

Saint Joseph's College Old Boys' Association
("SJCOPA") 2023 Alumni Manager Election
for the Incorporated Management Committee of Saint Joseph's College
Announcement No. 3

Questions and Answers on issues relating to the Alumni Manager

1. Background of the Incorporated Management Committee ("IMC")

On 31 August 2013, the Incorporated Management Committee ("IMC") of Saint Joseph's College (the "School") was established under the Education Ordinance, Cap 279 (the "Ordinance") for the management of the School.

By its Constitution (the "IMC Constitution"), the IMC of the School is composed of 12 managers to discharge the functions and powers provided in the Ordinance.

SJCOPA, as the only recognized old boys' association of the School, and being long established with a history going back to 1913, has been entrusted by the School for the election of a nominee to be registered as Alumni Manager.

2. How do we select the Alumni Manager?

There is just ONE Alumni Manager as provided under the IMC Constitution. The Alumni Manager will therefore be elected from amongst old boys of the School to be nominated for registration as one of the managers.

The person being elected for this position, i.e. the Alumni Manager, is expected to know the challenges the School has to face and to help discharge the functions and powers of the IMC as provided in the Ordinance.

3. Terms of Office of the Alumni Manager

2 years with entitlement to be re-elected to serve a maximum of only 2 consecutive terms.

4. Duties and Responsibilities of the Alumni Manager

Alumni Manager is expected to carry out the objects of the IMC, which are, *inter alia*, to promote education in and to manage the School and to formulate education policies of the School in accordance with the Tradition and Philosophy of Lasallian Education; and the Vision and Mission of the School, so as to ensure that a human and Christian education is imparted to the young, especially to the poor and needy, within the Catholic and Lasallian spirit, and in line with the ethos of the Institute of the Brothers of the Christian Schools (De La Salle Brothers).

The tradition and philosophy of Lasallian Education and the Vision and Mission of the School are specified in the IMC Constitution and available on request from sjcobaelection@gmail.com.

5. Who is entitled to vote or be a candidate?

All alumni and/or old boys of the School whose names are on the Final Register of Voters ("FRV") are eligible to nominate a Candidate or to be nominated as a Candidate at this Election (Collectively called the "Old Boys").

6. Definition of "Alumnus" and "Old Boy"

"Alumnus" or "Old boy" shall mean any ex-pupil of Saint Joseph's College who has studied in the School, and/or its primary school section of the School at 7 Kennedy Road, Hong Kong, for at least one Scholastic Year.

7. How to register as a voter?

Old Boys who are NOT SJCOPA members, and wish to be registered as Voters may download the VOTER REGISTRATION FORM, which will be uploaded to the OBA website during the Voter Registration period or obtain a copy of the same by sending an email to sjcobaelection@gmail.com, i.e. the SJCOPA Alumni Manager Election Sub-committee ("ESC"). The duly completed form must be returned to the ESC on / before the Cut-Off date (to be defined below) by e-mail to sjcobaelection@gmail.com.

New SJCOBA Membership Applications will be suspended from commencement of the Voter Registration Period (1 May 2023) until after the Cut-Off Date (31 May 2023).

Names on the Final Register for the immediate past Alumni Manager Election in 2021 will be automatically included into the new Provisional Register (PRV) and Final Register (FRV) for this election. Old boys whose names are not on this past Final Register but want to vote or be nominated as candidate should register as voter by downloading and completing the VOTER REGISTRATION FORM, during the period of 1 May to 31 May 2023 or obtain a copy of the same from the ESC by e-mail (sjcobaelection@gmail.com). The form must be returned to the ESC on / before 31 May 2023 by e-mail (sjcobaelection@gmail.com).

On the date of physical voting (4 August 2023), all Old Boys intending to vote physically will be required to produce the relevant ORIGINAL identification document corresponding to the information they supplied for voter registration.

The responsibility on the correctness of the information supplied and the production of the relevant identity document rests on individual Old Boy. Intending voters should check their names against the Provisional Register of Voters which will be published on OBA website on 8 June 2023. Any clarification of their voting status should be communicated to Kent Yeung, the Convenor of Alumni Manager Election Sub-committee, by email (sjcobaelection@gmail.com) during the rectification period from 8 June to 21 June 2023. THERE IS NO DISCRETION TO ALLOW UNREGISTERED OLD BOYS TO VOTE.

OLD BOYS WILL NOT BE ENTITLED TO VOTE ON THE DATE OF PHYSICAL VOTING IF THEY FAIL TO PRODUCE THE IDENTIFICATION DOCUMENT MATCHING THE DETAILS IN THE REGISTRATION RECORD.

8. Provisional and Final Registers of Voters

Old Boys successfully registered as a Voter will be listed in the PRV which will be published on OBA website on 8 June 2023. The publication of FRV will be published on 22 June 2023.

9. Failure to furnish sufficient information for verification for Voter registration

The Election Sub-committee ("ESC") may at any time at its discretion seek verification of the identity and other relevant information for the purpose of registration of Voter. The ESC may refuse to register the Old Boys / SJCOPA Members who fail to comply with reasonable requests for such verification as a Voter or remove that person from the Register of Voters, whether Provisional or Final.

10. Nomination of Candidate

- A. A Candidate must be nominated by a Proposer and seconded by a Secunder. The names of both the Proposer and the Secunder must be on the FRV. Each Old Boy, in his capacity either as Proposer or Secunder, can nominate a maximum of 2 Candidates. For the purpose of the Bye-laws and the relevant Election Guidelines, 'Candidate' includes a person who has publicly declared an intention to stand for an Election, or such an intention could be inferred, at any time before the close of nominations for the Election, whether or not he has submitted a Nomination Form.
- B. An Old Boy should not be nominated if he is a serving teacher of the School (because teachers can join the IMC in the capacity of teacher manager), or he does not meet the registration requirements of managers set out in section 30 of the Ordinance.
- C. An intended Candidate shall complete and submit the Nomination Form as prescribed together with such declaration(s) and personal information as may be required by the ESC on / before 6 July 2023. Without limiting the generality of the above, a Candidate shall submit with his Nomination Form his written confirmation that his nomination to the IMC for registration as an alumni manager of the IMC of the School does not infringe s40AL(5) [serving the IMC in more than one capacity], s40AP(6) [not a teacher of the School] and he meets all the registration requirements of an alumni manager in that none of the grounds of refusal under s30 of the Ordinance applies to him or would apply to him for the full term of office as such alumni manager if so elected and registered.
- D. Nomination submitted after the specified date or without any of the required documents or information specified hereinabove will be invalid for the purpose of the Election.
- E. If an Election is a contested one, the Candidate List and further information for the Election be published before voting.

11. Alumni Manager Candidate

All Old Boys wishing to contest as a candidate for the Alumni Manager position shall complete the NOMINATION FORM, as prescribed together with such declaration(s) and personal information as may be required and submit it to the Election Sub-committee during the 14-day nomination period from 23 June 2023 to 6 July 2023. Without limiting the generality of the above, a Candidate shall submit with his Nomination Form his written confirmation that his nomination to the IMC for registration as an alumni manager of the IMC of the School does not infringe s40AL(5) [serving the IMC in more than one capacity], s40AP(6) [not a teacher of the School] and he meets all the registration requirements of an alumni manager in that none of the grounds of refusal under s30 of the Ordinance applies to him or would apply to him for the full term of office as such alumni manager if so elected and registered.

A Candidate must be nominated by a Proposer and seconded by a Secunder. Both the Proposer and the Secunder must be on the FRV. Each Old boy, in his capacity either as Proposer or Secunder, can nominate a maximum of 2 Candidates.

Should you have any questions about the registration logistics, please feel free to contact us at sjcobaelection@gmail.com

SJCOBA Alumni Manager Election Sub-committee

20 April 2023