

**CONSTITUTION OF  
THE ST. PETER'S COLLEGE OLD BOYS' UNION**

**1. NAME**

The association shall be called **“THE ST. PETER'S COLLEGE OLD BOYS' UNION”** hereinafter referred to as **“the Union”**.

**2. OBJECTS**

The objects of the Union are:

- (a) To keep the past students of St. Peter's College (“College”) in a purposeful relationship with their Alma Mater and thereby maintain within them and among them a spirit of loyalty to their Alma Mater.
- (b) To obtain the advice, support, and co-operation of past students in all matters affecting College, particularly:
  - (i) In promoting the advancement, progress, and welfare of College.
  - (ii) In promoting and advancing the educational, cultural, recreational, social, and economic welfare of the students at College.
- (c) To promote and advance the economic and general welfare of past students of College.
- (d) To Protect the reputation and status of College.
- (e) To enable those senior students of College to acquaint themselves with the members of the Union, in order to engender a spirit of friendship which would help those younger members to contribute wholeheartedly towards the future welfare and continuity of the Union after they have left College.
- (f) To promote and foster fellowship amongst other past pupil associations of other Roman Catholic schools.

**3. COLOURS, CREST & ANTHEM**

(a) COLOURS

The Colours of the Union shall be Blue, White, and Gold.

(b) CREST

The crest of the Union will be the crest of St. Peter's College with the following words at the top: - “St. Peter's College, Colombo 4” and at the bottom: - “Old Boys' Union”. ( Please refer to the Communique by the Secretary of the OBU , shared with the membership during the centenary year , attached to this Constitution as Annexure K, and follow the guidelines in the said Annexure)



- (c) The College Anthem shall be the same as Approved and sung by St.Peter's College officially.

#### 4. MEMBERSHIP

- (a) LIFE MEMBERSHIP - Any person who has been a student of College for a minimum period of two (02) years shall be eligible for membership. All applications shall be made on the prescribed form to the Hony. General Secretary who shall table all such applications received by him at a meeting of the Committee of Management immediately following their receipt and certify that the membership subscriptions have been received with the applications and that the particulars on the prescribed form have been duly verified by the College authorities. The Committee of Management shall consider the applications and authorise the Hony. General Secretary to notify the applicants of their acceptance to membership or otherwise. Every applicant accepted to membership may be furnished with a copy of the Constitution of the Union and a membership card.
- (b) HONORARY MEMBERSHIP - Members of the tutorial staff of the College who are not eligible under 4 (a) shall be eligible for acceptance as Honorary Members of the Union and shall be accepted to such membership at the subsequent AGM (hereinafter defined), provided that such Honorary Membership shall cease on his or her leaving the tutorial staff of College. Such applicants for Honorary Membership shall submit their applications by letter through the Rector to the Hony. General Secretary. Members accepted under this rule shall not be entitled to vote or hold office.
- (c) HONORARY LIFE MEMBERSHIP - Any member of the tutorial staff of College who has rendered conspicuous and meritorious service to College for a period of ten (10) years or over, may be eligible for acceptance to Honorary

Life Membership of the Union, on a resolution moved by the Committee of Management and adopted at an AGM. Members accepted under this rule shall not be entitled to vote or hold office.

## 5. SUBSCRIPTION

The Life Membership subscription shall be published by the Committee of Management, at the beginning of every year after the AGM, and the subscription fee prior to such announcement via publication, shall prevail until the Committee of Management publishes the revised subscription fee.

## 6. OFFICE BEARERS

The Office Bearers of the Union shall be:

- (a) The Patron, who shall be the Rector of College (ex-officio).
- (b) The Vice-Patrons.
  - (i) All Living Past Rectors of College.
  - (ii) Ten (10) from among the Life Members who may be elected at an AGM.
  - (iii) The Members so elected may continue to serve for a period not exceeding Ten (10) years, from the date of appointment.
  - (iv) Any such member who has served Ten (10) years, may be re-elected for a further period of Ten (10) years, at the end of the original tenure of Ten (10) years.
  - (v) Any Vice-Patron so appointed may resign at any point, at his discretion, upon informing same to the Hony. General Secretary in writing with a copy to the Patron.
  - (vi) Sections 6 (b) (iii) and (iv) shall not apply to Vice-Patrons already appointed before the amendment dated .....
- (c) A President.
- (d) The Immediate Past President.
- (e) Vice-Presidents
  - (i) There shall be Seven (07) Vice-Presidents.
  - (ii) One Vice-President to be appointed by the Patron, from those out of the tutorial staff who have been granted membership under Clause 4, above.
  - (iii) Maximum of Three (03) Vice-Presidents may be nominated by the President, who will be subject to approval by the Membership at the AGM.
  - (iv) The remainder of the Vice-Presidents to be exclusively elected by the Membership at the AGM.

(v) In the event that there are still Vice President positions available after all nominated members have been elected, in that specific instance the Membership can nominate a member and or members to fill those positions.

(f) Hony. General Secretary.

The President may nominate the Hony. General Secretary, who will be subject to approval by the Membership at the AGM. If the President declines to nominate the Hony. General Secretary, the Hony. General Secretary shall be elected by the Membership at the AGM.

(g) Hony. Asst. General Secretary shall be elected by the Membership at the AGM.

(h) Hony. Treasurer

The President may nominate the Hony. Treasurer, who will be subject to approval by the Membership at the AGM. If the President declines to Nominate the Hony. Treasurer, the Hony. Treasurer shall be elected by the Membership at the AGM.

(i) Hony. Assistant Treasurer shall be elected by the Membership at the AGM

(j) Hony. Editor

The President may nominate the Hony. Editor , who will be subject to approval by the Membership at the AGM. If the President declines to Nominate the Hony. Editor, the Hony. Editor shall be elected by the Membership at the AGM.

(k) Hony. Assistant Editor shall be elected by the Membership at the AGM.

(l) Past Presidents

(i) No Past President will be eligible to stand for election to the Committee of Management after serving as the Immediate Past President providing that said Past President has served 3 terms as per Clause 8 (c) of this Constitution . However, One (01) Past President may be nominated to the incoming Committee of Management by the out-going Committee of Management. The Committee of Management shall decide on their nominee, if they so desire to nominate, at the last meeting of the Committee of Management of a term and shall thereafter obtain the concurrence of their nominee and inform the Membership of their selection at the AGM. The Committee of Management may approach any other Past Presidents if they believe some Past Presidents may not concur.

(ii) The President upon being elected, may nominate up to Two (02) Past Presidents as Nominated Past Presidents to the Committee of Management.

(iii) The outgoing Committee of Management and the President Elect should obtain the concurrence of the Past Presidents so nominated.

(iv) If No Past Presidents agree to serve on the Committee of Management as a Nominated Past President, then the Immediate Past President will be considered as a Nominated Past President where applicable in this Constitution.

(v) Notwithstanding the above, all Past Presidents will be Members of the Committee of Management and will be eligible to attend meetings of the Committee of Management and may be consulted on affairs of the Union by the Committee of Management.

(m) All Presidents of Foundations formed under the auspices of the Union.

## **7. COMMITTEE OF MANAGEMENT**

(a) The management of the affairs of the Union shall be vested in a “Committee of Management” comprising of the Patron and the Office Bearers holding the offices, specified in rules 6c – 6m and other members of whom:

(i) One (01) member of each duly registered batch group and should be appointed/nominated by each batch group. Two (02) members may be nominated from each batch group that has a batch group of five (05) or more years grouped together.

(ii) Any members who are already nominated/elected under Clauses 6, and 7 (b) and (c) shall not be eligible to be nominated / elected under this section.

(iii) Five (05) other members who either maybe nominated by the President and approved by the Membership at the AGM or elected by the Membership at the AGM.

(b) Sub-Committees - The Committee of Management shall appoint the Old Boys’ Union House (“OBUH”) Sub-Committee, Old Peterites Sports Club (“OPSC”) Sub-Committee, College Affairs Sub-Committee, the Old Boys’ Union Batch Group Co-ordination Sub-Committee and any other sub-committee as and when necessary. The President of the Union shall chair the College Affairs and the Old Boys’ Union Batch Group Co-ordination Sub-Committees.

(c) Batch Group Sub-Committee – All presidents of batch groups will form the Batch Group Sub-Committee. The President of the Union will chair the sub-committee and the Hony. General Secretary of the Union will be the Secretary of the Committee. This Sub-Committee shall meet at least Six (06) times a year.

## **8. PRESIDENT**

(a) Selection of President (Rule 6 (c) – The President selected shall,

(i) Have been a member of the Committee of Management for at least Two (02) years of the preceding Five (05) years; and/or,

- (ii) Shall have been part of a Sub-Committee of the OBU in any Two (02) years of the Five (05) preceding years.
- (iii) Have the ability to command the respect of all age groups of the Union.
- (iv) Display high standards of integrity, moral & religious values aligned with the Alma Mater – College.
- (v) Possess adequate time to commit towards the activities of the Union.
- (vi) Have a proven track record of synergizing strategies & providing leadership within the Union.
- (vii) Display a good understanding and respect for the Constitution of the Union.
- (viii) Be committed towards the current activities of the Union, Batch Groups, Foundations and Overseas Branches.
- (ix) No member shall be elected as President if such member has been convicted of a crime or financial irregularities and in the event a member is convicted of such crime or financial irregularities while serving as President, such member shall stand down as President and the Immediate Past President or failing which a Vice-President elected by the Committee of Management shall be President until the next AGM.

(b) Procedure for Election

The procedure for the election of the President shall be in accordance with Annexure 'D' which shall be part and parcel of this Constitution.

- (c) No Past President shall be eligible to stand for re-election as President, provided such member has served three (03) terms as President either consecutively or intermittently.
- (d) No member who has served as President for three (03) terms either consecutively or intermittently shall stand for re-election or serve in the Committee of Management in any other capacity but as an Immediate Past President, Nominated Past President or Vice-Patron.
- (e) During the Course of a member's term as President, if he is deceased, incapacitated or the post is vacated for any other reason, the Immediate Past President or failing which a Vice-President elected by the Committee of Management shall be President until the next AGM. (For purposes of this section, 8 (c) will not apply).
- (f) The President cannot be appointed from the chair at an AGM unless it is uncontested.

**9. ELECTION**

- (a) The office Bearers referred to in Clauses 6a, 6b (i), 6d and 6m shall hold office ex-officio.

- (b) The Office Bearers referred to in Clauses 6c, 6e, 6f, 6g, 6h, 6i, 6j, 6k, and the other members of the Committee of Management referred to in Clause 7 shall be elected at the AGM and shall hold their office or post as the case may be until the next AGM provided that no such person so elected shall hold the same office or post for more than Three (03) successive terms.
- (c) If a member of the Committee of Management other than the Patron or the President fails to attend Three (03) consecutive meetings of the Committee of Management, he shall *ipso facto* cease to be a member of the Committee of Management and in the case of a member of the Committee of Management by virtue of his office he shall at the same time be deemed to have vacated such office, provided however, that if such a member has applied for leave of absence and the Committee of Management has allowed it, he shall notwithstanding what is herein before stated continue to be a member of the Committee of Management. No Member of the Committee of Management who ceases to be a Member thereof in terms of the provisions of this Clause shall be eligible to be elected as an Office Bearer or as Member of the Committee of Management for a period of three Three (03) years after he so ceases to be a Member of the Committee of Management.
- (d) Any vacancies in the offices or posts mentioned in Clauses 6 (e) to 6 (l) and 7 occurring at and after the AGM may be filled by the Committee of Management. Any vacancy in the office of the Vice-Patron, or President [subject to Clause 8 (e)] however, shall be filled only at a General Meeting.
- (e) No member shall be elected to the Committee of Management if such member has been convicted of a crime or financial irregularities. In the event a member is convicted of such crime or financial irregularities whilst serving in a Committee of Management in any capacity such member shall stand down from his position and the Committee of Management shall appoint a member to such vacant role until the AGM.
- (f) A term will be considered as the period of time from one AGM to the next AGM to be held as per the Constitution , unless the AGM is specifically postponed under Clause 10(b) below.

## **10. ANNUAL GENERAL MEETING (“AGM”)**

- (a) The AGM shall be held on the Sunday closest to the feast of St. Peter (29<sup>th</sup> June).
- (b) However, if the AGM cannot be held as prescribed in Clause 10(a) above for reasons, including but not limited to riots, famine, pandemics, terrorism, floods, or any such force majeure event , the AGM shall be held as soon as possible, closest to the original date as intended.
- (c) If notices, nominations, annual reports or any other such procedural requirements for an AGM have been met at the time of postponement of the AGM, such procedural requirements need not be repeated save and

except for providing adequate notice (Minimum Three (03) weeks) as to the date of the meeting.

- (d) The Committee of Management will continue to be in Office until the next AGM and shall be construed as the same term.
- (e) The Agenda of the AGM shall include inter alia the following:
  - (i) An address by the Patron on the affairs of the College.
  - (ii) Presentation of the Annual Report of the Committee of Management, Balance Sheet and Audited Statement of Accounts of the preceding financial year.
  - (iii) The election of Office Bearers for the ensuing year.
  - (iv) Election of an Auditor for the ensuing year.
  - (vi) Any resolution which may be duly submitted to the AGM provided that notice of such resolution has been given in writing to the Hony. General Secretary on or before 31<sup>st</sup> May of the year in which the AGM to be held.
  - (vii) Notwithstanding the provisions of the preceding sentence of this sub-clause (vi), any other business other than that communicated in the preceding sentence may also be taken up at the AGM with the permission of the President and/or the Membership.
  - (viii) Vote of Thanks.

## 11. SPECIAL GENERAL MEETING (“SGM”)

- (a) A Special General Meeting shall be summoned by the Committee of Management at any time or on a requisition signed by Twenty Five (25) Members. Such SGM shall be held within Thirty (30) days of the receipt of the requisition. The requisition shall clearly state the business to be transacted and the resolution to be considered at the SGM. No other business shall be considered at the SGM.
- (b) The Quor u m for any SGM shall be Seventy Five (75) Member and if the resolution involves any amendment to the Constitution the Quorum shall be One Hundred (100) Members and shall be passed by a 2/3 majority of the Members present at the SGM.
- (c) Online participation via any means of electronic devices which includes visual and audio participation will be deemed as a valid participation for a SGM. Members joining via any means of electronic devices shall notify the Hon. General Secretary of his participation in writing at least Twenty Four (24) hours before the SGM and such notification should also indicate the member facilitating such participation. Only members who duly notify the Hon. General Secretary of their participation via any electronic means shall be eligible to vote at the SGM. For online participation the party organising the meeting shall provide one platform which will be used by all that are



participating online. Ex: One Skype or Zoom (not limited to these present online platforms) account which can be accessed by all.

- (d) All related costs in calling for, organizing and conducting a SGM shall be borne by the members calling for such meeting unless such meeting has been summoned by the Committee of Management. If the SGM has been summoned by the Committee of Management then the Union shall bear the cost.

## **12. MEETINGS OF COMMITTEE OF MANAGEMENT**

The Committee of Management shall meet at least once (01) every month. Special Committee meetings may be convened by the Hony. General Secretary on the direction of the Patron or the President or on the written request of at least Five (05) Members of the Committee of Management.

## **13. NOTICE OF MEETING**

Fourteen (14) clear days' notice shall be given of every General Meeting (Except the AGM) and Five (05) clear days' notice of any Meeting of the Committee of Management.

## **14. QUORUM**

The Quorum for a General Meeting shall be Seventy Five (75) Members and the quorum for a Meeting of the Committee of Management shall be Twelve (12). A General Meeting means either a Special General Meeting or the AGM subject to provisions of Clause 11(b) and Clause 19.

## **15. DUTIES OF OFFICE-BEARERS**

- (a) The President shall preside at all meetings at which he is present. In his absence a Vice-President shall be nominated by the President or the Members in the house, to preside. In the absence of any of the above, the meeting shall elect a Chairman from among those present. The President shall ensure that the decisions of the Committee of Management are given effect to.
- (b) The Hony. General Secretary shall inter alia:
- (i) Keep a Minutes Book and record in its proceedings of all meetings held during the year (Minutes may alternatively be maintained in electronic format but necessary backups must be maintained, and printed minutes must be available in a file for perusal, when necessary).
  - (ii) Keep a Register (or an electronic data base) containing the names, addresses and all other relevant data of all Members.
  - (iii) Carry out the decisions of the General Meetings and Meetings of the Committee of Management and prepare for the approval of the Committee of Management its Annual Report of the activities of the Union.
  - (iv) Shall have custody of all books, documents, records, correspondence, and property of the Union.

- (v) Shall be an ex-officio member of all sub-committees.
  - (vi) Shall arrange for One (01) Mass to be celebrated annually for the spiritual and temporal welfare of the Members living and one Requiem Mass annually for the repose of the souls of deceased Members of the Union.
  - (vii) Within Fourteen (14) days of relinquishing his post, he shall hand over all documents referred to in Clause 15 (b) (i), (ii) & (iv) to the newly elected Hony. General Secretary, who shall then confirm at the First (01<sup>st</sup>) meeting of the Committee of Management that the said documents have been received by him, and such confirmation shall be recorded in the relevant minutes.
  - (viii) Shall be responsible for all communication of the Union and shall have access to the any mass mode of communication with general membership including but not limited to 'Peterite Net', 'Peterite Connect' or any other such forum.
- (c) The Hony. Assistant Secretary shall carry out all the duties of the General Secretary assigned to him by the Hony. General Secretary.
- (d) The Hony. Treasurer shall:
- (i) Be in charge of the accounts of the Union. He shall lodge in a recognized Bank, funds as and when they are collected, reserving a sum not exceeding Rs. 15,000/= , or sum decided by the Committee of Management at the beginning of the Term, for petty expenses. This account shall be operated jointly by the Hony. Treasurer and the President or in the absence of the President, the Hony. General Secretary.
  - (ii) Maintain all necessary books and records in relation to the accounts of the Union.
  - (iii) Shall have in his custody all cheque books (current and past), deposit slips, bank statements, investments receipts and all other finance related documents.
  - (iv) Shall be a member of the Finance Committee
  - (v) Lay before the AGM a duly audited statement of accounts for the financial year.
  - (vi) Issue receipts as soon as any monies are received.
  - (vii) Within Fourteen (14) days of relinquishing his post, he shall hand over all documents referred to in Clause 15 (d) (ii), (iii) and (v) to the newly elected Hony. Treasurer, who shall then confirm at the First (01<sup>st</sup>) Committee of Management meeting that the said documents have been received by him, and the Hony. General Secretary shall record such confirmation in the relevant minutes.

- (e) The Hony. Assistant Treasurer shall carry out all duties of the Hony. Treasurer assigned to him by the Hony. Treasurer

However, in the event of the absence of the Hony. Treasurer for any reason whatsoever, the duties of the Hony. Treasurer shall be carried out by the Hony. Assistant Treasurer.

- (f) The Hony. Editor shall:
- (i) Prepare two (02) newsletters per year for circulation among the Members.
  - (ii) Collate information for the website, Peterite Electronic Network (PEN), 'Peterite Net' and social media as may be approved by the Committee of Management and pass on same to the Hony. General Secretary.
- (g) The Hony. Assistant Editor shall carry out all the duties assigned to him by the Hony. Editor

## **16. FINANCIAL YEAR**

The financial year of the Union shall be from 01<sup>st</sup> April to the 31<sup>st</sup> March the following year.

## **17. FINANCE COMMITTEE**

- (a) Objectives
- (i) Ensure transparency and discipline in all financial transactions of the Union.
  - (ii) Definition of Union covers all sub-committees, special projects within the scope of the Union.

- (b) Members

Appointed by the Committee of Management in the First (01<sup>st</sup>) meeting of the Committee of Management after the AGM. The Treasurer of the Union shall be a member of the Finance Committee (FC). The FC shall consist of:

- (i) A minimum of Six (06) Members
- (ii) The Hony. Treasurer and Hony. Assistant Treasurer
- (iii) The Immediate Past Hony. Treasurer and Immediate Past Hony. Assistant Treasurer upon their availability.
- (iv) The Committee of Management should appoint the Chairman of the FC.
- (v) A minimum of Two (02) Members of the FC should be professionally qualified in accountancy and be members of a professional accounting body. Preferably, at least One (01) Members shall be a Member of the Institute of Chartered Accountants of Sri Lanka.
- (vi) The Committee of Management should co-opt Members of the Union if 17 (b) (v) cannot be fulfilled by the elected members of the Committee of Management.

(vii) The Committee of Management may appoint an independent party from outside the Committee of Management or the Union if they so wish.

(c) Quorum

A minimum of Four (04) members or 2/3rd of the FC, whichever is higher shall form the quorum

(d) Scope of Work

(i) Financial Transactions

- a. The FC shall advise the Hony. Treasurer and the Committee of Management on all financial transactions relating to the Union. The President of the Union could approve any expenditure he deems necessary for the benefit of the Union up to a maximum of Rs. 50,000/-subject obtaining a covering approval from the Committee of Management at the immediate proceeding meeting of the Committee of Management. Approval limit of Rs. 50,000/= shall be relevant to the category of expenditure. The President shall not approve any expenditure exceeding Rs. 50,000/=.
- b. Any expense exceeding Rs. 50,000/= shall be submitted to the approval of the Committee of Management and shall accompany an evaluation performed by the Project Chairman/Cost Owner with supporting inclusive of comparison of Three (03) Quotations relating to supplier or external vendor payments.
- c. General Expenses would be paid by the Treasurer with the approval of the respective Sub-Committee Chairman if any expenses are directly relating to a sub-committee. General Expenses of the Union will include all expenses which are recurring in nature including the following :
  1. Salaries and Allowances to Individuals appointed by the Committee of Management.
  2. Food Supplier Payments
  3. Utilities
  4. General maintenance expenses of the Union Secretariat/OBUH up to Rs.50,000/= category of expenditure.

The Hony. Treasurer may not seek approval from the Committee of Management each time general expenses are paid. However the Hony. Treasurer/Project Chairman shall seek the approval of the Committee of Management at general cost variations due to change in vendor or other circumstances except for the general price increases resulting due to tariff changes relating to utility payments such as Electricity, Telephone, etc.

(ii) Special Projects, Events and Capital Expenditures

- a. Project Chairman/Cost Owners relating projects/events shall submit a proposal outlining income and expenditures relating to the project or the event to the Committee of Management for approval.
- b. Events/Project budgets shall include analysis of minimum of Three (03) quotations relating to any supplier payment incorporated as an expense item in the budget. Project Chairman/Cost owner shall explain the selection criteria used in concluding the respective budgets.
- c. The Committee of Management would empower the FC to review and approve the respective budgets relating to projects or events.
- d. In the event the actual cost exceeds the budget, the FC would approve if satisfied subject to obtaining the approval from the Committee of Management. The Project Chairman or Hony. Treasurer should submit the full cost to the general committee for the approval.
- e. Any Expense of such proposal includes Capital Expenditure (CAPEX) Committee of Management approval shall be required in principal approving the CAPEX request. And such expenses shall accompany analysis of Three (03) competitive quotations with the respective evaluations being performed by the Project Chairman/Cost Owner

(iii) Investing Activities

- a. The FC shall advise the Hony. Treasurer/Committee of Management on investments of the funds of the Union whilst enabling the Union to manage Risks Vs Returns. Types of Investments to be recommended shall include:
  1. Reverse Re-purchase Agreements.
  2. Fixed Deposits with licensed Commercial Banks registered under the Central Bank of Sri Lanka.
  3. Treasury Bills/Bonds.
  4. Money Market Investments.
- b. Such Investments shall be carried out with counterparty banks, which are licensed by the Central Bank of Sri Lanka. Which are rated higher than BBB+ by a reputed rating agency. Any transactions with a primary dealer shall be executed by a dealer fully owned by a licensed commercial bank which is rated higher than BBB+.
- c. Maximum Investment term on instruments shall not exceed Three (03) months from the date of investment. And any investment exceeding the stipulated period shall be approved by the FC and shall inform the Committee of Management on the same.

- d. Investments where the counterparty rating have been downgraded below BBB+, the Hony. Treasurer shall consult the FC and update the Committee of Management on the events leading to such downgrade. The FC shall evaluate all scenarios and recommend to the Committee of Management on the course of Actions. New Investments will not be permitted with such institutions.

(iv) Audits

All projects exceeding project turnover of Rs.5mn shall be subject to a special purpose audit by an independent auditor in order to facilitate transparency. The FC shall recommend such projects to the Committee of Management and the respective project chairmen at the inception of the project.

- (v) All sub-committees of the Union, the **OBUH, OPSC and Foundations** shall be subject to the provisions of this section, notwithstanding anything else in the constitutions of the **sub-committees, the OBUH, the OPSC and Foundations**. For avoidance of doubt any and all final decisions with regard to financing and financial transactions would be the purview of the FC, and the **sub-committees of the Union, the OBUH, the OPSC and Foundations shall abide by those decisions**.

- (vi) The Hony. Treasurer shall give effect to the decisions of the FC.

**18. RESIGNATIONS, SUSPENSION AND REMOVAL FROM MEMBERSHIP**

- (a) Any Member may resign his membership by a written notice addressed to the President with copy to the Hony. General Secretary.
- (b) Any member may be suspended or removed from membership by an order of the Committee of Management if he is found guilty of any conduct prejudicial to the interests and / or the good name of the Union or College, provided that before an order of suspension or removal is made, the member shall be given an opportunity of showing cause in writing why such an order should not be made.
- (c)
- (i) Any member suspended or removed from membership may within One (01) month of the order appeal to the Union in writing against such order.
- (ii) Every such appeal shall be tabled at the AGM to be held subsequent to the receipt of the appeal.
- (iii) The order may be confirmed, varied or set aside at such meeting.
- (iv) A member suspended from membership shall not, during the period of suspension, enjoy or exercise any of the privileges of membership.

- (d) No member may be removed or suspended without adhering to the provisions of Clause 23. which deals with disciplinary procedure that should be followed.

## 19. AMENDMENTS TO THE CONSTITUTION

No amendments to the constitution shall be made except at a General Meeting and these shall come into force only if they are passed by 2/3 of the Members present and voting. At least Thirty (30) days' notice of resolutions regarding any proposed amendment to the Constitution shall be submitted in writing to the Hony. General Secretary.

## 20. BATCH GROUPS.

- (a) All Peterites who left College during a particular period may with the prior approval of the Committee of Management form themselves into a recognized batch group. Such batch groups will be known as "The Old Peterites Group of (year/period)". The batch group will at all times be subject to the rules and regulations of the Constitution of the Union and the applicants will be permitted membership to the batch group provided they are members of the Union.
- (b) The Batch Groups shall form as per the Annexure F to the Constitution and any such constitution of the Batch Group shall be subject to the provisions of the Constitution of the OBU.
- (c) There shall be batch groups combining Five (05) years of batches beginning from 2020. From the year 2020, no single class may form a batch and instead a batch group shall be in groups of five (05) beginning from 2020.
- (d) Any class groups that is not in existence at the point of this Constitution coming into force, will not be allowed to form hereafter except under clause 21(c) above.
- (e) COLOURS  
The colours of the batch will be Blue, White & Gold.
- (f) CREST

The crest of the Batch Group will be the crest of St. Peter's College with the following words at the top: "St.Peter's College Colombo 4" and at the bottom: "Old Boys' Union". "Batch Group of .....". ( Please refer to the Communique by the Secretary of the OBU , shared with the membership during the centenary year , attached to this Constitution as Annexure K, and follow the guidelines in the said Annexure)



- (g) In the event of any contradiction with the Constitution of the Union and the Constitution of the Batch groups, the Constitution of the Union shall always prevail.

## 21. FOUNDATIONS

- (a) The Committee of Management in consultation with the Patron of the Union shall form Foundations to assist College in the development of Education, Extra Curricular Activities & Sports. Such Foundations will be named in accordance with the subject dealt with, using the additional words “..... Foundation of the of St. Peter’s College, OBU.” (e.g. Track & Field foundation of ..the St. Peter’s College OBU, Cricket Foundation of the St. Peter’s College OBU). These Foundations will be at all times subject to the rules & regulations of the Union and will have a constitution approved by the Committee of Management of the Union.

- (b) COLOURS.

The Colours of the Foundation will be Blue, White and Gold.

- (c) CREST.

The crest of the Foundation will be the crest of St. Peter’s College with the following words at the top: “St. Peter’s College Colombo 4” and at the bottom: “Old Boys’ Union”. “ .....Foundation” of St. Peter’s College. ( Please refer to the Communique by the Secretary of the OBU , shared with the membership during the centenary year , attached to this Constitution as Annexure K, and follow the guidelines in the said Annexure)





- (d) The Foundations shall form as per the Annexure E to the Constitution and any such constitution of the Foundation shall be subject to the provisions of the Constitution of the Union.
- (e) In the event of any contradiction with the Constitution of the Union and the Constitution of the Foundations, the Constitution of the Union shall always prevail.

## 22. BRANCHES

- (a) The Union shall have provision to have Branches of the Union, wherever a branch of St. Peter's College exists where the Rector of St. Peter's College, Colombo 4, is the Rector of the said branch and the said branch carries the name of St. Peter's College.
- (b) Incorporate as Annexure C in the Constitution of the Union, a Constitution for such branches to be established under this Clause 22.
- (c) In the event of any contradiction with the Constitution of the Union and the Constitution of the Branches, the Constitution of the Union shall always prevail.

## 23. Disciplinary Inquiries and Removal of Members:

- (1)
  - (a) If a Member, acts contrary to the interests and/or objects of the Union and/or attempts to undermine the conduct of the affairs of the Union and/or brings disrepute to the Union and/or to College, the Committee of Management shall be empowered to pass a Motion/Resolution against such Member to commence disciplinary proceedings.
  - (b) All such Motions/Resolutions shall be passed at a meeting of the Committee of Management by a 2/3<sup>rd</sup> Majority of the votes of the members present for the meeting to proceed to commence disciplinary proceedings.
  - (c) Where such a Motion/Resolution is passed by such a 2/3<sup>rd</sup> majority of the total number of members present at a meeting of Committee of Management,

the Hony. General Secretary shall in writing inform such member that a Motion/Resolution has been passed against him and shall inform him to appear before a disciplinary committee on a designated date. The member charged by the Motion/Resolution shall not actively participate in any Union events and activities until the conclusion of the disciplinary inquiry by the Committee of Management.

- (d) Should such Member fail to appear before a disciplinary committee on three (03) consecutive occasions, the disciplinary committee shall assume such absence as an admission of guilt to the charges in the Motion/Resolution. No legal representation shall be allowed during the inquiry.
- (e) The Committee of Management shall establish a disciplinary committee as and when needed comprising of One (01) nominated or the immediate past president, a Vice-President of the Committee of Management, the batch president of the member concerned or if the person so charged wishes he can nominate any other member of the that batch as his representative. In the event the Member charged is a batch president, any other ex-officio of the said batch and a vice-president shall be appointed to the disciplinary committee.

(2) Procedure of Disciplinary inquiry

- a. Upon being informed by the Hony. General Secretary of the charges against him, the member shall offer his explanations against the charges either in writing, on or before the disciplinary committee hearing and/or orally at the said hearing.
- b. The disciplinary committee may question the charged member based on his explanation and may also call other witnesses in order to ascertain the veracity of the charges against the charged member and/or the explanations of the said member.
- c. The Member charged shall be allowed to reply to any evidence presented against him by such witnesses and may also request the disciplinary committee to examine witnesses who will support his explanation.
- d. The disciplinary committee may sit as many times as they deem necessary in order to arrive at a fair conclusion.
- e. Each member of the disciplinary committee shall agree or disagree and give a decision and shall not be allowed to abstain from giving a decision.
- f. Any such decision arrived to by the disciplinary committee shall be forwarded to the Committee of Management and the final decision as to what action should be taken against the member charged shall lie with the Committee of Management.
- g. The Committee of Management may reprimand, suspend, or cancel the membership of the member charged, and may also decide to suspend the member from any leadership position with the Union for a prescribed amount of time. For Avoidance of doubt Union shall extend to Batches and Foundations.

- h. Any such punishment or reprimand shall be passed by 2/3<sup>rd</sup> majority of the Committee of Management present at a meeting.

#### Appeal from inquiry

- a) All Appeals from any such inquiry shall be tabled at the AGM and the membership may affirm, rescind or vary a decision of the inquiry,
- b) Any member so aggrieved by a decision under this section shall proffer his appeal in writing to the Hony. Secretary of OBU and the Hony. Secretary shall, upon receipt of such appeal table at the next immediate AGM.

### 24. INTERPRETATION

- (i) A Committee shall be appointed by the President at the first (01<sup>st</sup>) meeting of the Committee of Management, who will be responsible for the interpretation of this Constitution of the Union.
- (ii) The Committee shall compromise of:
  - a) The President
  - b) The Secretary
  - c) A nominated Vice-President
  - d) An elected Vice-President
  - e) A Nominated Past President
- (iii) The Committee shall hold office until the next AGM.
- (iv) The Committee may seek advice from outside parties, including attorneys, for their opinion on the Constitution.
- (v) The Committee shall give a majority decision on questions of interpretation.
- (vi) If a post is vacated, a member from a similar category maybe appointed.

### 25. INTERPRETATIONS

The Committee of Management shall mean - Committee of Management duly elected at the AGM in the manner set out in the Constitution

OBU Sub-Committee shall include - OBU dance Committee, Old Peterites Sports Club ("OPSC"). OBUH and any other sub-committee that shall be created, appointed from time to time by the President and the Committee of Management

Pro Temp Chair shall be either the outgoing President if he is not seeking re-election, if the outgoing President is seeking re-election, the Immediate Past President before the outgoing President. If the Immediate Past President is not available , either a Vice Patron or a nominated Past President.

A nominated Vice President is a Vice President nominated by the President or the Patron.

An Elected Vice President is a Vice President elected by the membership and not nominated by the President or Patron.

## 26. ANNEXURES

1. The following annexures shall form and be part and parcel of this Constitutions, and other annexures maybe added as required. No such annexure shall supersede this Constitution.

A - Rules for St. Peter's College Old Boy's Union House (OBUH).

B - Rules For the Old Peterites' Sports Club (OPSC).

C - Constitution of a Branch of the St. Peter's College Old Boys' Union

D - Procedure for Election and Nominations.

E - Draft Constitution for the Establishment of a Foundation.

F - Draft Constitution for the Establishment of a Batch.

G - Application for Post of President.

H - Application for post of Vice – President.

I - Application for any other position.

J - Proposer and Secunder Forms.

K- Communique with regard to use of Crest and Letterheads and other affiliated symbols.

2. Any changes made to the annexures should be approved by the Committee of Management of the OBU prior to such changes being made.

I certify that the foregoing is the Constitution of St. Peter's College Old Boys' Union as adopted at the Special General Meeting of the Old Boys' Union held on Sunday, 4th December 1977 at 10.00 a.m. in St. Peter's College Hall and amended at the Annual General Meetings held on Sunday, 24th June 1984; Sunday, 2nd July 1989; Sunday, 27th June 1993; Sunday, 29th June 1997; Sunday, 28th June 1998 and Sunday, 1st July 2001, in the Nicholas Perera Memorial Hall, and at the Special General Meeting held on Tuesday, 27th April 2004 in the Rev. Sr. Flora Memorial Hall, and at the Annual General Meetings held on Sunday, 27th June 2010; Sunday, 26th June 2011; Sunday, 29th June 2014 and Sunday, 28th June 2015 at the D J Nicholas Perera Hall, and at the Special General Meetings held on Monday, 30th May 2016 at the D J Nicholas Perera Hall and on 26th January 2017 held at the Rev. Sr. Flora Memorial Hall and at the Annual General Meeting held on the 27th of September 2020 at the D J Nicholas Perera Hall and at the Special General Meeting held on Friday, 31st March 2023 at the Rev. Sr. Flora Memorial Hall.

**Sgd./Dayan Anthony Georgesz**  
**Hony. General Secretary**  
**St. Peter's College Old Boys' Union**  
**31st March 2023**