



Amalgamated Union Of Public Employees

"Wisma AUPE" 295 Upper Paya Lebar Road, Singapore 534929

MINISTRY OF FINANCE/SPORE CUSTOMS STAFF BRANCH

2 September 2022

TO : **ALL UNION MEMBERS (ORDINARY)**

- 1** NOTICE IS HEREBY GIVEN THAT THE 4TH QUADRENNIAL GENERAL MEETING (QGM) OF THE MINISTRY OF FINANCE/SPORE CUSTOMS STAFF BRANCH WILL BE HELD ON:

Date : 30 September 2022, Friday
Time : 4.00pm
Venue : via Zoom platform

2 AGENDA

- a) Welcome Address by Branch Chairman
- b) Address by General Secretary
- c) Confirmation of Minutes of the 3rd Quadrennial General Meeting held on 14 September 2018
- d) Adoption of Branch Report 2018/2022
- e) Election of Office Bearers for 2022 to 2026 and
- f) Any other matters of which 3 clear days' notice must be given in writing to the Branch Secretary before this QGM.

3 QUORUM

Rule 20.3 of the AUPE Constitution reads:

"The quorum for Branch General Meetings shall be 25% of the total fully paid-up membership of the branch concerned or 30 members whichever is the lesser."

4 COMPOSITION OF BRANCH COMMITTEE

In accordance with Rule 23.3 the composition of Branch Committee is as follows: -

"Each Branch with a membership of 501 and 1000, at its Quadrennial General Meeting, shall elect a Chairman, a Secretary, 3 Assistant Secretaries and not exceeding 16 Committee Members to constitute the Branch Committee."

5 ELIGIBILITY TO HOLD OFFICE

5.1 Please note that all candidates nominated for election to hold office must: -

- a) have been a member for not less than 6 months and be fully paid-up at the time of election unless otherwise decided by the Executive Council;
- b) be proposed and seconded by two fully paid-up members (a candidate cannot propose or second himself);
- c) members who are below 18 years old cannot hold office;
- d) must be a Singapore Citizen (members who are non citizens and who wish to seek election to the Branch Committee must obtain the approval of the Registrar of Trade Unions before offering themselves as candidates for election;
- e) must not have been undischarged bankrupt or convicted by any Court of criminal breach of trust, extortion or criminal intimidation, or of any offence which, in the opinion of the Minister, renders him unfit to be an officer of a trade union;
- f) Members who come under the Special Category cannot hold office in the union. An officer who is unsure if he is allowed to hold union office, should check with his HR department on his eligibility before he makes a decision to stand for union election;
- g) Each candidate can stand for election to only one post in the Branch Committee;
- h) Nomination form of candidate standing for more than one position in the Branch Committee will be invalid; and
- i) Only original duly completed nomination form will be accepted. Submission of photocopied nomination form will be null and void.

6 NOMINATION FORMS

Nomination of candidate MUST be completed in the attached prescribed form and reach the Branch Secretary, Ministry of Finance/Spore Customs Staff Branch, in a sealed envelope at level 4, Wisma AUPE, 295 Upper Paya Lebar Road, Singapore 534929, **not later than 1pm on 16 September 2022**. Nominations received will be opened on the same day at 1pm in Wisma AUPE, Level 4. Members are welcomed to witness the opening of the nomination forms.

7 ATTENDANCE

Your attendance at the 4th Quadrennial General Meeting will be greatly appreciated. We need all of your support to appoint the next Branch Committee.

Thank you.

Kogila Vannu Gopal
Secretary
MOF/Singapore Customs Staff Branch



TO: THE BRANCH SECRETARY
MINISTRY OF FINANCE/SPORE CUSTOMS STAFF BRANCH
“Wisma AUPE”
295 Upper Paya Lebar Road
Singapore 534929

NOMINATION FORM

POST	NAME OF CANDIDATE	NRIC OF CANDIDATE	SIGNATURE OF CANDIDATE
CHAIRMAN	1.		
SECRETARY	1.		
ASSISTANT SECRETARY	1.		
	2.		
	3.		
COMMITTEE MEMBER	1.		
	2.		
	3.		
	4.		
	5.		
	6.		
	7.		
	8.		
	9.		
	10.		
	11.		

POST	NAME OF CANDIDATE	NRIC OF CANDIDATE	SIGNATURE OF CANDIDATE
COMMITTEE MEMBER	12.		
	13.		
	14.		
	15.		
	16.		

	PROPOSER	SECONDER
NAME		
NRIC NUMBER		
SIGNATURE		

Form must be submitted to the Ministry of Finance/Spore Customs Staff Branch Secretary in a sealed envelope at Level 4, "Wisma AUPE" 295 Upper Paya Lebar Road, Singapore 534929 not later than 1.00pm on 16 September 2022.