

**CONSTITUTION  
OF  
THE JAKARTA TEE SET**



**Established 1983**

17/2/22

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# PREAMBLE

## 1. Tee Set

- 1.1.** Tee Set is a voluntary, unincorporated, non-profit, non-discriminatory loosely associated social golfing society acting for the benefit of its members. Based in Jakarta, Tee Set was established in 1983 by oil and gas industry affiliated golfers.
- 1.2.** **Tee Set is governed** by a Constitution approved by the Members and managed by a willing volunteer President elected by the Members and an appointed **non-exutive** Committee of not more than 5 Members.
- 1.3.** Tee Set provides friendly golfing experiences to the international expatriate and affiliated domestic community in Jakarta.
- 1.4.** Five Guiding principles said in jest, reflecting the fun of the group;

PRE 2007 Said in jest	POST 2007 Updated
<i>1. Player must be able to stand unaided on the first tee box.</i>	<i>Player must be able to stand unaided on the first tee box.</i>
<i>2. Tee Set is not a democracy</i>	<i>Tee Set has Member participation</i>
<i>3. The rules are there are no rules</i>	<i>The rules are the constitution, SOP, USGA and local rules.</i>
<i>4. Play the ball where it lies</i>	<i>Play the ball where it lies except for winter rules and as advised from time to time.</i>
<i>5. Gentlemen only</i>	<i>Open to all Ladies and gentlemen</i>

- 1.5 **Tee Set has transformed** into a much larger organisation of men and women of different ethnic backgrounds and work affiliations.
- 1.6 Transparency, certainty and clarity of policy and procedures is now necessary. **Some of the old principles need to be amended and / or supplemented / superceded.**
- 1.7 Therefore this Constitution and Standard Operation Procedure (SOP) will be the guiding documents for Tee Set into the future.

# CONSTITUTION

## Article 2 AIM and OBJECTIVE

Section 1.01 **The aim** of Tee Set is to provide an enjoyable golfing experience for resident amateur international expatriate and affiliated Indonesian communities in Jakarta on a weekly basis over a range of different golf courses in a friendly, cooperative, peaceful and fun atmosphere with a touch of competition.

Section 1.02 **The objective is** to continue on the basis of this proud mantra:

Article II. **“Never Missed a Weeekend since 1983”**

## 2 ESTABLISHMENT

2.5 Established in Jakarta in 1983 by oil and gas industry affiliated golfers.

2.6 The name of the society is:

“The Jakarta Tee Set”- **commonly referred to as “Tee Set”**

2.7 The society’s logo will be as shown;

## 3 MEMBERSHIP RELATED:



- 3.5 The rules of the game of golf as it is played within the society shall be those of USGA plus local club rules and as more specifically defined in the SOP.
- 3.6 Membership is open to all.
- 3.7 Application for membership is by web based application. The web based application may be determined by the President from time to time.
- 3.8 Membership is granted on acceptance of game registration request.
- 3.9 Membership may be rejected or suspended for any confirmed breach of Terms of Membership described in the attached SOP.
- 3.10 Membership is free with game fees payable at each game at rates to be determined from time to time by the President
- 3.11 Members will be defined as active if playing more than 5 games in the 12 months prior to evaluation date, otherwise members will be non-active and will not have voting rights nor qualify for major event prizes including Tee Set Championship Trophies.
- 3.12 Handicaps will be managed by web based application and adjusted by administration if deemed necessary.
- 3.13 A register of Members is to be maintained by the Administrator and accessible to the President at all times.
- 3.14 The register of members is not to be used for any purpose other than Tee Set communication. Member details are not to be shared except in the course of organising Tee Set.

#### **4 GENERAL MEETINGS (AGM)**

- 4.5 The AGM shall take place during November each year on the same day as the Championship.
- 4.6 At least 14 days notice of AGM is to be made to all active members.

- 4.7 At General Meetings the chair shall be the President or in his/her absence the vice president or in their absence by a member elected by those present.
- 4.8 The Annual General Meeting(AGM) of the society will cover the following topics:
- 4.8.1 **Presentation** and approval of the President's report and statement of accounts for the previous year,
- 4.8.2 **Election of President** for the following year.
- 4.8.2.1 Voting by proxy is not allowed.
- 4.8.2.2 **To be eligible** for election as President, any candidate must have been an active member for not less than two years and played at least 15 games in the previous 2 years.
- 4.8.2.3 Candidates may be nominated by another active member with the candidate's prior consent, or nominate themselves.
- 4.8.2.4 A returning officer will be appointed by the President, following consultation with the Committee.
- 4.8.2.5 All active members will be invited to submit a vote in writing for the Presidential election and any other resolution proposed by the outgoing President either in person at the AGM or by email to the nominated returning officer. Voting will not be secret.
- 4.8.2.6 If more than three (3) nominations are proposed for President, a secret ballot will be used.
- 4.8.2.7 The Presidency will continue until the end of the calendar year.
- 4.8.2.8 Term of presidency will be for a period of one year from first day of January following election. The incumbent President may stand for reelection for an unlimited number of terms.

4.8.2.9 Persident Elect will be fully briefed by the current president and a full and complete handover – takeover will take place on or before 31st of December to ensure smooth transfer to the new President.

#### **4.9 Appointments by the President**

4.9.1 The President shall appoint the Vice-President and non-executive committee to be comprised of a maximum of 5 other members with the outgoing President being an ex-officio committee member.

### **5 COMMITTEE**

5.5 The business of the society shall be managed by the President in consultation with the Committee.

5.6 All positions are voluntary and honorary except for the fulltime Administrator / Secretary who shall receive an honorarium with the amount decided by the President from time to time after consultation with the committee.

5.7 All decisions shall be recorded and advised to members by news letter.

5.8 The Administrator / Secretary shall keep account of all receipts and disbursements of the society and present up to date statement to the President before any Committee meeting.

5.9 The President with the advice of the Committee may make and or change society rules provided that no part of the Constitution is changed.

5.10 Changes to the Constitution may be made by two thirds majority of active members.

### **6 PUBLICATION**

6.5 The Constitution will be made available on the Tee Set and or a publicly assessable website and in a printed booklet issued to all active and new Members.

## **7 FINANCE**

- 7.5 There is no joining or annual subscription fee.
- 7.6 Game fees (amount determined on a game by game basis) will be charged and collected for each game played at the time of checkin with Administration. A portion of the game fee will be retained for funding special events and operating expenses. Retained funds will be deemed membership subscription.
- 7.7 The Administrator shall maintain a specifically dedicated bank account for the society.
- 7.8 Any deduction from the bank account must have the written approval of the President (or Vice-President in the absence of the President).
- 7.9 A cash balance of not less than 10 million Rupiah may be retained at the end of the year for continuity, the intention is to re-invest all funds paid in by members and sponsors (after expenses) back into events and prizes, including the Tee Set Championships event.
- 7.10 The Administrator shall present the statement of accounts at the AGM.

## **8 STANDARD OPERATING PROCEDURES (SOP)**

- 8.5 SOP will be made to guide operations.
- 8.6 Items to be included more specifically detail terms and conditions, registration, handicap, website, local rules, schedules and the like.
- 8.7 SOP shall be posted on a publicly assessable website.
- 8.8 SOP will be an appendix to the Constitution.

## **9 DISBANDMENT;**

- 9.5 Tee Set may be disbanded by the Members or by Government at any time.

- 9.6 Tee Set will automatically disband if for a period of six consecutive months Tee Set is unable to provide in accordance with Article 2 of this constitution.
- 9.7 Liquidation of Tee Set assets shall be executed by the Administrator at the request of the President or in his or her absence the Vice-President.
- 9.8 All remaining assets will be where possible, distributed to the Members, otherwise to a suitable charity in South Jakarta.

#### 10 EFFECTIVE DATE;

- 10.5 This Constitution comes into effect at 12 noon following the confirmation of 2/3 of responding Active Members and the signature of both the President and Vice President and will remain in effect until amended in accordance with Article 6.6 or Article 10. Or terminated under Article 10.

Duely approved by 2/3 majority of responding active Members.

Execured

This day ..... 2022

Signed by  <u>Geoffrey E Thwaites JP</u> President	Witnessed by;  <u>George Baptiste</u> Vice-President
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