

**BY-LAWS OF THE JUDO ASSOCIATION OF HONG KONG,
CHINA (By-laws made pursuant to Article 18 of the Articles of Association)**

BY-LAWS TO ARTICLES 11 & 12

Procedure for Appointment of President and Vice Presidents and Election of Members and Officers of the Executive Committee

1. President, Vice Presidents appointed by the Voting Members upon nomination by the Executive Committee.

President and at least three or more Vice-Presidents shall be appointed once every five years at the annual general meetings (AGMs) by the duly authorized or designated representative of the Voting Members upon nomination by the Executive Committee.

2. Nomination Procedures in relation to the appointment of President and Vice Presidents

The power of nomination for the President and the Vice-Presidents shall be exercisable by the Executive Committee as the Executive Committee deems fit at its sole discretion. The decision of the Executive Committee is final and conclusive and not susceptible to any challenge in the court of law and/or any tribunal and the Executive Committee shall not be called upon to offer any explanation for the reason of any nomination.

3. Election of Members and Officers of the Executive Committee

(1) The following Officers of the Association shall come up for election on a five-year cycle:-

- (i) Chairperson;
- (ii) Vice-Chairperson;
- (iii) Three Secretaries; and
- (iv) Treasurer.

For as long as the Officers of the Association are in office, they shall automatically become members of the Standing Committee of the Association.

(2) The other Executive Committee Members (who shall not be less than 3 and more than 11) shall come up for election on a (5) five-year cycle.

4. Nomination Procedures in relation to the election of the Members and Officers

(1) The Association shall call for nominations from Voting Members 28 clear days before the election is due to take place. Nomination for any office in the Association must be made in writing by a Voting Member whose subscription has been paid for the current year. Each Voting Member may make more than one nomination without any limit. Members other than Voting Members are not entitled to make nominations. Furthermore, any nomination must be supported in writing by the Voting Member of which the nominated person is a member thereof.

(2) Each nomination shall be supported by the candidate's written consent and a personal information sheet of not more than two A4-size sheets, giving the candidate's name (in both Chinese and English), photograph(s), age, post nominated for, post(s) held in Voting Members, nomination information and a personal statement. All nominations must reach the Election Committee 14 clear days before the AGM or other general meeting is due to take place and shall be circulated by the Election Committee via the Secretariat to Voting Members at least 7 (seven) clear days before the AGM or other general meeting at which the election is to take place.

(3) A candidate may be nominated for more than one post but no candidate shall be elected for more than one post within the same term. The order for the election of posts shall be as follows:

- (i) Chairperson;
- (ii) Vice-Chairperson;
- (iii) Three Secretaries; and
- (iv) Treasurer.

Hence if a candidate is nominated for the posts of Chairperson, Vice-Chairperson and Treasurer and he is elected as Chairperson, his nominations for the remaining two posts shall be deemed to be withdrawn automatically.

5. Voting Rights

(1) Only the Voting Members shall be entitled to vote in elections. The following table shows the different types of membership and their entitlements to vote:

Type of membership	No. of votes
Voting Member (via duly authorized representative or proxy)	1
Observer	0
Associated Member	0
Individual Member	0
Honorary Individual	0

(2) Officers of the Association are not entitled to vote. They may however vote in the capacity as an authorized or designated voting representative of a Voting Member if they are so entitled.

(3) Each Voting Member shall at least 7 (seven) clear days before the date of the AGM or other general meeting notify the Association in writing of the name of its authorized representative designated to vote. Each Voting Member shall, in addition, notify the Association of an alternate designated to attend and vote in case of sickness or unavoidable absence of its designated representative. The duly authorized representative of a Voting Member is only entitled to vote if the association whom he represents enjoys voting rights as a Voting Member of the Association. Voting Members who fail to pay annual dues are not entitled to vote.

6. Appointment of Proxy

(1) If a designated representative of a Voting Member is unable to attend the AGM or other general meeting in person, he may appoint another person to serve as a proxy by sending a proxy notice in writing to the Association.

(2) The proxy notice should state clearly the name and address of that Voting Member whose designated representative is appointing the proxy. It should also identify the person appointed to be the proxy and the meeting for which that person is appointed. The proxy notice must be authenticated, or signed on behalf of the Voting Member and must be received by the Association at least 48 hours before the time of the meeting.

7. Election Committee

(1) An Election Committee shall be established by the Executive Committee before each election to oversee the nomination and election process to ensure that the elections

take place in accordance with the Articles of the Association and these by-laws.

(2) The Election Committee shall consist of three independent officers who shall not take any part in the election (e.g. running for an office, canvassing for a candidate, making nominations, voting, etc.):

(a) a Chairperson (a person holding an honorary position of the Association to be appointed by the Executive Committee);

(b) the highest-ranking staff of the Secretariat of the Association; and

(c) a person with a legal background who shall have been a practicing lawyer or have been a judge, as defined in the Interpretation and General Clauses Ordinance, for not less than 5 (five) years.

(3) During the election part of an AGM or other general meeting, the Election Committee shall scrutinize the election process and the Chairperson of the Election Committee shall take the chair.

(4) The Election Committee may decide any issue arising from the election and its decision on all matters in relation to the elections shall be final and conclusive (e.g. the eligibility of a candidate, the validity of a vote, etc.).

8. Voting Procedures

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

According to their respective identifications, each Voting Member (or its designated representative or proxy more precisely) will be given one set of voting forms. Should a designated voting representative need to leave the voting hall before the conclusion of election, his voting forms will be placed in a sealed envelope and will be returned to him upon his return.

(2) Each voting form will list out the names of the candidates running for a particular post and will specify the number of vacancies available for that post. Voters may indicate support for candidates by putting a tick in a box next to their names. For posts with a single vacancy, voters may indicate support for one candidate only. For posts with multiple vacancies, voters may indicate support for several candidates, the total

number of which must not exceed the number of vacancies available for the post, failing which the voting form will be rendered invalid and void.

(3) To be elected for any post, the candidate must receive a simple majority of votes (i.e. election by an Ordinary Resolution). Some examples are given below to illustrate the calculation of the simple majority:

Example 1:

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

Example 2:

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

Example 3:

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

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

(5) If the number of candidates who receive a simple majority of votes exceeds the number of vacancies for a particular post in the same round of voting, the candidate who obtains more votes shall be declared elected.

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

(a) In the event that the number of nominations exceeds the number of vacancies of the post by more than one [i.e. no. of nominations $>$ no. of vacancies $(n) + 1$], if there are vacancies after the first round, the voting members shall vote again for the remaining candidates, but the candidate(s) with the fewest number of votes shall drop out of the running, such that the number of remaining candidates does not exceed the number of vacancies of the post plus one $(n+1)$. If two or more candidates are tied for the lowest number of votes, a run-off election is held between them, with the candidate(s) gaining the most votes going onto the next round.

(b) In the event that the number of nominations for a post does not exceed the number of vacancies of the post by more than one [i.e. no. of nominations $\leq n+1$] and in any round other than the first round as mentioned in (a) above:

(i) If one or more candidates are elected but there are vacancies left, the voting members shall vote again for the remaining candidates; or

(ii) If no candidate receives a simple majority of votes, one extra round of voting with the same number of candidates will be conducted. If no candidate receives a simple majority of votes at the extra round, the post will remain vacant until the next AGM or other general meeting for election.

9. Eligibility of Candidates

(1) Candidates are required to be from the age of 18 to the age below 70 at the time of election.

(2) Candidates must be an Individual Member of the Association as well as a member of the Voting Members with whom he is associated.

(3) Candidates for any post of Officers must be having prior experience of previously serving as an Officer for a term of at least 5 years before being eligible to offer himself for election.

(4) An existing officer may run for the office of another post provided that he meets the eligibility requirements for that post. If he is elected for the new post, he shall be deemed to have resigned his original post.

10. Age and Tenure of Elected Officers

The age and the period of service of the officers shall be governed by the following rules:

(1) Officers are required to be from the age of 18 to the age below 70 at the time of election and shall retire at the first AGM after they have attained the age of 75.

11. Casual Vacancy

If a casual vacancy arises during the term of an office, the Executive Committee may appoint by way of co-option any individual who is eligible for election as officer to fill the causal vacancy. The officer so appointed must retire from office at the next AGM to be held five years after the date of election, at which an election for that office shall

take place. In order to preserve the five-year election cycle, an officer thus elected shall hold office until the AGM at which that office would next come up for election and, if eligible, may stand for re-election.

12. Key Dates

Date	Details
At least 28 clear days before the election	Announcement of election procedures and call for nominations
At least 21 clear days before the election	Issuance of notice of general meeting
At least 14 clear days before the election	Deadline for submission of nomination of candidates for election
At least 7 clear days before the election	Circulation of candidates' lists and their personal information sheets to Voting Members
At least 48 hours before the election	Deadline for submission of proxy form
Date of the election	Election at general meeting