

OBJECTS AND RULES OF COUPLES FOR CHRIST (AUSTRALIA) OCEANIA MISSION LTD.

PART 1 - NAME AND TYPE OF ASSOCIATION

- 1.1 The name of the Incorporated body shall be **Couples for Christ (Australia) Oceania Mission Ltd**
- 1.2 **Couples for Christ (Australia) Oceania Mission LTD.** is organized and operated exclusively for religious purposes as an associate of the CFC Global Mission Foundation Inc. (Manila, Philippines). As such, it is linked to the global family of Couples for Christ.

PART 2 - INTERPRETATION

- (1) In these rules, except in so far as the context or subject matter otherwise indicates or requires:

“**CFC**” means Couples For Christ (Australia) Oceania Mission Ltd.

“**Country Coordinator**” means the CFC Country Coordinator of Australia appointed by the International Council of the CFC Global Mission Foundation;

“**Elders**” means persons who are members of the Elders Assembly;

“**Elders Assembly**” has the meaning given by rule 5.1;

“**International Council**” means the International Council of the CFC Global Mission Foundation;

“**FAMIN**” means CFC Family Ministries which include CFC Kids for Christ, CFC Youth for Christ, CFC Singles for Christ, CFC Handmaids of the Lord, CFC Servants of the Lord;

“**National Council**” has the meaning given by Rule 6.1;

“**National Director**” means the person who is elected pursuant to Rule 7.1.

“**Rule**” or “**Rules**” means a Rule or the Rules of CFC;

“**Secretary**” means the person who is elected pursuant to Rule 7.1;

“**Treasurer**” means the person who is elected pursuant to Rule 7.1.

PART 3 - OBJECTS

- (1) To advance, uphold, strengthen and foster the Christian and spiritual formation of married couples (husbands and wives) and their children throughout Australia and the Oceania Region
- (2) To conduct programs designed to strengthen the family’s foundation, growth and renewal, youth development, work with the poor and like initiatives in accordance with the teachings of the Catholic Church.
- (3) To uplift, strengthen and support its members and to cooperate with others in the pursuit and realisation of the objects for which CFC has been established; to create, promote and maintain a strong and healthy environment which shall provide proper nourishment for the mind, body and soul; to sponsor and hold instructive and enriching Christian teachings, workshops, conferences and seminars, social functions or other gatherings as a means to achieve and fulfil the aims of CFC
- (4) To foster and maintain fellowship and goodwill, an atmosphere of harmony, cooperation and mutual understanding, a spirit of brotherhood, integrity and unity among its members and to inculcate in them the spirit of genuine concern for others and the ideals of justice, love and Christian faith.

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- (5) Under the direction of the Catholic Church, to help in the Church renewal and evangelisation by an on-going Christian education of members and the creation of a Christian environment by means of community life patterned after the values of the gospel and together work on any particular task that the Catholic Church may itself extend to it.
- (6) To acquire, purchase, hold, accept by way of donation, operate, develop, lease, mortgage, pledge, exchange, sell, transfer or otherwise in any manner permitted by law, real or personal property of every kind and description or any interest therein as may be necessary to carry out its purposes.
- (7) To carry on activities and to exercise all the powers conferred by the laws of Australia on Associations and to do any or all of the acts and things therein set forth to the same extent as a juridical person could do, and perform either as a principal, or agent, alone or in syndicate, partnership or association with others, to establish and maintain offices and agencies, to exercise any or all of the powers and rights throughout Australia, in accordance with the Associations Incorporations Act 1984 (as amended)

PART 4 - MEMBERSHIP

4.1 MEMBERSHIP QUALIFICATIONS

Membership of CFC shall be open to all Christian couples (husbands and wives) and individuals who subscribe to the purposes, objectives and ideals of CFC and have completed the Christian Life Program or other approved courses.

Membership shall be based on the provisions of Section 3 in the International Statutes of Couples for Christ.

4.2 CLASSIFICATION OF MEMBERS

- 1) Members of CFC shall consist of Voting members, and Regular members
- 2) Membership of CFC includes members of FAMIN (Family Ministries)

4.3 VOTING MEMBERS are regular members who are part of the Elders Assembly except the Country Coordinator

4.4 REGULAR MEMBERS shall consist of Christian couples and individuals:

- 1) who have completed the Christian Life Program or other approved courses
- 2) who have made their commitment to CFC
- 3) who are regularly attending meetings and other activities of CFC and
- 4) who remain in good standing as determined by the National Council

4.5 REGISTER OF MEMBERS

- 1) The Secretary shall establish and maintain a register of members of CFC specifying the name and address of each member together with the date on which the member became or ceased to be a member of CFC
- 2) The register of members shall be kept at the principal office of CFC and shall be open for inspection, free of charge, by any member of CFC at any reasonable hour.

4.6 CESSATION OF MEMBERSHIP

- 1) A person ceases to be a member if the person
 - Dies or
 - Resigns from membership or
 - Does not satisfy the criteria for a regular member of CFC pursuant to Rule 4.4

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2) A member may be terminated by the leadership for any of the following reasons:

- Serious unrepented wrongdoing.
- Gross unfaithfulness to the Covenant of CFC.
- Public opposition to CFC teachings and culture, as well as official Church teachings.
- Ongoing disruption of good order in the community.
- Any other act that would seriously undermine the life and mission of CFC

4.7 APPEALS AND RESOLUTION OF INTERNAL DISPUTES

Disputes between members (in their capacity as members) of CFC, and disputes between members and CFC may be resolved by the members appealing to one or more of the following in order of office:

- 1) Chapter head or head of the area
- 2) Cluster head
- 3) Sector head
- 4) Area head
- 5) Regional Head
- 6) Country Coordinator
- 7) National Council

The final arbiter shall be the National Council except for the power exclusively invested in the Elders Assembly in accordance with Rule 5.2

PART 5 - ELDERS ASSEMBLY

5.1 COMPOSITION

CFC shall have an Elders Assembly composed of the following:

- 1) CFC Country Coordinator
- 2) CFC Country Coordinators from Australia assigned to Mission Areas
- 3) CFC Current and Past Members of the National Council
- 4) CFC Regional Heads, Area Heads, Sector Heads, Cluster Heads, Chapter Heads
- 5) National heads of each Family Ministry and Heads of Social Ministry
- 6) Heads of other ministries and area leaders appointed by the National Council and
- 7) The Respective spouses of all of the above Elders

5.2 POWERS

Without prejudice to such general powers and such other powers as may be granted by law, or by the International Council, the Elders Assembly shall have the following powers:

- 1) To select 12 nominees to the National Council from which the CFC Country Coordinator will appoint the 7 members of the National Council;
 - to ensure wide representation in the National Council, no state or area shall have more than 8 out of the 12 nominees;
 - only members of the Elders Assembly can be nominated
- 2) To recommend to the Country Coordinator the removal from office of any member of the National Council by two-thirds (2/3) vote of all members of the Elders Assembly

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- 3) To approve any amendments, deletions or addition to the Objects and Rules of CFC by three quarters (3/4) vote of all members of the Elders Assembly

5.3 ANNUAL GENERAL MEETING

- 1) The Annual General Meeting will be convened by the Country Coordinator or by the National Council.
- 2) In addition to any other business which may be transacted at any annual general meeting of the elders Assembly, the business of the annual general meeting shall be:
 - a) to confirm the minutes of the last preceding annual general meeting (where applicable) of the Elders Assembly and of any special meeting held since
 - b) to receive from the National Council reports on CFC activities during the last preceding financial year;
 - c) to receive and consider the statement which is required to be submitted to members pursuant to the Act

5.4 SPECIAL MEETINGS

A special meeting of the Elders Assembly may be called at any time by any of the following for any purpose or purposes:

- 1) A request made to the National Director of the National Council by at least thirty per cent (30%) of the Elders Assembly
- 2) The Country Coordinator
- 3) A majority vote of the National Council
- 4) The National Director

5.5 NOTICE OF MEETING

- (1) Notice of the annual general meeting or a special meeting of the Elders Assembly may be sent by the Secretary by personal delivery or by mailing or Internet e-mailing the notice at least thirty (30) days prior to the date of the meeting to each member of the Elders Assembly at his/her last known postal or Internet e-mail address.
- (2) The notice of the meeting shall state the place, date and time of the meeting, and the purpose or purposes for which the meeting is called.
- (3) In case of a special meeting, only matters stated in the notice shall be the subject of motions, or deliberations at such meeting.
- (4) When a meeting of the Elders Assembly is adjourned to another time or place, it shall not be necessary to give notice of the adjourned meeting if the time and place of the adjourned meeting was announced at the meeting at which the adjournment is taken. At the resumption of the adjourned meeting, any business may be transacted as was placed on the agenda of the original meeting.

5.6 QUORUM

- (1) Unless otherwise provided by these Rules, in an annual general meeting or special meeting of members of the Elders Assembly, a simple majority of 50%+1 of the members of the Elders Assembly must be present, in person or by proxy, in order to constitute a quorum.
- (2) If no quorum is constituted, the meeting shall be adjourned until the requisite number shall be present.

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- (3) The members of the Elders Assembly present at a duly organised meeting may continue to transact business until adjournment, notwithstanding the withdrawal of some members leaving less than a quorum.

5.7 CONDUCT OF MEETING

- (1) Meetings of the Elders Assembly shall be presided over by the Country Coordinator, or in his absence, by the National Director, or in his absence, any member of the National Council appointed by the National Director.
- (2) The Secretary shall act as secretary of every meeting and, in the Secretary's absence; the National Director shall appoint a secretary to the meeting.
- (3) The National Director may adjourn the meeting from time to time, without notice other than that announced at the meeting.

5.8 MANNER OF VOTING

- (1) Members of the Elders Assembly may vote in person or by proxy except for the purpose of electing or removing members of the National Council from office, in which case, voting by proxy may be allowed only to cast the duly filled ballot.
- (2) Members may vote by a show of hands, email or other manners of voting authorised by the National Council.

5.9 APPOINTMENT OF PROXIES

Each member of the Elders Assembly shall be entitled to appoint another member of the Elders Assembly as proxy by notice given to the Secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.

PART 6 - THE NATIONAL COUNCIL

6.1 COMPOSITION

The National Council shall comprise of the Country Coordinator and seven members of CFC to be appointed or elected as follows:

- (1) The members of the National Council – appointed by the Country Coordinator from a list of 12 nominees selected by the Elders Assembly prior to its annual general meeting
- (2) the Country Coordinator - appointed by the International Council of the CFC Global Mission Foundation to serve as non-voting Ex Officio Member of the National Council.
- (3) The Country Coordinator, with the concurrence of the International council, shall appoint the National Director
- (4) The National Council shall have wide representation as much as possible. No State/Territory shall have more than 4 representatives in the National Council at any given time.

6.2 TERM OF OFFICE

The term of office of each member of the National Council shall be as follows:

- (1) for CFC members other than the Country Coordinator - two years beginning on 1 January and ending on 31 December unless the office is vacated sooner; and
- (2) for the Country Coordinator - the term of office as determined by the International Council of the Foundation.
- (3) any member of the National Council can be appointed up to a maximum of 2 consecutive terms; however, there is no limit to the number of non-consecutive terms a member may be appointed for

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- (4) Under extra ordinary circumstance, the Country Coordinator can exercise the option to postpone election for a maximum of one (1) year subject to the approval of the International Council.

6.3 POWERS

Without prejudice to such general powers and such other powers as may be granted by law or by the International Council, the National Council shall have the following powers:

- (1) to promote the CFC vision and mission in accordance with the guidelines set by the International Council
- (2) to implement and approve all official CFC policies regarding its life, mission and services;
- (3) to elect the Secretary, Treasurer and other portfolio holders as needed who will hold office for two (2) years beginning on 1 January and ending on 31 December unless renewed or removed from office.
- (4) to hire, remove, suspend or discipline full time pastoral workers, prescribe their duties, and determine their salaries as recommended by the Compensation Committee to be created by the National Council which Committee shall not include any full-time worker;
- (5) to approve the establishment and provide oversight of all major and official CFC Ministries in Australia;
- (6) to approve the establishment and provide oversight of local CFC organisations in any State, Territory or city in Australia;
- (7) to act as the final arbiter for disputes within CFC except the power exclusively vested in the Elders Assembly in accordance with Rule 5.2;
- (8) to purchase, receive, take or otherwise acquire in any lawful manner, real and personal property of every kind and description or any interest therein, for and in the name of CFC as the transaction of the business of CFC may reasonably or necessarily require for such terms and conditions as the National Council may deem proper and convenient;
- (9) to invest funds of CFC in another corporation or business or for any other purposes other than those for which CFC was organised, whenever in the judgment of the National Council, the interests of CFC would thereby be promoted;
- (10) to appoint Regional Heads, Area Heads, Cluster Heads, Chapter Heads, Cluster FAMILIN Coordinators, President of CFC-ANOP Australia Ltd (in its capacity as Board Members).
- (11) to delegate from time to time any of the powers of the National Council deemed to be delegable by the National Council to any officer or agent and to appoint any person to be agents of CFC with such powers, and upon such terms as may be deemed most advantageous to CFC;
- (12) unless otherwise provided for in any of the provisions of these Rules, corporate powers shall be exercised by the National Council

6.4 CASUAL VACANCY

- (1) For the purposes of these Rules, a casual vacancy in the office of a member of the National Council occurs if the member:
 - (a) dies;
 - (b) ceases to be a member of CFC;
 - (c) resigns the office;
 - (d) is removed from office by the Country Coordinator;
 - (e) becomes a temporary patient, a continued treatment patient, a protected person or an incapable person within the meaning of the *Mental Health Act 1958* or a person under detention under Part 7 of that Act;

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- (f) is absent without the consent of the Country Coordinator from all meetings of the National Council during a period of six months.
- (2) The Country Coordinator will appoint a replacement, in consultation with current members of the National Council, to fill a casual vacancy in an office of the National Council.
- (3) The National Council member so appointed to fill a vacancy shall be appointed only for the unexpired term of his predecessor in office.

6.5 REGULAR MEETINGS

Regular meetings of the National Council shall be held on such dates and at such time and place as determined by the National Director or a majority of the National Council.

6.6 SPECIAL MEETINGS

- (1) A special meeting of the National Council may be called at any time for any purpose or purposes, by the National Director or upon the request of the majority of the members.
- (2) Such meeting shall be held at such date, time and place as may be decided by a majority of the members of the National Council.

6.7 NOTICE OF MEETING

- (1) The Secretary shall give notice of a regular or special meeting of the National Council to each National Council member either personally, or by telephone, facsimile, internet e-mail, or by written or oral message.
- (2) The notice shall specify the purpose or purposes for which the meeting is called and the date, time and either the place of the meeting or the communication means to give effect to the meeting as may be agreed upon by a majority of the members of the National Council.
- (3) Communication regarding the meeting may be waived expressly by any member.

6.8 QUORUM

- (1) A majority of the National Council shall constitute a quorum for the transaction of the business at meetings of the National Council.
- (2) Every decision of at least a majority of the National Council members present at a meeting at which there is a quorum shall be valid as a corporate act, except for the election of officers which require the vote of a majority of all members;
- (3) If no quorum is constituted, the meeting shall be adjourned until the requisite number shall be present.

6.9 CONDUCT OF MEETINGS

- (1) All meetings of the National Council shall be presided by the National Director or in his absence, any member of the National Council appointed by the National Director.
- (2) The Secretary shall act as secretary of every meeting and, in his absence, the National Director shall appoint a secretary to the meeting.
- (3) The National Director may adjourn the meeting from time to time, without notice other than that announced at the meeting.
- (4) Where the National Director is incapacitated, the Country Coordinator can preside.

6.10 MANNER OF VOTING

- (1) Resolution of matters arising at a meeting of the National Council shall be determined by a majority of the votes of members of the National Council present at the meeting.

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- (2) Each National Council member present at a National Council meeting is entitled to one vote but, in the event on an equality of votes on any matter, the National Director may exercise a second or casting vote.
- (3) Members may vote by a show of hands, orally or in writing, unless before or on the declaration of the form of voting, a poll is demanded.
- (4) Subject to Rule 6.8, the National Council may act notwithstanding any vacancy in membership of the National Council.
- (5) Any act or thing done or suffered, or purported to have been done or suffered by, the National Council is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the National Council.

PART 7 - OFFICERS OF NATIONAL COUNCIL

7.1 ELECTION OF OFFICERS

- (1) Members of the National Council shall, immediately after their appointment, elect the following office bearers - Secretary, Treasurer and other portfolio holders.
- (2) The National Council may, from time to time, appoint such other officers as may be determined to be necessary or proper.
- (4) Any two (2) or more positions may be held concurrently by the same person, except that no one shall act as National Director and Treasurer or Secretary at the same time.

7.2 COUNTRY COORDINATOR

- (1) The Country Coordinator shall be an Ex-Officio member of the National Council;
- (2) the Country Coordinator shall also exercise such powers and perform such duties as either the International Council or the National Council may assign to him.

7.3 NATIONAL DIRECTOR

The National Director shall be the Chief Executive Officer of CFC and shall have administrative responsibility for the day to day affairs of CFC. He shall exercise the following functions:

- (1) to initiate and develop corporate objectives and policies and formulate long-range projects, plans and programs for the approval of the National Council;
- (2) to have general supervision and management of the affairs and property of CFC;
- (3) to ensure that the policies, objects and rules of CFC are carried out under his supervision and control;
- (4) except for full-time pastoral workers, to appoint, remove, suspend or discipline employees of CFC, prescribe their duties, and determine their salaries;
- (5) to oversee the preparation of the budget and statement of accounts of CFC;
- (6) to prepare such statements and reports of CFC as may be required by the Act or by the National Council;
- (7) to represent CFC at all functions and proceedings attended by him;
- (8) to execute on behalf of CFC all contracts, agreements and other instruments affecting the interests of CFC which do not require the approval of the National Council or which are not assigned to the Public Officer;
- (9) to make reports to the National Council and to the members;
- (10) to sign certifications of membership; and
- (11) to perform such other duties as are incidental to his office or are entrusted to him by the National Council.
- (12) to preside the meetings of the National Council and the Elders' Assembly in the absence of the Country Coordinator.

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7.4 SECRETARY

The Secretary shall be the custodian of and shall maintain the books and records of CFC and shall be the recorder of CFC's formal actions and transactions. The Secretary shall have the following specific powers and duties:

- (1) to record or see to the proper recording of the minutes of all meetings of the National Council and Elder's Assembly and to maintain minute books of such meetings at the principal office of CFC;
- (2) to keep, or cause to be kept, record books, list of members and persons holding office in the National Council, addresses and other details required by the Act or these Rules;
- (3) to keep the corporate seal of CFC and affix it to all papers and documents requiring a seal, and to attest by his signature all corporate documents requiring the same;
- (4) to attend to the giving and serving of all notices to members required by the Act or these Rules to be given;
- (5) to certify to such corporate acts, countersign corporate documents or certificates, or make reports or statements as may be required by the Act or by these Rules;
- (6) in meetings of the Elders Assembly and the National Council, to determine the members present or represented at the meeting, the existence of a quorum, the validity of the effect of proxies, and when voting is required, to determine the number of members entitled to vote, and do such acts as are proper in the conduct of the voting including assisting, as appropriate, such person or Committee as may be appointed by the National Council for the conduct of an election;
- (7) to perform such other duties as are incidental to his office or as may be assigned to him by the National Council or the National Director.

7.5 TREASURER

The Treasurer shall be the Chief Financial Officer and the custodian of CFC funds, securities and property. The Treasurer shall have the following specific powers and duties:

- (1) to keep or cause to be kept and maintained in accordance with generally accepted accounting principles, full and accurate accounts of the properties and business transactions of CFC including accounts of assets, liabilities, receipts and disbursements;
- (2) to have custody of, and be responsible for, all the funds of CFC;
- (3) to deposit in the name and to the credit of CFC in such bank(s) as may be designated from time to time by the National Council, all the money, funds, securities, bonds and similar valuable effects belonging to CFC which may come under his control;
- (4) to render an annual statement showing the financial condition of CFC and such other financial reports as the National Council, the Country Coordinator, or the National Director may from time to time require;
- (5) to prepare such financial reports, statements, certifications and other documents which may from time to time, be required by the Act or these Rules and to submit the same to the proper person;
- (6) to exercise such powers and perform such duties and functions as may be assigned to him by the National Director.

7.6 TERM OF OFFICE

The term of office of each person holding office in the National Council shall be as follows:

- (1) Country Coordinator - as designated by the International Council;
- (2) National Director, Treasurer and Secretary - two years beginning on 1 January unless removed or resigns from the office; and

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- (3) The term of office of the National Director may be renewed/appointed by the Country Coordinator.
- (4) The term of office of the Treasurer and Secretary may be renewed/appointed by the members of the National Council.

PART 8 - MISCELLANEOUS

8.1 PRINCIPAL OFFICE

The principal office of CFC shall be located in New South Wales, Australia or at such other cities the National Council will designate from time to time.

8.2 LOCAL OFFICES

CFC may establish local offices in any other State or Territory in Australia which shall be subject to and under its jurisdiction, including but not limited to, its organisational structure, objects and rules.

8.3 FINANCIAL YEAR

The financial year of CFC shall begin on the first day of January and end on the last day of December of each year.

8.4 PROFESSIONAL SERVICES

The National Council may appoint external auditors and legal counsel or engage the services of other professionals for the purpose of CFC, with or without compensation.

8.5 INSURANCE

- (1) CFC shall effect and maintain insurance pursuant to the requirement of the Act.
- (2) In addition to the insurance required under clause (1) of this Rule, CFC may effect and maintain other insurance.

8.6 FUNDS - SOURCE

The funds of CFC shall be derived from contributions by members, entrance fees, the sale of goods, donations, fund raising activities and by any other means agreed by resolution passed at a meeting of the National Council, subject to Rule 6.8.

8.7 FUNDS - MANAGEMENT

- (1) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed/authorised digitally or otherwise by any two members of the National Council.
- (2) All assets and funds of CFC shall be for use in pursuance of the objects of CFC as specified in these rules in such manner as the National Council determines and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any person provided that nothing herein shall prevent the payment of reasonable and proper remuneration to any person in return for any services rendered to CFC.
- (3) In the event of dissolution of CFC the net assets of CFC shall be disposed of and the ownership transferred either to any non-profit organisation with similar objects as CFC and is not carried on for the purpose of profit or gain to its individual members or to the Catholic church as may be decided upon by majority vote of the National Council and approved by a majority of the Voting members at an annual general meeting or special meeting of the Elders Assembly.

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8.8 MEMBERS' LIABILITIES

Members, Directors, Officers and National Council members of CFC are not liable to contribute towards the payment of debts and liabilities of CFC or the cost, charges, and expenses of winding up of CFC.

8.9 ALTERATION OF OBJECTS AND RULES

The Objects and rules of CFC may be altered, rescinded or added to only by a special resolution passed by a majority which comprises not less than three-quarters (3/4) vote of the Elders Assembly at an annual general meeting or special meeting of the Elders Assembly.

8.10 COMMON SEAL

- (1) The common seal of CFC shall be kept in custody of the Secretary.
- (2) The common seal shall not be affixed to any instrument except by the authority of the National Council and the affixing of the common seal shall be attested by the signatures either of two members of the National Council or of one member of the National Council and the Secretary.

8.11 CUSTODY OF BOOKS ETC

Except as otherwise provided by these rules, the custody, control of all records, books and other documents relating to CFC shall be the responsibility of the Secretary.

8.12 INSPECTION OF BOOKS

The records, books and other documents of CFC shall be open to inspection, free of charge, by members at any reasonable hour.

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We the undersigned incorporators unanimously agreed to the above rules at a special meeting held on the 07th of November 2020 at Sydney, NSW.



Beng De Leon



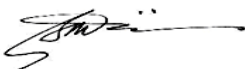
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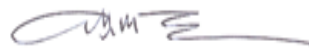
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