THE CONSTITUTION OF THE ADVOCACY AND MOOTING SOCIETY, FACULTY OF LAW, THE UNIVERSITY OF HONG KONG

PREAMBLE

We, the members of the Advocacy and Mooting Society, Faculty of Law, the University of Hong Kong ("the Society") (香港大學法律系訟辯學會) *resolve to constitute the Society into a dynamic, dutiful, reputable, versatile, academic and objective-oriented society. We shall strive to ensure that all its members have the opportunity to develop the best mooting and advocacy skills of a legal professional and to promote the best qualities of the law subject to the provisions of this constitution.*

PART I: INTERPRETATION

In the Constitution, unless the context otherwise requires –

"academic year" means the academic year as determined by the Faculty of Law of the University of Hong Kong;

"the Committee" means the Executive Committee of the Advocacy and Mooting Society, Faculty of Law, the University of Hong Kong;

"Committee Members" means the members of the Executive Committee of the Advocacy and Mooting Society, Faculty of Law, the University of Hong Kong;

"the Constitution" means the constitution of the Advocacy and Mooting Society, Faculty of Law, the University of Hong Kong;
"Faculty" means the Faculty of Law of the University of Hong Kong;;
"law student" includes –

(a) a student registered with the Faculty of Law of the University of Hong Kong; and
(b) a student whose degree curriculum is offered and managed jointly by the Faculty of Law and other faculties in the University of Hong Kong.

"the Society" means the Advocacy and Mooting Society, Faculty of Law, the University of Hong Kong (香港大學法律系訟辯學會) registered under the Societies Ordinance (Cap 151);

"the University" means the University of Hong Kong;

PART II: GENERAL

Article 1: Name

1. The name of the Society shall be "the Advocacy and Mooting Society, Faculty of Law, the University of Hong Kong".
2. The name of the Society in Chinese shall be 香港大學法律系訟辯學會.

Article 2: Objectives

1. The primary objectives of the Society shall be –
   (a) to develop advocacy skills; and
   (b) to promote mooting activities among law students in the University.
2. To accomplish the primary objectives under paragraph (1), the Committee shall –
   (a) seek active membership among law students;
   (b) organise, participate or involve in any activities the Committee Members deem appropriate;
   (c) utilise resources to benefit its members;
   (d) assist or co-organise with the Faculty –
      (i) international mooting competitions;
      (ii) moots;
      (iii) moot-related programmes; or
      (iv) advocacy-related programmes;

PART III: ACTIVITIES

Article 3: General

1. The Committee shall organise various activities which in its view promote advocacy and mooting in general. The Committee shall strive to maintain a calendar of annual activities for the Society apart from other activities that may be organised in a given academic year.

PART IV: MEMBERSHIP

Article 4: Definition

1. All law students registered with the Society shall in accordance with Article 5 be members of the Society.
2. Membership shall be effective until the member ceases to be a law student.

Article 5: Application

1. Application for membership shall be made to the General Secretary.
2. Upon approval of the General Secretary and ratification by the Committee Members, membership fee shall be paid, and subsequently such student applicants shall become members of the Society.

PART V: PATRONS AND HONORARY ADVISORS

Article 6: **Composition**

1. Patron

   The Committee Members may invite distinguished legal scholars, including but not limited to judges and leading legal practitioners, to be Patrons of the Society.
2. Honorary Advisor

   The Committee Members shall invite members of the Faculty to be the Honorary Advisors of the Society.
3. The status of Patron and Honorary Advisor shall take effect upon the acceptance of invitation.

Article 7: Resignation of Patron

Any Patron may resign his office by giving written notice to the Committee. The resignation shall in general take effect from the date the Committee receives the notice.

Article 8: Term of Office of Honorary Advisor

The office of Honorary Advisors shall be effective until –

(a) he ceases to be a member of the Faculty; or

(b) he resigns by giving written notice to the Committee.

PART VI: THE EXECUTIVE COMMITTEE

Article 9: Function

The functions of the Committee shall be –

1. to manage the Society;
2. to formulate and implement the policies of the Society in accordance with the provisions of the Constitution; and
3. to promote the objectives of the Society as specified in Part II of the Constitution.

Article 10: Composition

The Committee shall consist of the following, in which (a)-(e) are mandatory, –

(a) a President;
(b) an Internal Vice-President;
(c) an External Vice-President;
(d) a General Secretary;
(e) a Treasurer;
(f) an External Secretary;
(g) a Marketing Officer;
(h) a Public Relations Officer;
(i) a Publication Officer;
(j) an Information Systems Officer;
(k) a Welfare Secretary; and
(l) any such officers as determined by the previous cabinet for each session, with the total number of Committee Members not exceeding 12, subject to Article 12(2).

Article 11: Duties of Individual Committee Members

1. The President

   The President shall –

   (a) be the chief executive;
   (b) chair all Committee meetings;
   (c) chair the Annual General Meeting;
   (d) approve and sign the minutes of all Committee Meetings after the minutes have been adopted by the Committee Members in the subsequent Committee meetings;
   (e) approve and sign all financial reports of the Society after the financial reports have been adopted by the Committee Members in the subsequent Committee meetings;
   (f) sign jointly with the Treasurer all cheques pertaining to all financial transactions of the Society; and
   (g) appoint any member of the Committee to be the Acting General Secretary in the event of the General Secretary's absence.

2. The Internal Vice-President

   The Internal Vice-President shall –

   (a) be the Acting President in the event of the absence of the President;
   (b) assist jointly with the External Vice-President in the discharge of duties of the President;
   (c) supervise the organisation of events, training programmes or activities deemed appropriate by the Committee Members that are basically internal in nature for members

of the Society; and

(d) be responsible for maintaining a close relationship with the Faculty.

3. The External Vice-President

The External Vice-President shall –

(a) assist jointly with the Internal Vice-President in the discharge of duties of the President;

(b) supervise the organisation of events, training programmes or other activities deemed appropriate by the Committee Members that are basically external in nature for members of the Society;

(c) be responsible for the promotion of relationships between the Society and external bodies including but not limited to government departments, professional and legal bodies, student bodies as well as the public.

(d) approve external correspondence of the Society.

4. The General Secretary

The General Secretary shall –

(a) assist the President to discharge his duties;

(b) convene the Annual General Meeting on the instruction of the Committee as stated in Article 15;

(c) convene any Extraordinary General Meeting at the request of the Committee or upon the requisition signed by not less than 20 members as stated in Article 16;

(d) record the proceedings of all meetings of the Society, or in his absence by any member of the Committee subject to the approval of the occupant of the President;

(e) prepare the minutes of all meetings of the Society; and

(f) maintain an up-to-date membership roll of the Society.

5. The Treasurer

The Treasurer shall –

(a) propose an annual financial budget after consulting all Committee Members within 1 month after the Committee has been formed;

(b) approve and sign the financial budgets adopted by the Committee Members as stated in Article 22;

(c) approve the receipts and expenditure of the Society falling within the approved financial budgets according to (b);

(d) approve the receipts and expenditure of the Society adopted by the Committee Members as stated in (c);

(e) keep a full and accurate record of all financial transactions of the Society;

(f) present financial reports for each function to the Committee within 1 month after the function has been concluded;

(g) sign jointly with the President all cheques pertaining to all financial transactions of the Society; and

(h) present a full financial report and an audited statement of accounts at the Annual General Meeting.

6. The External Secretary

   The External Secretary shall assist the External Vice-President to discharge his duties including but not limited to drafting external documents.

7. The Marketing Officer

   The Marketing Officer shall be responsible for the solicitation and management of sponsorships and donations to the Society.

8. The Publication Officer

   The Publication Officer shall be responsible for publications of the Society.

9. The Information Systems Officer

   The Information Systems Officer shall be responsible for promoting the Society through multi-media, including but not limited to photos, videos and webpage.

10. The Public Relations Officer

    The Public Relations Officer shall assist the External Vice-President to discharge his duties, in particular maintaining a close relationship with student representatives of the University and other universities.

11. The Welfare Secretary

    The Welfare Secretary shall be responsible for providing welfare to members of the Society.

Article 12: Committee Membership

1. The Committee Members shall be members of the Society.
2. Notwithstanding Article 10(l), the number of Committee Members of the subsequent term shall be determined and amended by the current Committee with a simple majority.

Article 13: Committee Meetings

1. The Committee shall meet when necessary. The Committee meeting shall be convened by the

General Secretary of the Society upon request of the President or not less than half of the Committee Members.

2. A notice of Committee meeting and the agenda thereof shall be given to each Committee Member at least 1 clear day before the meeting by the President of the Society.
3. A notice of the Committee meeting shall be waived with the consent of not less than half of the Committee Members.
4. At a Committee meeting not less than half of the Committee Members shall form the quorum, which must include the President and the General Secretary of the Society or any other Committee Members authorised by them in writing to attend on their behalf.
5. All matters of the Committee shall be decided by a simple majority of the Committee Members present unless prescribed otherwise by the Constitution.

Article 14: Tenure

1. The term of office of the Committee shall take effect upon the Annual General Meeting and shall not exceed 12 months unless otherwise extended by a General Meeting.
2. A Committee Member may be impeached during or immediately after his tenure for any obvious misconduct, consistent inactivity or lack of involvement in the management of the Society by a resolution passed by not less than two-thirds the number of Committee Members.
3. Any Committee Member wishing to resign shall serve a notice of resignation in writing to the Committee stating the reasons therein, and his resignation shall take effect on the approval of the Committee except the resigning Committee Member and on such terms as the Committee except the resigning Committee Member may deem fit to impose.
4. Where a Committee Member ceases to be a law student, his office shall *ipso facto* fall vacant.
5. The vacancies arising out of such terms stated above may be filled up for the remaining period of the term by a method which the Committee deems fit.

PART VII: GENERAL MEETING

Article 15: Annual General Meeting

1. The Annual General Meeting shall be held within 12 weeks after the interview as stated in Article 18.
2. The Annual General Meeting shall be convened by the General Secretary of the Society and presided by the President.
3. Notice of the Annual General Meeting and the agenda thereof shall be communicated at least 7 clear days in advance to all members of the Society by the General Secretary.
4. The business of the Annual General Meeting shall be –

   (a) to receive and adopt the minutes of the previous Annual General Meeting and the minutes

of all Extraordinary General Meetings which may have been held since the previous Annual General Meeting;

(b) to receive and adopt the Treasurer's report and statement of accounts prepared to the end of the term;

(c) to endorse or not to endorse the proposed cabinet;

(d) for the proposed cabinet to present its year plan, including but not limited to a financial budget; and

(e) any other business.

Article 16: Extraordinary General Meeting

1. The General Secretary shall convene an Extraordinary General Meeting at the request of two-thirds of the Committee Members or upon a requisition signed by not fewer than 20 members of the Society. Any such request or requisition shall specify the objects of the proposed Meeting and no other matters shall be discussed without the consent of at least two-thirds of the members of the Society present at the Extraordinary General Meeting.
2. Any Extraordinary General Meeting convened shall be presided over by a person appointed by the Committee and whose appointment is ratified by a simple majority of members of the Society present.
3. Notice of the Extraordinary General Meeting and the agenda thereof shall be communicated at least 7 clear days in advance to all members of the Society.

Article 17: Quorum

1. In all General Meetings, not fewer than 25 members of the Society shall form the quorum.
2. In the event of failure to form a quorum within 1 hour from the stated time in any General Meeting, the meeting shall be adjourned. The General Secretary shall announce the proposed date of the postponed meeting within 1 clear day after the adjournment with notice to all members.

PART VIII: ELECTION

Article 18: Eligibility

1. Members of the Society are eligible to run for positions of the Committee as stated in Article 10.
2. Members of the Society who are interested in running for positions of the Committee for the new and subsequent term shall express their interest to the General Secretary.

Article 19: Interview(s)

1. Interview(s) shall be held to select suitable candidates for the Committee of the new and

subsequent term prior to the Annual General Meeting.

2. Candidates shall be invited to the interview(s) by the General Secretary.
3. All Committee Members and candidates of the new and subsequent term shall be present in the interview(s).
4. Candidates shall present themselves in the interview(s) to address concerns raised by the Committee Members.

Article 20: Formation of Proposed Cabinet

1. The candidates shall obtain at least two-thirds of the votes by the Committee in order to be elected.
2. The finality of the positions of officers shall rest upon the Committee Members subsequent to a two-thirds majority.
3. For the purpose of electing officers of a new and subsequent term, the decision shall be made on individual basis by voting among the Committee Members.
4. Voting shall be conducted through individual secret ballot and no proxy is allowed.

PART IX: ADMINISTRATION AND FINANCE

Article 21: Administration

The general administration of the Society primarily lies with the Committee Members. The Committee Members may seek assistance from patrons, advisors of the Society or Faculty staff.

Article 22: Finance

1. The financial accounts of the Society shall be maintained by the Treasurer, who shall manage the funds of the Society in accordance with the decision as approved by two-thirds majority of the Committee.
2. All financial reports shall be approved by two-thirds majority of the Committee.

Article 23: Money Loss

In case of money loss, the Committee shall –

(a) report the matter to the Faculty;

(b) report the matter to the police;

(c) propose at least one solution for remedying the loss subject to the decision of the Extraordinary General Meeting; and

(d) convene an Extraordinary General meeting within 1 week of the discovery of the loss.

PART X: AMENDMENTS

Article 24: General

No part of the Constitution shall be altered or amended except by the procedure prescribed by the Constitution.

Article 25: Proposal for Amendments

A proposal for the amendment of the Constitution shall be made by at least two-thirds of the Committee Members or to the Committee by a written application signed by not less than one- fourth of the members of the Society.

Article 26: Review of the Constitution

Within 1 month of receiving such proposal, the Committee shall consider the proposal, consult members of the Society, review the Constitution and make recommendations for amendments if appropriate.

Article 27: Motion

A motion to amend any part of the Constitution shall be carried only when so agreed to by not less than two-thirds of the members present and voting at the Annual General Meeting or an Extraordinary General Meeting.

[Adopted, 12 January 2025]