



Singapore Rollersports Federation

**The Skateboarding Development
Committee Constitution**

1. NAME

- 1.1. The Committee is part of the Singapore Rollersports Federation (SRF) and will be known as the Skateboarding Development Committee, hereinafter referred to as The Committee

2. OBJECTIVES

- 2.1. The objectives of The Committee shall be as follows:
 - 2.1.1. Promote, develop, and increase participation for the sport of Skateboarding in Singapore.
 - 2.1.2. Promote physical activity for health and wellness, foster community engagement and bonding for social inclusiveness and integration and inspire the Singapore Spirit through the sport of skateboarding.
 - 2.1.3. To engage communities and provide skateboarding access to vulnerable segments of the community such as youth at risk and the less privileged.
 - 2.1.4. Unify, co-ordinate, sanction and organise skateboarding activities in Singapore, including national and international Skateboarding tournaments and events.
 - 2.1.5. Raise the competitive standards of skateboarding athletes in Singapore for sustainable elite level performance at international competitions and multi-sport major games.
 - 2.1.6. Provide sport pathways and opportunities for the progression and advancement of skateboarding athletes, coaches, and technical officials in Singapore.
 - 2.1.7. Raise the technical capability of skateboarding coaches and technical officials in Singapore.

3. MEMBERSHIP

- 3.1. The Committee membership shall consist of Committee Members and Associate Members.
- 3.2. The list of the approved and most current Committee Members shall be posted on SRF's official website.
- 3.3. No Committee Members or Associate Members shall be involved or engage in any activities, or take part in any competition, tournaments or games that might compromise, contravene or affect the image and reputation of SRF. With this understanding, SRF Affiliates are in principle, free to hold friendly competition or games in the local context and at individual club level.

4. COMMITTEE MEMBERS

- 4.1. Committee Members shall be representative of legal entities registered in Singapore with the Registry of Societies (ROS) or the Accounting and Corporate Regulatory Authority (ACRA), Institutions of Higher Learning (IHL), Government Agencies, Statutory Boards and Disciplines listed under World Skate that are willing to observe the rules and regulations of SRF.
- 4.2. Committee Members shall be involved in the promotion, training and/or development of skateboarding in Singapore.
- 4.3. Committee Members shall be Singapore citizens or Singaporean Permanent Residents (PR).
- 4.4. Committee Members shall have full voting rights at Committee Meetings.
- 4.5. Committee Members may only be removed as a member of the Committee by a special resolution at a scheduled Committee Meeting.

4.6. No Committee Member shall represent Singapore to take part in competitions outside Singapore without the prior sanction of SRF.

5. ASSOCIATE MEMBERS

5.1. Associate Members shall be organisations, clubs, institutions, schools, academies and community members that are willing to observe the rules and regulations of SRF.

5.2. Associate Members shall be involved in the promotion, training and/or development of skateboarding in Singapore.

5.3. Associate Members shall have full voting rights at Committee Meetings.

5.4. Associate Members may only be removed as a member of the Committee by a special resolution at a scheduled Committee Meeting.

5.5. No Associate Member shall represent Singapore to take part in competitions outside Singapore without the prior sanction of SRF and the Skateboarding Development Committee.

6. VOTING AT COMMITTEE MEETINGS

6.1. Any voting required by the committee shall be conducted solely during official committee meetings. Such meetings may be held in person or via video conference, provided that they are designated as official committee meetings in advance. No voting outside of these official meetings shall be deemed valid or binding on the committee's decisions. This is to ensure transparency, accountability and adherence to proper governance practices within the committee's decision-making processes.

6.2. Each Committee Member shall have one vote. Each Associate Member shall have one vote.

6.3. If any member of the committee holds dual post of both Committee Member and Associate Member, they will only be allowed one vote.

6.4. Voting by proxy is not allowed at all Committee Meetings.

6.5. All resolutions, with the exception of special resolutions, shall be approved by a simple majority (i.e. more than half of the member present and entitled to vote). All special resolutions shall be approved by at least two-thirds (2/3) of the members present and entitled to vote.

6.6. Electronic voting is allowed for committee meetings conducted by electronic means. Electronic voting can be by a physical or digital show of hands or by an online poll.

6.7. All matters voted on by The Committee will then be sent on to SRF's Executive Board for approval.

7. NOMINATION AND ELECTION

7.1. All nominations for Committee Position Elections must reach the SRF office at least seven (7) days before the Committee Meeting, and any nominations received thereafter shall be invalid.

7.2. All nominations shall be submitted in writing via prescribed forms and along with the required supporting documents as may be determined by the Committee.

7.3. All nominations must be proposed by a Committee Member and seconded by another Committee Member.

7.4. Nomination forms shall include a declaration by the nominee of any personal or business interest that may be of concern to SRF, The Committee or its members.

- 7.5. The voting eligibility of Committee Members, and the nominated candidates for the Committee Positions Election shall be verified and confirmed by a panel comprising two (2) or more independent members from the Board.
- 7.6. The President of the SRF will chair the election process.
- 7.7. Election will be by secret ballot and the result shall be based on a simple majority of the votes cast.
- 7.8. Any tie in votes that affects the outcome of the election shall be decided by a subsequent round(s) of voting until the tie is resolved.
- 7.9. Where the tie in votes involves more than two (2) candidates, the candidate(s) with the lower vote(s) in the subsequent round(s) of voting shall be eliminated before the next round of voting for the remaining candidates with the highest and equal number of votes.
- 7.10. The counting of the votes shall be overseen and verified by two (2) or more scrutineers from the members present at the Committee Meeting who are not contesting the election and/or the representatives from SRF's auditors and/or legal advisers who are present at the Committee Meeting.

8. PROCUREMENT REQUIREMENTS

- 8.1. The Singapore RollerSports Federation follows the Singapore government procurement regime, which is aligned with international standards. This helps suppliers conduct businesses with more ease, and at the same time, allows organisations to meet their objectives.
- 8.2. The principles of transparency, open and fair competition, and value for money underpins SRF's procurement policies. Agencies adhere to these principles and apply them sensibly to ensure procurements are managed properly and public money is spent wisely.
- 8.3. SRF is committed to maintain an open and transparent system throughout the procurement process.
- 8.4. All suppliers are treated fairly; we do not discriminate in favour of or against any supplier.
- 8.5. All suppliers are given the same information to compete on a level playing field. This open and competitive environment encourages suppliers to give their best offer.
- 8.6. SRF procure from suppliers that best meet our requirements and offer the best value.
- 8.7. Value-for-money is derived from the optimal balance of costs and benefits, as well as on the basis of total cost of ownership.
- 8.8. Beyond monetary value, factors such as quality, relative risk, timeliness, and reliability are also taken into consideration when evaluating bids.
- 8.9. Suppliers often compete to offer the lowest prices in the hope of winning the Quotation or Tender. However, value-for-money does not mean that contracts will always be awarded to the lowest quote.
- 8.10. SRF and The Skateboarding Development Committee are expected to consider quality criteria in our evaluation.

9. ACCOUNTABILITY AND ETHICS FOR SRF PROCUREMENT OFFICERS

- 9.1. To ensure SRF's compliance with the proper procurement practices, regular audits will be carried out.
- 9.2. These audits enhance public accountability by ensuring proper accounting of public monies and use of public resources.
- 9.3. Members of The Committee who are engaged in procuring services from vendors are required to uphold the highest standard of integrity, fairness, and professionalism in their conduct of procurement on behalf of the Federation and in the engagement with suppliers.
- 9.4. As stewards of public funds, they are to exercise prudence in the use of public resources and consistently seek to optimise value for the Federation.

10. PROCUREMENT APPROACH

- 10.1. An open and competitive procedure is the preferred procurement approach.
- 10.2. For every call for tender proposal, the Committee Member tasked with procuring the services of an external vendor must seek at least three (3) competitive proposals for evaluation and comparison.
- 10.3. In deciding the most appropriate procurement approach, committee members must take into account factors such as the value, risk, nature and complexity of the procurement.

11. BUDGET AND ACCOUNTING

- 11.1. The Committee will be responsible for the sourcing of funds and sponsorship to support activities that promote, develop, and increase participation for the sport of skateboarding as well as raise the competitive standards of skateboarding athletes in Singapore.
- 11.2. Committee members tasked with budget and accounting will record and keep track of any and all donations and sponsorships that are dedicated to the skateboard discipline of SRF.
- 11.3. Committee members tasked with budget and accounting will not, however, be in control of how the funding is allocated or spent.
- 11.4. The funds donated to the skateboard discipline of SRF will be allocated for use in various events only upon discussion and agreement within the Committee and approval by the SRF Executive Board.

12. ANTI-DOPING & PREVENTION OF COMPETITION MANIPULATION

- 12.1. The Committee shall recognise the right of all its athletes to participate in clean sport and is committed to ensuring the sport is doping-free and is free of any manipulation of competitions.
- 12.2. All affiliates, members, athletes, participants, staff, and other individuals, who are subject to the jurisdiction of SRF are bound by and agree to abide by all World Anti-Doping Code-compliant anti-doping rules applicable to the sport and to comply with the Olympic Movement Code on the Prevention of Manipulation of Competitions.
- 12.3. Any allegations of bias, nepotism, favouritism, or undue preferential treatment will be thoroughly investigated, and the finding made known to all affected parties.

13. SAFE SPORT

- 13.1. The Committee shall be committed to ensuring the safety and wellbeing of skateboarding athletes and practitioners in Singapore and shall take all necessary measures to protect them from all forms of harassment and abuse.

14. DISPUTE RESOLUTION

- 14.1. Any dispute arising amongst Members or between any Member and SRF shall be resolved in accordance with the Framework for Alternative Dispute Resolution for Sports (ADR Sports) or other dispute resolution framework jointly administered for the time being by Sport Singapore, the Singapore Mediation Centre and the Singapore Institute of Arbitrators.

15. MEDIA ENGAGEMENT

- 15.1. Only the President or his/her delegate shall be entitled to give press releases or information to media on behalf of or in relation to matters concerning SRF or The Committee.

16. PROHIBITIONS

- 16.1. Gambling of any kind is forbidden on SRF's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited.
- 16.2. The funds of SRF shall not be used to pay the fines of members who have been convicted in court of law.
- 16.3. Committee Members 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.
- 16.4. Committee Members shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.
- 16.5. Committee Members and Associate Members shall not engage in any acts of bias or favouritism towards any athletes or members. Any Committee Member or Associate Member found to be engaging in acts of bias, nepotism, favouritism or undue preferential treatment will face disciplinary action, including but not limited to, removal from the Committee.