FOUNDED 1899

Singhalese Sports Club

RULES

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SINGHALESE SPORTS CLUB

RULES

1. TITLE

The Club shall be called the Singhalese Sports Club and hereinafter where appropriate, will be referred to as the “Club”.

2. OBJECTS

The objects of the Club shall be inter alia:

2.1. To organise, promote, encourage and facilitate the game of Cricket as the primary sport in the Club and arrange, finance cricket training and conduct Club tours abroad.

2.2. To organise, promote, encourage and afford facilities for Tennis, Squash, Badminton, Swimming & Diving, Water Polo, Indoor Games, Billiards and other forms of indoor and outdoor sporting recreation.

2.3. To afford to its members accommodation facilities and to maintain a reading room and library facilities to all members.

2.4. To provide Restaurant, Bar and social facilities to all members entitled by law to use such facilities.

2.5. To build, sell, lease, manage, mortgage, raise loans and or overdrafts, exchange, dispose or otherwise deal with all or any part of the property of the Club subject to law of the land and Club Rules.

2.6. Perform such other acts as may seem convenient or conducive to the progress of the Club and objectives of the Club.

3. COLOURS AND CREST

The Singhalese Sports Club colours shall be Chocolate Brown (HEX Code #724D30), White (HEX Code #FFFFFF) and light blue (cyan shade) (HEX Code #14BBD3)

3.1 The sealed pattern of the Crest of the Singhalese Sports Club shall be held by the Honorary Secretary of the Club to be kept under the Honorary Secretary's authority.

3.2 The Crest of the Club shall be the shape of a shield with the Lion of the Singhalese Flag on a red background and 3 Lotuses in yellow and red on a blue background surmounted by the Kandyan Crown.

3.3 The Club Blazer shall be Dark Blue (Pantone Code #00239C) with the Club Crest embroidered on the left hand Upper Pocket.

3.4 The Club Cap shall be Dark Blue with the Club Crest above the cap.

3.5 The Club Tie shall comprise the Club Colours on a Dark Blue background with the Club Crest printed or embroidered on the tie.

3.6 The Club Crest and/or Colours may be awarded to sportsmen and sportswomen representing the Club according to standards set by the respective House Committees

and approved by the Executive Committee and shall in all instances be awarded by the President of the Club.

4. MEMBERSHIP

4.1 The Club shall consist of the following membership categories:

Honorary Life Members
Life Members
Senior Members
Ordinary Members
Outstation Members
Honorary Members
Student Members
Juvenile Members
Associate Members
Expatriate Members
Temporary Members
Absentee Members
Playing Members

4.2 All members and those seeking membership shall be persons of unimpeachable character and not being found guilty of any criminal offence in any court of law or judicial forum. In the event of any such person being subsequently found guilty in any court of law or judicial forum of any criminal offence he/she shall ipso facto cease to hold membership of the Club with immediate effect.

4.3 Change in the membership category if any of each member may be accepted or rejected with the prior approval of the Honorary Secretary. However, the Honorary Secretary shall table his decision for formal approval by the Executive Committee at the first meeting of the Executive Committee thereafter.

4.4 MEMBERSHIP REGISTER

A Membership Register shall be maintained in the Club office in electronic form under the approval of the Honorary Secretary consisting of all the relevant details of each membership category.

5. CLASSIFICATION OF MEMBERS

5.1 Honorary Life Members

Any member who has rendered special and honorary service to the Club or to the Country and has maintained an unblemished Club membership may on a motion approved by the Executive Committee be elected as a Honorary Life Member by a vote of not less than two third of the members present at a General Meeting. All Honorary Life Members are exempt from payment of annual subscription fees and will be entitled to all facilities and privileges of the Club but shall pay all sectional and activity fees in which the member participates.

The number of Honorary Life Members shall not exceed ten (10) at any given time.

5.2 Life Members

An Ordinary, Senior or Outstation member over the age of 29 years and having continuous membership of 6 years and has had an unblemished membership shall be eligible to be elected as a Life Member by the Executive Committee upon application to the Executive Committee and on payment of the Life Member's subscription fee.

Life Members shall be exempt from paying annual membership subscription fees, but shall pay all sectional and activity fees.

5.3 Senior Members

Any member who is over 65 years of age and has had an unblemished membership as an Ordinary or Outstation member of the Club for a continuous or unbroken period of 35 years shall be eligible to be a Senior Member provided such member applies in writing to the Executive Committee for approval. A member struck off the roll under Rule 24 but readmitted under Rule 26 or by making a fresh application shall not be considered to have had continuous or unbroken membership of the Club.

The decision of the Executive Committee to allow, reject or defer any application for Senior Membership shall be final.
Once approved, a Senior Member will not be liable to pay annual subscription fees but shall pay sectional or activity fees.

5.4 Ordinary Members

All Sri Lankans over the age of 21 years and not being a student and/or under 21 years, shall be eligible for election as an Ordinary Member.

5.5 Outstation Members

All Sri Lankans over the age of 21 years and not being a student and employed but resident at a distance of more than a radius of 100km from the Club premises shall be eligible for election as an Outstation Member.

5.6 Honorary Members

An Honorary member shall be such a person who shall be invited by a resolution passed by the Executive Committee at its discretion to be an Honorary Member for a specific period of time. Such a member shall not pay entrance or annual membership fees but is liable to pay sectional fees.

5.7 Student Members

A "bona fide" student between the ages of 14 to 24 years at the time of application for membership shall be categorised as a Student Member. A student shall ipso facto cease to be a Student Member on completing the 24th birthday or is employed before completing the 24th birthday.

A Student Member has the option of changing category to Ordinary Member upon reaching his/her 18th birthday or upon completing the 24th birthday or is employed before completing the 24th birthday, and has had a continuous and unbroken prior membership of not less than 10 years, shall upon making a fresh application in the prescribed form, become entitled to be categorised as an Ordinary or Outstation Member as the case may be and shall be called upon to pay 25% of the entrance fee applicable to the defined category of membership as at the time of being elected to membership.

A Student Member who does not have 10 year continuous and an unbroken membership but on being elected an Ordinary or Outstation Member upon making a fresh application in the prescribed form, shall either pay the

difference in entrance fees applicable at the time or 25% of the entrance fees applicable to the defined category of membership whichever is higher.

5.8 Juvenile Members

Shall be children under the age of 14 years .

A Juvenile Member shall automatically become a Student Member on completing the 14th birthday.

5.9 Associate Members

Sri Lankan ladies or Sri Lankan Ladies with foreign passports or duel citizens or non-nationals married to Sri Lankans, over the age of 21 years or if below 21 years and employed, who have obtained membership under this category prior to these rules come into effect. They shall be eligible to continue as Associate Members or change their membership category to Ordinary Members after these Rules come into effect. This category of membership shall not be available after these Rules come into effect.

5.10 Expatriate Members

Shall be persons who are not citizens of Sri Lanka but are resident in Sri Lanka for a period of more than 3 months. An Expatriate member may renew the membership after each year of membership without paying an entrance fee.

However, the Honorary Secretary may terminate the Expatriate membership in agreement with the Executive Committee.

5.11 Temporary Members

Shall be persons who are visitors to Sri Lanka and who will reside in Sri Lanka for a period not more than 3 months. Such persons shall be admitted as Temporary Members only on the authority of the Honorary Secretary of the Club.

5.12 Absentee Members

A member is considered an Absentee Member if he/she has duly notified the Honorary Secretary of the Club in writing of his/her impending absence from Sri Lanka for a period of over 12 months. The period of absence of an Absentee Member shall be considered as not having a continuous and an unbroken membership of the Club and would not be entitled to voting rights.

5.13 Playing Members

Shall be persons who are invited to represent the Club in Cricket, Tennis, Swimming and any other sport and are endorsed as such by the respective House Committees and approved by the Executive Committee. Playing Members shall be exempt from paying the entrance fee but shall pay the subscriptions and sectional or activity fees. The Disciplinary Rules of the Club shall apply to Playing Members.

All Playing Memberships shall be automatically terminated at the end of each Club Year unless otherwise recommended and endorsed for renewal by the House Committee of the respective section.

No Playing Member shall be eligible for election to the Executive Committee or a House Committee.

No Playing member shall be entitled to vote at a General or Special General Meeting of the Club or a House Committee Meeting of the Club.

On the termination of Playing Membership, the persons so affected may apply for full membership in accordance with the Rules of the Club.

6. ELECTION OF MEMBERS

6.1 Each applicant for admission as a member of the Club shall apply in writing in the prescribed form described as the "Membership Application Form".

6.2 The application shall be proposed or seconded by a member of the Executive Committee and one other member who has had more than ten (10) years of continuous membership of good standing.

6.3 Expatriate, Temporary, Juvenile, Student, Associate, Playing, Honorary and Absentee Members and a member formally disciplined by the Club is not entitled to propose or second a new member to join the Club.

6.4 Any member, eligible to propose or second an application for membership, may take an objection to an application for membership in writing and addressed to the Honorary Secretary and appear before the Executive

Committee and state reasons why an applicant should not be elected as a member of the Club. The decision of the Executive Committee shall be final.

6.5 Admission to membership shall be by secret ballot at a meeting of the Executive Committee of not less than 10 members present at the time.

6.6 The result of the ballot shall be ascertained by the President or a member presiding at the Executive Committee meeting.

6.7 If two or more votes are cast against an application, the application shall be rejected. However, the Executive Committee may give an opportunity for the proposer and/or the seconder or the applicant to appeal against the decision or withdraw the application at the said meeting or at the next Executive Committee meeting. If the application is not withdrawn or the appeal is rejected, the decision of the Executive Committee shall be final.

6.8 Names of New Members elected by the Executive Committee with the names of the proposer and seconder shall be posted on the Notice Board for the information of the members, within 3 days of being elected and shall be on display for a minimum of 14 days after being posted.

7. MEMBERS RIGHT TO VOTE

7.1 Every Honorary Life, Life, Ordinary and Senior Member with a minimum continuous and unbroken membership of 3 years and present shall be entitled to one vote at a General or Special General Meeting.

7.2 The President and in his absence the senior most Vice President and in the latter's absence a member proposed and approved at the said meeting shall take the Chair at a General or Special General Meeting.

8. EXECUTIVE COMMITTEE OF THE CLUB

8.1 The Executive Committee of the Club shall consist of twenty (20) members of which, Five (5) shall be Ex-Officio Members, Four (4) shall represent House Committees and One (1) appointed by the President whom he considers fit and eligible and representative of special interests or benefit to the Club. However, a candidate who fails to get elected by the ballot at the election to the Executive Committee shall not be considered for this appointment until the next election.

8.2 Subject to the provisions relating to the appointment of Chairperson of House Committees and the appointment of one member by the President, all other members of the Executive Committee shall be elected at the Annual General Meeting of the Club and shall hold office until the next Annual General Meeting but shall be eligible for re-election.

9. THE OFFICE BEARERS (5)

9.1 The Five (5) Office Bearers of the Club shall be referred to as Ex - Officio Members of the Club. The Ex- Officio or the Office Bearers of the Club are The President, Honorary Secretary, Honorary Treasurer, Honorary Assistant Secretary and Honorary Assistant Treasurer. All Office Bearers of the Club shall be elected at the Annual General Meeting of the Club and shall hold office until the next Annual general Meeting but shall be eligible for re-election.

9.2 PRESIDENT

a. The President of the Club shall be an Ordinary, Life or Senior Member of the Club having a continuous and unbroken membership for a period of not less than 25 years and should have rendered meritorious service to the Club or brought fame to the Club. However, this eligibility criteria in the Rule will not apply to the Head of State.

b. The President of the Club shall be recommended for appointment by the Executive Committee in consultation with the Vice Presidents and Trustees of the Club. However, in the event of a disagreement, the decision of the Executive Committee shall be final.

c. General Membership of the Club may also forward nominations of any eligible member for the post of President duly proposed and seconded by any eligible member with voting rights and should be accompanied

by not less than 200 endorsements from eligible voting members and received by the Honorary Secretary.

d. The President of the Club once elected at an Annual General Meeting or Special General Meeting shall hold office for a continuous period of 3 years unless he resigns or dies in office or is otherwise incapacitated. The President of the Club is entitled to be re-elected for a further term.

e. The President of the Club shall not be removed from office during the presidency of his term except by a vote of 2/3rd of the members present at an Annual General Meeting or Special General meeting of the Club. In such event the Executive committee shall take steps to appoint a new President within a period of 3 months during which time the Honorary Secretary shall discharge the duties of the President.

9.3 Honorary Secretary

The Honorary Secretary shall be the Chief Executive of the Club. The Honorary Secretary shall be an Ordinary, Life or Senior Member of the Club and at the time of the election should have had a continuous and unbroken period of not less than 20 years of Ordinary or Life membership and should have served as Assistant Secretary for a minimum period of 1 year or as an elected member of the Executive Committee for 2 years.

9.4 Honorary Treasurer

The Honorary Treasurer shall be an Ordinary, Life or Senior Member of the Club and at the time of election should have had a continuous

and unbroken period of not less than 20 years of Ordinary or Life membership and should have served as Assistant Treasurer for a minimum of 1 year or as an elected member of the Executive Committee for 2 years. The Honorary Treasurer shall be a professionally qualified Accountant from a recognised Professional Accounting body and proof of such qualification shall be submitted together with the nomination.

9.5 Honorary Assistant Secretary and Honorary Assistant Treasurer

The Honorary Assistant Secretary and Honorary Assistant Treasurer shall be Ordinary or Life Members of the Club and at the time of election should have had a continuous and unbroken membership of at least 15 years of Ordinary or Life membership. The Honorary Assistant Treasurer shall be a professionally qualified Accountant from a recognised Professional Accounting body and proof of such qualification shall be submitted together with the nomination.

10. MEMBERS OF THE EXECUTIVE COMMITTEE (10)

a. The General Membership may also nominate eligible members for election as Office Bearers and/or Executive Committee Members.

b. No member whether elected or appointed shall serve the Executive Committee unless over 31 years of age and has had seven (7) years of continuous, unbroken and uninterrupted voting rights.

c. A nomination for election to the Executive Committee shall be proposed and seconded in writing by a Honorary Life member, A Life member, A Senior member or an Ordinary member over the age of 24 years and who has had a continuous and unbroken membership and voting rights for seven (7) years.

d. No member shall submit nominations for more than one position in the Executive Committee. The Honorary Secretary shall reject all such nominations submitted for multiple positions.

e. All nominations should be forwarded to the Honorary Secretary not less than 14 days inclusive of holidays prior to the Annual General meeting. The written consent of the contestant should be attached.

f. Any nomination that does not conform to the Rules of the Club and should be rejected in the opinion of the Honorary Secretary shall be referred to a Nomination Committee consisting of 3 Senior Members of the Club appointed by the Executive Committee. The Honorary Secretary shall accept or reject such nomination on the advice of the said Committee.

g. Nominations from the membership if any, shall be posted on the Notice Board of the Club at least ten (10) clear days excluding holidays prior to the date of the Annual General Meeting.

10. 1 CHAIRPERSONS OF HOUSE COMMITTEES (4)

The four (4) Chairpersons of the House Committees, by virtue of the office held in the House Committee, shall be appointed as members of the Executive committee and shall be eligible to be reappointed by the House committee.

11. VACANCIES IN THE EXECUTIVE COMMITTEE

11.1 Whenever the office of the President falls vacant due to death, resignation or is incapacitated in the opinion of the Executive Committee, a successor shall be elected in terms of the rules as provided herein at a General or Special General Meeting specially summoned for the purpose. In the interim the senior most Vice President or Executive Committee Member shall preside at meetings.

11.2 Whenever the office of the Honorary Secretary or the Honorary Treasurer or the Honorary Assistant Secretary or the Honorary Assistant Treasurer falls vacant either due to death or resignation or are incapacitated, The Executive Committee shall make acting appointments for a period not exceeding two (2) months from amongst the Executive Committee Members.

The Executive Committee shall summon a Special General Meeting to fill the vacancy according to the foregoing Rules for such a post within two (2) months of the vacancy arising.

11.3 If the office of the Honorary Secretary or the Honorary Treasurer becomes vacant due to leave of absence of either and or both of them, the Honorary Assistant Secretary and or the Honorary Assistant Treasurer shall act for the holder of the substantive post, until such time the holder of the post reassumes duties.

11.4 If an elected or appointed member of the Executive Committee other than the President resigns, or is incapacitated or disqualified or dismissed or absents himself from attending three consecutive meetings without prior written approval, the Executive Committee shall appoint another eligible member of the Club to the Executive Committee for the balance period of the term of the outgoing member pending the Annual General meeting, by a 2/3rd majority of the members present at a meeting of the Executive Committee, within one month of the vacancy arising.

11.5 If a Chairperson of a House Committee vacates his post either from the House Committee or the Executive Committee the House Committee shall hold a Special General Meeting and fill the vacancy and if the House Committee does not fill the vacancy according to the Rules of the House committee, The Executive Committee shall fill the vacancy within one month of the vacancy arising.

If a vacancy arises in the post of Chairman in a House Committee due to resignation or disqualification or incapacity and if the respective House Committee fails to elect a

Chairman within one month of such vacancy arising, the Executive Committee may fill the vacancy at its sole discretion for the balance period until such time the next Annual General Meeting is held.

11.6 If the House Committee violates the provisions of the Rule 16 pertaining to powers and duties of House Committees or is non-functional as provided for in Rule 16 and a vacancy is created by the said House Committee, The Executive Committee shall fill the vacancy within one month of the vacancy as they deem fit.

12. ANNUAL GENERAL MEETING

12.1 The Annual General Meeting of the Club shall be held on or before the 30th of June each year. However, if there are unavoidable circumstances and/or the situation in the Country is not conducive to hold such meeting or does not permit to hold such meeting, the Annual general meeting may be postponed not more than twice for periods not exceeding 3 months at a time . The Annual general meeting can be held as a virtual meeting through an online platform if it is deemed to be necessary.

12.2 The Notice calling for the Annual General Meeting shall be given by the Honorary Secretary to all members of the club except to Honorary Member, Associate, Playing, Absentee, Juvenile, Student, Expatriate, and Temporary Members, at least 21 days prior to such meeting.

12.3 The Honorary Secretary may forward the Notice of the meeting by electronic transfer and have it inserted on the Notice Board and make available hard copies to any member on request.

12.4 The Honorary Secretary shall make every endeavour to circulate by electronic transfer on a written request the Annual Report inclusive of the Executive Committee Report prepared by the Honorary Secretary along with Accounts for the period under review and the Audited Balance sheet and accounts for the preceding year approved by the Executive Committee amongst members who are entitled to vote at least 10 days before the meeting.

12.5 The Club shall also provide on a written request hard copies of the Annual Report to those members who cannot access electronic transfers.

12.6 The Honorary Secretary shall make every endeavour to circulate by electronic circulation any Resolution with an explanatory note if any and also display on the notice Board and enable members to have hard copies submitted by a voting member to the Annual General Meeting provided due notice is given at the Office.

12.7 Only voting members are permitted to attend and participate in a General or Annual General Meeting.

12.8 The Annual General Meetings shall be presided over by the President and in his absence by the senior most Vice President present at the meeting.

13. SPECIAL GENERAL MEETING

13.1 A Special General Meeting shall be convened by the Honorary Secretary on a written application by a minimum of 100 members of the Club having voting rights or at the request of the Executive Committee or the Board of Trustees.

13.2 Notice calling for the Special General meeting shall be given to all members having voting rights. The notice shall contain the subject matter on which the meeting is convened. No other business shall be entertained at this meeting.

13.3 Minimum of 10 days' notice shall be given and the meeting should be held within 21 days of the request calling for the Special General meeting.

13.4 If a request is made to the Honorary Secretary in writing, he shall make every endeavour to circulate by electronic transfer a resolution and the explanatory note thereon if any submitted by a voting member and also publicise on the Notice Board and make available hard copies on request of the voting member submitted for consideration at a Special General meeting.

13.5 The Special General Meeting shall be presided over by the President and in his absence by the senior most Vice President present at the meeting or in the latter's absence a member elected by the House shall take the Chair.

14. VOTING AT A GENERAL/SPECIAL GENERAL MEETING

14.I Every Life, Honorary Life, Ordinary, Outstation and Senior Member with a minimum continuous and unbroken membership of 3 years and present shall be entitled to one vote in whole or upon every motion and in the case of equality of votes , the Presiding Member shall have a casting vote.

14.2 At General or Special General Meetings of the Club the President and in his absence the senior most Vice President or in the latter's absence a member elected by the House shall take the Chair.

14.3 Ballot papers shall be prepared in alphabetical order containing the names of all contestants nominated. A Contestant has a right to require his name to be presented in the Ballot paper in the manner he requests.

14.4 The Honorary Secretary may take all possible steps to conduct voting before the commencement of the Annual General or Special General meeting to facilitate members to exercise their voting right.

14.5 Only one vote shall be cast to each contestant in the manner stipulated in the ballot paper.

14.6 If two or more members obtain the same number of votes for the last place at an election for a post or position in the Executive Committee, The Returning Officer shall declare the name of the member elected by drawing a lot.

14.7 The Presiding Chair shall have a casting vote on a resolution or a motion in the event of an equality in votes.

15. QUORUM

The quorum for meetings shall be as follows:

Annual General Meetings	50 members
Special General Meetings	25 members
Executive Committee meetings	12 members
Board of Trustees	03 members
House Committee meetings	03 members

16. HOUSE COMMITTEES

16.1 There shall be separate House Committees to control and supervise, Cricket, Tennis, Swimming, the Gymnasium and any other sport decided by the Executive Committee provided for in the Objects of the Club.

16.2 Each House Committee shall consist of members of the Club and Office Bearers all of whom have paid their subscriptions and activity fees for the year.

16.3 Each House Committee shall have its own Operational Guidelines approved by the Executive Committee.

16.4 The Chairperson of each House Committee should be over 31 years and have over 7 years of uninterrupted and unbroken membership in the Club.

16.5 The Secretary of each House Committee should have a minimum 5 years uninterrupted and unbroken membership.

16.6 The Honorary Secretary and the Honorary Treasurer of the Club shall be Ex Officio Members of each House Committee.

16.7 The Annual General Meeting of each House Committee shall be held not less than 30 days prior to the Annual General meeting of the Club.

16.8 A House Committee shall function only if the OPERATIONAL GUIDELINES governing each House Committee is ratified and approved by the Executive Committee of the Club. Any alterations or amendments to the OPERATIONAL GUIDELINES shall be approved by the Executive Committee for such amendments or alterations to be implemented.

17. ALTERATION OF EXISTING RULES

17.1 No alteration or amendment to the existing rules or new amendments and alterations or a new set of rules shall be adopted except at a General or Special General Meeting of the Club with a two third (2/3rd) majority of those present at such meeting at the time of taking the vote.

17.2 Notice of amendments or alterations to the rules of the Club shall be submitted to the Honorary Secretary proposed and seconded by eligible members having voting rights.

17.3 The Honorary Secretary shall call for a meeting giving at least 14 days' notice to the General Membership. The Honorary Secretary shall circulate the proposed resolution along with

any explanation or justification submitted with the Resolution if necessary, at least seven (7) days prior to the meeting.

17.4 Any resolution or amendment submitted and rejected by the membership shall not be re-submitted for one year.

18. RESIGNATION/ALTERATION OF CATEGORY OF MEMBERSHIP

Any member desirous of resigning from the Club or changing his/her category of membership shall communicate his/her intention to the Honorary Secretary in writing and it shall be accepted provided all dues and un paid bills if any are paid.

19. AUDITORS

The Club Auditor shall be elected at an Annual General Meeting.
The Club's Auditors shall be a well reputed firm of Chartered Accountants.

20. VICE PRESIDENTS

The Vice presidents shall be Ordinary, Life or Senior members with continuous membership for a minimum period of 25 years and have rendered meritorious service to the club.

The number of Vice Presidents shall not exceed twenty six (26) at any given time.

A Vice President shall be nominated by the Executive Committee in consultation with the Trustees shall be elected at an Annual

General or Special General Meeting of the Club by a vote of two thirds majority of the members present at such a meeting.

21. TRUSTEES

21.1 All immovable property of the Club shall be vested in the Trustees upon trust for the members of the Club.

21.2 There shall be a Board of Five (5) Trustees nominated by the Executive Committee and shall be appointed by a Resolution presented by the Executive Committee at an Annual General or Special General Meeting and shall hold office until death or resignation or removal during their term by a resolution at an Annual or Special General Meeting by a vote of two thirds (2/3rd) of the members present.

21.3 A vacancy shall be filled by a Resolution presented by the Executive Committee at an Annual or Special General Meeting.

21.4 All Trustees appointed after these rules come into effect shall not be entitled to hold any office or position in the Executive Committee elected or appointed while holding the office of a Trustee.

21.5 The most senior Trustee shall chair all meetings of the Trustees.

21.6 The Honorary Secretary shall convene a meeting of the Trustees with the President, Honorary Secretary and the Honorary Treasurer once every 3 months.

21.7 The Trustees shall have the power, at the request of the Executive Committee, to Purchase, Lease, or Mortgage any immovable property with the funds of the Club or receive a gift or device of immovable property for the Club and to hold it in Trust for the members of the Club and to sell, mortgage, lease, exchange or otherwise alienate immovable property giving effect to the recommendations of the Executive Committee.

21.8 An entry in the minute book of the Executive Committee recording any of the aforesaid recommendations authenticated by the Trustees shall be conclusive evidence that such recommendations were made to the Trustees.

21.9 Each Trustee as an individual and all Trustees as a body shall at all times be indemnified from and out of Club funds, property and assets against the consequences of any act, deed , matter or thing done or omitted to be done by the Trustees bona fide in respect of or in connection with the business of the Club or any contract entered into on behalf of the Club.

22. FINANCES AND THE FINANCIAL YEAR

22.1 All activities of the members of the Club shall be regulated by payment in cash or any other legal tender approved by the Treasurer.

22.2 The Financial year of the Club shall commence on the 1st of January each year and end on the 31st day of December same year.

23. PAYMENT OF ENTRANCE FEES, SUBSCRIPTIONS, SECTIONAL FEES, MINIMUM SPEND

23.1 The entrance fees shall be paid in full at the time of joining the club.

23.2 All subscriptions, sectional fees and minimum spend should be paid in full before the 31st of January each year.

23.3 New members shall pay subscription, sectional fees and minimum spend for the first year of membership in full but on a pro rata basis.

24. DEFAULT IN PAYMENT OF SUBSCRIPTION, SECTIONAL FEES, MINIMUM SPEND

If a member violates Rule 23.2 with or without a reminder, he/she shall ipso facto cease to be a member and the defaulter's name shall be struck off the roll of members of the Club.

25. POSTING FOR NON-PAYMENT OF DUES

The name of any person struck off the roll of members for non-payment of dues or subscription, sectional fees, minimum spend, restaurant and bar bills or any other dues owing to the Club shall be posted by the order of the Executive Committee, within the Club premises and shall remain posted until such time the Executive Committee may order the posting removed.

26. RE ADMISSION TO THE CLUB

26.1 Any member struck off the roll under Rule 24 may be re-admitted to the Club at the discretion of the Executive Committee by a majority vote of 2/3rd of the members present without submitting a fresh application, provided he/she undertakes to pay all arrears and penalty/surcharges.

26.2 Application for re-admission under Rule 26.1 after five years shall be on the undertaking that he/she shall pay the entrance fee in addition to all other arrears, and any other surcharges as determined by the Executive Committee except subscription, activity or sectional fees.

26.3 Any member struck off the roll under Rule 24 but re-admitted under Rule 26 or by making a fresh application, shall not be considered to have had continuous or unbroken membership of the Club.

26.4 Any member who has resigned from the Club may be re-admitted as a member at the sole discretion of the Executive Committee without payment of the entrance fee. However, a member re-admitted under this Rule shall lose his/her continuity of membership.

26.5 In all decisions taken under Rule 26, the President shall use his casting vote in the event of a tie.

27. ENTRANCE, SUBSCRIPTION, SECTIONAL FEES AND MINIMUM SPEND

27.1 The Executive Committee shall by a majority of not less than two thirds of the members present at an Executive Committee meeting, recommend to the general membership the Entrance Fees, Annual Membership Subscriptions, Annual Sectional Fees and Minimum Spend.

27.2 The recommendation of the Executive Committee may be approved or rejected or amended or varied by the General Membership at an Annual General meeting or a Special General Meeting summoned for that purpose.

27.3 Entrance fee, Annual Subscription fee , Annual Sectional fee and Minimum Spend payable shall be prominently displayed in the Club Notice Board or in the website for one month and shall be made available to any member or any prospective member wishing to join the Club and shall be printed in all membership application Forms.

27.4 An Absentee Member may retain his or her membership without paying the Annual Subscription Fee, Sectional Fees and Minimum Spend provided he/she is abroad and the member had notified his/her absence in writing prior to the due date of payment and is in a position to prove such notification made to the Honorary Secretary. In the event of a dispute, the burden of proving notification of absence from the country shall be on the member concerned.

27.5 All Ordinary and Associate Members may be subject to a Minimum Spend, as per Rule 27 (i) and shall be determined by the members at an Annual General Meeting or a Special General Meeting summoned for that purpose from time to time and displayed on the Notice Board. This sum or part thereof shall be charged against the member's account to the extent to which the amount charged for the relevant period is not expended in Bar and/or Restaurant facilities provided by the Club.

28. DISCIPLINE

28.1 The Executive Committee shall be entrusted with the full disciplinary control over the conduct, character and integrity of all members of the Club and the Club staff members. In the exercise of such control, the Executive Committee may warn, suspend or expel any member or staff member. Any member of any category once expelled from the Club shall not be eligible in any way to apply for membership and or obtain membership of the Club.

In the exercise of disciplinary power, the Executive Committee shall follow principles of natural justice and due process at all times.

28.2 No disciplinary action to warn, suspend or expel a member can be imposed on any member without giving such member an opportunity to be heard and a fair inquiry followed by a vote of not less than 2/3rd of the members present and voting.

28.3 The Executive Committee at its first meeting after the Annual General Meeting shall appoint a panel of six (6) eminent members of the Club of whom 3 shall be members of the Executive Committee to serve on a Disciplinary panel to conduct inquiries against any member.

28.4 The Honorary Secretary or the Honorary Treasurer as the case may be, shall call for written explanation from a member within a period of 14 days of the date of the letter. When written explanations are submitted by such member, the Honorary Secretary or in his absence the Honorary Treasurer shall refer the case to an inquirer or a panel of 3 inquirers for inquiry.

If a member against whom disciplinary action is pending fails to send a written explanation within the said period, the Honorary Secretary, or the Honorary Treasurer as the case may be, may refer it to the Executive Committee for an appropriate decision or refer the case to an inquirer or a panel of 3 inquirers for inquiry.

28.5 As soon as a written complaint has been made against any member, the Honorary Secretary or in his absence Honorary Treasurer shall nominate one member or 3 members of the disciplinary panel to inquire into the complaint. If 3 members are nominated to hear the complaint, at least one member, should be a member of the Executive Committee.

28.6 The report of the inquirer or the panel shall be submitted to the Executive Committee within

one month of the date of reference or such extended period as may be granted by the Executive Committee on a request made by the said inquirer/panel.

28.7 The Inquiry report shall be submitted by the Inquirer or the Inquiry panel to the Honorary Secretary. The Honorary Secretary shall expeditiously submit the Inquiry report/ findings to the Executive Committee for a decision.

28.8 Notwithstanding Rule 28.2, the Honorary Secretary may suspend a member or members forthwith, in consultation with a minimum of 5 members of the Executive Committee, considering exceptionally bad behaviour of the member or members within or outside the Club and/or for bringing the Club to disrepute.

In the event of an unanimous decision of 5 members of the Executive Committee to suspend a member or members pending a formal inquiry, the Honorary Secretary shall immediately inform the member or members in writing suspending him/her pending formal inquiry and ask him/her to show cause within 14 days why his/her suspension shall not be confirmed until the inquiry is over.

The Honorary Secretary's decision to suspend a member or members must be ratified by a simple majority by the Executive Committee at the next Executive Committee for the suspension to continue until a decision is taken after a formal inquiry is concluded.

28.9 The Honorary Secretary may lift the suspension for good reason before the next Executive Committee meets but shall submit the reasons for doing so to the Executive Committee.

28.10 The Executive Committee may on its own review the suspension of a member or members pending the formal inquiry after giving due notice to all the members of the Executive Committee.

28.11 A member suspended under rule 28 shall not be entitled to enter the Club premises even as a guest of another member.

28.12 A member of the Club may complain against an employee in writing to the Honorary Secretary and in such an event, the Honorary Secretary shall cause an inquiry to be held protecting the employee's right to a fair inquiry.

29. DAMAGE TO CLUB PROPERTY

29.1 Members are liable for damage caused to Club property by the member or his guest. Any member or his/her guest who has caused the club to incur a loss or impairment to its assets shall be held accountable for his/her actions and any such loss or impairment as computed by the Honorary Treasurer shall be recovered from the member within 1 month from the date of notice.

29.2 If any member fails to pay such damages within a period of one month on being formally notified in writing by the Honorary Secretary or Honorary Treasurer, the member may be dealt with under Rule 25 & 28.

30. BANK ACCOUNTS AND INVESTMENTS

30.1 The funds of the Club shall be deposited in a Bank or Banks situated within the Municipal limits of Colombo.

30.2 All cheques, cash, bills of exchange, orders, promissory notes and other financial documents as are or shall be used in banking, shall be signed for and on behalf of the Club by:

a. The Honorary Treasurer and the Honorary Secretary jointly in respect of all sums,

b. In the absence of either the Honorary Treasurer or the Honorary Secretary or both of them, the Executive Committee shall nominate a member or members from the Executive Committee for the period of their absence.

c. The first signatory to a cheque shall be the Honorary Treasurer. In the absence of the Honorary Treasurer, the Honorary Secretary shall be the first signatory. In the absence of both of them, The Executive Committee shall nominate two other Executive Committee members to act on their behalf during their absence.

31. THE MANAGEMENT OF THE CLUB

31.1 The Honorary Secretary shall be the Chief Executive of the Club.

31.2 All employees shall be under the control of the Chief Executive of the Club.

31.3 The management and finances of the Club shall be vested in the Executive Committee of the Club and the Executive Committee may exercise all such powers under the Rules by delegating such powers under the Rules to the Office Bearers of the Club.

31.4 The Executive Committee shall do all such acts as directed or required to do, by resolutions duly passed at a General or Special General Meeting of the Club.

31.5 The Executive Committee shall have powers to decide any question concerning the management of the Club, discipline of the members of the Executive Committee, other members of the Club, staff of the Club and sporting activities of the Club.

31.6 Without prejudice to the general authority and powers vested or implied in the rules, it is expressly declared that the Executive Committee in the exercise of its duties shall:

a. Appoint a paid Secretary if it is deemed expedient, a General Manager and other Managers, an Internal Auditor and other office staff for the control of all managerial aspects of the Club, and any other employee required for the purpose of efficient management and maintenance of all facilities of the Club and shall fix their remuneration.

b. From time to time make, alter, repeal and amend by-laws inconsistent with the progress and the times, amend the Rules which the Executive Committee may

consider expedient for the proper conduct and management of the Club and meet aspirations of members of the club.

c. Prohibit within the premises of the Club particular games or activities not in keeping with the objectives of the Club or against the laws of the Country.

d. Limit the number of members of the Club.

e. Prohibit the use of the Club premises by any member who may be indebted to the Club or may have failed , neglected or refused to conform to the Rules and by-laws in force.

f. Write off from the accounts of the Club sums as it may deem expedient in respect of bad and doubtful debts in consultation specifically with all the Office Bearers of the Club and by obtaining a simple majority at an Executive Committee meeting.

g. Ensure the management of the Club will follow labour laws and good labour practices in the treatment of all staff and consider staff as an important stakeholder of the Club.

32. SECRETARIES & SUB COMMITTEES OF THE CLUB

The Executive Committee shall appoint suitable members from the Executive Committee as Secretaries and appoint Sub Committees as necessary for the proper management and administration of the Club.

Honorary Ground secretary

Bar Secretary
Restaurant Secretary
Indoor Games Secretary
Billiards Secretary
Pavilion Secretary
IT Secretary

32.1 Finance & Administration Committee

The Executive Committee shall appoint a Finance & Administration Committee comprising the Ex- Officio Members but not limited to, chaired by a senior member of the Executive Committee to approve and recommend to the Executive Committee all finance and administrative matters.

32.2 Membership Committee

The Executive Committee shall appoint 3 members of the Executive Committee to interview and recommend to the Executive Committee new applicants for membership. The Committee Chair shall be appointed by the Executive Committee.

32.3 Internal Audit Committee

The Executive Committee shall appoint an Internal Audit Committee comprising suitably qualified members of the Club who are not members of the Executive Committee.

32.3.1 Audit Committee-

The Executive Committee shall appoint a Chairman and Members of an Independent Audit Committee comprising of those independent of key functional areas of the Club and independent of executive committee positions which have any oversight,

monitoring, review and reporting responsibility over key operational or functional areas of the Club.

32.3.2 Independent Audit Committee

The Independent Audit Committee shall comprise of no less than 3 persons and shall at all times comprise a number which is an odd number, such as 3, 5 or 7.

32.3.3 Audit Committee Charter

In furtherance of sections 32.3.1 and 32.3.2, the Executive Committee shall design, develop and have approved at an Executive Committee Meeting an Audit Committee Charter. Such Charter will contain the Terms of Reference of the Independent Audit Committee, referred to in section 32.3.2 and inter alia, shall provide for, the composition, qualifications and experience of Audit Committee members, their independence, criteria to ensure absence of conflicts of interest, the scope and coverage of work, the responsibilities of the Audit Committee, frequency of meetings and medium of reporting to the Executive Committee and shall provide for such other matters that might be desirable, in furtherance of ensuring, good governance.

32.3.4 Chief Internal Auditor

The Executive Committee shall with guidance from and recommendations of the Audit Committee, appoint a professionally qualified Chief Internal Auditor, who shall report to the Chairman of the Audit Committee.

32.3.5 Accounting, Record Keeping, & Reporting

The Executive Committee shall evaluate the adequacy of coverage, accuracy, completeness and timeliness, and the appropriateness of the day to day as well as regular, composition of technical and supervisory resources of the outsourced Accounting, Record Keeping, & Reporting function and consider the following for purposes of risk management and the incremental and progressive establishment of a robust in-house Accounting & Finance Department, sustainable into the future.

32.4 Restaurant Committee

The Executive Committee shall appoint a committee under the Restaurant Secretary to ensure competitive pricing in the restaurant and to maintain a high standard of food quality and hygiene in the kitchen and restaurant and look into staffing matters. The Committee Chair shall be appointed by the Executive Committee.

32.5. Constitutional Committee

The Executive Committee shall recommend to the General Membership at an Annual General Meeting to appoint a Constitutional Committee consisting of 3 or 5 eminent lawyers from the membership of the Club who shall hold office for a period of 3 years for the purpose of interpreting the Rules of the Club if and when necessary.

33. POWERS TO MAKE BY LAWS

The Executive Committee shall from time to time make by-laws for the proper management of the Club, discipline of members, treatment of temporary members, and alter, amend or rescind by-laws. All by- laws made and amended, shall be approved by 2/3rd of the members of the Executive Committee present and voting. No by-laws shall be inconsistent with the Rules of the Club. All by-laws, alterations and amendments shall be displayed on the Notice Board and shall become binding 7 days after its enactment.

34. CLUB RULES

These Rules shall be passed at a Special General Meeting and will come into effect after the date of the Annual General Meeting following such Special General Meeting.

Every member is entitled to request a copy of the Club Rules free of charge with the letter of admission to the Club as a member. Any subsequent request for the Rules shall be on payment, the amount of which shall be decided by the Treasurer. Notwithstanding the receipt of the said rules every member shall be presumed to have read and understood the Club Rules and accepted the Club Rules on becoming a member.

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