

CONSTITUTION & RULES OF SINGAPORE TABLE TENNIS ASSOCIATION

1. TITLE

The Association shall be called the ‘**SINGAPORE TABLE TENNIS ASSOCIATION**’ (hereinafter referred to as “the S.T.T.A.”) and the place of business and meeting shall be at No. 297-C Lorong 6, Toa Payoh, Singapore or such other places as may subsequently be decided by the Management Committee and approved by the Registrar of Societies.

2. COLOURS

The official colours of the S.T.T.A. shall be: red, white and gold.

3. OBJECTS

The objects of the S.T.T.A. shall be:

- 3.1 To uphold the rules and regulations (with such alterations and amendments as may be made from time to time) of the game as adopted by the International Table Tennis Federation (hereinafter referred to as “I.T.T.F.”) AND to notify all members in writing of the same.
- 3.2. To control, conduct or supervise any table tennis tournament in the Republic of Singapore.
- 3.3 To select players to represent the Republic of Singapore in local and overseas tournaments or matches.
- 3.4 To arrange friendly or competitive matches with other countries, local or overseas clubs or associations.
- 3.5 To settle any dispute that may arise between members of the S.T.T.A. and to clarify any doubt in relation to the rules and regulations of the game (with such alterations and amendments as may be made from time to time) as adopted by the I.T.T.F.
- 3.6 To promote and safeguard the interests of the game, and employ, when necessary, the funds of the S.T.T.A for the said purpose.

- 3.7 To obtain, collect and receive money and funds by way of contributions, donations, subscriptions, legacies, grants or any other lawful means for or towards the objects of the S.T.T.A.
- 3.8 To invest in a private education school with the view to maximize financial returns so as to support the objects of the Association.

4. **MEMBERSHIP**

There shall be three types of membership namely:-

- (i) Ordinary Membership;
- (ii) Full Membership; and
- (ii) Honorary Membership.

Ordinary Membership

Any society registered with the Registry of Societies, entities within the Singapore educational institutions, governmental or statutory boards or such affiliates to the organisations, entities, institutions above said except affiliates to registered societies, may apply in writing to S.T.T.A. for Ordinary Membership.

Full Membership

An Ordinary Member may apply in writing to the S.T.T.A. for Full Membership.

Honorary Membership

The S.T.T.A. may upon recommendation of the Management Committee grants Honorary Membership to any individual organization or association.

5. **ANNUAL SUBSCRIPTIONS**

- 5.1 Every member, other than Honorary Members, of the S.T.T.A. shall be liable to pay an annual subscription (hereinafter referred to as “the Annual Subscription”) upon such rates as hereinafter provided and which rates may be revised by the Management Committee from time to time PROVIDED ALWAYS THAT members of the S.T.T.A. are informed of such revision at the Biennial General Meeting or Extra-Ordinary General Meeting.

- (i) Ordinary Member - \$30.00 per annum;
- (ii) Full Member - \$50.00 per annum; and
- (iii) Honorary Member - Waived.

- 5.2 The Annual Subscription shall be paid on or before the 7th day of January in each calendar year. In case of non-payment, the Honorary Secretary shall send a written reminder to such defaulting member requesting payment of the same. Any member who fails to pay the Annual Subscription within thirty (30) days after receiving such a written reminder shall automatically cease to be a member of the S.T.T.A. Any member whose membership is cancelled by reason of non-payment of the Annual Subscription may apply to the S.T.T.A. for reinstatement upon payment of all outstanding Annual Subscription.
- 5.3 Any written reminder under Rule 5.2 hereinabove shall be sufficiently served if it is delivered to the member personally or to the member's last known address by way of ordinary post. When a written reminder is delivered by post, it shall be deemed sufficiently served at the time when in due course of ordinary post it would be delivered at the address to which it is sent.

6. FINANCE

- 6.1 The Financial Year of the S.T.T.A shall close on the 31st day of March of each calendar year. Annual Statement of Accounts of the S.T.T.A. shall be duly prepared, audited and submitted by the Honorary Treasurer, or in his absence, by the Honorary Assistant Treasurer to the Management Committee and to be tabled at the Biennial General Meeting.
- 6.2 The said Statement of Accounts and any other reports shall be delivered to all the members by the Hon. Secretary, if possible, at least two (2) weeks before a date fixed for Biennial General Meeting.
- 6.3 S.T.T.A. shall maintain the following bank accounts:-
- (i) Current Account

All incomes and donations shall be paid into this account, except those specified in Rule 6.3(ii) herein.
 - (ii) Fixed Deposit Account

The Management Committee may, at its sole discretion, deposit such sum of money by way of fixed deposit in a bank or any finance institution on such terms and conditions as it deems fit.

- 6.4 All accounts shall be opened in the name of the S.T.T.A. with a local bank or any finance institution as duly approved by the Management Committee. The President or Deputy President and the Honorary Treasurer or such member or members of the Management Committee duly authorized by the Management Committee shall be the authorized signatories.
- 6.5 The Honorary Treasurer or such person appointed by him shall hold and maintain a Petty Cash Account not exceeding an amount to be decided by the Management Committee
- 6.6 A firm of Certified Public Accounts shall be appointed at the Biennial General Meeting or Extra-Ordinary General Meeting and shall be changed at least once in every five (5) years.
- 6.7 The financial management system of the S.T.T.A shall be based predominantly on Singapore Sports Council's Financial Regulations for National Sport Associations (1998) [*Cl.8.1 of The Code*] and it shall also comply with the Standard Accounting Practices or any other applicable law or statute. [*Cl.8.3 of The Code*]

7. **ORGANISATION AND MANAGEMENT**

- 7.1 The management of the S.T.T.A. shall be fully vested in a Management Committee comprising members elected at the Biennial General Meeting and members appointed by the President or the Deputy President.
- 7.2 The Management Committee shall comprise the following:

A President
Two (2) Deputy Presidents
Three (3) Vice-Presidents
An Honorary Secretary
An Honorary Assistant Secretary
An Honorary Treasurer
An Honorary Assistant Treasurer
Nine (9) Elected Delegates from the Affiliates
Twenty (20) Appointed Independent Delegates
Three (3) Appointed Legal Advisers
Three (3) Appointed Technical Advisers

The immediate past President shall be appointed as Adviser to the Management Committee. The STTA may appoint prominent Singapore Citizens to be Advisers.

All appointed Delegates and Advisers shall have no rights to vote at Management Committee meetings and shall hold the appointment concurrent with the tenure of the Management Committee which appointed him.

- 7.3 Only elected members of the Management Committee shall have the right to vote at all Management Committee Meetings.
- 7.4 Members of the Management Committee shall hold office for a term of two (2) years or until the next election but not later than 30th September of the Biennial General Meeting (“BGM”) year when they shall retire, but shall be eligible for re-election with the exception of the Honorary Treasurer, who shall not hold office for more than two (2) consecutive terms. This exception shall also apply to the President who shall not hold office for more than four (4) consecutive terms of eight (8) years. [*Cl.4.3 & 4.4 of The Code*]
- 7.5 Subject to Rule 7.4, an individual shall not serve more than four (4) consecutive terms of eight (8) years as a Management Committee Member but shall be eligible for re-election after a break of at least one (1) term. This provision shall apply to any Management Committee Member including that of the post of the President and his or her appointment shall terminate if he or she dies, resigns or if it is revoked by the Biennial General Meeting or Extra-Ordinary General Meeting of members. [Cl. 4.3 of The Code]
- 7.6 No member of the Management Committee shall be eligible for any honorarium or allowance except reimbursement for expenses as duly approved and authorized by the Management Committee.
- 7.7 Under no circumstances shall the total number of the members of the Management Committee be less than three (3), of whom two (2) must be Singapore Citizens or Permanent Residents.
- 7.8 Any change of Management Committee members shall be notified to the Registrar of Societies and the Commissioner of Charities within 2 weeks of the change.
- 7.9 The majority of the Management Committee shall be Singaporeans and preferably, the Committee member should not be an immediate family member related by blood or marriage to any other Committee member. (In any event, not more than half of the Committee shall be family members related by blood or marriage.)

8. **POWERS OF THE MANAGEMENT COMMITTEE**

- 8.1 The Management Committee shall have the following powers:-
- (i) To carry out the objects of the S.T.T.A. as set out in Rule 3 hereinabove and to carry out all decisions reached at the Biennial General Meeting or Extra-Ordinary General Meeting.

- (ii) To develop an annual workplan at the beginning of each financial year specifying its annual and long-term targets. [*Cl.2.1 of The Code*]
- (iii) To report on the achievements and performance of the S.T.T.A on an annual basis and such report shall be made available to the Singapore Sports Council within three (3) months from the close of each financial year. [*Cl.2.1 of The Code*]
- (iv) To formulate and implement a “Conflict of Interest” policy specifying the types of business conduct or transactions that may raise concerns of partiality and provide clear procedures for disclosure of actual or potential conflict/s [*Cl.6.1 of The Code*]
- (v) To receive and document any declaration by any Management Committee Member of his or her personal or business interests related to the S.T.T.A., to review such business conduct or transactions and the discussion and evaluation thereof leading to the final decision shall also be documented. [*Cl.6.1 & 6.2 of The Code*]
- (vi) To formulate and implement a comprehensive procurement policy (including purchase processes, inventory management and other financial/budgeting procedures) detailing the approval authorities of the Management Committee and its key appointment holders. [*Cl.8.2 of The Code*]
- (vii) To nominate or appoint any individual to fill up vacancy in the Management Committee and that individual shall remain in office for the remaining unexpired term held by the outgoing member of the Management Committee.
- (viii) To prohibit the holding of any unauthorised table tennis championship or tournaments in the Republic of Singapore.
- (ix) To interpret these Constitution and Rules and unless reversed at a Biennial General Meeting or Extra-Ordinary General Meeting of members, the decision of the Management Committee thereon shall be final and binding on all members.
- (x) To prohibit any act, practice or behaviour of any member which in the opinion of the Management Committee is detrimental to the interests of the game or to the S.T.T.A. and to deal with such member in such manner as it thinks fit.

- (xi) To settle any dispute that may arise between members of the S.T.T.A. and to clarify any doubt in relation to the rules and regulations of the game (with such alterations and amendments as may be made from time to time) as adopted by the I.T.T.F.
- (xii) To purchase, lease, hire or otherwise acquire any real or personal estate for the purpose of the S.T.T.A.
- (xiii) To decide any question or to settle any dispute which may arise and not covered by these Constitution and Rules and unless reversed at a Biennial General Meeting or Extra-Ordinary General Meeting of members, such decision shall be final and binding on all members.
- (xiv) To appoint working Sub-Committees as and when it is necessary during the term of its office, and to receive reports therefrom.
- (xv) To approve and authorize expenditure of any sum of money in order to carry out the objects of the S.T.T.A
- (xvi) To invest and deal with the funds of the S.T.T.A. not immediately required upon such securities and in such manner as may be from time to time required.
- (xvii) To borrow or raise upon loan any sum or sums of money and for the purpose of securing repayment thereof to execute or give any mortgages, charges, bonds, or other securities over all or any of the property of the S.T.T.A. as may be deemed necessary and to liquidate, redeem or pay off such obligations and securities or any of them.
- (xviii) To consider applications for membership within three (3) months of receipt of such application and in the event of rejection to document the reasons thereof. [*Cl.5.1 of The Code*]
- (xix) To establish a formal appeals process for rejected applications for membership. [*Cl.5.1 of The Code*]
- (xx) To revoke or cancel the membership of any member and document the reasons thereof. [*Cl.5.1 of The Code*]
- (xxi) To do all acts as are consistent with the objects and interests of the S.T.T.A.

8.2 The President shall:-

- (i) Serve a consecutive maximum of eight (8) years regardless of the number of years served as a non-presiding member in the Management Committee. [Cl.4.3 of The Code]
- (ii) Preside at all Management Committee Meetings, Extra-Ordinary and Biennial General Meeting.
- (iii) Represent the S.T.T.A. in dealings with outside persons or organizations.
- (iv) Decide and act on urgent matters without first referring to the Management Committee for consideration and decision but shall seek ratification by the EXCO or Management Committee at the earliest available opportunity.

8.3 The Deputy Presidents and Vice Presidents shall:-

Perform the duties of the President in the latter's absence or when called upon to do so by the President. The chain of order shall be first to the 1st Deputy President and next to the 2nd Deputy President and thereafter to the Vice-Presidents also in that order.

8.4 The Honorary Secretary shall:-

- (i) Record the proceedings of each Management Committee Meeting and submit the same at the next meeting.
- (ii) Keep in proper custody all papers and documents pertaining to the S.T.T.A.
- (iii) Call for meetings of the Management Committee, if necessary, once every two (2) months.
- (iv) Keep a Register of Members containing up-to-date particulars of all the members of the S.T.T.A.
- (v) Submit to the Management Committee any written complaint or suggestion received from members at the first available opportunity.
- (vi) Report to the Management Committee all his dealings and activities made or conducted on behalf of the S.T.T.A.

- (vii) Prepare and submit the Annual Report of the S.T.T.A. at the Biennial General Meeting after it has been accepted by the Management Committee.
 - (viii) To comply with and carry out any instructions given by the President or the Management Committee.
 - (ix) To notify all members in writing rules and regulations (with such alterations and amendments as may be made from time to time) of the game as adopted by the I.T.T.F.
 - (x) To inform the Management Committee of any contravention by member or members under Rule 3 herein.
 - (xi) To transact all business of the S.T.T.A as directed by the President or the Management Committee.
- 8.5 The Honorary Assistant Secretary shall assist the Honorary Secretary in all matters as and when called upon to do so.
- 8.6 The Honorary Treasurer shall:-
- (i) Advise the S.T.T.A. on all matters concerning finance.
 - (ii) Sign all cheques drawn by the S.T.T.A., PROVIDED ALWAYS THAT the same are countersigned by the President or the Deputy President or such member or members of the Management Committee duly authorized by the Management Committee.
 - (iii) Receive all monies and issue receipts thereof on behalf of the S.T.T.A
 - (iv) Keep an account of income and expenditure of the S.T.T.A.
 - (v) Inform the Management Committee of any contravention by member or members under Rule 5 herein.
 - (vi) Submit a statement of accounts to the Management Committee at each Management Committee Meeting.
 - (vii) Keep a Petty Cash Account in accordance with Rule 6.5 herein.
 - (viii) Keep an inventory list of all articles belonging to the S.T.T.A

- 8.7 The Honorary Assistant Treasurer shall assist the Honorary Treasurer in all matters as and when called upon to do so.
- 8.8 The Auditor of the S.T.T.A. shall:-
- (i) Hold such professional qualification as recognized by the Government of The Republic of Singapore.
 - (ii) Audit the yearly Statement of Accounts of the S.T.T.A and lodge a copy of the final annual audit report with the Singapore Sports Council for retention.
 - (iii) Submit a report to the members at the Biennial General Meeting or the Management Committee Meeting.

9. WORKING SUB-COMMITTEES

- 9.1 The Management Committee shall have the power to form Working Sub-Committees whether on a permanent or ad-hoc basis to assist in its management of the S.T.T.A. The Sub-Committees may include Executive Committee (“EXCO”), Disciplinary Sub-Committee, Corporate Review Sub-Committee, High Performance, Coaching Sub-Committee, Youth Development Sub-Committee, High Participation Sub-Committee, Tournaments Sub-Committee, Technical & Officiating Sub-Committee, Athlete Selection Committee and such other Working Sub-Committees which the Management Committee may form from time to time as and when the circumstances warrant it. The Athlete Selection Committee shall comprise of voluntary and salaried officials from the S.T.T.A. who are proficient and competent to make decisions related to athlete selection.
- 9.2 All Working Sub-Committees shall comprise of a Chairman and at least two (2) other members.
- 9.3 The Management Committee has power to co-opt any individual to serve in any Working Sub-Committee.
- 9.4 The President, Deputy President, Honorary Secretary and the Honorary Treasurer shall be ex-officio members of all the Working Sub-Committees.
- 9.5 The Executive Committee (EXCO) shall comprise the President, Deputy Presidents, Vice Presidents, Honorary Secretary and the Honorary Treasurer

10. MEETINGS

10.1 Biennial General Meeting

- (i) Biennial General Meeting of the S.T.T.A. shall be held once in every two (2) years by September and at such time and place as the Management Committee shall so determine.
- (ii) Business of Biennial General Meeting shall be as follows:-
 - (a) To receive approve and adopt Annual Reports and Audited Statement of Accounts of the S.T.T.A. for the two (2) preceding years as approved by the Management Committee and signed by the President, Honorary Treasurer and appointed audit firm;
 - (b) To elect members and office bearers of the Management Committee;
 - (c) To appoint an external audit firm to carry out an annual audit and internal control systems of the S.T.T.A.'s accounts [*Cl.8.4 of The Code*]; and
 - (d) To transact any other business PROVIDED THAT written notice thereof has been given to the Honorary Secretary not less than seven (7) days before the date fixed for Biennial General Meeting.

10.2 Extra-Ordinary General Meeting

An Extra-Ordinary General Meeting shall be called by the President or Deputy President upon him receiving a written and duly signed request from not less than two-thirds (2/3) of the total number of members on the Register of Members. The said request must also state the business of the meeting and the reasons for making such a request. If an Extra-Ordinary General Meeting has been called, convened and decision reached, no further Extra-Ordinary General Meeting shall be called and convened for the same purpose within the next six (6) months.

10.3 Management Committee Meeting

The Management Committee shall meet, if necessary, once every two (2) months. Any member who absents himself or herself for two (2) consecutive meetings without giving any satisfactory reasons to the President or Deputy President shall cease to be a member thereof unless the Management Committee otherwise decides.

10.4 **Notice of Meetings**

- (i) For Biennial General Meeting or Extra-Ordinary General Meeting, at least two (2) weeks' notice must be given to the members holding Full Membership. In the case of Management Committee Meeting at least seven (7) days' notice shall be given. The requisite notice shall state the time, place and agenda of meeting called.
- (ii) Any "Notice of Meetings" served herein shall be sufficiently served if delivered to the member personally or to the member's last known address by way of ordinary post. When a "Notice of Meetings" is delivered by post, it shall be deemed to be given at the time when in due course of ordinary or registered post it would be delivered at the address to which it is sent.

10.5 **Chairman of Meetings**

The President shall be the Chairman of all Biennial General Meeting, Extra-Ordinary General Meeting or Management Committee Meetings. If the President is unable to chair, the Deputy President shall be the Chairman. If both the President and the Deputy President are not able to chair, then any one of the Vice Presidents or member elected by the meeting shall be the Chairman.

11 **QUORUM**

- 11.1 The quorum for a Biennial General Meeting or Extra-Ordinary General Meeting shall be not less than one-third (1/3) of the total number of members of the S.T.T.A.
- 11.2 If there is no quorum at the Biennial or Extra-Ordinary General Meeting, the meeting shall stand adjourned for half an hour, members present at the adjourned meeting shall be deemed to constitute a quorum but they shall have no power to alter or amend any of the existing Rules and Constitution of the S.T.T.A.
- 11.3 A minimum of fifty percent (50%) of all elected members shall form the quorum for a Management Committee Meeting.
- 11.4 In the event that there is no quorum at a Management Committee Meeting, the Chairman shall adjourn the meeting for half (1/2) an hour, after which time members present, whatever the number, shall form the quorum.

12 ELECTION & VOTE

- 12.1 Members holding Full Membership and not in arrears of Annual Subscription at that point in time shall inform the Honorary Secretary of its two (2) delegates at least seven (7) days before the date fixed for Biennial General Meeting or Extra-Ordinary General Meeting.
- 12.2 Any member holding Full Membership or its delegate may stand for election, nominate or second any other member holding Full Membership or its delegate for election.
- 12.3 Any member holding Full Membership or its delegate may move or second any motion at a Biennial or Extra-Ordinary General Meeting.
- 12.4 Election of the Management Committee shall be held once every two (2) years at a Biennial General Meeting.
- 12.5 Any nomination shall be valid only if it is duly proposed and seconded by members holding Full Membership and with the prior consent of the nominee. The nominee must declare in writing to the President or the Honorary Secretary any personal or business interests related to the S.T.T.A., if any, 3 days prior to the election failing which the nomination shall not be valid unless the Management Committee otherwise decides.
- 12.6 Each member holding Full Membership at a Biennial or Extra-Ordinary General Meeting or Management Committee Meeting shall be entitled to one (1) vote. The Chairman of all meetings shall have a casting vote if he so wishes.
- 12.7 Voting at all Biennial General Meeting, Extra-Ordinary General Meeting or Management Committee Meetings shall be by ballot or in such manner as the Chairman shall deem fair and expedient. Only those present at the meetings shall be eligible to vote unless otherwise provided herein.

13. PATRONS & HONORARY PRESIDENTS

The S.T.T.A. may, upon recommendation of the Management Committee appoint unlimited number of prominent individuals to be Patrons or Honorary Presidents for one (1) term.

14. IMMOVABLE PROPERTIES

14.1 All immovable properties of the S.T.T.A. shall be held in trust by three (3) individual trustees duly appointed by the Management Committee which has an absolute discretion for such appointment, substitution or removal as the case may be.

14.2 The address of each immovable property, name of each trustee and any subsequent change must be notified to the Registrar of Societies and the Commissioner of Charities within 2 weeks of the change

15. AMENDMENT TO RULES AND CONSTITUTION

No alteration or amendments to these Rules and Constitution shall be made except at Biennial General Meeting or Extra-Ordinary General Meeting by a resolution carried by a majority of at least two-thirds (2/3) of the votes recorded at the meeting and such alteration or amendments shall not come into force without prior sanction of the Registrar of Societies and the Commissioner of Charities. Notice in writing of such proposed alteration or amendments shall be sent, if necessary, by the Honorary Secretary to all members holding Full Membership of the S.T.T.A

16. DISSOLUTION OF THE S.T.T.A

16.1 The S.T.T.A shall not be dissolved except with the consent of not less than three-fifths (3/5) of the total number of members holding Full Membership of S.T.T.A. at a General Meeting convened for the purpose.

16.2 In the event of the S.T.T.A. being dissolved as provided above, all debts and liabilities legally incurred on behalf of the S.T.T.A. shall be fully discharged, and the remaining fund shall be distributed to other Charities or Institutions of a Public Character (IPCs) approved under the Charities Act.

16.3 A Certification of Dissolution shall be given within seven (7) days of the dissolution to the Registrar of Societies and the Commissioner of Charities.

17. PRESS RELEASES

All press releases of the S.T.T.A. shall be made by the President. In the event that the President is absent, the Deputy Presidents shall have the right to make press releases. The Honorary Secretary may also make press releases if he is so authorized by the President. Chairmen of the various Working Sub-Committees may, with the consent of the President or the Management Committee, make press

releases on matters within the scope of their respective functions. All Members of the Management Committee shall not make any press release without the approval of the President or the Management Committee. Anyone found in breach of this restriction shall be subject to disciplinary action as the Management Committee shall deem fit.

18 GENERAL

- 18.1 A member may at any time by notice in writing to the S.T.T.A. and addressed to the Honorary Secretary withdraw its membership. Provided always that any outstanding Annual Subscription must be paid forthwith and failing which, the withdrawal would not be allowed and the defaulting member shall be expelled instead.
- 18.2 The S.T.T.A. reserves the right to expel any member without having to state any reason for such expulsion.
- 18.3 Any member, who fails to observe the Constitution and Rules of the S.T.T.A shall be liable for expulsion.
- 18.4 Any member expelled from the S.T.T.A. shall not be accepted again unless at least two-third (2/3) of the members or delegates in a Biennial or Extra-Ordinary General Meeting voted in favour of its reinstatement.
- 18.5 Gambling and any illegal or immoral activities are forbidden on the S.T.T.A premises.
- 18.6 The funds of the S.T.T.A. shall not be used to pay the fines of members who have been convicted in court.
- 18.7 The S.T.T.A. shall not engage in any trade union activity as defined in any written law relating to trade unions for the time being in force in Singapore.
- 18.8 The S.T.T.A. shall not attempt to restrict or interfere with trade or make directly or indirectly any recommendation to, any arrangement with its members which has the purpose or is likely to have the effect of fixing or controlling the price or any discount allowance or rebate relating to any goods or service which adversely affect consumer interests.
- 18.9 The S.T.T.A. shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.
- 18.10 The S.T.T.A. shall not hold any lottery, whether confined to its members or not, in the name of the Society/Association/Club or its office-bearers, Committee or members unless with the prior approval of the relevant authorities.

- 18.11 The S.T.T.A. shall not raise funds from the public for whatever purposes without prior approval in writing to the Head, Licensing Division, Singapore Police Force and other relevant authorities.
19. All and any disputes about any matter arising out of or in a connection with this Constitution and Rules, including any question regarding its existence, validity or termination shall be referred to and finally determined by arbitration at the Singapore International Arbitration Centre (“SIAC”) and in accordance with its Domestic Arbitration Rules, provided the parties to the disputes concerned shall have first exhausted all means and avenues of a mediation, including that of a mediation process at the Singapore Mediation Centre (“SMC”) under SMC’ prevailing Rules and all such Rules, whether by mediation or arbitration, are deemed to be incorporated by reference in this Article.