

章程

RULES & REGULATIONS



新加坡學校私人巴士車主公會

SINGAPORE SCHOOL & PRIVATE HIRE BUS OWNERS' ASSOCIATION

新加坡学校私人巴士车主公会章程

(所有程序内容根据英文版为准)

名称

第一条 本会定名为新加坡学校私人巴士车主公会。

会址

第二条 本会会址与办事处位于芽笼29巷门牌9号，6楼1号，新加坡邮区388065或随后由管委会决定并经社团注册官批准的地址。

宗旨

第三条 本会宗旨如下：

1. 促进会员间之团结。
2. 促进与加强会员之间的合作。
3. 为学生与一般公众人士提供更有效率与安全之交通服务。
4. 保持联络及参与学校、私人团体，汽车公会与政府部门所组织的各种活动，以协助推动更安全与更有效率的交通制度。
5. 依照宗旨策划与促进会员利益的事项。
6. 举办会议，研讨会，展览会及各种社交活动以促进本会宗旨。
7. 向会员传达与本会宗旨有关的重要信息。

8. 收集，印刷，出版或赞助各种地图，小册子，传单及定期刊物。
9. 维护本会及会员之利益。
10. 请示政府，警察，以及当局磋商，有关立法，税收，交通，道路，道路标志，公众安全，交通管理，车辆流通的事项，以直接为学生及公众人士提供交通服务。
11. 推行一般或所有有关促进本会宗旨之工作。
12. 以管理委员会确定的名称或经新加坡会计与企业管理局(Accounting and Corporate Regulatory Authority)所批准的名称设立和促进组建的公司（“公司”），并委任该公司的董事会。公司应开展管理委员会认为符合公会及其所有会员利益的业务活动。
13. 为促进和维护公会及其所有成员利益的业务，组建和促进任何公司或团体，购买、认购或以其他方式获得和持有该公司或团体的股份和其他证券。
14. 将公会的资金投资于购买、认购或收购公司私人有限公司的股份或任何证券。根据公会规则和条例第19条，公司的股份和其他证券应由信托人持有。

会员资格

第四条

任何个人，公司，机构，社团或任何团体皆可作为本会会员，不过须受下列条例的限制。

1. 如果凡私人巴士业者是以其公司，机构，社团或任何团体注册的，须以公司名称申请成为会员。
2. 所有私人巴士车主，品行良好，同意遵守本会章程，而年龄达廿一岁者，皆有资格成为本会会员。

第五条

凡是加入本会为会员者，须填妥申请表格，提呈给本会总务审查，并交由管委会批准，而且申请者之姓名与车辆注册字上姓名吻合，否则无资格成为会员。批准入会之新会员，于缴交入会费后，可得一份本会章程。

第六条

任何符合资格申请成为会员的个人、公司、组织、协会或团体，均须缴付入会费。入会费须由公会根据管委会建议决定。

第七条

年费须根据管委会建议决定。年费须于每年的1月份缴交。若拖欠年捐或其他款项达三个月之久者，本会财政当即以挂号信通知。除非30天内缴清，否则将丧失其会员资格。

第八条

任何会员要终止会员籍，须用书面提交给管委会，且随即丧失其会员资格。他无权要求退还任何入会费或已缴交的年捐。

会务管理及会员大会

第九条

主席主持会员大会，会员大会拥有管理本会会务之最大权力，最少须有63位会员参加（实体或线上举行）的会员大会，会员大会之召开方为有效。

第十条

本会常年会员大会订于每年之十二月份召开。若有超过20名无拖欠年捐之会员，联名提出理由，则由主席须照为召开会员大会。且在任何需要时，管委会有权召开特别会员大会。

第十一条

举行常年会员大会，须于两星期前，书面通知全体会员，会议之议程，选票及一份会员名单（如有选举）同时寄给会员。举行任何其他会员大会，须于事前两星期书面通知各会员，其议程亦应于会前展示于本会通告栏上。常年会员大会之议程，应包括下列各项：

1. 去年账目及管委会之会务报告。
2. 下届管委会选举。会员如果有提案须于会员大会前一星期通知本会总务，将该提案列入议程。

第十二条

开会时不足法定人数，则应延迟一小时后举行。届时，若仍不足法定人数，则出席人数不论多寡即可算为已达法定人数，照为开会，惟该准会议对于现行本会章程各项章则一概无权加以增删或修改。

意，管委会不得推翻会员大会的决定。

第十七条 管委会有权拨出每月不逾伍仟元之款项支付本会各项用途。

委员职权

第十八条 本会各委员职务如下：

1. 主席：乃常年会员大会，特别会员大会及管委会会议之当然主席，负责主持会议及签署覆准议案。督导本会各项会务，依章程跟总务与财政保持联络，除拥有投票裁决权外，尚须保证会议之任何事项乃以多数票通过决定。
2. 副主席：于正主席缺席时，代其行使一切职权。
3. 正总务：总务应依章程及常年会员大会，特别会员大会与管委会之议决案，办理会务。准备常年会务报告书，查核全年财政进支表向社团注册官呈报。签押各种有关当局文件。如有修改章程，更动管委与迁移会址，亦应向当局呈报。
4. 副总务：协助总务处理一切事务。于总务缺席时，代其行使一切职权。
5. 财政：负责保管一切款项，审查本会来往的账目，有权拨出每月不超过陆佰元作为零用钱。所有支票须由主席，总务及财政任何两位联名签发。

6. 任何委员若无充分理由而连续三次缺席管委会会议，则将被认为自动退出管委会，其遗缺得由管委会另委任他人充任之，直至下届常年会员大会举行为止。

查账

第十九条

常年会员大会须选出二位为本会查账员，彼等不得兼任本会委员，任期为三年，期满不得连任。查账员负责查核本会每年账目，并须于常年会员大会中报告本会账目情况。此外，亦得受主席指示查核彼等任期内任何一时期之账目。然后向管委会报告。

信托人

第二十条

若本会于任何时期置有不动产，则该产业须交由信托人管理，惟信托人须签署受托书方可。任何信托人均可随时辞职。若信托人逝世或患神经病或精神不健全或长期迁离本国或离开本国达一年之久者，则将被认为经已辞职。若信托人已达75岁，惟信托人其任期为十年一任或因行为不检，生意失败导致破产以致不适继续担任本会信托人之职，则本会得召开会员大会，由大会撤消其信托人地位，然后另选他人以承其缺。信托人名额不得超过五名，及不少过三名。召开会员大会辞退某信托人而另委他人以承其缺之提议，须于大会召开前两星期揭示于会所俾众周知。

禁例

- 第二十一条**
1. 任何方式之赌博，如玩牌九，荷兰牌，不论有赌注与否，概不得在本会内进行。至于赌具鸦片烟具一切毒品及不正当人物，亦在禁止之列。
 2. 本会款项不得被用以缴付任何会员受法庭定罪之罚款。
 3. 本会不得企图限制或以任何其他方式干涉工商业活动或物价，亦不得从事职工法令所规定之任何工会活动。
 4. 本会不得用本会名义或任何委员，管委会或任何会员之名义开设彩票，无论彩票是否仅限于会员购买，一律均在禁止之列。
 5. 本会不得参与政治活动，或将款项与会所供政治用途。
 6. 本会会员不得用其巴士做非法活动。

章程修改

- 第二十二条** 本会章程若非得到会员大会批准，一概不得增删修改，在未经社团注册官批准前不得施行。

章程释义

- 第二十三条**
1. 凡有损本会利益，违反本会章程或拒绝遵守本会会所通过之议决案之会员或委

员，其会员资格将被取消，并由总务以书面通知此项取消决定。不过，在被取消会员资格之前，他将获得机会进行上诉。

2. 若发生任何疑问或事件，而此等疑问或事件在章程内无明确规定者，管委会对此拥有自由裁决之权力。

解散

- 第二十四条**
1. 本会如欲解散，须召开会员大会，由居住在新加坡的会员亲自出席，或托人代表出席，或邮寄方式，必须得到最少五份之三会员表决赞同，方可进行。
 2. 本会如依上述规定解散时，则本会一切合法债务须全数付清，余款全部捐献给法定的慈善机构。

解散后之七日内，须具函向社团注册官报告。

宾客

- 第二十五条**
- 凡新加坡居民，品性良好，均可进入本会会所，但必须向本会提供其个人资料，惟不得享受各种权利。

THE RULES & REGULATIONS OF SINGAPORE SCHOOL & PRIVATE HIRE BUS OWNERS' ASSOCIATION NAME

RULE NO.1 The name of Association shall be Singapore School & Private Hire Bus Owners' Association. (hereinafter referred to as the Association)

PLACE OF BUSINESS

RULE NO.2 The Association's place of business shall be at the "No. 9 Lorong 29 Geylang #06-01 Singapore 388065" and/or such other address as may subsequently be decided upon by the Management Committee and approved by the Registrar of Societies.

OBJECTIVES

RULE NO.3 The objects of the Association shall be:

- i. To encourage and promote unity among the members.
- ii. To encourage, promote and strengthen the spirit of co-operation among members.
- iii. To provide more efficient and safer transport services to the students and the general public in the Republic of Singapore.
- iv. To maintain liaison with and to participate in desirable activities organised by schools, private Singapore and Government Departments in order to help develop a safer and more efficient transport system in the Republic of Singapore.
- v. To consider and foster all matters of importance and/or interest to members concerned with the promotion of the objects of the Association.

- vi. To organise meetings, discussions lectures, exhibitions social and other events for the promotion of these objects.
- vii. To accord information, assistance, facilities and advice on matters pertaining to these objects to all members.
- viii. To collect, compile, print, publish or sponsor and distribute any maps, handbooks, magazines, leaflets or other periodicals that the Association may consider desirable for the promotion of these objects.
- ix. To promote and safeguard the interest of the Association and all its members.
- x. To consult Government, Police or other Authorities with reference to legislation, taxation, communications, roads, road signs, public safety, traffic control circulation of motor vehicles and all other matters pertaining directly or indirectly to the provision of transport facilities for student and the general public.
- xi. Generally to do any call such other thing as are required to give effect and carry forward the objects of this Association.
- xii. To form, incorporate and promote a company (the "Company") under such name to be determined by the Management Committee, or as may be approved by the Accounting and Corporate Regulatory Authority and to appoint the Board of Directors of the same. The Company shall carry on such business activities that the Management Committee considers in the interests of the Association and all its members.

- xiii. To form and promote any company or body for the purpose of carrying on such business that shall promote and safeguard the interests of the Association and all its members, and to purchase, subscribe or otherwise acquire and hold shares and other securities in such company or body.
- xiv. To invest the funds of the Association in the purchase, subscription or acquisition of shares or any securities in the Company Pte Ltd. The shares and other securities of the Company shall be held by the Trustees in accordance with paragraph 19 of the Rules and Regulations of the Association.

MEMBERSHIP

- RULE NO.4** Membership of the Association is open to any individual, company, firm or association or body of persons corporate or unincorporate and be governed by the provision hereinafter mentioned.
- (a) If a private bus operator is a company, an organisation, an association or a group, the membership shall be registered in the name of such company, firm, association or group.
 - (b) All registered owners of private buses who are of good character and who are willing to abide by the Rules of the Association shall be eligible for membership of the Association. Provided that where an applicant is an individual person, he shall attained the age of 21 years.

- RULE NO.5** Any person who wish to join the Association as a member must complete the prescribed application form with his name accuracy furnished therein

and submit it to the Honorary Secretary of the Association for verification and subject to the approval of the Management Committee. No applicant is eligible for membership unless his name and the name shown in the registration card of the bus tally. A copy of the Rules and Registration of the Association shall be provided to every successful applicant who has paid the entrance fees.

RULE NO.6 Any individual, company, organisation, association or group who/which is eligible to apply for membership is required to pay an entrance fee. The Entrance Fee shall be determined by the elected Committee. The member will be given a copy of the Rules and Regulations and membership certificate.

RULE NO.7 The annual subscription fee shall be determined by the elected Committee. The yearly subscriptions shall be paid within the first month's of the calendar year. If a member owned his subscriptions or other dues for three month the Hon. Treasurer shall by registered letter inform him of the arrears. Unless he pays up within 30 days, he will be denied the privileges of membership until such time as his subscriptions have been brought up to date.

RULE NO.8 If any members desires to resign from the Association, he shall give notice in writing of such desire to the Management Committee and shall thereupon cease to be a member. No entrance fee nor any proportionate part of a member's subscription shall be returned to him upon his ceasing for any reason to be a member.

MANAGEMENT OF THE ASSOCIATION & GENERAL MEETINGS

RULE NO.9 The Management of the association shall be

vested in the general meeting presided over by the President. At least 63 members of the Association must be present at a general (whether physical or virtual) meeting for its proceeding to be valid.

RULE NO.10 The annual general meeting shall be held during the month of December of each year. At other times, a general meeting must be called by the President on the request in writing by twenty or more members who are not in arrears of subscriptions and who give reason for such meeting and may be called at any time by order of the Management Committee.

RULE NO.11 Members shall be given notice in writing of the annual general meeting two weeks in advance. The particulars of its agenda, ballot papers and a list of members shall also be sent to the members two weeks before the meeting. Notice of any general meeting shall be given in writing to all members two weeks in advance and the particulars of its agenda shall be posted on the notice board before the meeting is held. The following points shall be included in the agenda and considered at the annual general meeting.

- (a) The previous year's account and the report of the Management Committee.
- (b) The election of the office-bearers for the following year. Any member who wishes to place an item on the agenda of a general meeting may do so provided he gives notice to the Hon. Secretary one week before the meeting is to be held.

RULE NO.12 If there is no quorum, the meeting shall be adjourned for 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 alter, amend or make additions to any of the existing Rules.

RULE NO.13 The Management Committee to be elected at the annual general meeting shall consist of:

One President One Vice-President

One Hon. Secretary One Asst. Secretary

One Hon. Treasurer One Asst. Treasurer

Fifteen Members

RULE NO.14 At the annual general meeting, President and two scrutineers shall be appointed. Thereafter votes shall be cast to elect the new office bearers and committee members. The election will follow on a simple majority vote of the members. Each member shall have as many votes as the number of buses in respect of which he pays his yearly subscriptions to the Association. All officers shall hold office for three years. The Honorary Treasurer can only serve for one term and the President shall hold office for two consecutive terms only.

RULE NO.15 (a) The Committee meeting shall be held at least once a month. Notice of the meeting shall be given in writing to the committee members seven days in advance. The President may call a committee meeting at any time by giving two day's notice in writing. The committee shall also meet wherever a request in writing signed by a least half of its members is made which request should state the business to be transacted provided 7 day's written notice is given. At least one half of the committee members must be

present for its proceeding to be valid.

- (b) Each member of the committee shall be entitled to one vote but in the event of there being an equality of votes, the president of the meeting shall have an additional or casting vote.

RULE NO.16 The duty of the committee is to organise and supervise the daily activities of the Association and to make decisions on matters affecting its running when the general meeting is not sitting. It may not act contrary to the expressed wishes of the general meeting without prior reference to it and always remains subordinate to the general meeting.

RULE NO.17 The Committee shall have the power to authorise the expenditure of a sum not exceeding \$5000.00 per month from the Association's funds for the purpose of the Association.

DUTIES OF OFFICE-BEARERS

RULE NO.18 The duties of the office-bearers shall be as follows:

- (a) The President shall act as chairman at the annual general meetings and committee meetings. He shall convene the meetings and confirm the minutes thereof. He shall also supervise the activities of the Association, keep in touch with the Hon. Secretary and the Hon. Treasurer as provided in the Rules and Regulations. Apart from having the casting votes, he shall ensure that no proposals shall be passed without majority of votes unless otherwise provided in the Rules & Regulations or in the Regulation governing societies.
- (b) When the President is absent, the Vice-President shall act for him.

- (c) The Hon. Secretary shall manage the affairs of the Association according to the Rules & Regulations and the resolution of the annual general meeting, the extraordinary general meetings and committee meetings prepare the annual report, check and submit to the Registry of Societies the account of income and expenditure, sign all documents relating to the authorities and receipts for monthly subscriptions. He shall also report to the authorities any amendment to the Rules and Regulations or the change of the Association's place of business.
- (d) The Asst. Secretary shall assist the Honorary Secretary in managing the affairs of the Association and when the Honorary Secretary is absent, he shall act for him.
- (e) The Honorary Treasurer is now authorized to expend up to \$600.00 per month for petty expenses. Cheques for withdrawals from the bank shall be jointly signed by any two amongst the President, the Honorary Secretary and the Honorary Treasurer.
- (f) Any Committee Member absenting himself from three meetings consecutively without satisfactory explanation shall be deemed to have withdrawn from the Committee and a successor may be co-opted by the Committee to serve until the next annual general meeting.

AUDIT

RULE NO.19 Two persons not members of the Management Committee shall be elected as Hon. Auditors at the annual general meeting and shall hold office for

three years only and may not be re-elected. They shall be required to audit each year's accounts and present a report upon them to the annual general meeting. They may 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 Management Committee.

TRUSTEE

RULE NO.20 If the Association at any time acquire any immovable property, such property shall be vested in Trustees subject to a declaration of trust. Any trustees may at any time resign his trusteeship. If a trustee dies or become a lunatic or of unsound mind or moves permanently or is absent from the Republic of Singapore for a period of one year, he shall be deemed to have resigned his trusteeship. If a trustee has reached 75 years old or 10 years term of trusteeship or is guilty of misconduct of such a kind as business failure or bankruptcy to render it undesirable that he continues as a trustee, a general meeting may remove him from his trusteeship. Vacancies in the trusteeship may be filled at a general meeting but the number shall not be greater than five or less than 3. Notice of any proposal to remove a trustee from his trusteeship or to appoint a new trustee to fill a vacancy must be given by affixing in the premises of the Association, a document containing such proposal at least two weeks before the meeting at which the proposal is to be discussed.

PROHIBITIONS

RULE NO.21 (a) Gambling of any kind such as the playing of paikow or cards, whether for stakes or not, is

forbidden on the premises of the Association. The introduction of materials for gambling or opium smoking or drugs of any kind and of bad characters into the premises is prohibited.

- (b) The funds of the Association shall not be used to pay the fines of members who have been convicted in court.
- (c) The Association shall not attempt to restrict any other manner interfere with trade or prices or engage in any trade union activities as defined in the Trade Union Ordinance.
- (d) The Association shall not hold any lottery whether confined to its members or not, in the name of the Association or its office-bearers, management Committee or members.
- (e) The Association shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.
- (f) Members of the Association shall not use their buses for unlawful activities (pirating).

AMENDMENT TO RULES AND REGULATIONS

RULE NO.22 No alteration or additional to the Rules and Regulation shall be made except at a general meeting, and they shall not come into force without the prior sanction of the Registry of Societies.

INTERPRETATION

RULE NO.23 (a) Should any member of office bearer act against the Association, or break the Rules and Regulation or refuse to abide by the resolution of the Association, his membership shall be cancelled and the Hon. Secretary shall inform

him in writing of such cancellation. However, before his membership is cancelled he shall be given an opportunity to be heard.

- (b) In the event of any question or matter arising out of any point which is not expressly provided for in the rules, the Management Committee shall have the power to use their own discretion.

DISSOLUTION

- RULE NO.24** (a) The Association shall not be dissolved, except with the consent of not less than 3/5 of the members of the Association for the time being resident in Singapore, expressed, either in person or by proxy at a general meeting convened for the purpose, or by postal vote.
- (b) 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 donated to any registered charity or approved institution of a public character.
 - (c) Notice of dissolution shall be given within 7 days of the dissolution to the Registry of Societies.

VISITORS AND GUEST

- RULE NO.25** Residents in Singapore with good character may be admitted into the premises of the Association but they shall not be admitted to the privileges of the Association. Visitors and guest must provide his or her personal particulars to the Association.



Singapore School & Private Hire Bus Owners' Association

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Website: <https://www.ssphboa.com>