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First published in the *Government Gazette*, Electronic Edition, on 4th November 2015 at 5.00 pm.

**No. S 635**

NATIONAL COUNCIL OF SOCIAL SERVICE ACT  
(CHAPTER 195A)

NATIONAL COUNCIL OF SOCIAL SERVICE  
(MEETINGS) (AMENDMENT) REGULATIONS 2015

In exercise of the powers conferred by section 37 of the National Council of Social Service Act, the National Council of Social Service, with the approval of the Minister for Social and Family Development, makes the following Regulations:

**Citation and commencement**

1. These Regulations may be cited as the National Council of Social Service (Meetings) (Amendment) Regulations 2015 and come into operation on 5 November 2015.

**Amendment of regulation 5**

2. Regulation 5 of the National Council of Social Service (Meetings) Regulations (Rg 1) (referred to in these Regulations as the principal Regulations) is amended by deleting paragraph (2) and substituting the following paragraphs:

“(2) The notice under paragraph (1) may be given to a Board member or Council member (as the case may be) —

- (a) by delivering it to the member personally;
- (b) by leaving it at the member’s last known residential address with an adult apparently resident there, or at the member’s last known business address with an adult apparently employed there;
- (c) by sending it by post to the member’s last known residential address or last known business address; or
- (d) by sending it by email to the member’s last known email address.

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(3) Service of the notice under paragraph (1) to a Board member or Council member (as the case may be) takes effect —

- (a) if the notice is sent by post, at the time the notice would be delivered to the member in the ordinary course of post; or
- (b) if the notice is sent by email, at the time the email becomes capable of being retrieved by the member.”.

#### **Amendment of regulation 6**

3. Regulation 6 of the principal Regulations is amended —

- (a) by deleting paragraph (4) and substituting the following paragraph:

“(4) Despite paragraph (3), where the quorum referred to in that paragraph is not present within half an hour from the time appointed for the meeting, all full Council members present may form the quorum instead.”; and

- (b) by deleting paragraph (5).

#### **Amendment of regulation 7**

4. Regulation 7 of the principal Regulations is amended —

- (a) by deleting sub-paragraph (b) of paragraph (1) and substituting the following sub-paragraph:

“(b) for each position specified in paragraph (2), (3) or (4) —

- (i) only one nomination per Council member may be made;
- (ii) every nomination must be in the form required by the Council; and
- (iii) the nomination form must be signed by a proposer who is the first key officer of the Council member, or the second key officer of the Council member if the first key officer is the nominee;”;

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(b) by inserting, immediately after paragraph (1), the following paragraph:

“(1A) If the Honorary General Secretary —

(a) detects an error or omission in a nominee’s nomination form; and

(b) considers that the error or omission can be corrected by the correction deadline,

the Honorary General Secretary may, before making a decision under paragraph (5A), give the nominee a reasonable opportunity to correct the error or omission by the correction deadline.”;

(c) by inserting, immediately after paragraph (5), the following paragraph:

“(5A) The Honorary General Secretary may refuse any nomination not made in compliance with paragraph (1)(b) or (c), (2), (3), (4) or (5).”; and

(d) by inserting, immediately after paragraph (8), the following paragraphs:

“(9) If the Honorary General Secretary is, by illness, leave of absence or other cause, prevented or unable to perform his or her duty under this regulation, the President may appoint one Board member from among the Board members referred to in section 5(1)(b)(ii), (d), (f), (i) and (j) of the Act to carry out the Honorary General Secretary’s duty under this regulation.

(10) In this regulation —

“correction deadline” means the 10th day before the day appointed for the annual general meeting in which there is to be an election of Board members;

“error” means any misnomer, misspelling, misprint, mistake, inaccuracy or any error of any other description that is inadvertent;

“first key officer”, in relation to a Council member, means a chairperson or president of the governing body or board of the Council member, or any other individual holding a position analogous to that of a chairperson or president;

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“second key officer”, in relation to a Council member, means —

- (a) an individual who is an immediate subordinate to the first key officer, such as but not limited to a vice-chairperson or vice-president; or
- (b) where there is no such immediate subordinate, an individual who is responsible for the management of the Council member but is not an employee of the Council member.”.

### **Amendment of regulation 10**

5. Regulation 10 of the principal Regulations is amended by deleting paragraph (2) and substituting the following paragraphs:

“(2) The notice under paragraph (1) may be given to a Board member —

- (a) by delivering it to the member personally;
- (b) by leaving it at the member’s last known residential address with an adult apparently resident there, or at the member’s last known business address with an adult apparently employed there;
- (c) by sending it by post to the member’s last known residential address or last known business address; or
- (d) by sending it by email to the member’s last known email address.

(3) Service of the notice under paragraph (1) to a Board member takes effect —

- (a) if the notice is sent by post, at the time the notice would be delivered to the member in the ordinary course of post; or
- (b) if the notice is sent by email, at the time the email becomes capable of being retrieved by the member.”.

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**Amendment of regulation 15**

6. Regulation 15 of the principal Regulations is amended by deleting paragraph (2) and substituting the following paragraphs:

“(2) The notice under paragraph (1) may be given to a member of the Community Chest —

- (a) by delivering it to the member personally;
- (b) by leaving it at the member’s last known residential address with an adult apparently resident there, or at the member’s last known business address with an adult apparently employed there;
- (c) by sending it by post to the member’s last known residential address or last known business address; or
- (d) by sending it by email to the member’s last known email address.

(3) Service of the notice under paragraph (1) to a member of the Community Chest takes effect —

- (a) if the notice is sent by post, at the time the notice would be delivered to the member in the ordinary course of post; or
- (b) if the notice is sent by email, at the time that the email becomes capable of being retrieved by the member.”.

Made on 3 November 2015.

HSIEH FU HUA  
*President,*  
*National Council of Social Service,*  
*Singapore.*

[NCSS/CSM8/19 Vol. 2; AG/LEGIS/SL/195A/2015/1 Vol. 1]