
First published in the Government *Gazette*, Electronic Edition, on 6 July 2020 at 5 pm.

No. S 544

COVID-19 (TEMPORARY MEASURES) ACT 2020
(ACT 14 OF 2020)

COVID-19 (TEMPORARY MEASURES)
(ALTERNATIVE ARRANGEMENTS FOR MEETINGS FOR
SPECIFIED PUBLIC BODIES AND GOVERNING BODIES)
ORDER 2020

ARRANGEMENT OF PARAGRAPHS

Paragraph

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In exercise of the powers conferred by section 27 of the COVID-19 (Temporary Measures) Act 2020, the Minister for Law makes the following Order:

Citation and commencement

1. This Order is the COVID-19 (Temporary Measures) (Alternative Arrangements for Meetings for Specified Public Bodies and Governing Bodies) Order 2020 and is deemed to have come into operation on 27 March 2020.

Definitions

2. In this Order, unless the context otherwise requires —

“constitutional Act”, in relation to a public body, means the Act by or under which the public body is established;

“electronic means” means electronic communication, video conferencing, tele-conferencing or other electronic means;

“governing body” means the governing body of a specified public body, where the constitutional Act of the specified public body provides for such a governing body;

“meeting” means —

(a) a meeting of a specified public body; or

(b) a meeting of a governing body;

“member” —

(a) in relation to a meeting of a specified public body, means a member of a specified public body; or

(b) in relation to a meeting of a governing body, means a member of a governing body;

“public body” means a body established by a public Act, but excludes a Town Council established under section 4 of the Town Councils Act (Cap. 329A);

“specified public body” means a public body specified in the First Schedule.

Control measures

3. This Order is made in respect of the following control measures:

(a) the COVID-19 (Temporary Measures) (Control Order) Regulations 2020 (G.N. No. S 254/2020);

(b) the Infectious Diseases (Measures to Prevent Spread of COVID-19) Regulations 2020 (G.N. No. S 185/2020).

Application

4. This Order sets out the alternative arrangements to personal attendance in respect of the following classes of meetings:

(a) meetings of specified public bodies;

(b) meetings of governing bodies.

Alternative arrangements for meetings of specified public bodies and meetings of governing bodies

5.—(1) The alternative arrangements for the convening, holding, conducting or deferral of a meeting of a specified public body or a meeting of a governing body set out in the second column of the Second Schedule apply in respect of the provisions of the written law or legal instrument relating to such a meeting set out in the first column of that Schedule.

(2) The alternative arrangements apply for the period starting on 27 March 2020 and ending on 30 September 2020.

FIRST SCHEDULE

Paragraph 2

SPECIFIED PUBLIC BODIES

1. Accounting and Corporate Regulatory Authority
2. Housing and Development Board
3. Land Surveyors Board
4. People's Association
5. Singapore Food Agency

SECOND SCHEDULE

Paragraph 5(1)

ALTERNATIVE ARRANGEMENTS FOR MEETINGS OF SPECIFIED
PUBLIC BODIES AND GOVERNING BODIES

<i>First column</i>	<i>Second column</i>
<i>Provision of written law or legal instrument</i>	<i>Alternative arrangement</i>
1. Provision for convening, holding, conducting or deferral of a meeting	A meeting may be convened, held or conducted, whether wholly or partly, by electronic means if the following are satisfied:

SECOND SCHEDULE — *continued*

<i>First column</i>	<i>Second column</i>
<i>Provision of written law or legal instrument</i>	<i>Alternative arrangement</i>
	<p>(a) all members who wish to participate at a meeting have access to the technology needed to participate in the meeting;</p> <p>(b) a quorum of members can simultaneously communicate with each other throughout the meeting.</p> <p>A meeting may be deferred to a date no later than 30 September 2020.</p>
2. Provision for attendance at a meeting	A member may attend a meeting by electronic means.
3. Provision for quorum at a meeting	<p>A quorum may be formed by members personally or electronically present and satisfying the relevant quorum requirements.</p> <p>A member is electronically present at a meeting if the member attends the meeting in the manner provided in item 2.</p>
4. Provision for a member to vote at a meeting	A member may vote at the meeting by electronic means.
5. Provision for laying and production of documents at a meeting	A document required to be laid or produced before a meeting may be so laid or produced by being sent with the notice of the meeting.
6. Provision for giving of notice of a meeting	<p>A notice of a meeting may be sent by electronic means and —</p> <p>(a) must describe the means by which the meeting can be electronically accessed (including the online location, if the meeting is held at an online location);</p>

 SECOND SCHEDULE — *continued*

<i>First column</i>	<i>Second column</i>
<i>Provision of written law or legal instrument</i>	<i>Alternative arrangement</i>
	<p>(b) must set out how a member may vote at the meeting by electronic means; and</p> <p>(c) may be accompanied by any other documents relevant to the meeting.</p>
	<p>For the purposes of this item, a notice is sent by electronic means only if —</p> <p>(a) in the case of a meeting of a specified public body, the notice is sent by electronic mail —</p> <p style="padding-left: 40px;">(i) to all members of the specified public body; and</p> <p style="padding-left: 40px;">(ii) to the electronic mail address of each member of the specified public body notified by the member to the specified public body; and</p> <p>(b) in the case of a meeting of a governing body, the notice is sent by electronic mail —</p> <p style="padding-left: 40px;">(i) to all members of the governing body; and</p> <p style="padding-left: 40px;">(ii) to the electronic mail address of each member of the governing body notified by the member to the governing body.</p>

Made on 6 July 2020.

LOH KHUM YEAN
Permanent Secretary,
Ministry of Law,
Singapore.

[LAW 63/009 COVID Relief-V1; AG/LEGIS/SL/65C/2020/1 Vol. 1]