

**The Student Union of The Chinese University of Hong Kong
Affiliated Clubs and Societies Committee of The Council
Affiliated Clubs and Societies (Constitution) Regulation**

Established by the Affiliated Clubs and Societies Committee of The Council under section 48 (2) (b) of the Affiliated Clubs and Societies Regulation.

Section 1: Preliminary

1. Short title

- (1) This regulation may be cited as 《屬下團體（會章）規例》 in Chinese.
- (2) This regulation may be cited as the “Affiliated Clubs and Societies (Constitution) Regulation, The Student Union of The Chinese University of Hong Kong” in English.

2. Interpretation

The interpretation of words in this regulation is subject to Article 2 (Interpretation) of the Affiliated Club and Societies Ordinance, unless the context otherwise specified.

Section 2: Provisions of the Constitution of the Affiliated Clubs and Societies

3. Provision of the General Provisions of the Constitution of the Affiliated Clubs and Societies

The general provisions of the Constitution of the Affiliated Clubs and Societies shall expressly provide the Affiliated Clubs and Societies’ ——

- (1) Names, which include ——
 - (a) A Chinese full name with 「香港中文大學學生會」 as the first part of the name ;
 - (b) A English full name with “, The Student Union of The Chinese University of Hong Kong” as the last part of the name;
 - (c) A short title, which shall not be restricted if not designated by the affiliated clubs or societies;
- (2) Perception of organization, which expressly reflects that ——

Clubs and societies, as being affiliated to The Student Union of The Chinese University of Hong Kong, are subject to the rules of The Student Union of The Chinese University of Hong Kong which are applicable to the Affiliated Clubs and Societies;
- (3) Aims of establishment;
- (4) Venue, which shall be located in the campus;
- (5) Organizational structure of clubs and societies;
- (6) Official language ——

- (a) Chinese shall be the official language of faculty societies, department societies, societies and recognized clubs;
 - (b) English may be the official language of the Constitution of International Student Association, and the English version shall prevail.
- (7) Working language, which shall not be restricted if not designated by the Affiliated Clubs or Societies.

4. Provision of the membership of the Affiliated Clubs and Societies

The Constitution of the Affiliated Clubs and Societies shall expressly provide ——

- (1) The definition of all memberships ——
 - (a) Basic members of clubs and societies shall be the basic members of The Student Union of The Chinese University of Hong Kong, which shall be the full-time undergraduate students of the University;
 - (b) Clubs and societies may make provisions for other kinds of memberships, which shall not be restricted if not designated by the Affiliated Clubs or Societies;
- (2) Rights and obligations of all memberships ——
 - (a) Only basic members of clubs and societies shall enjoy the right to vote, rights of election and nomination;
 - (b) Clubs and societies may make provision for other kinds of memberships, which shall not be restricted if not designated by the Affiliated Clubs or Societies.

5. Provision of General Meetings of the Affiliated Clubs and Societies

The Constitution of the Affiliated Clubs and Societies shall expressly provide the General Meetings', or the equivalently supreme organization's ——

- (1) Definitions and responsibilities;
- (2) Administration of meetings, such as the selection of the chairperson and the secretary, etc.;
- (3) Nature, such as the annual general meeting and the interim general meeting, etc.;
- (4) Procedures for convening meetings, which include quorum of meetings and motions carried, conditions of convening meetings, period of noticing members and the Affiliated Clubs and Societies Committee (at least 7 days in advance), conditions and arrangements for adjournment, and the release of minutes, etc.;
- (5) Time period and methods of releasing agenda and conference documents;
- (6) Quorum, which shall be at least 30 members, or one-sixth of all basic members, determined by the higher number.

6. Provision of Referendums of the Affiliated Clubs and Societies

The Constitution of the Affiliated Clubs and Societies, which establishes referendums, shall expressly provide the referendum's ——

- (1) Definitions, authority and obligations;

- (2) Procedure of activating a poll, such as the right of hosting a poll, period of notice, methods of announcing voting details, the voting period, minimum number of voters, required votes for motion carried, further arrangements for the failure of meeting the quorum;
- (3) The counting process, and methods of announcing results;

This provision shall not apply if the Affiliated Clubs or Societies do not establish referendums.

7. Provision of the Representative Council of the Affiliated Clubs and Societies, or equivalent surveillance bodies

The Constitution of the Affiliated Clubs and Societies shall expressly provide the Representative Council of the Affiliated Clubs and Societies', or equivalent surveillance bodies'

- (1) Definitions, authority and obligations;
- (2) Formation;
- (3) Organizational structure, such as the functions of members, etc.;
- (4) Term of office;
- (5) Procedures for meetings, such as the staff of meetings, quorum of meetings and motions carried, conditions and arrangements for adjournment, conditions of convening meetings, the duration of convening meetings and the release of minutes, etc.;
- (6) Regulations on resignations and substitutions;
- (7) Arrangements for vacancies, such as a general meeting for duty transfer, etc..

This provision shall not apply if the Affiliated Clubs or Societies do not establish the aforementioned Council or bodies.

8. Provision of the Executive Committee of the Affiliated Clubs and Societies

The Constitution of the Affiliated Clubs and Societies shall expressly provide the Executive Committee of the Affiliated Clubs and Societies' —

- (1) Definitions, authority and obligations;
- (2) Formation;
- (3) Organizational structure, such as the functions of members, etc.;
- (4) Term of office;
- (5) Procedures for meetings, such as the staff of meetings, quorum of meetings and motions carried, conditions and arrangements for adjournment, conditions of convening meetings, the duration of convening meetings and the release of minutes, etc.;
- (6) Regulations on resignations and substitutions;
- (7) Arrangements for vacancies, such as appointing an interim executive committee.

9. Provision of the Interim Executive Committee of the Affiliated Clubs and Societies

The Constitution of the Affiliated Clubs and Societies shall expressly provide the Interim Executive Committee of the Affiliated Clubs and Societies' —

- (1) Definitions, authority and obligations;
- (2) Formation;
- (3) Organizational structure, such as the functions of members, etc.;
- (4) Term of office.

10. Provision of Report and Accountability

The Constitution of the Affiliated Clubs and Societies shall expressly provide the annual working plan's, the annual working report's, the annual financial budget's, the annual financial report's, and other documents' —

- (1) Submission deadlines;
- (2) Submission methods;
- (3) Audit methods;
- (4) Further arrangements for being dismissed.

11. Provision of the Elections of the Affiliated Clubs and Societies

The Constitution of the Affiliated Clubs and Societies shall expressly provide —

- (1) Voting method —
All basic members shall vote by secret ballots, and may vote at the referendum or in a general meeting;
- (2) The qualifications and methods of nomination, eligibility for election and vote;
- (3) Procedures for elections, such as period of noticing members and the Affiliated Clubs and Societies Committee (at least 7 days in advance), nomination period and voting period, the counting and opening of votes, appointment and functions of the Election Commission, procedures for announcing results, etc.;
- (4) The Quorum of election, which shall be no less than one-sixth of all basic members of clubs and societies;
- (5) Conditions of being elected;
- (6) Handlings of election complaints, arbitration, and methods of re-election;
- (7) Further arrangements for an abortive election.

12. Provision of the Finance of the Affiliated Clubs and Societies

The Constitution of the Affiliated Clubs and Societies shall expressly provide —

- (1) The financial year;
- (2) The regulations on incomes, such as membership fees;
- (3) The establishment, sources of income and conditions of use of funds;
- (4) Arrangements for annual revenue and loss;

13. Provision of Punishment and Removal of the Affiliated Clubs and Societies' Public Officers

The Constitution of the Affiliated Clubs and Societies shall expressly provide the public officers' —

- (1) Conditions of punishment;

- (2) Methods of punishment;
- (3) Conditions of removal;
- (4) Methods of removal;
- (5) Arrangements for such positions or organizations after removal, if not specified in other chapters.

14. Provision of the Dissolution of the Affiliated Clubs and Societies

The Constitution of the Affiliated Clubs and Societies shall expressly provide the dissolution's —

- (1) Conditions;
- (2) Procedures;
- (3) Financial arrangements.

15. Other provision of The Constitution of the Affiliated Clubs and Societies

The Constitution of the Affiliated Clubs and Societies shall expressly provide its —

- (1) Conditions of amendment;
- (2) Procedures for amendment, which shall expressly show that —
“Before the amendment being put to vote, it shall have obtained a letter of no objection from the Affiliated Clubs and Societies Committee; after the amendment being put to vote, the amendment shall only have effect after being approved by The Council.”
- (3) Right of interpretation, where the Affiliated Clubs and Societies Committee, or the Affiliated Clubs and Societies may seek interpretation from the judicial authorities of The Council;
- (4) The enactment conditions, methods and amendments to the Annex of the Constitution of the Affiliated Clubs and Societies;
- (5) Judicial notice —
 - (a) When the Annex of the Constitution of the Affiliated Clubs and Societies contravenes with the Constitution of the Affiliated Clubs and Societies, the latter shall prevail;
 - (b) When the Constitution of the Affiliated Clubs and Societies contravenes with the enactment of the Council, the latter shall prevail.

16. Self-formulated Provision of the Affiliated Clubs and Societies

The Constitution of the Affiliated Clubs and Societies may include other provisions that are beneficial to the operation of the Affiliated Clubs and Societies but not aforementioned.

Note: The English Translation is for reference only.