

CONSTITUTION AND RULES OF THE SOUTH CHINA DIVING CLUB

1. The name of the Club is The South China Diving Club (hereinafter called The Club).
2. The Club shall be a Branch of the British Sub-Aqua Club (B.S.A.C.)
3. The aim of the Club is to foster the sport of sub-aqua diving in Hong Kong and it shall operate as a non profit making organisation constituted for recreational purposes only.
4. Membership
 - 4.1 General Eligibility

Any person over the age of 15, or as amended from time to time by the B.S.A.C. and confirmed by the Club Committee, is eligible to apply for membership of the Club.
 - 4.2 Classes of Membership
 - 4.2.1 Founding Members

Fully paid up Members or Associate Members of the Sai Wan Sub-Aqua Club are entitled to become Founding Members of the Club and shall have full rights as Members of the Club.
 - 4.2.2 Members

He or she must be proposed and seconded by current Members of the Club. The candidate's name will be posted on the Club's notice board for a period of 2 weeks and if no valid objection is received by the Committee in that time then the application shall be considered as successful. The Secretary of the Committee is not bound to divulge any reason for non-acceptance of an application.
 - 4.2.3 Associate Members

Persons, who take no part in diving activities, may apply for associate membership in the manner prescribed in para. 4.2.2. above.

Associate Members shall not be eligible for election to the Committee or to vote at any General or Extraordinary General Meeting.
 - 4.2.4 Temporary Member

B.S.A.C., or other diver with an approved diving qualification, who is in transit through Hong Kong. Transit is defined as "present in Hong Kong on an infrequent basis for less than 40 days in each

period of 60 consecutive days."

4.3 Restriction on Size of Class

Any or all of the classes of membership may be restricted in size at the discretion of the Committee.

4.4 B.S.A.C. Membership

4.4.1 Members are required to join the British Sub-Aqua Club before proceeding to aqualung training.

4.4.2 If a diver possessing a diving qualification acceptable to the Committee, wishes to join the Club, then the requirements of Clause 4.4.1 above may be waived at the discretion of the Committee.

4.5 Suspension or Withdrawal of Membership

The Committee may suspend a Member or Associate Member or require that he or she leaves the Club in the event of a serious lapse in behaviour. Such a decision shall be without the right of appeal and no fees or subscriptions shall be refundable in this event.

4.6 Resignation

A Member or Associate Member may resign at any time at which he or she is fully paid up by giving notice in writing to the Secretary.

5. Management

5.1 General

The Club is to be managed by a Committee elected by a General Meeting of the Members.

5.2 The Committee

The Committee posts are to consist of the following :

5.2.1 Chairman

5.2.2 Secretary

5.2.3 Treasurer

5.2.4 Diving Officer

5.3 The Committee shall be selected only from Members of the Club and each nominee for a Committee position shall have a proposer and seconder.

5.4 A Member may hold more than one of these positions except that the positions of Chairman, Secretary and Treasurer shall be held by separate persons.

- 5.5 Additional posts may be created by the Members in a General Meeting subject to the provision that the size of the Committee shall not exceed eight positions.
- 5.6 Assistant's posts may be similarly created, but shall not be restricted in number by Clause 5.5 above, nor shall they be voting Members on the Committee.
- 5.7 The duties of the various Committee Members shall be defined by the Committee.
- 5.8 The Committee shall meet at least once every three months and three Members of the Committee present at any such meeting shall form a quorum.
- 5.9 Should the size of the Committee be increased from the minimum of four to any number up to the maximum of eight then the quorum shall be four Members of the Committee.
- 5.10 General Meetings are to be held annually.
- 5.11 Extraordinary General Meetings may be called by any Committee Member in circumstances requiring an unusually rapid decision by the Club's Members.
- 5.12 Notice - At least one week's notice in writing is to be given for all meetings giving details of the time and location of the meeting and the purpose for which the meeting is being called.
- 5.13 The quorum for General Meetings shall be 40% of currently paid up Members.
- 5.14 The quorum for Extraordinary Meetings shall be 40% of currently paid up Members.
- 5.15 Voting
 - 5.15.1 A majority of hands at any meeting will succeed.
 - 5.15.2 In the event of a tie the Chairman of that meeting is to cast the deciding vote.

6. Finances

- 6.1 Joining Fee
 - 6.1.1 Founding Members of the Club are exempted from the payment of the joining fee.
 - 6.1.2 Members shall pay a joining fee of HK\$100 on admittance as a Member of the Club.
 - 6.1.3 Associate Members shall pay a joining fee of HK\$50.
 - 6.1.4 Temporary Members are exempted from payment of the joining fee.

6.1.5 The joining fee can be varied only by a General Meeting of the Club's Members.

6.2 Subscriptions

6.2.1 Club subscriptions shall be payable monthly in advance.

6.2.2 Members shall pay HK\$20 per month.

6.2.3 Associate Members shall pay HK\$10 per month.

6.2.4 Monthly subscriptions can only be varied by a General Meeting of the Club's Members.

6.3 B.S.A.C. subscriptions and entrance fees shall be paid before proceeding to aqualung training.

6.4 Ancillary Charges

6.4.1 Any charges levied by the Club for sale of consumables or diving charges or associated costs shall be invoiced monthly.

6.4.2 Charges may be levied by the Committee at such level as they determine on persons undergoing a training programme to defray expenses incurred in the hiring of equipment or facilities specifically required for such training.

6.5 Settlement of Account

6.5.1 Accounts will be raised monthly.

6.5.2 If any accounts are outstanding the following action is to be taken :-

Outstanding over 2 months :- letter from Treasurer to Member.

Outstanding over 3 months :- termination of credit facilities.

Outstanding over 4 months or persistent delay in settlement of account :- expulsion from the Club.

6.6 The Committee shall authorise such expenditure as it shall deem necessary and shall have full power of management and control of the conduct, affairs, finances and property of the Club.

6.7 The Committee shall cause proper books of accounts to be kept with respect to all sums of money received and expended by the Club. All monies received shall be remitted to the Treasurer of the Club who will deposit them in a bank approved by the Committee. Any cheques drawn thereon must be signed

approved
be signed

by any two of the following :- Chairman, Secretary, Treasurer and one other as nominated by the Committee.

6.8 Fourteen clear days at least before each General Meeting the Secretary shall forward to every Member of the Club present in Hong Kong a copy of the Income and Expenditure Account and Balance Sheet made up to the 31st March of that year. They will be signed by the Chairman, Secretary and the Treasurer as a true record of the accounts of the Club and if accepted by the Members of the Club at a General Meeting shall be deemed to be an adequate and sufficient record of the finances of the Club.

7. Bye-Laws

7.1 The Committee may from time to time make, add to, alter and/or repeal bye-laws for the regulation of the Club subject to approval obtained from the Registrar of Societies.

7.2 Any such alteration, addition to or repeal of the existing bye-laws shall be forwarded to all Members and shall come into force at the expiration of twenty-one clear days from the date of posting or upon such later date as the Committee may decide.

8. Liability

8.1 The liability of Members is limited to the amount of their monthly subscription.

9. Diving

9.1 Diving shall be carried out in accordance with the current B.S.A.C. regulations, under the control of the Diving Officer, who may make such regulations as he deems appropriate for the conduct of diving.

10. Dissolution of Club

10.1 If at any General Meeting or Extraordinary General Meeting a resolution for the dissolution of the Club shall be passed by a majority of the Members present and at a Special General Meeting held not less than 4 weeks thereafter (of which not less than 2 weeks written notice shall have been given to each Member) and at which not less than one-half of the Members shall be present that resolution shall be confirmed by a resolution passed by a majority of two-thirds of the Members voting thereon, the Committee shall thereupon, or at such future date as shall be specified in such resolution,

proceed to realise the property of the Club and after the discharge of all liabilities shall divide the residue, if any, among current Members in proportion to their length of time of Membership of the Club and for Founding Members, Membership or Associate Membership of the Sai Wan Sub-Aqua Club shall be included as contributing towards this period. Where any debts and liabilities remain outstanding each member, who is then registered as a member of the Club, shall be liable for such debts and liabilities and of the costs, charges and expenses of winding-up the Club, and for the adjustment of the rights of the contributories among themselves, such amount as may be required, but not exceeding the amount of the monthly subscription.