planning and projections, budget estimates and statements of accounts prepared by the Finance Manager for submission to the Executive Board/General Assembly;
- b. Checking on all major expenditures incurred by the Federation and all other financial matters, as may be required;
- c. The accounts and may recommend to all committee and especially Fund-Raising committee so that the federation will always at the same state.
- d. Approving audited statement of accounts.

## 11.3 Information and Statistics Committee

The Information and Statistics Committee shall consist of one Chairman and a minimum of five Members. The Chairman, nominated by his Pencak Silat Federation, will be elected by the General Assembly, while the Members preferably representing the 5 zones of the Federation will be selected by the Executive Board from the Candidates who have been nominated by their respective Pencak Silat Federations. The Chairman and Members will hold office for a term of four years and the meetings of the Information and Statistics Committee will be held as decided by the Chairman with the prior approval of the Life President. The Chairman will be a Member of the Executive Board. This Committee will be responsible for:

- a. The statistical information system of the Federation;
- b. Preparing the Federation's plan of action for the dissemination of Pencak Silat information;

- c. Informing Members of the Federation of activities and future plans, preparing studies and carrying out research to assist the sports media in the Asian countries;
- d. Undertaking publication of sports teaching materials;
- e. Undertaking documentation and records of results, statistics and other relevant data, which help establish, to begin with, a nucleus for an Asian Pencak Silat and Sports Library; and the material collected will also be circulated to all Members;
- f. Establishing a separate statistics cell, where all types of statistics for every game relevant to all international competitions will be available.

#### 11.4 Medical Committee

The Medical Committee shall consist of one Chairman and a minimum of five Members. The Chairman, nominated by his Pencak Silat Federation, will be elected by the General Assembly, while the Members preferably representing the 5 zones of the Federation will be selected by the Executive Board from the Candidates who have been nominated by their respective Pencak Silat Federations. The Chairman and Members will hold office for a term of four years and the meetings of the Committee will be held as decided by the Chairman with the prior approval of the Life President. The Chairman will be a Member of the Executive Board and will head a panel of not more than 10 persons set up with the approval of the Executive Board for the preparation of relevant medical facilities by the Asian Pencak Silat Championships APSIF requirements. This Committee will be responsible for:

- a. Preparing the Federation's Medical Guideline outlining all requirements of Sports Medicine for each Asian Pencak Silat Championship as approved by the Federation;
- b. Carrying out research and outlining physical research training programme for each approved game;
- c. Doing all other things which are necessary to improve the physical and medical conditioning of Asian athletes keeping in view the diversity of countries and communities involved;
- d. Carrying out research on the type of injuries that normally affect each athlete, and the remedies thereof;
- e. Doing any other activity which would help raise the standard of sports;
- f. Supervising medical control and sanitary services.

## 11.5 Rules Committee

The Rules Committee shall consist of one Chairman and a minimum of five Members. The Chairman, nominated by his Pencak Silat Federation, will be elected by the General Assembly, while the Members preferably representing the 5 zones of the Federation will be selected by the Executive Board from the candidates who have been nominated by their respective Pencak Silat Federations. The Chairman and Members will hold office for a term of four years and the meetings of the Rules Committee will be held as decided by the Chairman with the prior approval of the Life President. The Chairman will be a Member of the Executive Board. This Committee will be responsible for:

- a. Carrying out the directions of the General Assembly and the Executive Board insofar as the amendments of the Federation's Constitution, rules and bye-laws are concerned;
- b. Taking steps to examine the rules and bye-laws from time to time, and to submit its proposals for amendments through the Executive Board to the General Assembly;
- c. Receiving and considering proposals on matters relating to the amendments of the rules and thereafter submit its recommendations to the General Assembly through the Executive Board.

## 11.6 Pencak Silat For All Committee

The Sports for All Committee shall consist of one Chairman and five Members. The Chairman, nominated by his Pencak Silat Federation, will be elected by the General Assembly, while the Members preferably representing the 5 zones of the Federation will be selected by the Executive Board from the Candidates who have been nominated by their respective Pencak Silat Federations. The Chairman and Members will hold office for a term of four years. The Chairman will be a Member of the Executive Board. The meetings of the Pencak Silat for All Committee will be held as decided by the Chairman with the prior approval of the Life President. This Committee will be responsible for:

- a. Encouraging and supporting the development of the Pencak Silat activities through all generations;
- b. Disseminating Pencak Silat for All as a global human right in all societies for everyone and every people in the world;

## **AUDIT AND FINANCIAL YEAR**

12.1 A firm of Public Accountants and Chartered Accountants shall be appointed as Auditors at each Annual General Assembly for a term of one year and shall be eligible for reappointment.



12.2 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 Life President to audit the Society's accounts for any period within their tenure of office at any date and make a report to the Executive Board.

12.3 The financial year shall be from 1<sup>st</sup> April to 31<sup>st</sup> March.

### **VISITORS AND GUESTS**

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

### **PROHIBITIONS**

14.1 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 Federation's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited.

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

14.3 The Federation 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.

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

14.5 The Federation shall not hold any lottery, whether confined to its members or not, in the name of the Federation or its office-bearers, Executive Board or members unless with the prior approval of the relevant authorities, where necessary.

14.6 The Federation shall not raise funds from the public for whatever purposes without the prior approval in writing of the Assistant Director Operations, Licensing Division, Singapore Police Force and other relevant authorities, where necessary.

## **AMENDMENTS TO CONSTITUTION**

15.1 The Federation 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 (2/3) of the voting members present at the General Assembly.

15.2 The General Assembly is the supreme authority to amend or alter the Constitution and rules. The Executive Board has the authority to amend or alter the bye-laws subject to the ratification of the General Assembly.

15.3 Any proposal of amendment to the Constitution and rules can only be received from Member Pencak Silat Federations, Life President and the Executive Board. Life President will forward the proposal to the Rules Committee for their study and evaluation, the Rules Committee will forward their recommendation and views on the proposal to the Executive Board for their consideration. The decision of the Executive Board will then be put forward to the General Assembly for adoption.

15.4 An amendment must be relevant to and within the scope of the motion to which it is moved.

15.5 An amendment must be seconded, otherwise it shall lapse.

## **INTERPRETATION**

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

## **SETTLEMENT OF DISPUTES / COMPLAINTS**

17.1 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.

17.2 Every Pencak Silat Federation Member shall be deemed to hold its membership of the Federation on the specific condition that it voluntarily surrenders its right of seeking redress against the Federation in any Court of Law.

17.3 There shall be a Court of Arbitration appointed by the Life President for:

- a) All unresolved disputes, including relating to validity of a Pencak Silat Federation recognized by or to the APSIF, shall be referred to the Life President;

- b) Life President at his discretion shall nominate either a sole Arbitrator or more for resolution or decision of a particular issue. All such appointments and consequent decisions will be reported in the next meeting of the Executive Board of the Federation;
- c) The Terms and Conditions as well as the time frame for the proceedings to be completed will be specified by the Life President;
- d) The Court of Arbitration, appointed by the Life President, will also be responsible for investigating complaints raised in relation to the non-respect of such ethical principles, as laid down in the Constitution including breach of code of ethics or conduct and if necessary propose sanctions to the Executive Board.

### **OFFICIAL LANGUAGE**

18.1 ENGLISH will be the official language of the Federation. The General Assembly will decide on other languages to be used by the Council from time to time as a special need arises on any occasion.

#### **Annex I**

List of Asian Countries.

1. Afghanistan
2. Bahrain
3. Bangladesh
4. Bhutan
5. Brunei
6. Cambodia
7. China
8. East Timor
9. Hong Kong
10. India
11. Indonesia
12. Iran
13. Iraq
14. Japan
15. Jordan
16. Kazakhstan
17. Kuwait
18. Kyrgyzstan
19. Laos
20. Lebanon
21. Macau
22. Malaysia
23. Maldives
24. Myanmar (Burma)
25. Mongolia

26. Nepal
27. North Korea
28. Oman
29. Pakistan
30. Palestine
31. Philippines
32. Qatar
33. Republic of China (Taiwan)
34. Saudi Arabia
35. Singapore
36. South Korea
37. Sri Lanka
38. Syria
39. Tajikistan
40. Thailand
41. Turkmenistan
42. United Arab Emirates
43. Uzbekistan
44. Vietnam
45. Yemen

## **Annex II**

### Distribution of Pencak Silat Federations by area or zone

#### East Asia

1. China (CHN)
2. DPR Korea (PRK)
3. Hong Kong (HKG)
4. Japan (JPN)
5. Korea (KOR)
6. Macau (MAC)
7. Mongolia (MGL)
8. Taiwan, Chinese Taipei (TPE)

#### South East Asia

1. Brunei (BRU)
2. Myanmar (MYA)
3. Indonesia (INA)
4. Laos (LAO)
5. Malaysia (MAS)
6. Philippines (PHI)
7. Singapore (SIN)
8. Thailand (THA)

9. Vietnam (VIE)
10. Cambodia (CAM)
11. Timor Leste (TLS)

#### South Asia

1. Afghanistan (AFG)
2. Bangladesh (BAN)
3. Bhutan (BHU)
4. India (IND)
5. Maldives (MDV)
6. Nepal (NPL)
7. Pakistan (PAK)
8. Sri Lanka (SRI)

#### Central Asia

1. Kazakhstan (KAZ)
2. Kyrgyzstan (KGZ)
3. Tajikistan (TJK)
4. Turkmenistan (TKM)
5. Uzbekistan (UZB)

#### West Asia

1. Bahrain (BRN)
2. Iran (IRI)
3. Iraq (IRQ)
4. Jordan (JOR)
5. Kuwait (KUW)
6. Lebanon (LIB)
7. Oman (OMA)
8. Palestine (PLE)
9. Qatar (QAT)
10. Saudi Arabia (KSA)
11. Syria (SYR)
12. United Arab Emirates (UAE)
13. Yemen (YEM)

## **DISSOLUTION**

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

19.2 In the event of the Federation being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Federation shall be fully discharged, and the remaining funds will be disposed of in such manner as the General Assembly of members may determine or donated to an approved charity or charities in Singapore.

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

**- END -**